



**WORKING PAPER**

**ASSEMBLY — 39TH SESSION**

**EXECUTIVE COMMITTEE**

**Agenda Item 15: Technical Cooperation - Policy and activities on technical cooperation**

**THE ICAO PROGRAMME FOR AVIATION VOLUNTEERS**

(Presented by the Council of ICAO)

**EXECUTIVE SUMMARY**

This Assembly working paper provides an introduction to the ICAO Programme for Aviation Volunteers (IPAV) approved under the *No Country Left Behind* (NCLB) initiative, a detailed description of the programme including its framework, duration of assignments, participation, selection of Volunteers and agreements, and elaborates on the programme's funding and monitoring mechanisms.

In the Appendix to the working paper, the Council proposes a draft resolution concerning the ICAO Programme for Aviation Volunteers for adoption by the Assembly.

**Action:** The Assembly is invited to adopt the new draft Resolution in the Appendix.

<i>Strategic Objectives:</i>	This working paper relates to all Strategic Objectives.
<i>Financial implications:</i>	Funding for the administration and implementation of the ICAO Programme for Aviation Volunteers will be provided by interested partners through the IPAV Voluntary Fund.
<i>References:</i>	State Letter TC1/81 - 16/05 State Letter TC1/81 - 16/08

## **1. INTRODUCTION**

1.1 A high percentage of ICAO Member States lack the funds to afford the assistance required to efficiently and consistently develop their civil aviation infrastructure and human resources, in part because of the high costs of experienced international aviation professionals. Many of such experts are prepared to share their expertise free of charge to continue assisting the aviation community as necessary. A strategy named ICAO Programme for Aviation Volunteers (IPAV) was therefore developed for ICAO to coordinate and concentrate these resources in the interest of Governments in need. This strategy was approved by the Council in September 2015 under the *No Country Left Behind* (NCLB) framework.

## **2. PURPOSE**

2.1 The purpose of the IPAV is to provide a framework for the deployment of aviation professionals, working as Volunteers, to respond, *inter alia*, to emergencies affecting the aviation system in a State, to develop capabilities in the implementation of ICAO Standards and Recommended Practices (SARPs), resolve deficiencies in the State's fulfilment of its civil aviation oversight responsibilities and foster self-reliance and growth.

## **3. FRAMEWORK**

3.1 Activities under this programme are intended to complement other initiatives which address the challenges faced by States in meeting their obligations under the Convention on International Civil Aviation.

3.2 Participation in the IPAV is open to all aviation professionals from the aviation industry, States and private sector, and ICAO retirees, subject to review of their credentials by ICAO. A minimum of seven years of experience in their field of specialization will be required. In the case of retirees, only individuals who retired from active work within the preceding five years will be considered. Eligible individuals will be requested to indicate their interest or readiness to participate in the IPAV.

3.3 The principal factors in the selection of Volunteers for assignment shall be educational and professional qualifications, knowledge, expertise and competence in the desired field, proficiency in the required working language and an expressed interest to serve under the IPAV.

3.4 The basis for assistance to States under the IPAV will be set forth in an Agreement between ICAO and the State which will cover the relevant legal, financial and procedural aspects of the cooperation, and will clearly define the functions and responsibilities of either party with regard to the administration of the assistance. It will also define, in general terms, the privileges and obligations of all stakeholders, i.e. the State, ICAO, supporting entities and the Volunteer.

3.5 At the request of the Government, or a United Nations (UN) organization or other international entity on behalf of the State, ICAO will, through the IPAV and subject to availability of resources, provide assistance for assignments normally not exceeding one month, in addressing deficiencies related to the discharge of civil aviation oversight responsibilities, including institutional and capacity building activities, operational advice, assessing the needs of States in their civil aviation system, review or development of documentation, delivery of workshops, seminars and on-the-job-training.

3.6 Volunteer assistance may also be provided during crisis and emergency situations which affect the civil aviation system of a State. Volunteers will, however, not be deployed to execute

licensing, certification, approval or surveillance duties. ICAO will match the identified needs with expertise available under the IPAV and the Government shall be responsible for the selection of the Volunteer and therefore the tasks to be carried out.

3.7 Agreements may also be signed between sponsoring entities providing support to the IPAV Programme on the one hand and Client State and ICAO on the other, as applicable.

3.8 In the performance of the duties stipulated in their Terms of Reference, the Volunteer will collaborate closely with officials of the Government and execute the assignment in conformity with such general guidelines as the Government may establish in consultation with ICAO. The Government will furnish to the Volunteers whatever guidance ICAO deems necessary for the successful implementation of the services.

3.9 The work assignment of the Volunteer will be set out in a formal Letter of Assignment (LOA) signed by the Client State, ICAO and the Volunteer, who will provide services at a nominal fee. The LOA will specify the privileges and obligations of the Volunteer and ICAO. A detailed description of the Volunteer's tasks and deliverables for each assignment shall be set out in specific Terms of Reference that will be designated as Annexes to the Agreement between the Client State and ICAO.

3.10 The agreements will be administered by ICAO in accordance with the provisions of the IPAV Administrative Instructions and the applicable ICAO regulations, rules, directives, procedures and practices.

3.11 ICAO, as a specialized Agency of the United Nations, will explore the feasibility of establishing cooperation arrangements with the United Nations Volunteers programme (UNV), the United Nations organization that contributes to peace and development through volunteerism worldwide.

#### **4. FUNDING**

4.1 A Voluntary Fund has been established in ICAO for the deposit of contributions to the IPAV from Client States, United Nations organizations, the aviation industry, international entities and other third parties. This Fund is operated on the basis of the criteria set forth in the *ICAO Resource Mobilization Policy* and is managed in accordance with the ICAO Financial Regulations. ICAO shall undertake to promote the programme in ICAO meetings and through publications, website, regional offices and other means.

#### **5. OBLIGATIONS AND PRIVILEGES**

5.1 Details on obligations and privileges of ICAO, Client States, sponsoring entities and Volunteers can be found on the ICAO website at [www.icao.int](http://www.icao.int).

#### **6. ASSEMBLY RESOLUTION**

6.1 The Appendix proposes a resolution concerning the ICAO Programme for Aviation Volunteers for adoption by the Assembly.

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## APPENDIX A

### DRAFT RESOLUTION FOR ADOPTION BY THE 39TH SESSION OF THE ASSEMBLY

#### **Resolution 39-xx: ICAO Programme for Aviation Volunteers**

*Whereas* in accordance with Article 37 of the Convention on International Civil Aviation each Member State undertakes to collaborate in securing the highest practicable degree of uniformity in regulation, standards, procedures and organization in relation to aircraft, personnel, airports, airways and auxiliary services in all matters in which uniformity will facilitate and improve air navigation;

*Whereas* many States have difficulties meeting their obligations under the Convention and discrepancies in the level of implementation of ICAO Standards and Recommended Practices (SARPs) still exist;

*Whereas* a number of States are confronted with insufficient financial and human resources capacity and cannot adequately address the deficiencies in their civil aviation systems;

*Whereas* ICAO plays a leadership role in facilitating the implementation of SARPs and the rectification of civil aviation related deficiencies by coordinating assistance and harnessing resources among aviation partners;

*Whereas* assistance to States in addressing the shortcomings identified during ICAO safety and security audits, in developing capabilities in the implementation of ICAO SARPs, in responding to emergencies affecting States' aviation systems and in fostering self-reliance and growth is required and desirable;

*Recalling* the United Nations General Assembly Resolution 70/129 - Integrating volunteering into peace and development: the plan of action for the next decade and beyond;

*Recognizing* that volunteerism, in its diversity, universality and values, can be a powerful development tool and asset for Governments and partners worldwide, which potential as a complementary resource for technical support, should be fully exploited; and

*Whereas* skilled and experienced aviation professionals from ICAO, the aviation industry, States and the private sector are an invaluable source of knowledge that could contribute to the sustainable development of Civil Aviation.

The Assembly:

1. *Advances* volunteerism as a significant and meaningful instrument for qualified experts to positively engage in the sustainable development of civil aviation worldwide;
2. *Endorses* the decisions taken by the Council on the establishment and promotion of the ICAO Programme for Aviation Volunteers (IPAV);

3. *Encourages* the meaningful participation and integration, as Volunteers, of skilled and experienced aviation professionals from ICAO, States, the aviation industry and the private sector into ICAO programmes and projects of technical assistance/cooperation through the IPAV;
4. *Invites* Contracting States to consider the IPAV for technical assistance/cooperation, where appropriate;
5. *Emphasizes* that the provision of adequate means for Volunteer action is essential to leverage the full potential of volunteerism and the IPAV;
6. *Encourages* Contracting States and other stakeholders in a position to do so, in coordination with the international civil aviation community, to participate in the IPAV by providing financial and human resources to support developing and least developed States in their efforts to meet their obligations under the Convention on International Civil Aviation;
7. *Invites* donor States, financing institutions and other development partners to provide sustained funding in support of the administration, monitoring and implementation of the IPAV through the IPAV Voluntary Fund; and
8. *Calls upon* the Council to continue to support and assist in the promotion of the IPAV.

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