



INTERNATIONAL CIVIL AVIATION ORGANIZATION

Second Meeting of the Safety Management and Oversight Sub-Group (SMO/SG) of the AASPG

Dakar, Senegal, 29 June to 3 July 2026

Agenda Item 3: Achievements of the Safety Management and Oversight Sub-Group.

3.6. Review of progress registered by the ‘Improved Conclusions and Decisions Monitoring’ Project Team

(Presented by the Project Team Coordinator)

SUMMARY	
This Working Paper presents the achievements registered by the ‘Improved Monitoring of Conclusions and Decisions’ Project Team.	
Actions by the Meeting are provided at Paragraph 3 .	
References:	• RASG AFI 01 – 10 Meeting Reports • AASPG Procedural Handbook; • AASPG/1 • SMO/SG Establishment and its first Meeting Reports.
Strategic Goals:	Every flight is safe and secure

1 INTRODUCTION

- 1.1 The ‘Improved Monitoring of Conclusions and Decisions’ Project aim to build on prior achievements by consolidating ongoing efforts and lessons learned, while also allowing for the reassessment and updating of the group's current and future conclusions and decisions, as necessary. This ensures ongoing alignment with evolving safety, regulatory and operational requirements in the AFI region.
- 1.2 This initiative will provide a structured support for the AASPG in monitoring its conclusions and decisions.
- 1.3 The project key activities include the development of a strategy and a project work plan. It also took into consideration the outcomes of a survey launched during the first AASPG meeting to gather information on how States and Organizations integrate the conclusions and decisions of ICAO regional bodies.
- 1.4 The strategy comprises three phases:

- 1.4.1 Phase 1: Planning and Coordination
Establishment of a project team comprising 15 nominated experts and conduct of virtual meetings.
- 1.4.2 Phase 2: Data collection
Development of a database and compilation of all RASG-AFI and AASPG/1 conclusions and decisions, analysis of these for relevance and effectiveness, and proposal of further action. In this phase we plan to develop a monitoring model framework and a tracking tool with a dashboard.
- 1.4.3 The project team analyzed the conclusions and decisions, proposing either archiving (no further action) where the decision/conclusion had been overtaken by events or completed, or maintaining where the decision/conclusion is still relevant, or revising the decision/conclusion.
- 1.4.4 Some of the conclusions were assessed as requiring coordination with other project teams.
- 1.4.5 Phase 3: Validation Workshop
- 1.4.6 Preparatory activities for the workshop, organization of a regional workshop to validate the Tool, finalization of deliverables and submission of the Project Closure Report.
- 1.5 Project Work plan
A project work plan aligned with the above implementation phases was developed, clearly indicating the party responsible and the delivery dates for every action.

2 DISCUSSION

2.1 Progress Report

The following activities have been completed as detailed in the project work plan in Appendix 1;

1. The conclusions and decisions from RASG-AFI meetings **1 to 10** and the 1st AASPG meeting were considered. A total of **113** conclusions and **84** decisions were compiled and assessed. **13** Conclusions and decisions were recommended for archiving. **51** were recommended for removal, **6** to be maintained, **39** to be coordinated and **42** were recommended for revision.
2. The database of conclusions and decisions that includes the meeting number, Conclusion/decision number, description, action plan, responsible party and proposed further action derived from the project team's assessment of the conclusion/decision for relevance, is provided in Appendix 2.

2.2 Pending Activities

The following activities have not yet started:

1. Development of a monitoring model framework, to be completed by end of July 2026.
2. Development of a tracking tool with a dashboard to be completed by end of August 2026

2.3 Challenges

- a) Availability of project team members, there was no quorum for some meetings;
- b) Analysis of some of the conclusions and decisions required input from other Project teams;
- c) Repetition of conclusions that require consolidation; Some conclusions had no associated action plan.

2.4 Recommendations

- a) Monitoring framework should include provision for handling repeated conclusions and decisions;
- b) Monitoring framework should provide a provision for coordinating the analysis of decisions and conclusions with other project teams;
- c) Schedule of AAO, IIM and SMO Subgroups Bureaus' Coordination Meeting to discuss decisions and conclusions that require input from other project teams.

3 ACTION BY THE MEETING

3.1 The meeting is invited to:

- a) Note the information provided in this working paper; and
- b) Consider the recommendations provided in para 2.4

-- End --

Appendix 1: Improved Conclusions and Decisions Project Work Plan

Ref	Description	Responsible Party	Delivery Date	Comments	Status
1. Planning and Coordination Activities					
1.1	Selection of Project Team members	Project facilitator	Q1 2026 <i>Jan - Mar</i>	Coordinate with States and organisations to nominate suitably qualified SMEs	Completed
1.2	Project launching virtual meeting		Q1 2026 <i>Jan - Mar</i>	Organise a virtual kick off meeting to present project scope, objectives and implementation activities	Completed
2. Development of Tools					
2.1	Develop a database of conclusions and decisions	Rapporteur	Q2 2026 <i>1 April</i>	Identify required components and information to constitute the database	Completed
2.2	Collect all decisions and conclusions and analyse their relevance and effectiveness	PTC and Subgroups	Q2 2026 <i>May</i>	Collect all outcomes of RASG AFI and SMO SG meetings and proceed to their review and analysis to evaluate their relevance and effectiveness	Completed
2.3	Develop a monitoring model framework	Subgroup 1	Q3 2026 <i>July</i>	Benchmark different monitoring models to facilitate the management of decisions and conclusions	Pending
2.4	Develop a tracking tool with a dashboard	Subgroup 2	Q3 2026 <i>August</i>	Develop a tool that provides for the management, monitoring and reporting of decisions and conclusions <i>Prepare progress update for PRCC</i>	Pending
2.5	Validation of the tool and submission to AASPG	PTC, Subgroup 3 and Facilitator	Q4 2026 <i>September</i>	Organise a workshop with experts from States, Organisations and team members to review, validate and endorse the documents and tools developed.	Pending

Ref	Description	Responsible Party	Delivery Date	Comments	Status
				<i>Prepare to present at ASSPCG</i>	

Appendix 2: Conclusions and Decisions Database

A	B	C	D	E	G	H	P	S
SMO/SG Improved Conclusion and Decision Monitoring								
Meeting Date:								
Meeting Ref. (SMO/RASG)	Meeting date	Conclusion/ Decision	Reference N°	Title of Conclusion/Decision	Text of Conclusion/Decision	Status of completion %	Proposal action	
SMO/SG1	2 to 05/09/2025	Conclusion	0101	Establishment of the Project Teams and the nomination of Project Team Coordinators.	That, to establish Project Teams for the SMO Sub-Group identified projects, the Secretariat to: 14) Expedite the review of the curriculum vitae (CVs) of the list of Subject Matter Experts (SMEs) nominated by States and Organizations for the purpose of selecting suitable candidates, to be responsible for the development of project documents for the proposed projects; and support their implementation; and b) Facilitate the nomination of the Project Team Coordinators (PTC).	Completed	No action needed	
SMO E	24 to 25/04/2025	Conclusion	SMO E03	Establishment and Operationalization of the SMO Sub Group Project based approach	That to support the SMO Sub-Group activities: a) States and Organizations to nominate qualified subject matter experts for participation in the Project Teams, ensuring that they meet the specific requirements of the project; and b) States to cooperate by releasing and sponsoring their nominated subject matter experts for participation in the implementation of the SMOSG projects; and allocate relevant resources as may be considered necessary.	Completed	No action needed	
SMO E	24 to 25/04/2025	Conclusion	SMO E04	Updates on the Global Aviation Safety Plan (GASP) and the Regional Aviation Safety Plan (AFI-RASP).	That, to align the AFI-RASP with the GASP 2026-2028 Edition (after approval by the next ICAD Assembly), The Safety Management and Oversight Sub-Group (SMOSG) to establish a Project Team to be responsible for reviewing the AFI-RASP 2023-2025 Edition.	In Progress	To be coordinated with the RASP/NASP Project Team	
RASG-AFI9		Conclusion	902	Inclusion of Systems Component Failure/Malfunction - Non-Powerplant (SCF - NPI); Bird Strikes and Wildlife Hazard; Dust Haze and Large Height Deviation (LHD) in the list of High-Risk Categories of occurrences for the RASG-AFI Region (R-HRC); a) System Component Failure/Malfunction - Non-Powerplant (SCF - NPI).	That, with the recurrence in the region over the years, the following phenomena be added to the list of High-Risk Category of occurrences for the RASG-AFI Region (R-HRC): a) System Component Failure/Malfunction - Non-Powerplant (SCF - NPI).	Completed	TBC with Kebba	