COMPREHENSIVE REGIONAL IMPLEMENTATION PLAN FOR AVIATION SECURITY AND FACILITATION IN AFRICA (AFI SECFAL PLAN)

Second Meeting of the Steering Committee
Montreal, Canada, 27 November 2015

REPORT

This report has been approved by the Chairperson of the
AFI SECFAL Plan Steering Committee, Mr. J.W. Kabbs Twijuke

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NB: In addition to the above Appendices, all updated AFI SECFAL documents and planned activities are published on the website: http://www.icao.int/ESAF/AFISECFAL

PART I – INTRODUCTION

1.0 Venue, Date and Attendance

1.1 The second meeting of the Comprehensive Regional Implementation Plan for Aviation Security and Facilitation in Africa (AFI SECFAL Plan) Steering Committee was held on 27 November 2015 in Montreal, Canada. The list of participants including Steering Committee (SC) Members and Observers is attached in **Appendix A** to this report.

2.0 Calling the Meeting to Order

2.1 The Chairman of the AFI SECFAL Plan Steering Committee, Mr. Kabbs Twijuke, welcomed SC members, as well as ICAO Bureaus (Headquarters) and Regional Directors present. He highlighted the importance of Aviation Security and Facilitation in fighting against Acts of Unlawful Interference while at the same time facilitating the smooth flow of passengers and their goods through territories of Member States. He invited the meeting to observe a minute of silence in memory of all the people who have lost their lives to terrorist acts. He conveyed appreciation to donor community and urged them to continue their supporting role for the successful implementation of AFI SECFAL Plan. He thanked the President of ICAO Council Dr. Bernard Aliu, the Secretary General of ICAO Dr. Fang Liu, the African Union Commissioner for Infrastructure and Energy, Dr. Elham M.A. Ibrahim, and the Secretary General of AFCAC, Ms. Iyabo Sosina and invited them to make some remarks.

3.0 Opening Remarks

3.1 The AFCAC Secretary General appreciated the interest and support shown by African States to the AFI SECFAL Plan, towards the improvement of Aviation Security and Facilitation in the AFI Region and urged African States to maintain the spirit and avoid becoming the weakest link in the global efforts to develop sustainable international civil aviation. She further recognized the need for stronger cooperation and support from Partner States, Regional and International organizations and donor community.

3.2 The AU Commissioner for Infrastructure and Energy also provided background information to the continental approach to SECFAL issues and made reference to the meeting of African Ministers of Transport held in Luanda, Angola, in November 2011, which agreed on the need for a Regional Aviation Security Group to coordinate the implementation of the decisions of the Abuja Ministerial meeting. She thanked ICAO for adopting a regional approach in assisting States to elevate the effective implementation of ICAO SARPs related to Aviation Security and Facilitation in Africa.

3.3 The President conveyed the appreciation on behalf of the Council to the Steering Committee and recognized the support and dedication by the African Union Commission to secure the critical political commitment for the enhancement of AVSEC and Facilitation in Africa. He pointed out the importance of recognizing the twining aspect of aviation security and facilitation and called upon the SC to ensure optimum collaboration and participation of all stakeholders and key agencies. He noted the urgent need to provide the necessary human and financial resources to ensure effective implementation of the Plan by the relevant Regional Offices with the support of the ICAO Headquarters.

3.4 The ICAO Secretary General appreciated the presence of AU, AFCAC and other stakeholders and thanked the Council and in particular the ICAO Council President for continued support to the Plan. She highlighted the objectives of the AFI SECFAL Plan, and the role of the SC, as well as the milestone made by AFCAC regarding the establishment of the RASFG AFI. She pointed out the progress made so far in the implementation of the initial phase of the Plan and requested the donor community, development partners and States to support the implementation of the Plan. The Secretary General informed the meeting of the proposed High Level Ministerial Meeting scheduled to take place in 2016 and officially declared the meeting open.

PART II –DELIBERATIONS

2.0 Adoption of the Agenda

The meeting adopted the following Agenda:

1) Progress Report on the implementation of the AFI SECFAL Plan since the first meeting of the Steering Committee and status of implementation of the 2015 Work Programme;

2) Proposed Programme of 2016 AFI SECFAL Plan activities;

3) Progress Report on the Status of the AFI Regional Aviation Security and Facilitation Group (RASFG-AFI);

4) Progress Report on the planned High Level Ministerial meeting on AFI SECFAL Plan;

5) Report on outcome of the needs analysis on training; and Needs Assessment: Identification of areas of assistance;

6) Next Steering Committee meeting date and venue;

7) Any Other Business.

2.1 Progress Report on the implementation of the AFI SECFAL Plan since the first meeting of the Steering Committee and status of implementation of the 2015 Work Programme

2.1.1 The progress report on the implementation of the AFI SECFAL Plan since the first meeting of the SC meeting held on 18th May 2015 in Maputo, Mozambique and status of implementation of the work programme for 2015 were presented by the ICAO Regional Director ESAF/ Secretary of the AFI SECFAL Plan Steering Committee.

2.1.2 The meeting expressed concern over the lack of implementation of Standard 3.10.1 of Annex 9 to the Chicago Convention regarding withdrawal from circulation of Non – Machine Readable Travel documents by some African States.

SC02/Rec 01: Implementation of Annex 9, Standard 3.10.1

Urged ICAO Secretariat to coordinate a survey to identify States which have not yet implemented Standard 3.10.1 and to establish the challenges of States and develop State-specific plan to address these challenges.

2.1.3 On the issue of SARPs implementation, it was observed that authentic information on the current status was not available, mainly due to the confidentiality policy that restricts sharing of Security Information, while this information is required to develop effective assistance programmes for States in need.

2.1.4 Following the discussions, the SC adopted the following decision and recommendation:

SC02/Dec 02: Addressing aviation security challenges

The Steering Committee to explore appropriate means of dealing with the challenge without compromising the security of aviation, and present necessary recommendations for consideration by the Council in the Report of the 4th SC Meeting

SC02/Rec 03: High Level Ministerial Conference

The High-Level Ministerial Conference should:

1. Primarily Mainly focus on aviation security and facilitation related matters with a possibility of including other broad issues that affect civil aviation in Africa to take advantage of the presence of Ministers;

2. Be held in April 2016 in order to allow presentation of the outcomes of the Ministerial Conference Meeting for adoption by the AU Heads of State and Government at the June 2016 Summit; and

3. Include in its Agenda conflict zones in Africa. The Secretariat to consult widely with relevant stakeholders and to timely finalize and disseminate the Agenda together with all necessary information to facilitate early State preparations for the Ministerial Conference.

2.2 Proposed Work Programme: of 2016 AFI SECFAL Plan activities.

2.2.1 The Work Programme of 2016 AFI SECFAL Plan activities was presented by the Secretariat. Following discussions, the Steering Committee decided to approve the Programme with some amendments. The approved version of the 2016 AFI SECFAL Plan Programme is contained in **Appendix B** to this Report. Since the Plan is still in early stages, the Secretariat may find it necessary to introduce new items which will require approval of the SC at future meetings

2.3 Progress Report on the Status of the AFI Regional Aviation Security and Facilitation Group (RASFG-AFI)

2.3.1 Following the presentation made by AFCAC on this agenda item, the SC expressed appreciation to AFCAC Secretariat for the successful establishment of RASFG-AFI and made following decisions and recommendations:

SC02/Dec 04: RASFG-AFI Structure and Operation

a) RASFG-AFI should follow the structure and procedures of RASG-AFI in establishing champions consisting of small team of experts on each domain which will consult frequently and feed into the bigger group;

b) Use of teleconference for dialogues should to the extent possible be promoted to minimize cost;

c) The RASFG-AFI Work Programme and Terms of Reference were approved with minor amendment to the effect that the Group's meetings should take place at AFCAC Headquarters or at the Regional Offices of ICAO; and

d) The Chairperson of the RASFG-AFI to attend and present progress reports to AFI SECFAL Plan SC meetings.

SC02/Rec 05: Selection Criteria for AI SECFAL Plan Technical Experts

AFCAC should with the assistance of ICAO, develop and provide criteria to guide States in selecting/designating Technical Experts to serve in the implementation of AFI- SECFAL Plan activities;

2.4 Progress Report on the planned High Level Ministerial meeting on AFI SECFAL Plan

2.4.1 The progress report on the preparations for the Ministerial Meeting on AFI SECFAL Plan was presented. The meeting discussed the venue, date, agenda, category of participants and the preparations for the proposed High Level Ministerial Meeting and made the following recommendations

SC02/ Rec 06: Commitment and Support to the AFI SECFAL Plan conference

a) The Secretariats of AFCAC and ICAO should take measures to:

1) Raise awareness of the AFI SECFAL Plan and planned Ministerial meeting
2) Secure full political commitment for the implementation of the Plan
3) Identify possible sources of funding and other resources for the Plan (financial and human)
4) Timely draft the anticipated Ministerial Declaration as well as security and facilitation targets and goals for consideration and adoption by the Ministerial meeting;
5) Ensure success of the meeting and adoption of Ministerial Declaration with targets to be presented to AU Heads of States and Government for endorsement.

b) The meeting urged AUC, AFCAC and ICAO to decide on the host State and dates for the Ministerial Meeting as soon as possible

2.5 Report on outcome of the needs analysis on training; and Needs Assessment: Identification of areas of assistance

2.5.1 The meeting discussed the Outcome of the needs analysis study on training and Needs Assessment: Identification of areas of assistance presented by Secretariat. It conveyed appreciation for the excellent effort and noted with satisfaction the good response from the States during the survey. The SC made the following observations:

a) The high rate of States response and commitment in the timely completion of the needs analysis questionnaire;
b) Training should focus much more on operational issues rather than only on managerial theories;
c) ICAO endorsed ASTCs are under-utilized;
d) Training capacity within the States is largely insufficient;
e) There is a need for more assistance with regard to certification issues;
f) There is a need to develop new courses/workshops/seminars for capacity building ;
g) There is a need to develop harmonized framework for National Civil Aviation Security Training Programs and certification System;
h) There is a need to integrate AVSEC and Facilitation strategies and synergies;
i) Standardized Facilitation Training Packages are not available and there is a need for ICAO leadership in developing facilitation programmes;
j) There is a need to promote, emphasize and encourage cooperation and corroboration of Regional security oversight organizations and Reginal Economic Communities;
k) AFI States are facing challenges in attracting and retaining qualified personnel;
l) Needs analysis should cover the entire scope of the Plan including training and operational requirements among others.
m) There is a need for the development of e-learning platforms, blended learning and increased use of technology to deliver training and exchange of information;
n) There is a need for more (sub) regional cooperation.

SC02/Dec 07: Report on outcome of the needs analysis on training; and Needs Assessment:

Steering Committee should work closely with ICAO, AFCAC, States and Donor Community to address the observation in 2.5.1

ACI APEX Programme

2.5.2 ACI made a presentation on its new initiative of APEX in Security programme, which is a review process rather than an audit approach that allows identification of training needs. ACI also shared results of its Training need analysis which it conducted in consultation with ICAO GAT.

2.5.3 The meeting commended the initiative by ACI and GAT and made following decisions and recommendations:

SC02/Rec 08: Needs analysis conducted by the AFI SECFAL Secretariat

AFI SECFAL Secretariat should continue with needs analysis in a project management approach while identifying priorities and most critical areas which require assistance. Another survey with more detailed needs analysis should be conducted on the basis of which better plans of action will be formulated to resolve the deficiencies. .

SC02/Rec 09: Lack of Standardized Training Packages on Facilitation

SC urged ICAO Secretariat to develop Standardized Facilitation Training Packages to promote Facilitation and support States efforts to bring security and facilitation training on equal footing. This entails increasing resources available to deliver Facilitation programmes.

SC02/Dec 10: Cooperation and collaboration with ACI on needs analysis

SC requested AFI SECFAL Secretariat to consolidate data from the needs analysis exercises conducted by ICAO and ACI, generate action Plans, and develop Strategies for addressing deficiencies and challenges in Africa.

SC02/Dec 11: AFI SECFAL Needs Project document

SC requested AFI SECFAL Secretariat with assistance of ICAO to develop a project document identifying clear and specific areas of support, funding and assistance to guide and focus efforts of States, development partners and donors to close the identified gaps

2.6 Next Steering Committee meeting date and venue

2.6.1 The Chairman of AFI SECFAL Steering Committee informed the meeting that in line with Standing Procedures, the 3rd AFI SECFAL Steering Committee together with a Symposium on aviation safety, security and facilitation will be held in Africa, in a State and on dates to be announced later.

SC02/Dec12: Next Steering Committee meeting

SC requested the secretariat to convene the 3rd Steering Committee meeting during the period of AFI week on safety and security to be held in Africa.

2.7 Any Other Business

2.7.1 No matter was raised under this agenda item.

PART III - CLOSING REMARKS

3.1 The closing remarks of the meeting were delivered by Mr. Mam Sait Jallow, ICAO Regional Director, Dakar Regional Office, on behalf of the ICAO Secretary General in the presence of the ICAO Regional Directors, Nairobi and Paris Offices respectively.

3.2 In his remarks, Mr. Jallow drew attention to the similarities of implementing the AFI Plan (Safety) and the AFI SECFAL Plan and highlighted the importance of close cooperation and coordination. He emphasized the need to have effective partnerships with Regional and International Organizations which share the fundamental objectives of improvement in the implementation of ICAO SARPs. He then declared the Second AFI SECFAL Steering Committee meeting officially closed.

Appendix A – Management and implementation (objectives, outputs and activities)-Work Programme

Programme phase	Objectives	Output	Activities	Time-frame	Responsibility	Performance indicators
INCEPTION	**1. Establish the Plan coordination mechanisms and implementation modalities**	Steering Committee established	TORs refined and approved	April 2015	Secretariat	TORs approved (SG)
			AFI SECFAL Meeting	18 May 2015		Approved work programme
			1st Steering Committee Meeting			
		Regional AVSEC FAL Group (RASFG) established	Consultation ICAO/AFCAC	May-June 2015	RO ESAF and RO WACAF AFCAC	Developed TORs Report to Steering Committee
			1st RASFG meeting	September 2015		
		Established SECFAL Plan budget and funding mechanism	Initiate fundraising	Immediate	Secretary General RD ESAF Secretariat	Approved budget for the AFI SECFAL Plan Funding strategy in place Adequate funding available to the project
			Identify sustainable funding mechanism	September 2015 Ongoing continuous activity		
		Plan Management team established	Appoint Secretary to the Plan Recruit members ESAF and WACAF	May 2015-September 2015	RO ESAF RO WACAF	Appointed Secretary and staff
	2. Develop assistance strategies and a work programme	Existing Training resources and courses identified	Conduct of a training needs analysis in all sub-regions and member States	Completion by June 2016	Regional Offices Secretariat	Training resources and needs mapping available Approved training programmes

Programme phase	Objectives	Output	Activities	Time-frame	Responsibility	Performance indicators
INCEPTION (continued)		Assistance needs and resources identified (AFI States, Sub-regional organizations, donors)	Conduct of an assistance needs analysis	Completion by March 2016	Regional Offices Secretariat	Assistance needs and resources mapping available
		Approved work programme	Identify objectives, outputs and activities to be undertaken under this Plan.	September 2015	Regional Offices Secretariat	Approved work programme
	3. All assistance activities in the African Region are actively coordinated to meet the ICAO requirements at a minimum	Effective coordination	Regular assessment of objectives, outputs and activities to be undertaken under the AFI SECFAL Plan.	Every 6 months	Regional Offices Secretariat Steering committee	Updated work programme and priorities regularly updated
IMPLEMENTATION (SHORT-TERM)	**4. Generate the political will needed for States to participate in regional efforts** **(Continued)**	Political will is secured through a declaration	Organization of a High Level Ministerial meeting on the AFI SECFAL Plan. Presentation of AFI SECFAL Plan to Regional Groups AUC coordination /cooperation on AFI SECFAL Plan	April 2016	Regional Offices Secretariat AUC and AFCAC	Declaration with targets
			Presentation of the Plan in regional ministerial meetings	Starting in June 2015	Regional Offices Secretariat AFCAC	Initiative endorsed at the regional level. Number of endorsements
			Present AFI SECFAL Plan at AU Head of	Starting in June 2016	AFCAC	Declaration adopted by December 2016

Programme phase	Objectives	Output	Activities	Time-frame	Responsibility	Performance indicators
			State Meeting		Secretariat	
IMPLEMENTATION (SHORT-TERM) (continued)	**5. Establishment of effective AVSEC/FAL oversight systems**	All AFI States have approved Primary Legislation and National programmes (NCASP, NCASQCP, NCASTP);	Provide the outreach and awareness campaign on the AFI SECFAL Plan and aviation security and facilitation culture Joint seminars and/or training at the Regional, State and airport levels. Develop two pilot projects Provide assistance to States	December 2017	Regional Offices Secretariat AFCAC States	Number of States involved in assistance activities Number of assistance activities provided. One pilot project for ESAF and one for WACAF Regulations Act Establish effective Legislation and Regulations
		All AFI States to establish/reactivate their National Civil Aviation Security Committee (NCASC) and National Civil Air Transport Facilitation Committee (NATFC)	provide training, guidance materials, manuals, scheduled training for establishment of National and Airport SECFAL Committees Develop and test specific pilot projects	May 2015 – December 2017	Regional Offices Secretariat	Committees formed All States compliant with Standards on NCASC and NATFC All States should have NCASC and 50% Programmes should have FAL Programmes

Programme phase	Objectives	Output	Activities	Time-frame	Responsibility	Performance indicators
IMPLEMENTATION (SHORT-TERM) (continued)	**5. Establishment of effective AVSEC/FAL oversight systems** **(continued)**	Appropriate Authorities for Aviation Security and Facilitation established roles and have the resources specifically assigned to these areas At least 50% of audited States in the African region achieve at least a 65% EI of the CEs.	Workshops, courses, ad-hoc survey. Provide support to States still in needs to develop national legislation, regulations and NCASP's Provide support to States in needs to correct deficiencies	Immediate - December 2017	Regional Offices Secretariat	Resources dedicated to AVSEC and FAL All States have established Aviation Authorities Legislation and Regulations All States have established effective Aviation procedures 50% of audited States will have achieved 65% EIs
		Reinforce the training capacity	Organisation of train-the-trainers courses on a local, sub regional and regional basis. Further organisation and support of courses and workshops on AVSEC and FAL, including development of courses needed; Support to States or sub-region in needs to go establishing training facilities	Immediate - December 2017	Regional Offices Secretariat	Number of courses Number of personnel trained
		All African States have National Air Transport Facilitation (NATFP) programmes in place	Provide support to States in need to develop and implement NATFP	Completed by December 2020	Regional Offices Secretariat	USAP-CMA Audit results Number of AFI States that have approved NATFP in line with latest amendments of Annex 9

Programme phase	Objectives	Output	Activities	Time-frame	Responsibility	Performance indicators
	5. Establishment of effective AVSEC/FAL oversight systems **(continued)**	Risk management and sound crisis management procedures are established in all States	Provide support to States in need to develop and implement Risk management and crisis management procedures Seminars and workshops at the Regional, State and airport levels and; mentoring/coaching Crisis management exercises	Completed by December 2020	Regional Offices Secretariat	Number of AFI States that implemented threat and crisis management procedures (crisis management plans, contingency plans and security and emergency instructions) By December 202, all States have risk and crisis management procedures in place. Increase the preparedness for emergency situations through the development at the national level and for each airport (number of staff trained, number of exercises conducted)
	6. In all AFI States, only Machine Readable Passports are issued and all non-Machine Readable Passports are removed from circulation	Issuance of MRTD Passports by November 2015	Provide support to States that still have not fully implemented Standards 3.10 and 3.10.1 of Annex 9	By 24 November 2015 and beyond	Regional Offices Secretariat AFCAC	All AFI States are fully compliant with Standard 3.10
	7. Resolution of existing and new SSeCs	Existing SSeCs resolved	Assistance missions and validation missions	Immediately	Secretariat AFCAC	All SSeCs resolved
		New SSeCs timely resolved (within 6 Months).		6 months		

Programme phase	Objectives	Output	Activities	Time-frame	Responsibility	Performance indicators
	8. All African Regional States have ratified relevant international instruments	Status of ratification of international legal instruments by AFI	Promote ratification of all relevant international instruments and assist States in their implementation Seminars, workshops	Completed by December 2020	Regional Offices Secretariat AFCAC	Number of ratified Conventions
IMPLEMENTATION (MID-TERM)	**9. Seventy five (75) percent of audited States in the Region achieve a 65 percent EI of the CEs**	Determined by the level of EI	Further provide support to sub-regions/States in need in order to enable them to achieve at least 65% level of EI	December 2020	Steering Committee Regional Offices Secretariat	USAP-CMA Audits results Observed EI
	10. Establish an effective Human Resource Capacity Building framework	Human Resource capacity needs analysis framework developed	Support to States in needs to develop human resources (HR) policies Enhance the HR management Seminars, trainings and workshops at the Regional, State and airport levels and; coaching	Completed by December 2020	Regional Offices Secretariat	Increase in number of States having develop human resources (HR) policies Number of staff trained in HR
		Number of ASTCs in the region increased	Reinforce African ASTCs capacity and increase their number	Completed by December 2020	Regional Offices Secretariat	Number and capacities of African ASTCs increased

Programme phase	Objectives	Output	Activities	Time-frame	Responsibility	Performance indicators
	10. Establish an effective Human Resource Capacity Building framework **(continued)**	Mechanism to ensure timely implementation of AFI States' corrective action plans for resolving security and security-related facilitation deficiencies identified by ICAO Universal Security Audit Programme continuous monitoring approach (USAP-CMA).	Seminars, trainings and workshops at the Regional and State levels.	December 2020	Regional Offices Secretariat	USAP-CMA audits results
		Facilitating the strengthening of a capacity of regional oversight and assure optimum utilization of AVSEC resources and expertise within the African region	Seminars, trainings and workshops at the Regional and State levels.	December 2020	Regional Offices Secretariat	Number of regional oversight activities
		Availability of qualified National Auditors/Inspectors.	Trainings, workshops	December 2020	Regional Offices Secretariat	Increase in the number or Auditors/Inspectors
		Promote collaboration and sharing of information amongst African States	Seminars, workshops	December 2020	Regional Offices Secretariat	Sharing of information mechanisms in place

Programme phase	Objectives	Output	Activities	Time-frame	Responsibility	Performance indicators
IMPLEMENTATION (LONG-TERM)	**11. Hundred (100) percent of audited States in the Region achieve a 65 percent EI of the CEs**	Determined by level of EI	Further provide support to sub-regions/States in need in order to enable them to achieve at least 65% level of EI Misc. activities to be determined by the Steering Committee	December 2023	Steering Committee Regional Offices Secretariat	USAP-CMA Audits results Observed EI

Appendix B – List of Participants

MEMBERS

OUNTRY/ ORGANIZATION	NO.	TITLE	NAME	ADDRESS	TELEPHONE/FAX	E-MAIL
AFRICAN STATES REPRESENTED IN THE ICAO COUNCIL						
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AFRICAN REPRESENTATIVES TO ICAO						
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