

**AFI PLANNING AND IMPLEMENTATION REGIONAL GROUP
(APIRG)**



**NATIONAL COORDINATOR FOR PLANNING AND
IMPLEMENTATION (NCPI) AND STATES TECHNICAL FOCAL
POINTS (TFP)**

TERMS OF REFERENCE

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Revision Index

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1	0	5 July 2022	Creation	All pages

ABBREVIATIONS

APIRG	: AFI Planning and Implementation Regional Group
AIM	: Aeronautical Information Management
AFI	: Africa – Indian Ocean
AOP	: Aerodromes Operations
MET	: Air Traffic ATM :
NCPI	: National Coordinator for Planning and Implementation
SAR	: Search and Rescue
TFP	: Technical Focal Point

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1. Purpose

- 1.1. The Twenty-fourth Meeting of the AFI Planning and Implementation Regional Group (APIRG/24) held virtually in November 2022, recognized challenges posed by the States' planning and implementation.
- 1.2. To facilitate the coordination of APIRG and its subsidiary bodies activities, the Meeting called for States to nominate a National Coordinator for Planning and Implementation (NCPI) as well as focal points in each technical area (AOP, ATM/SAR, AIM, CNS, and MET).
- 1.3. The purpose of the nomination of the NCPI and TFP is to put in place, a mechanism to ease the collection of data on the implementation of APIRG priorities and its subsidiary activities.

2. Role and Responsibilities of NCPI ad TFP

2.1. Role of NCPI

- 2.1.1. The role of the NCPI is to take over the coordination of the planning and implementation of the APIRG priorities and its subsidiary bodies activities with the State and maintain close liaison with the Secretaries of AAO and IIM Subgroups.

2.2. Responsibilities of NCPI

2.2.1. Under his/her responsibilities, the NCPI shall perform the following tasks and duties:

- a) Coordinate at the State level, the implementation of APIRG priorities, including the APIRG Conclusions and Decisions.
- b) Collect data and all relevant information on State's implementation and maintain up to date and implementation file at the State level.
- c) Provide monthly report on the implementation of State to the Secretariat
- d) Maintain close liaison with the APIRG AAO and IIM Subgroups Secretaries regarding the implementation of APIRG priorities, Conclusions and Decisions and its subsidiary bodies activities.

2.3. Role of TFP

- 2.3.1. The role of the TFP is to take over the coordination of the planning and implementation of the APIRG priorities and its subsidiary bodies activities in line with his/her technical area within the State.

2.4. Responsibilities of TFP

2.4.1. Under his/her responsibilities, the TFP, in his/her field of expertise, shall perform the following tasks and responsibilities:

- a) Coordinate for each technical area (AOP, ATM, SAR, CNS, MET and AIM), the implementation of APIRG related activities.

- b) Collect data and all relevant information on State's implementation regarding the concerned technical area, and maintain up to date and implementation file at the State level
- c) Maintain close liaison with his/her corresponding Regional Officer at ESAF and WACAF Offices regarding the implementation of APIRG related priorities, Conclusions and Decisions and its subsidiary bodies
- d) Provide monthly report on the implementation of State to the corresponding Regional Officer .

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