

IDENTIFICATION AND DEVELOPMENT OF AIM PROJECTS

AFI Region	PROJECT DESCRIPTION (DP)	DP N° AFI AIM/4	
<i>Programme</i>	Title of the Project	Start	End
<p align="center"><i>AIM</i></p> <p>ICAO Programme Facilitator: RO/AIM</p>	<p>AFI AIM/4: Monitoring of the Aeronautical information quality and Improvement of NOTAM</p> <p>Project coordinator: TBD</p> <p>Experts contributing to the project: Experts from States and industry</p> <p>Team Member: TBD</p>	<p align="center">1/12/2022</p>	<p align="center">31/12/2024</p>
Objective	Deliver performance report on the improvement of aeronautical information quality by States, develop necessary assistance documents and tools and assist States in the provision of enhanced NOTAM.		
Scope	The scope of the project contemplates the collection and assessment of users' feedbacks related to the quality of aeronautical information published by States' Aeronautical information services, as well as the monitoring of the Old NOTAMs using the NOTAMeter tool available on ICAO public web site. The scope also covers the identification and development of documents and tools needed to assist States in the provision of enhanced NOTAM, as well as the conduct of assistance to beneficiary States.		
Metrics	<ul style="list-style-type: none"> - Number of States that have achieved zero Old NOTAMs - Number of States that fully use the appropriate product to promulgate aeronautical information, including AIRAC adherence - Number of States that reduce users' requests for clarification 		
Goals	Release four performance reports per year		
Strategy	Project activities will be coordinated among project team members, the Project Coordinator, and the Programme Facilitator, mainly through teleconferences (Virtual meeting application). Seminars/meetings are scheduled in accordance with work programme activities. The Project Coordinator will coordinate with the Programme Facilitator for the inclusion of additional experts, if warranted by the tasks and work to be performed. Coordination will take place between States in AFI Region and Stakeholders. The results of the work done will be submitted to the consideration of State experts in the form of performance reports for review. The performance report will be presented to the APIRG Infrastructure and Information Management Sub-Group (IIM/SG) by the Project coordinator.		
Rationale	Measure the performance of States in improving the quality of aeronautical information		
Related projects	This project is related to the AFI Plan project "AIM Results-Based Implementation Support (RBIS) for the AFI Region"		

Project deliverables	Relationship with the performance-based regional plan (PFF)	Responsible party	*Status of Implementation	Delivery date	Comments
Composition of the project team	PFF: AFI AIM/4	Programme Facilitator			Coordinate with identified States and Organizations for the nomination of subject matter experts possessing the required qualifications and experience to compose the project team.
Project launching webinar	PFF: AFI AIM/4	Programme Facilitator			Organize an initial webinar with States focal points, industry representatives and the project team members to launch the activities of the project.
Collection and analysis of users' feedbacks and the status of NOTAMs	ASBU: DAIM-B1/1 DAIM-B1/7	Project Coordinator			Collect monthly the feedbacks from users through industry focal points, and the status of NOTAMs through the NOTAMeter, for analysis.
Development of quarterly performance reports	ASBU: DAIM-B1/1 DAIM-B1/7	Project Coordinator			Consolidate the analysis of users' feedbacks and status of NOTAMs and develop quarterly performance reports, including recommendations to States for improving the quality of aeronautical information.
Identification of necessary documents and tools	ASBU: DAIM-B1/7	Project Coordinator			Identify and plan de development of documents and tools needed to effectively conduct assistance to States for the provision of enhanced NOTAM.
Development of assistance documents and tools	ASBU: DAIM-B1/7	Project Coordinator			Develop identified documents and tools for the assistance to States in the provision of enhanced NOTAM.
Documents validation workshop	ASBU: DAIM-B1/7	Programme Facilitator			Organize a workshop with industry representatives, Experts from States and Organisations and the project team members to validate the assistance documents and tools.
Assistance missions to beneficiary States	ASBU: DAIM-B1/7	- Programme Facilitator - Project Coordinator			Organize, conduct and follow-up missions to assist beneficiary States in the provision of enhanced NOTAM.
Resources required	<ul style="list-style-type: none"> - Selection of experts to conduct the project activities, - Commitment by States to support the coordinators and experts and to implement the recommendations of the performance reports, - Commitment of aeronautical information users to communicate feedbacks to the project team, - Commitment of beneficiary States to fund the assistance mission. 				

**Grey* *Task not started*
Green *Activity underway as scheduled*
Yellow *Activity started with some delay but expected to be completed on time*
Red *It has not been possible to implement this activity as scheduled; mitigating measures are required*