



| ICAO

INTERNATIONAL CIVIL AVIATION ORGANIZATION

A UN SPECIALIZED AGENCY



VIRTUAL WORKSHOP ON THE EFFECTIVE IMPLEMENTATION OF AMENDMENTS TO ANNEX 14 (VOLUMES I AND II) IN THE WACAF REGION

—
Prisca Nkolo

Regional Officer AGA/ICAO WACAF

22 April 2026



SESSION 2: ICAO AMENDMENT PROCESS AND ROLES AND RESPONSIBILITIES

Requirements for the adoption of international standards and recommended practices

02 ICAO Amendment process

03 Roles and responsibilities

Requirements for the adoption of international standards and recommended practices

Chicago convention



Convention on International Civil Aviation

BACKGROUND AND CORE OBJECTIVES

A vast network of passenger and freight carriage was set up during the Second World War, but there were many obstacles, both political and technical, to evolving these facilities and routes to civilian purposes.

The U.S. government extended an invitation to 55 States to attend an International Civil Aviation Conference in Chicago in 1944.



Recognized that the development of international civil aviation could help to create and preserve friendship and understanding among nations.



Recognized that its abuse could become a general threat to the general security and that it was desirable to avoid friction and promote cooperation between nations.



Agreed on principles and arrangements to ensure the development of international civil aviation "...in a safe and orderly manner".



Formalized the establishment of a specialized International Civil Aviation Organization (ICAO), mandated to organize and support the intensive international co-operation which the new global air transport network would require.

Adoption of international Standards and recommended practices (SARPs)

Article 37 of the Chicago convention

- ✓ Requires each Member State to **collaborate in securing the highest practicable degree of uniformity in regulations and practices** in all matters in which such uniformity will facilitate and improve air navigation;
- ✓ Requires ICAO to **adopt and amend international standards and recommended practices and procedures** concerning the **safety, regularity, and efficiency of air navigation**, as necessary.



Adoption of international Standards and recommended practices (SARPs)

Article 37 of the Chicago convention

- ❑ **Standards** : uniform application by Contracting States of these specifications is recognized as necessary for the safety or regularity of international air navigation;
- ❑ **Recommended practices** : uniform application of these specifications is regarded as desirable in the interest of safety, regularity or efficiency of international air navigation as well as of environmental protection.



Adoption of international Standards and recommended practices(SARPs)

Article 54 of the Chicago convention

ICAO's Council shall:

- ✓ **Adopt** international standards and recommended practices (designated as Annexes of the Chicago Convention);
- ✓ **Consider recommendations** of the Air Navigation Commission for amendment of the Annexes;
- ✓ **Notify all contracting States** of the actions taken.



Adoption of international Standards and recommended practices(SARPs)

Article 90 of the Chicago convention

- ✓ The adoption by the Council of the Annexes shall **require the vote of two thirds of the Council** at a meeting called for that purpose;
- ✓ Any such **Annex or any amendment of an Annex shall become effective within three months** after its **submission to the contracting States** or at the end of such longer period of time as the Council may prescribe;
- ✓ The Council **shall immediately notify Members States of the coming into force** of an Annex or an amendment of an annex



Departure from international standards and procedures

Article 38 of the Chicago convention

- ✓ Each State **shall give immediate notification** to the International Civil Aviation Organization **of the differences** between **its own regulations and practices** and that established by **the international standards**;

- ✓ The council **shall notify the other member States** of such differences.
 - ✓ The Council encourages Member States to use the Electronic Filing of Differences (EFOD) System when notifying their differences to ICAO (Assembly resolution A39-22);
 - ✓ The Council requires member States to publish significant differences in the AIP.



Departure from international standards and procedures

Article 38 of the Chicago convention

- ❑ Knowledge of any differences between the national regulations or practices of a State and those established by an International Standard is essential to the safety or regularity of international air navigation. **Contracting States have the obligation to notify such differences;**
- ❑ Knowledge of differences from Recommended Practices may also be important for the safety of air navigation. **Contracting States are invited to notify such differences** in addition to those relating to International Standards.



Categories of differences

Category A – More exacting

National requirements exceed ICAO SARPs or impose extra obligations.

Category B – Different in character / other means of compliance

National requirements differ in principle or system but achieve the same objective.

Category C – Less protective / partially implemented

National rules are less protective, not fully implemented, or absent.

Annex Components Requiring Notification

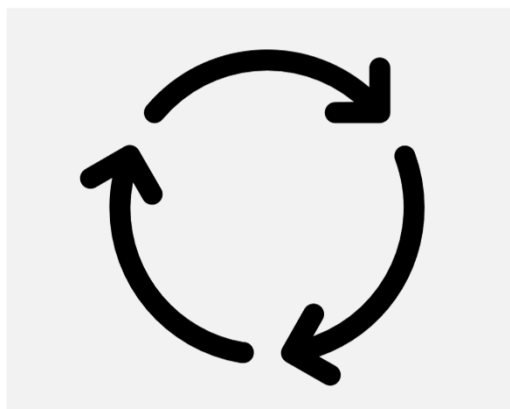
- Standards** : Non-compliance must be notified (Article 38).
- Recommended Practices** : Notification encouraged.
- Appendices** : Differences must be filed against the associated SARP.
- Definitions** : Differences must be notified; changes affect all SARPs using the term.
- Tables & Figures** : Differences notified for the associated SARP.
- No need to notify differences for** : Forewords, introductions, notes, attachments

02 ICAO amendment process

ICAO & States



3 Main phases for the adoption or amendment of SARPs



Development phase



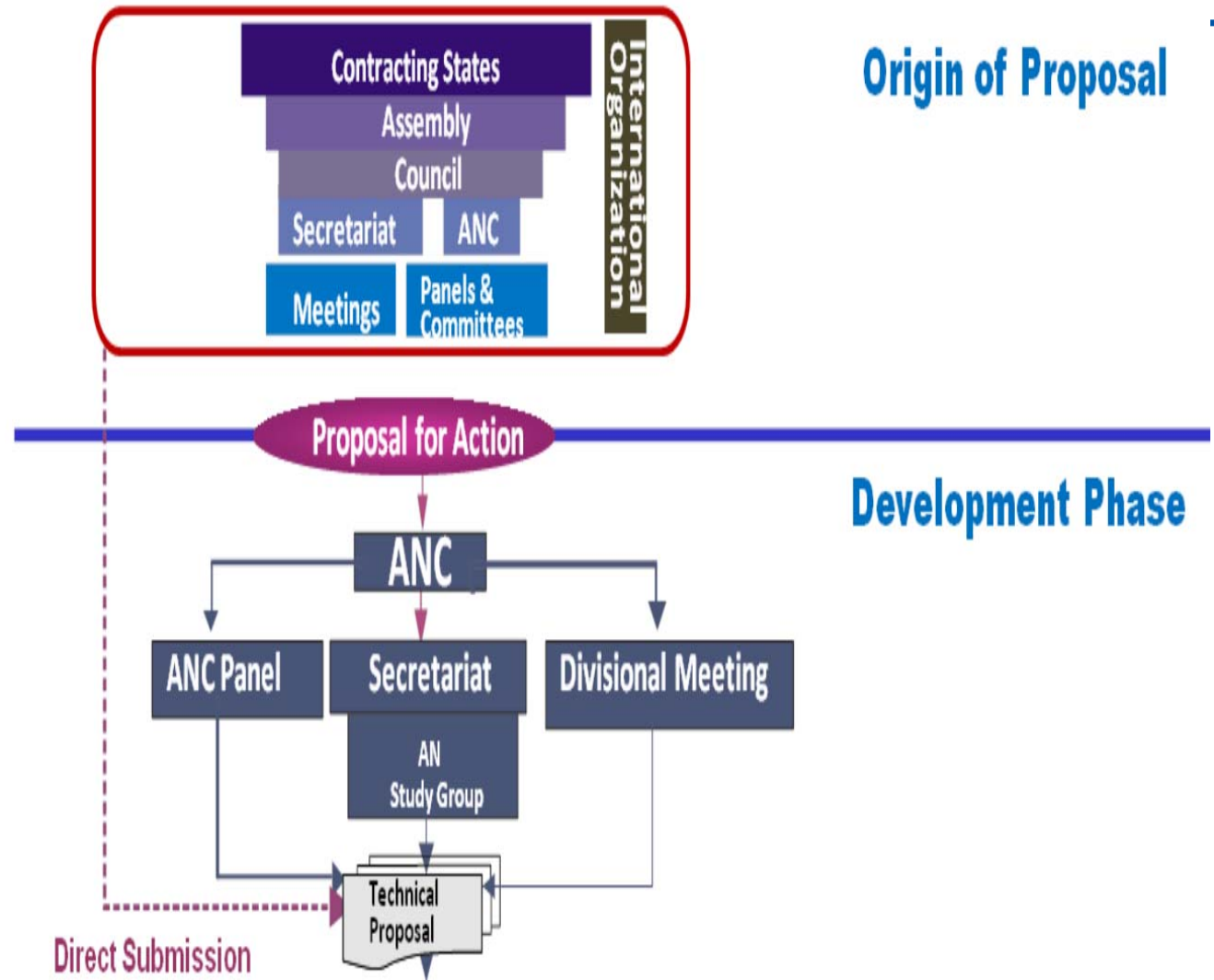
Review phase



Adoption/Publication
phase

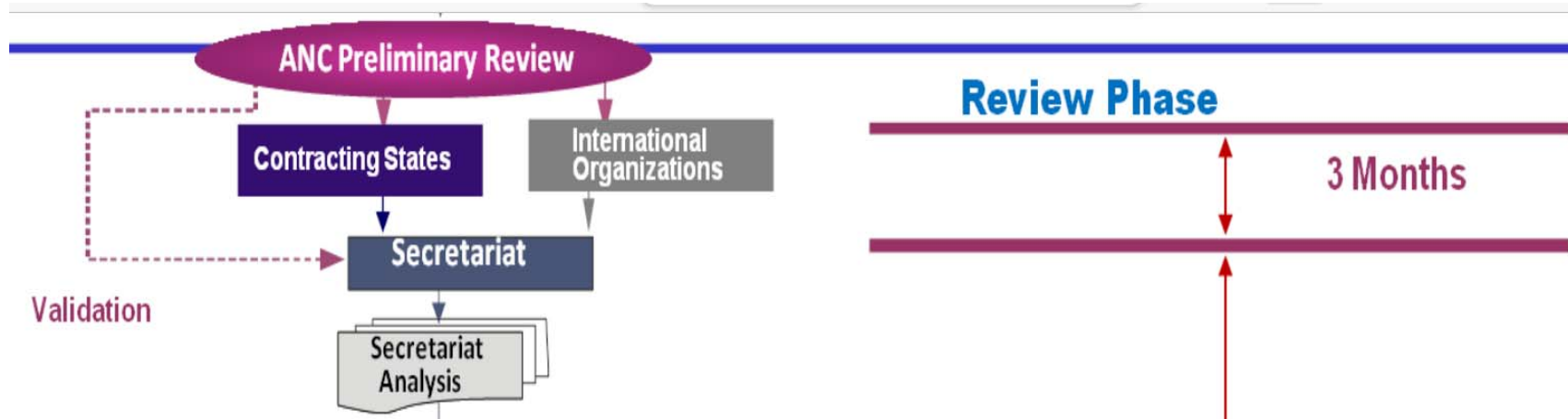
Development phase

- ❑ The origin of the proposal is a call for action to ICAO by aviation stakeholders
- ❑ A technical proposal is developed by an ICAO Panels/expert groups
- ❑ Duration : 5 years on average



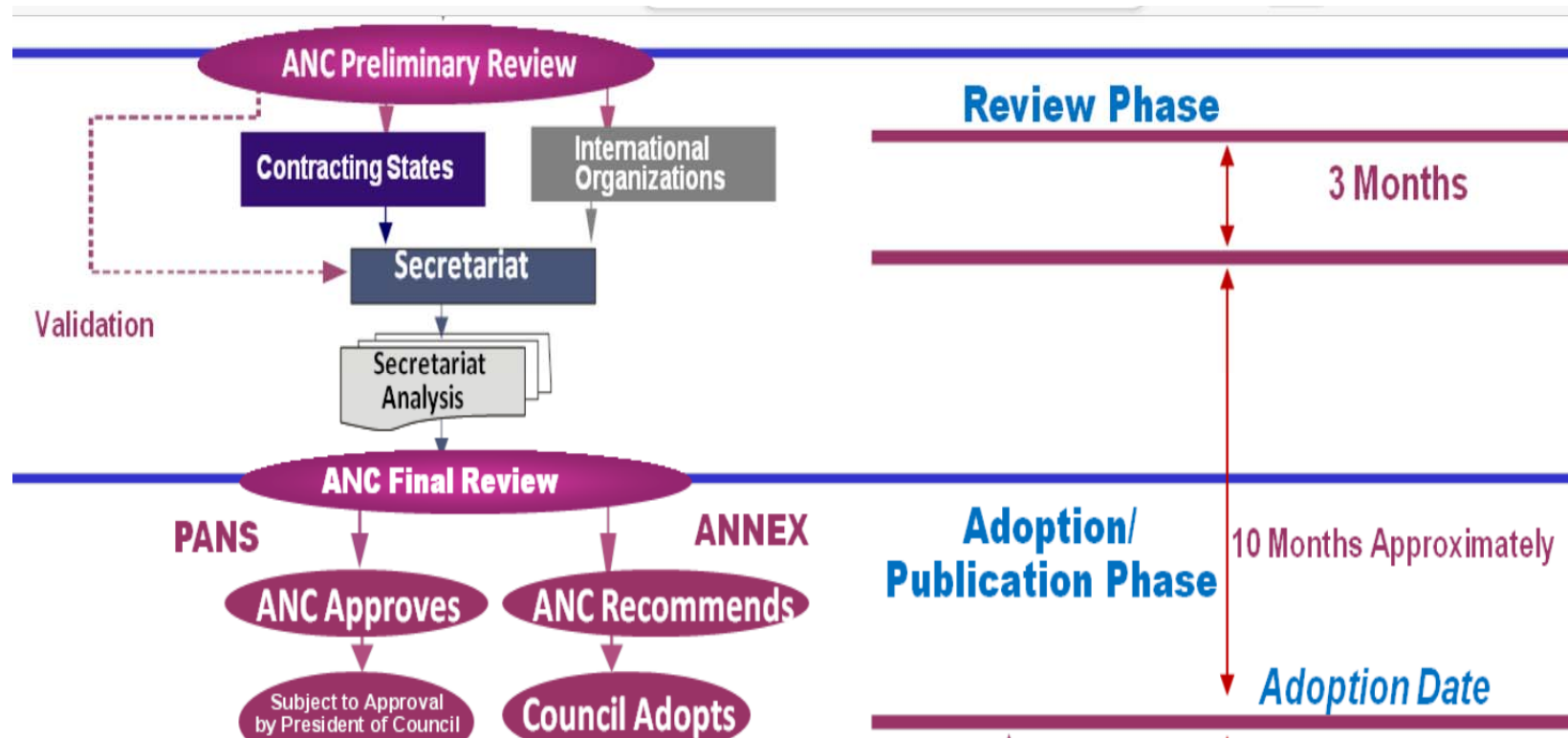
Review phase

- ❑ The technical proposal is reviewed by ANC and circulated to States for feedback (Proposal for amendment)
- ❑ States to provide comments if any (within 3 months after reception of the State letter concerning the proposal)
- ❑ ICAO secretariat to analyse comments received and develop a final draft of the amendment



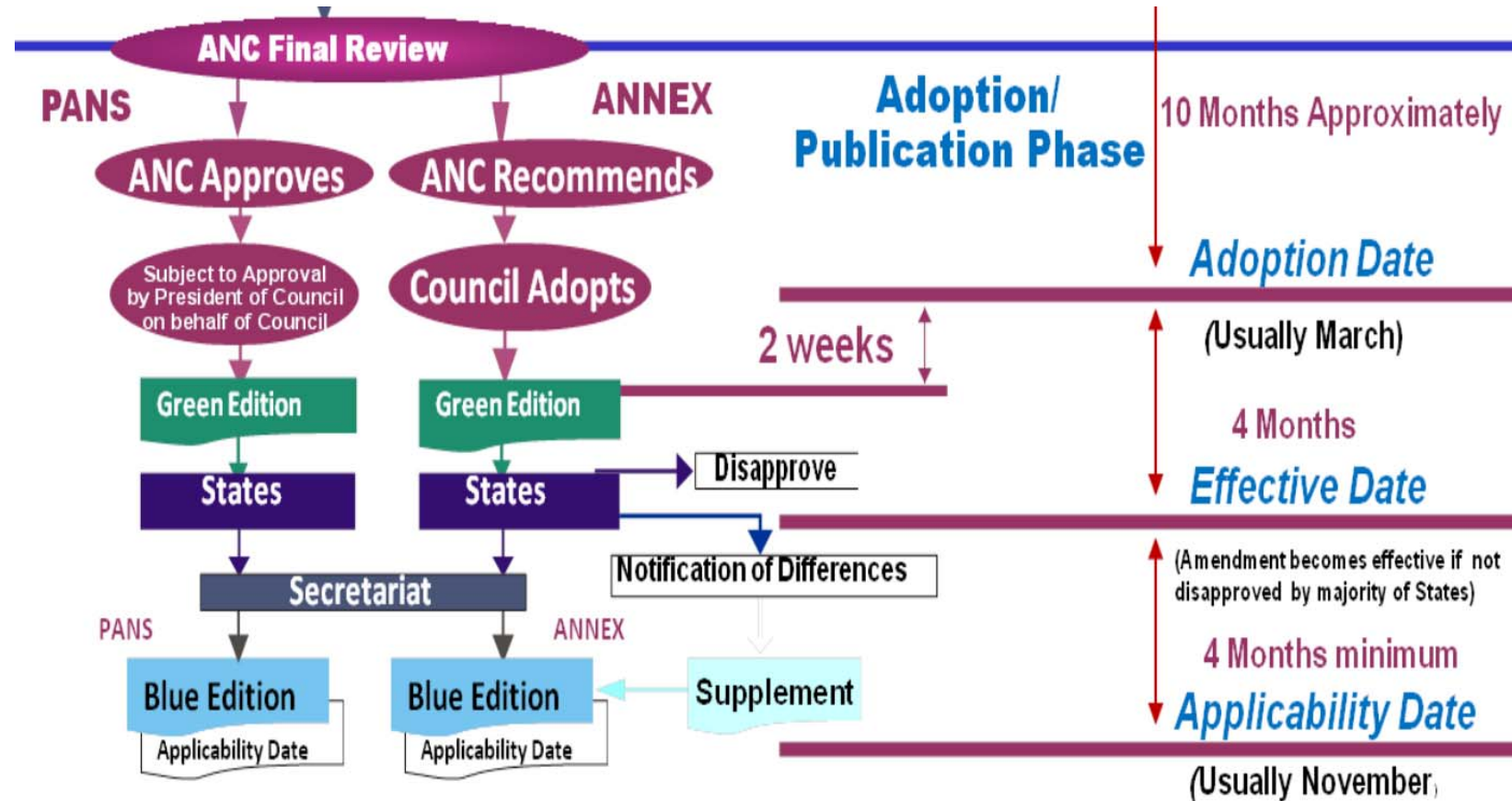
Adoption/Publication phase

- ❑ ICAO Secretariat submits the final draft for ANC's final review
- ❑ ANC examines and establishes the final text to recommend to the Council for adoption (Annex) or approval (PANS).
- ❑ Council adopts (Annex) or approves (PANS)



Adoption/Publication phase

- ❑ States approve/disapprove and notify differences if any
- ❑ Amendment becomes effective if not disapproved by more of the majority of States
- ❑ Amendment becomes applicable at the applicability date



03
Roles and
responsibilities

ICAO & States



ICAO

Roles and responsibilities for amendment of SARPs in Annexes

DEVELOPMENT PHASE

- ✓ ICAO Experts groups and panels work on technical proposals
- ✓ ICAO Secretariat facilitates the work of the panels and expert groups

STATES

Roles and responsibilities for amendment of SARPs in Annexes

DEVELOPMENT PHASE

- ✓ Contribute to the work of expert groups and panels through technical representatives

ICAO

Roles and responsibilities for amendment of SARPs in Annexes

REVIEW PHASE

- ✓ ANC reviews the proposal for amendment
- ✓ ICAO Secretariat facilitates its transmission to States for feedback

STATES

Roles and responsibilities for amendment of SARPs in Annexes

REVIEW PHASE

- ✓ Provide comments to the proposal for amendments

ICAO

Roles and responsibilities for amendment of SARPs in Annexes

ADOPTION/PUBLICATION PHASE

- ✓ ANC proceed to final review and proposes the text to council for adoption
- ✓ Council adopts amendments
- ✓ Regional office supports States for implementation

STATES

Roles and responsibilities for amendment of SARPs in Annexes

ADOPTION/PUBLICATION PHASE

- ✓ Approve or disapprove the adoption of the amendment
- ✓ Notify differences if any
- ✓ Integrate the requirements into national regulations
- ✓ Monitor the implementation by industry



Thank You!