



International
Civil Aviation
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Международная
организация
гражданской
авиации

منظمة الطيران
المدنى الدولى

国际民用
航空组织

File Ref.: ME 3/2.4 – 25/169

28 July 2025

**Subject: IFP Provision and Safety Oversight Workshop
(Amman, Jordan, 7 - 9 December 2025)
Tenth Meeting of the Performance Based Navigation Sub-Group (PBN SG/10)
(Amman, Jordan, 10 - 11 December 2025)**

Action required: Reply not later than 30 September 2025

Sir,

I have the honor to inform you that the IFP Provision and Safety Oversight Workshop will be held in Amman, Jordan from 7 to 9 December 2025. The workshop is scheduled back-to-back with the Tenth Meeting of the Performance Based Navigation Sub-Group (PBN SG/10) to be held at the same location from 10 to 11 December 2025, to facilitate participation of PBN and IFP experts who are planning to attend both events. Your Administration/Organization is kindly invited to participate in these events.

Pursuant to MIDANPIRG Conclusion 22/27, which endorses a 2025 IFP Provision and Safety Oversight Workshop and calls on States and stakeholders to share experiences, tackle common challenges and foster collaboration, the ICAO MID Office will convene this event to support Civil Aviation Authorities in establishing and implementing a robust safety regulatory and oversight framework for Instrument Flight Procedure Design Services (IFPDS). The objectives of the workshop are to:

- Explain the requirements for developing a regulatory framework for instrument flight procedures, including the effective oversight of IFP design, validation, approval, and maintenance.
- Present tools and best practices to support the establishment of a robust oversight system that ensures compliance with quality assurance requirements.
- Provide guidance to service providers conducting IFPDS, in whole or in part, on how to develop compliant processes, procedures, and organizational structures in accordance with ICAO SARPs, PANS, and applicable State regulations.

The Provisional Agenda for the PBN SG/10 meeting and the Terms of Reference (TORs) for the PBN SG are at **Attachments A and B**, respectively. Your comments on the attached Provisional Agenda, including any amendment you may wish to suggest, would be appreciated.

The Provisional Agenda for the IFP Provision and Safety Oversight Workshop is at **Attachment C**.

The Bulletin, which includes the administrative arrangements for the events, other useful participant information, and the Hotel List, will be shared with all participants in due course once the materials become available.

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This letter, all its relevant attachments and Working/Information Papers and PowerPoint presentations (as they become available), will be posted in PDF format on the ICAO MID website at: www.icao.int/mid. No paper copies will be available, so you are kindly requested to bring relevant documentation with you.

I would appreciate if you could, as soon as possible, preferably not later than **30 September 2025**, confirm the participation of your Administration/Organization giving the names and contact details of your delegate(s), by submitting the Nomination Form at **Attachment D** to the following email addresses: icaomid@icao.int, and raissaoui@icao.int.

Accept, Sir, the assurances of my highest consideration.



Mohamed Abubaker Farea
Regional Director
Middle East Office

Attachments



International Civil Aviation Organization

PBN SG/10 PROVISIONAL AGENDA

(Amman, Jordan, 10 – 11 December 2025)

**TENTH MEETING OF THE PERFORMANCE BASED
NAVIGATION SUB-GROUP (PBN SG/10)**

(Amman, Jordan, 10 - 11 December 2025)

PROVISIONAL AGENDA

- | | |
|-----------------------|---|
| Agenda Item 1: | Adoption of the Provisional Agenda and election of Chairperson |
| Agenda Item 2: | Follow-up on MIDANPIRG/22 Conclusions and Decisions relevant to PBN |
| Agenda Item 3: | Global and Regional Developments related to PBN |
| Agenda Item 4: | PBN Planning and Implementation in the MID Region |
| Agenda Item 5: | Working Arrangements and Future Work Programme |
| Agenda Item 6: | Any other business |

**MIDANPIRG PERFORMANCE BASED NAVIGATION
SUB-GROUP (PBN SG)**

1. TERMS OF REFERENCE

1.1 The Terms of Reference of the PBN Sub-Group are:

- a) ensure that the implementation of PBN in the MID Region is coherent and compatible with developments in adjacent regions, and is in line with the Global Air Navigation Plan (GANP), the Aviation System Block Upgrades (ASBU) framework and the MID Region Air Navigation Strategy;
- b) monitor the status of implementation of the MID Region PBN-related ASBU threads/elements included in the MID Region Air Navigation Strategy as well as other required PBN supporting infrastructure, identify the associated difficulties and deficiencies and provide progress reports, as required;
- c) keep under review the MID Region PBN performance objectives/priorities, develop action plans to achieve the agreed performance targets and propose changes to the MID Region PBN plans/priorities, as appropriate;
- d) seek to achieve common understanding and support from all stakeholders involved in or affected by the PBN and GNSS developments/activities in the MID Region;
- e) provide a platform for harmonization of developments and deployments of PBN concentrating on PBN for approach and terminal areas;
- f) monitor and review the latest developments in the area of PBN and procedure design, provide expert inputs for PBN-related issues; and propose solutions for meeting ATM operational requirements;
- g) monitor and review the latest GNSS developments and activities;
- h) provide regular progress reports to the MIDANPIRG concerning its work programme; and
- i) review periodically its Terms of Reference and propose amendments, as necessary.

1.2 In order to meet the Terms of Reference, the PBN Sub-Group shall:

- a) provide necessary assistance and guidance to States to ensure harmonization and interoperability in line with the GANP, the MID ANP and ASBU framework;
- b) provide necessary inputs to the MID Region Air Navigation Strategy through the monitoring of the agreed Key Performance Indicators related to PBN;

- c) identify and review those specific deficiencies and problems that constitute major obstacles to the provision of efficient PBN implementations, and recommend necessary remedial actions;
- d) review and support the MID Flight Procedure Programme activities, as required, including coordination of capacity building activities related to training and qualification of the procedure design personnel and all other personnel involved in PBN implementation;
- e) monitor the progress of studies, projects, trials and demonstrations by the MID Region States, and other ICAO Regions in PBN and GNSS; and
- f) Coordinate with relevant MIDANPIRG and RASG-MID Subsidiary bodies' issues with common interests.

2. Composition

2.1 The Sub-Group is composed of:

- a) MIDANPIRG Member States;
- b) concerned International and Regional Organizations as observers; and
- c) other representatives from provider States and Industry may be invited on ad hoc basis, as observers, when required.

3. Working Arrangements

3.1 The Chairperson, in close co-operation with the Secretary, shall make all necessary arrangements for the most efficient working of the Subgroup. The Subgroup shall at all times conduct its activities in the most efficient manner possible with a minimum of formality and paper work (paperless meetings). Permanent contact shall be maintained between the Chairperson, Secretary and Members of the Subgroup to advance the work. Best advantage should be taken of modern communications facilities, particularly video-conferencing (Virtual Meetings) and e-mails.

3.2 Face-to-face meetings will be conducted when it is necessary to do so.



International Civil Aviation Organization

***Tentative Program of Workshop on IFP's Provision and Safety Oversight
(Amman, Jordan, 7 - 9 December 2025)***

Tentative Program of Workshop on IFP's Provision and Safety Oversight

(Amman, Jordan, 7 – 9 December 2025)

- Session 1 — Regulatory Framework for Instrument Flight Procedure Design Service
- Session 2 — Safety Oversight of ANS and Instrument Flight Procedures (IFPs)
- Session 3 — IFPDS Roles, Processes, and Procedures
- Session 4 — Quality Assurance in Flight Procedure Design
- Session 5 — IFP approval process
- Session 6 — IFPD Validation process
- Session 7 — Lessons Learned on Provision and Oversight of IFPs – States and Organizations
- Session 8 — USOAP perspective on IFPs
- Session 9 — Discussion on SSCs raised on IFPs & their CAPs
- Session 10 — Interactive session on PQs related to IFPs
- Session 11 — Summary of Workshop

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
MID REGIONAL OFFICE**

**IFP PROVISION AND SAFETY OVERSIGHT WORKSHOP
(AMMAN, JORDAN, 7 - 9 DECEMBER 2025)**

**TENTH MEETING OF THE PERFORMANCE BASED NAVIGATION SUB-GROUP (PBN SG/10)
(AMMAN, JORDAN, 10 - 11 DECEMBER 2025)**

NOMINATION FORM

Please indicate which event(s) you will attend:

**IFP PROVISION AND
SAFETY OVERSIGHT
WORKSHOP**

☐

PBN SG/10

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1. Name in full: _____
Mr. / Mrs. / Ms. (as should appear in the official listing and name tag)
2. Title or Official Position: _____
3. State/Organization: _____
4. Mailing Address: _____

5. Telephone Number: _____
- Mobile Number: _____
- E-mail: _____

Date: Signature:

After completing, please send to: ICAO MID Office at the following e-mail address: (icaomid@icao.int).

- END -