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International Civil Aviation Organization
African Flight Procedure Programme

12th Meeting of the African Flight Procedure Programme Steering Committee

Ouagadougou, Burkina Faso, 15 - 17 July 2026

Agenda Item 1: Adoption of the agenda and the work programme

Working Paper 1.1: Verification of the quorum

(Presented by the Secretariat)

EXECUTIVE SUMMARY

This working paper recalls the composition of the Steering Committee, the applicable meeting rules, the voting rights of members, and the conditions for the validity of its deliberations. Its purpose is to review the list of members with voting rights attending the Twelfth Steering Committee Meeting and determine whether the quorum required for decision-making has been met.

Action by the meeting is indicated in section 3.

REFERENCES

Draft Programme Document for Phase IV
Deliberations of the Steering Committee meetings

1. INTRODUCTION

- 1.1 According to the Programme Document, the Steering Committee shall meet at least once per year, normally in the State of the Chairperson or Vice Chairperson, or elsewhere if circumstances do not permit hosting in those States.
- 1.2 The Steering Committee is responsible, inter alia, for:
 - Formulating priorities and providing overall direction to the Programme;
 - Approving the operating plan, budget, and reports; and
 - Assessing Programme performance.
- 1.3 Meetings are conducted in English and chaired by the Chairperson and Vice Chairperson. As stated in the Programme Document, “the Steering Committee can only take decisions during a meeting if a quorum of at least one third of the Steering Committee members with voting rights is reached.”



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- 1.4 The objective of this paper is to review the list of Programme members with voting rights attending the current meeting and determine the validity of its deliberations.

2. DISCUSSION

- 2.1 Appendix D of the Programme Document (Steering Committee Rules) specifies that the Steering Committee is composed of the Project Members.
- 2.2 The types of membership, commitments, and corresponding voting rights are summarized below:

<i>Type of membership</i>		<i>Commitments</i>	<i>Number of votes</i>
Active Member		Payment of the annual subscriptions	1/Member
<i>User</i>		-	0
Host Administration (ASECNA)		Hosting of the Programme	1
Donors	France	Financial contributions	1
	Airbus	In-kind contributions	1
Cooperating Agency (AFCAC)		-	1
Implementing agency	ESAF RO	Co-administration of the Programme	1
	EUR/NAT RO	-	1
	MID RO	-	1
	WACAF RO	Co-administration of the Programme	1
	ICAO HQ (CDI)	Co-administration of the Programme	-

- 2.3 The table below provides the list of Programme Active Members and their arrears as of 31 December 2025. This list is used to determine which States retain voting rights.

N°	State/Org	Arrears (USD)	Status
1.	ANA Conakry	0	Active
2.	Benin	0	Active
3.	Burkina Faso	0	Active
4.	Cameroon	0	Active
5.	Central African Republic	0	Active
6.	Chad	0	Active
7.	Côte d'Ivoire	0	Active
8.	Equatorial Guinea	0	Active
9.	Eswatini	0	Active
10.	Gabon	0	Active
11.	Gambia	0	Active
12.	Guinea Bissau	0	Active
13.	Kenya	0	Active
14.	Madagascar	0	Active



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15.	Mali	0	Active
16.	Namibia	0	Active
17.	Niger	0	Active
18.	Rwanda	0	Active
19.	Senegal	0	Active
20.	Sierra Leone	0	Active
21.	Togo	0	Active
22.	Uganda	0	Active
23.	Zimbabwe	0	Active
24.	Liberia	5 048	Active
25.	Mauritania	10 000	Active
26.	Tanzania	10 000	Active
27.	Botswana	20 000	Active
28.	Comoros	20 000	Active
29.	Congo	20 000	Active
30.	Ghana	20 000	Active
31.	Nigeria	20 000	Active
32.	Somalia	30 000	Active
33.	Sao Tome	50 000	User
34.	DRC	60 000	User
35.	Mozambique	80 000	User
36.	Cabo Verde	90 000	User
37.	Djibouti	90 000	User
38.	Guinea	90 000	User
39.	Zambia	2 400	Active
40.	Angola	7 648	Active

2.4 Taking into account:

- Active Members with voting rights;
- Host Administration;
- Donors;
- Cooperating Agency;
- Implementing Agencies (4).

2.5 The total number of members with voting rights amounts to 50.

2.6 The number of voting members present at the meeting is 22, as shown below:



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<i>Type of membership</i>		<i>Number of votes</i>	<i>Present voters</i>
Active Members		34	14
Host Administration		1	1
Donors	France	1	-
	Airbus	1	-
Cooperating Agency (AFCAC)		1	1
Implementing agencies	ESAF RO	1	1
	EUR/NAT RO	1	0
	MID RO	1	0
	WACAF RO	1	1
	CDI	1	
	ANB	1	
Total		44	22

- 2.7 With **52.3%** of voting members present, the requirement of **one third (33%)** is attained. Therefore, the quorum is established, and the meeting is authorized to deliberate.

3. ACTION BY THE MEETING

- 3.1 The Steering Committee is invited to:

- take note of the information provided in this working paper; and
- proceed with the conduct of the Twelfth Steering Committee Meeting..

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