INTERNATIONAL CIVIL AVIATION ORGANIZATION

Second Meeting of the Africa–Indian Ocean Aviation System Planning and Implementation Group (AASPG/2)

Livingstone, Zambia, 2–6 November 2026

Agenda Item 4: Implementation of safety and air navigation goals, targets and indicators, including priorities set in the Regional Aviation Safety and Air Navigation Plans

SSPILOT: A TOOL TO SUPPORT STATE SAFETY PROGRAMME (SSP) IMPLEMENTATION

(Presented by Togo)

SUMMARY
This working paper presents SSPILOT, a digital tool developed by Togo Civil Aviation Authority (ANAC-Togo) to help States assess, plan and monitor the implementation of their State Safety Programmes (SSPs). The tool provides an integrated environment for conducting SSP gap analyses, performing self-assessments against ICAO USOAP-CMA SSP and SMS protocol questions, and generating and monitoring an overall SSP implementation plan. It also enables the actions associated with protocol questions to be identified and filtered, while maintaining an overview of the actions required for effective SSP implementation. Togo proposes that SSPILOT be presented to States in order to gather their feedback and involve volunteer States in its further development and in extended trials, and that it be made available to the ICAO Regional Offices so that it may be hosted within the Organization's IT environment and also serve other interested States, in accordance with applicable technical, legal, administrative and information security arrangements. Action by the Meeting is presented in **paragraph 3**.
RÉFÉRENCE(S) • Annex 19 • Doc 9859 • Doc 10004 • AFI-RASP
Strategic Objectives — *Every Flight is Safe and Secure*

1 INTRODUCTION

1.1 Annex 19 to the Chicago Convention requires each State to implement a State safety programme (SSP) to proactively manage civil aviation safety risks.

1.2 The Safety Management Manual (Doc 9859) provides a gap analysis methodology enabling States to assess the level of implementation of SSP components and elements. In parallel,

States are required to respond to ICAO SSP protocol questions (PQs), as well as to SMS-related PQs in the ICAO technical domains, under the ICAO Universal Safety Oversight Audit Programme Continuous Monitoring Approach (USOAP-CMA).

1.3 Following the withdrawal in 2025 of the SSP gap analysis tool previously available on the ICAO iSTARS platform, several States have been using Excel files to conduct and update their gap analyses. These files, often maintained in multiple versions by different departments, are not supported by a shared database, are prone to data entry errors and data loss, and do not retain a history of changes. They also make it difficult to consolidate information, monitor corrective action plans and align responses to SSP and SMS PQs with the actual status of SSP implementation.

1.4 Furthermore, the new USOAP-CMA SSP PQs do not comprehensively cover all SSP elements. On their own, they therefore cannot provide a comprehensive picture of States' actual level of SSP implementation. A gap analysis covering all SSP elements remains necessary to complement the PQ-based self-assessment and guide States' implementation plans.

1.5 To address this need, ANAC-Togo designed and developed SSPILOT, a digital tool supporting SSP gap analysis and the integrated management of SSP and SMS PQs, supporting evidence and the corresponding action plans.

1.6 This working paper describes the development status, main features and potential benefits of SSPILOT. It proposes a phased approach of consultation, trials, technical support, validation and, where appropriate, future hosting by ICAO, with a view to its use by other interested States.

2 ANALYSE

2.1 SSPILOT is a functional digital tool, currently being refined, intended to help States assess, plan and monitor the implementation of their SSP. It provides an integrated environment for conducting the SSP gap analysis, performing self-assessments based on the SSP and SMS PQs available on the Online Framework (OLF), and generating and monitoring an overall SSP implementation plan.

2.2 The name of the tool refers, in French, to "pilotage du programme national de sécurité" (steering of the State safety programme). Another name or an expanded multilingual form may be considered during the consultation and validation process.

2.3 The tool enables a civil aviation authority to organize and manage, within a shared database, its SSP gap analysis activities, self-assessments against SSP and SMS PQs, and the development and monitoring of the State's implementation plan. SMS PQs are handled in a separate module, with a link to the SSP element to which each relates. The tool facilitates the preparation, internal management and monitoring of actions in an integrated environment. It aims to provide a more comprehensive, consistent and regularly updated picture of SSP implementation.

2.4 The overall implementation plan is thus populated by the gaps identified during the gap analysis and by the actions arising from the PQ self-assessments. Users can then complete, assign, prioritize, update and monitor the actions in accordance with their national procedures.

2.5 The pilot phase envisaged with volunteer States would aim to broaden the conditions of use, gather structured feedback and support the finalization of the tool.

2.6 The use of a shared database also facilitates the coordinated participation of the various national entities involved in SSP implementation, while allowing appropriate profiles, responsibilities and access rights to be defined.

2.7 The main features of SSPILOT are organized into modules covering, inter alia:

a) the configuration of States and their specific settings;
b) the configuration of gap analysis questions and SSP and SMS PQs;
c) the creation and management of user accounts, profiles and access rights for each State;
d) the conduct and updating of SSP gap analyses against relevant ICAO provisions and guidance;
e) the conduct and monitoring of self-assessments against SSP PQs drawn from the OLF;
f) the conduct and monitoring of self-assessments against SMS PQs;
g) the generation, updating and monitoring of an overall SSP implementation plan bringing together the actions arising from the gap analysis and from the self-assessments against SSP and SMS PQs, including the assignment of responsibilities, deadlines and the implementation status of each action;
h) the filtering of actions by their relationship to a given PQ, SSP components and elements, responsible authority or entity, deadline, implementation status and priority level;
i) the uploading, filing and management of supporting documents and other evidence associated with the analyses, PQs and actions;
j) the provision of a dashboard for each State and, subject to access rights and applicable arrangements, a consolidated dashboard covering several States; and
k) the retention of a history of changes, assessments, observations, supporting documentation and associated evidence.

2.8 The expected benefits of the tool include a single source of information replacing multiple Excel files; greater consistency between the gap analysis and the self-assessments; a more comprehensive picture of the level of SSP implementation; less time spent consolidating data; strengthened monitoring of actions; and better preparation for USOAP-CMA activities. The tool should thus help accelerate progress towards achieving the goals of the Global Aviation Safety Plan (GASP) and the AFI-RASP.

2.9 SSPILOT is a national working and monitoring tool. It does not replace either the State's safety oversight responsibilities or ICAO's assessment and validation of PQs under the USOAP-CMA.

2.10 In a spirit of cooperation, resource pooling and sharing of tools developed within the region, ANAC-Togo proposes to present SSPILOT for review and validation within the framework of regional safety management and SSP implementation initiatives, and to make it available to ICAO so that it may be hosted within the Organization's IT environment and made accessible to other interested States, subject to the interest of States and the region.

2.11 The proposed approach consists of: i) presenting the tool and gathering feedback from ICAO and States; ii) involving volunteer States in its further development and in extended trials; iii) seeking ICAO technical support for its finalization and validation; and iv) examining, after validation, the appropriateness of possible hosting by ICAO and the related technical, legal, administrative and information security arrangements.

2.12 Making the tool available to interested States in the AFI region should be accompanied by training activities and coordination with the ICAO Regional Offices and Togo.

3 ACTION BY THE MEETING

3.1 The meeting is invited to:

a) note the information presented in this working paper on SSPILOT, a tool designed and developed by ANAC-Togo to help States assess, plan and monitor the implementation of their SSP;

b) review the proposed features and provide feedback on their relevance, their consistency with ICAO guidance and the additional needs of States;

c) invite the ICAO Regional Offices and Togo to define the technical, legal and administrative arrangements necessary for making SSPILOT available, hosting, managing, maintaining and further developing it within ICAO's IT environment, and to organize demonstrations of the tool and user training;

d) invite volunteer States to participate in an extended pilot phase, in structured trials and in providing feedback, with a view to the further development of the tool; and

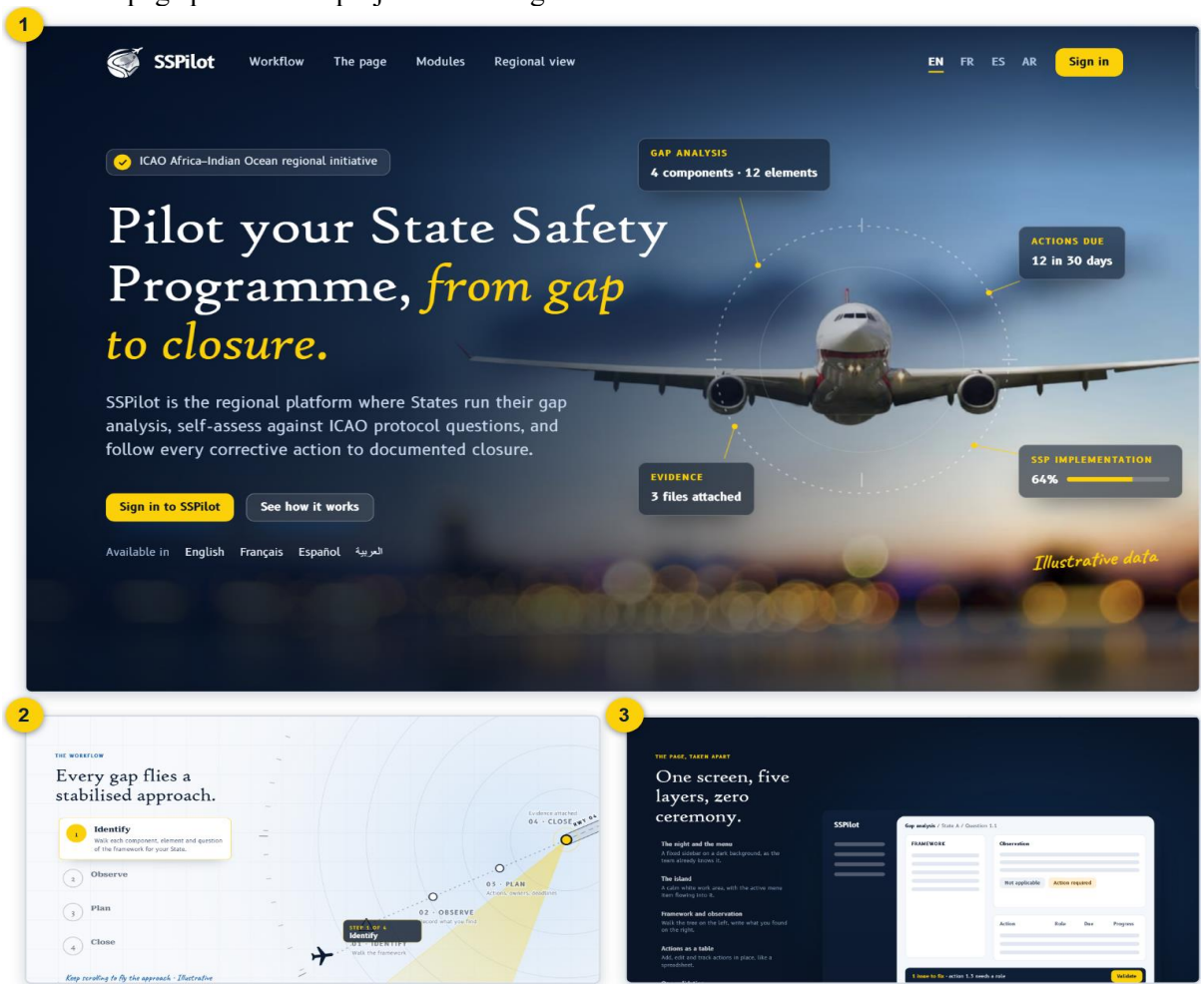
e) encourage States to consider using SSPILOT as a tool to support their SSP implementation, on the understanding that the tool could be hosted within ICAO's IT environment or, if this option is not feasible, be used on the basis of an agreement between the interested State and Togo defining the applicable terms and conditions.

APPENDIX

Screenshots of the SSPILOT tool

Figure 1 – SSPILOT home page

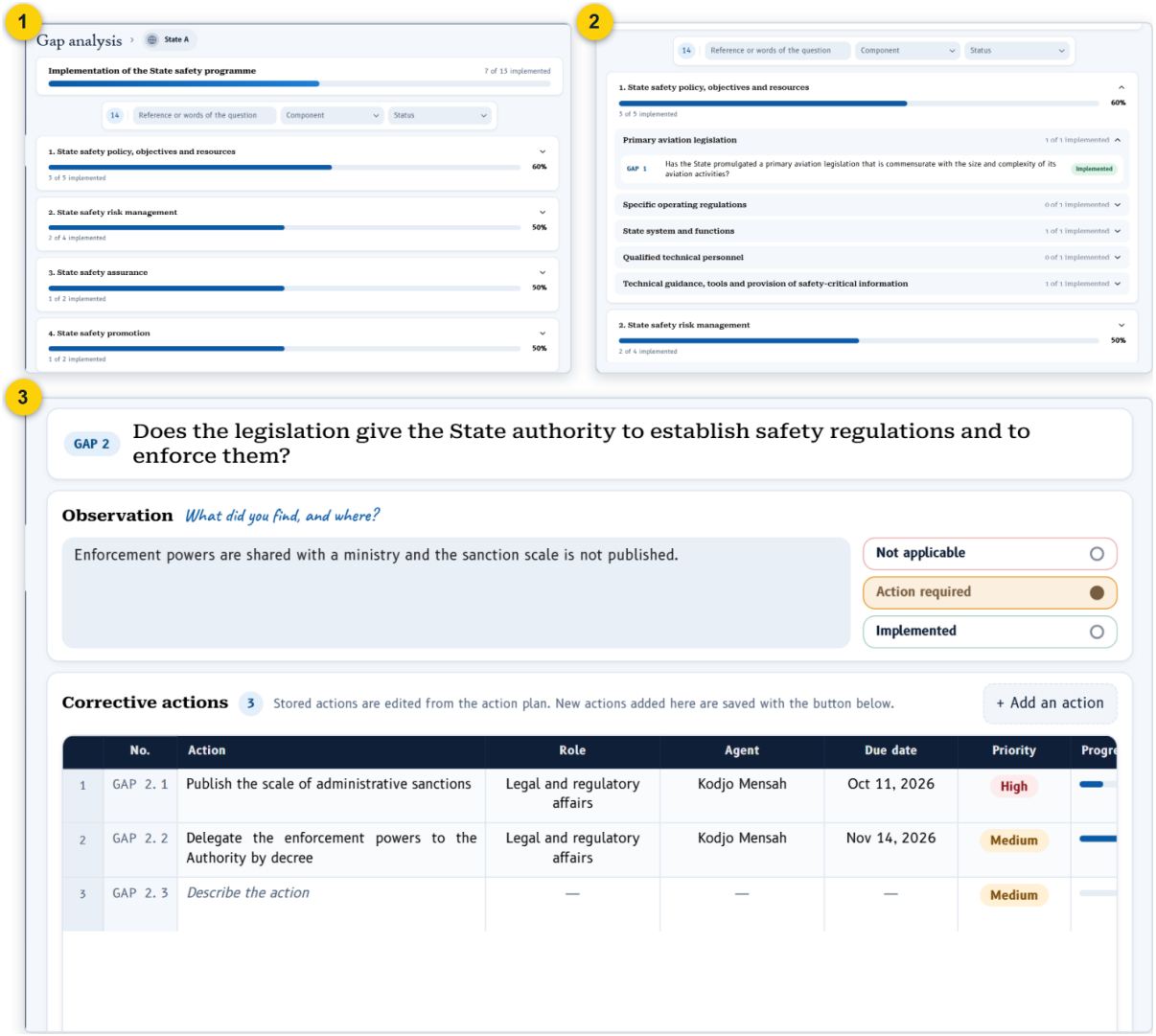
The home page presents the project before login.



1. The tagline and the four languages: steering the State safety programme, from gap to closure.
2. A four-step process (identify, observe, plan, close), displayed as the page is scrolled.
3. A single working screen: the menu, the framework and the observation, the actions in a table, and a single validation.

Figure 2 – Gap analysis: from the framework to the observation

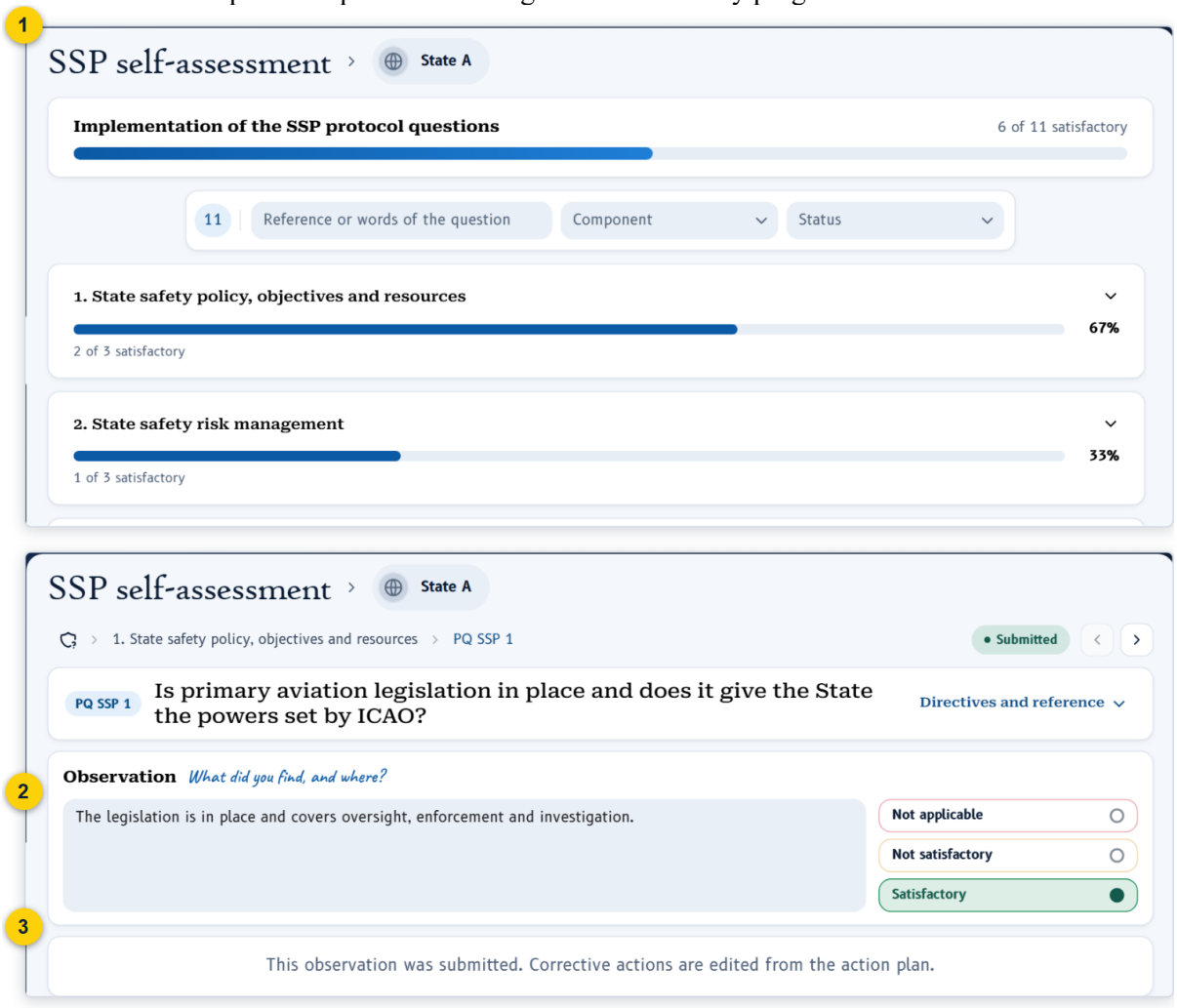
Users browse the ICAO SSP framework and, for each question, record what has been found and plan the actions.



1. The overview: the State's implementation (here 7 questions out of 13), followed by the four components, with filters.
2. Each component expands into elements, then into questions, each with its status.
3. The question: the observation describes what has been found and assigns it a status (not applicable, action required, implemented). Corrective actions are added in the table, with role, officer, deadline and priority, and are then saved in a single operation.

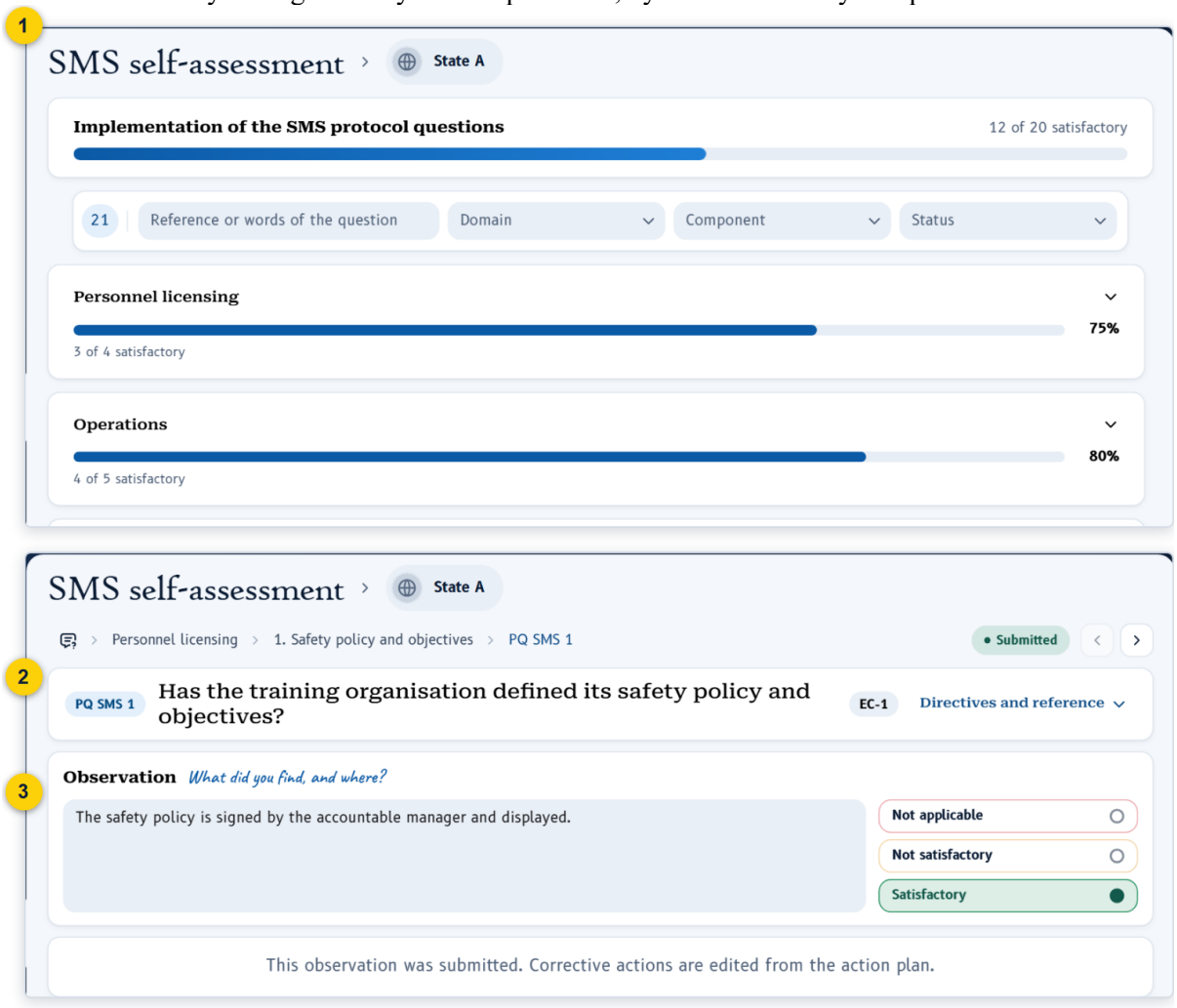
Figure 3 – Self-assessment against SSP PQs

The USOAP-CMA protocol questions relating to the State safety programme.



1. Overall implementation (here 6 satisfactory questions out of 11) and the progress of each component, with the same filters as the gap analysis.
2. Each question carries an observation, with three statuses: not applicable, not satisfactory, satisfactory.
3. The corrective actions for the question are managed from the action plan.

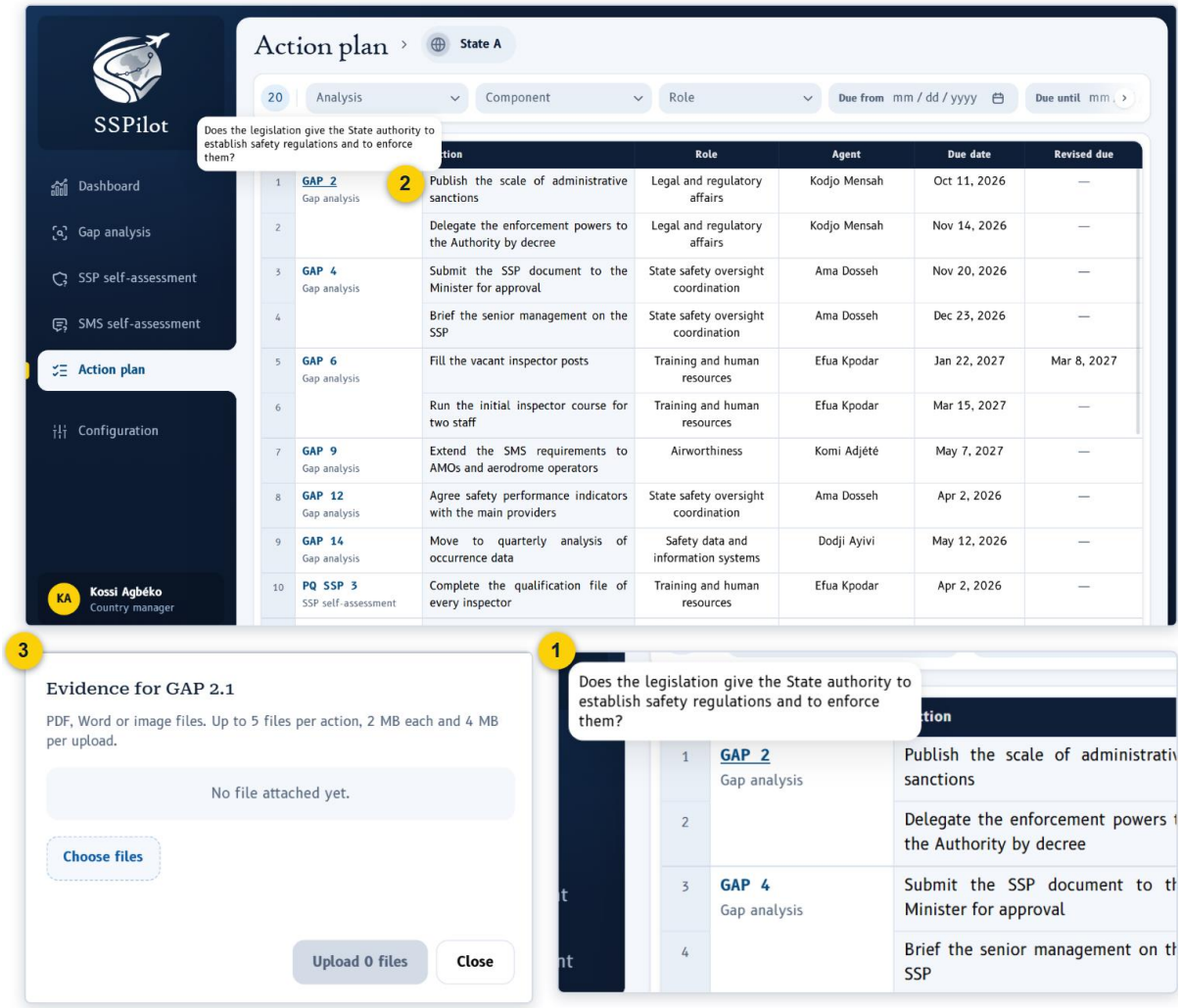
Figure 4 – Self-assessment against SMS PQs
Safety management by service providers, by area and then by component.



1. Five areas, from personnel licensing to aerodromes and ground aids, each with its progress (here 12 satisfactory questions out of 20).
2. The question shows its area and component, together with the critical element (CE) and the link to the relevant guidance and references.
3. The same observation as for the SSP: three statuses, and actions managed from the action plan.

Figure 5 – Action plan: all of the State's actions

The actions arising from the gap analysis and from the SSP and SMS self-assessments are brought together in a single table that can be edited like a spreadsheet.



1. The question serves as the reference: its title is displayed on hover and a click opens the question.
2. The action remains visible when the table is scrolled horizontally; a cell can be edited directly and is saved as soon as it is exited.
3. Up to five supporting documents per action (PDF, Word or image).

The national focal point can edit all of the State's actions; an officer can only update the progress and review of his or her own actions.