

**AASPG Infrastructure and Information Management Subgroup
(AASPG IIM/SG)**

AASPG Procedural Handbook PART VIII-B

1. Terms of Reference

The IIM/SG is established and mandated by AASPG to support the implementation of ICAO Standards and Recommended Practices (SARPs) and carry out specific activities aimed to enable AASPG to discharge its functions and responsibilities in the areas of CNS, AIM and MET.

2. Key Functions

2.1. To carry out these functions, the Sub-Group shall, as guided by AASPG:

- a) Foster the implementation of specific Modules of the ICAO Aviation Systems Block Upgrades (ASBUs) assigned by AASPG;
- b) Carry out implementation Projects in support of States, related to the areas of MET, AIM and CNS in accordance with the ASBUs methodology and as guided by the regional performance objectives, to support States in the implementation of SARPs and regional requirements;
- c) Take necessary action to enable coherent planning and implementation of MET, AIM and CNS programmes in the AFI Region, to facilitate the objective of achieving seamlessness in the air navigation system, interoperability and harmonization within the Region and with other Regions;
- d) Keep under review the adequacy of requirements in the areas of MET, AIM and CNS taking into account changes in user requirements, the evolution in operational requirements and technological developments in accordance with the ASBUs methodology; and
- e) Identify and collect, State by State, information on deficiencies in the areas of MET, AIM and CNS in accordance with the Uniform Methodology approved by Council and the AASPG guidance; analyse and propose solution; report on progress and obstacles beyond the capacity of the sub-group.

3. Tasks

- a) Coordinate and conduct meetings of the IIM Sub-Group;
- b) Develop the framework of the establishment of Project Teams and submit to the consideration of AASPG;
- c) Oversee performance of Projects Teams under the IIM Sub-Group and provide guidance;
- d) Monitor implementation performance of relevant ASBU elements applicable to the AFI Region;
- e) Coordinate with the AAO/SG on the implementation of all relevant ASBU elements to ensure robust and harmonized implementation relationship of operational requirements and supporting

infrastructure and digital information;

- f) Analyze, update the list of AIM, MET and CNS deficiencies in the AFI Region and identify remedial regional projects;
- g) Coordinate (through teleconferences or workshops) planning and implementation of AIM, MET and CNS regional Projects by the specialized Projects Teams;
- h) Assess the statuses of implementation and the efficiency of AIM, MET and CNS infrastructures and systems;
- i) Collect materials on IIM projects reporting and monitoring and develop project reports;
- j) Ensure that the planning and implementation of AIM, CNS and MET in the region, is coherent and compatible with the developments carried out within the framework of the ATM Operational Concept, the Global Air Navigation Plan and the associated ASBU Modules for AIM, CNS and MET; and
- k) Prepare regional plan for the transition to digital operational information messages (Flight Plans, OPMETs and NOTAMs) in coordination with the relevant AASPG contributory bodies.
- f) Where possible, initiate resource mobilisation activities to support the work of the Sub-Group's Projects.

4. Working Methods

4.1. The Sub-Group shall convene at least once every AASPG cycle of meetings taking into consideration the schedule of other AASPG activities. It shall make use of available means of electronic communication including teleconferencing to prepare and progress its work in between meetings and keep its members up to date on issues of concern, as well as to discuss specific issues.

4.2. Taking into consideration that the SG will be representing the interests of the Region, and that not all AASPG member States will necessarily be represented in an SG, the participating State officials shall be expected to work more as experts in their respective fields, as opposed to delegates attending only in the interests of their States. The SG shall work with minimum formality.

5. Composition

5.1. Details on the composition of the Sub-groups are provided in Part II, §5.11 to §517 of the Handbook.

5.2. The LIM AFI (COM/MET/RAC) RAN meeting in 1988 agreed that the participants in AASPG contributory bodies were to be specialists in the subjects concerned and familiar with the areas under consideration. While every State that is likely to make a valid contribution shall be given an opportunity to participate, the group shall be kept as small as possible, to facilitate efficiency on aspects such as consideration of business, cost, logistics and the application of non-formal working methods.

6. Work programme template of the IIM sub-group meetings

The Work Programme of the IIM/SG is developed based on the Following generic agenda.

Item #	Item
Agenda Item 1:	Adoption of the Agenda and the Work Programme
Agenda Item 2:	Status of implementation of Conclusions and Decisions of the IIM/SG Meeting and AASPG Meeting applicable to the Sub-group
Agenda Item 3:	Achievements in AIM, CNS and MET
Agenda Item 4:	Air Navigation Deficiencies
Agenda Item 5:	Activities to be coordinated with the AAO and SOM Sub-Groups
Agenda Item 6:	Implementation Challenges of the Sub-group
Agenda Item 7:	Proposed Recommendations/actions to be taken by ICAO HQ
Agenda Item 8:	Review of the Terms of Reference (TOR), Composition and Future Work Programme of the IIM/SG
Agenda Item 9:	Any other business
Agenda Item 10:	Draft Conclusions/Decisions of the Meeting of the IIM/SG