APPENDIX

1. Project Identification

AFI Region	PROJECT DESCRIPTION (DP)	DP Ref: AIM-ADQ	
Programme	**Title of the Project**	**Start**	**End**
Aeronautical Information Management **Programme Facilitator:** ICAO Regional Officer, AIM, Dakar	**AIM ADQ – Monitoring of the Aeronautical information quality and Improvement of NOTAM** Project coordinator: TBD	**30/07/2025**	**30/11/2027**
Rationale	Enhance the performance of States in improving the quality of aeronautical information.		
Objective	a) Deliver performance report on the improvement of aeronautical information quality by States b) Develop necessary assistance documents and tools for assisting States in the provision of enhanced NOTAM and quality assured aeronautical information.		
Scope	a) Collection and assessment of users' feedback on quality of States aeronautical information, b) Identification and development of documents and tools needed to assist States in the provision of enhanced NOTAM and quality assured aeronautical information.		
Metrics	a) Number of States that have achieved zero Old NOTAMs b) Number of States that use the appropriate information product and comply to AIRAC c) Number of States that reduce users' requests for clarification		
Strategy	Project activities will be coordinated among project team members, the Project Coordinator, and the Programme Facilitator, mainly through teleconferences (Virtual meeting application). Seminars/meetings are scheduled in accordance with work programme activities. The Project Coordinator will coordinate with the Programme Facilitator for the inclusion of additional experts, if warranted by the tasks and work to be performed. The results of the performance assessment will be submitted to the consideration of State in the form of performance reports for review. The performance report will be presented to the AASPG Infrastructure and Information Management Sub-Group (IIM/SG) by the Project coordinator. Once the documents and tools are developed and validated, the project shall be closed. The project team experts will remain available for conducting assistance missions to States on need basis, through specific assistance projects.		
Related projects	This project is related to the following projects: - AIM Results-Based Implementation Support (RBIS) for the AFI Region; - Implementation of Aerodrome mapping data sets and Instrument flight procedure data sets		
Relationship with the regional plans	This project supports the following regional plans: - Regional Air Navigation Plan (eANP); - Regional Aviation Safety Plan (RASP)		

2. Project Deliverables

Project deliverables					
Reference	Description	Responsible party	Delivery date	Status of Implementation	Comments
1	**Composition of the project team**				
1.1	Selection of project team experts	Programme Facilitator	March 2025	Completed	Coordinate with States and Organizations for the nomination of subject matter experts possessing the required qualifications and experience to compose the project team.
1.2	Project launching webinar	Programme Facilitator	July 2025	Completed	Organize an initial webinar with the project team members to launch the activities of the project.
2	**Assessment of aeronautical information quality**				
2.1	Collection and analysis of users' feedback on States promulgated aeronautical information and the status of NOTAMs	Project team			Collect monthly the feedback from users through industry focal points, for analysis.
2.2	Development of quarterly performance reports	Project team			Consolidate the analysis of users' feedback and develop quarterly performance reports, including recommendations to States for improving the quality of aeronautical information.
3	**Development of documents and tools**				
3.1	Identification of necessary documents and tools for assisting States in the provision enhanced NOTAM and quality assured information	Project team			Identify and plan de development of documents and tools needed for assisting States in the provision enhanced NOTAM and quality assured information.
3.2	Development of assistance documents and tools	Project team			Develop identified documents and tools for the assisting States.
4	**Validation of documents and tools**				
4.1	Documents and tools validation workshop	Programme Facilitator			Organize a workshop with the Project team and experts from States and Organizations to validate the developed documents and tools.

3. Resources

Resources required	- Selected experts from States and Organizations to conduct the project activities, based on following qualification criteria: i. experience and good knowledge of ICAO standards and recommend practices, and procedures related to AIM; ii. experience in State AIM regulation and inspectorate; iii. experience in producing aeronautical information products, including AIP, AIP Amendment, AIP Supplement, AIC, NOTAM, Charts, as well as in handling users feedback on the delivered products; iv. experience in using aeronautical information products for data encoding or for air operations; v. experience in Quality Management System applied to AIM. - Funds for conducting the documents and tools validation workshop.

4. Project Costing

Activities	Expenditures		
	Total (USD)	**2026**	**2027**
Deliverable 1 Composition of the project team	**0**	**-**	**0**
Activity #1.1 Selection of project team experts	0	-	**-**
Activity #1.2 Project launching webinar	0	-	**-**
Deliverable 2 Assessment of aeronautical information quality	**0**	**-**	**0**
Activity #2.1 Collection and analysis of users' feedback	0	-	**-**
Activity #2.2 Development of quarterly performance reports	0	-	**-**
Deliverable 3 Development of documents and tools	**0**	**-**	**0**
Activity #3.1 Identification of necessary documents and tools	0	-	**-**
Activity #3.2 Development of documents and tools	0	-	**-**
Deliverable 4 Validation of documents and tools	**44,160**	**-**	**44,160**
Activity #4.1 Workshop for the validation of documents and tools	44,160	-	**44,160**
Total cost	**44,160**	**-**	**44,160**