## INTERNATIONAL CIVIL AVIATION ORGANIZATION EASTERN AND SOUTHERN AFRICAN OFFICE

Workshop for the development of AIS management and oversight for CAA's and ANSP's in the AFI Region (Nairobi, Kenya, 27 November-1 December 2017)

## LIST OF DISCUSSION PAPERS AND INFORMATION PAPERS Day 1 Discussion Paper N°/ Working AGENDA ITEM N° **Presented By** Methodology Information Paper N° DP-1A Draft Agenda PRESENTATION **SECRETARIAT** DP-1B 1. **Regional and Global Requirements** ICAO presentation DP-1C (E&F) Amendement to Annex 15 ICAO Presentation Annex 15 Consolidated Version ICAO DP-ID Presentation ΙΑΤΑ DP-2 2. Change management presentation 3. Human Resources DP-3A a. Required Competences -\* icao draft training requirements from PANS ICAO DP-3B presentations aim Eurocontrol (EC) DP-3C \* eurocontrol CASP DP-3D(E&F) \* Aeronautical Data Catalogue b. Skills/componence analysis of current staff exercise IATA / ICAO / EC IATA / ICAO / EC Gap closure planning exercise c. Day 2 DP-4A 4. Technical resources EC automation presentations ICAO DP-4C Regional plan Current, Required and gap closure: Request for Information (RIF) aroup discussions and IATA User requirement Statements (URS) exercise Evaluation of proposals 5. Putting the basics in place (NOTAM, AIP Sup, AIP Davs DP-5 EC and AIC). 3&4 a. Requirements presentations EC i. AIRAC adherence EC 1. Analysis presentations EC 2. Establishing procedures presentations ICAO Regulation development/review 3. presentations EC 4. Reporting and action presentations DP-6 IFAIMA ii. Quality Management Presentation

## **Tentative list of Information/Discussion Papers (DPs/IPs)**

1. Process mapping

EC

presentations

	2. Procedure development	presentations / discussion	EC / IATA
	3. Auditing	presentations / discussion	EC / IATA
	4. Accreditation	presentations / discussion	EC
l	iii. Agreements with Data originators	presentations	EC
	iv. Information/data integrity monitoring		
	1. Process and procedures	presentations	EC
I	2. Reporting	presentations	EC
	3. Analysis	presentations	EC
	4. Action	presentations	EC
1	b. Putting it into action		
[	i. OPADD	presentations	EC
[	ii. CHAIN	presentations	EC
DP-7	iii. Procedure writing	presentation / exercise	IATA
	iv. Monitoring and reporting	discusion / exercise	IATA / EC
		group discussion	IATA
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	6. Review of and updating:		
Í	a. List of ICAO differences	exercise	IATA / ICAO / EC
[	b. States AIS-AIM transition plan	exercise	IATA / ICAO / EC
1	c. Procedures manual / work instructions for AIS/M	exercise	IATA / ICAO / EC
Í	d. Staff plan	exercise	IATA / ICAO / EC
	e. Training matrix	exercise	IATA / ICAO / EC
	INFORMATION PAPERS		
IP-1	LIST OF HOTELS	SECRETARIAT	
IP-2	LIST OF DPs/IPs	SECRETARIAT	
IP-3	WORK SCHEDULE	SECRETARIAT	
IP-4	ICAO Template – Going-Digital Phase -2	SECRETARIAT	
IP-5	SWIM Concept (Doc.10039)	SECRETARIAT	
IP-6	IFAIMA - AIM Courses	IFAIMA	
IP-7	EAD Training Course Catalogue	EAD	1
IP-8	APIRG – IIM SUB Group Report	ICAO	
IP-9	IFAIMA – 2017 Kampala Global AIM Report	ICAO	
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	IP-1 IP-2 IP-3 IP-4 IP-5 IP-6 IP-7 IP-8	3. Auditing     4. Accreditation     iii. Agreements with Data originators     iv. Information/data integrity monitoring     1. Process and procedures     2. Reporting     3. Analysis     4. Action     b. Putting it into action     i. OPADD     ii. CHAIN     DP-7     iii. Procedure writing     v. Improvement     v. Improvement     6. Review of and updating:     a. List of ICAO differences     b. States AIS-AIM transition plan     c. Procedures manual / work instructions for AIS/M     d. Staff plan     e. Training matrix     IP-1     LIST OF HOTELS     IP-2     IP-3     WORK SCHEDULE     IP-4     ICAO Template – Going-Digital Phase -2     IP-5     SWIM Concept (Doc.10039)     IP-6   IFAIMA - AIM Courses     IP-7   EAD Training Course Catalogue     IP-7   EAD Training Course Catalogue	2. Procedure development discussion   9. Auditing presentations / discussion   4. Accreditation presentations / discussion   10. Accreditation presentations / discussion   11. Agreements with Data originators presentations   12. Reporting presentations   13. Analysis presentations   14. Action presentations   15. Putting it into action presentations   16. Putting it into action presentations   17. Fracedure writing presentations   18. CHAIN presentations   19. Putting it into action presentations   11. Procedure writing presentations   11. Procedure writing presentations   11. Procedure writing presentations   11. Procedure writing group discussion   11. Inprovement group discussion   12. I. St of ICAO differences exercise   13. List of ICAO differences exercise   14. Action differences exercise   15. States AIS-AIM transition plan exercise   16. CProcedures m