INTERNATIONAL CIVIL AVIATION ORGANIZATION

REPORT OF THE FOURTH MEETING OF DIRECTORS GENERAL OF CIVIL AVIATION OF WESTERN AND CENTRAL AFRICAN / EASTERN AND SOUTHERN AFRICAN STATES

(Matsapha, Swaziland, 8-9 November 2010)

Prepared by ICAO ESAF / WACAF Offices

November 2010

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Part I - History of the Meeting

Introduction

1.1   The Fourth Meeting of Africa-Indian Ocean (AFI) Directors General of Civil Aviation for Eastern and Southern Africa / Western and Central Africa (DGCA/4) was held in Matsapha, Swaziland, from 8 to 9 November 2010 at the kind invitation of the Swaziland Civil Aviation Authority (SWACAA). Seventy-four (74) delegates from thirty –three (33) States and twenty-three (23) Observers representing international and regional organizations attended the meeting. The list of participants is attached at **Appendix A** to the Report.

Opening Ceremony

1.2   The Meeting was opened by His Excellency the Right Honourable Prime Minister of the Kingdom of Swaziland, Dr. Barnabas Dlamini in the presence of the Minister of Public Works and Transport, Honourable Ntuthuko Dlamini and the Minister for Natural Resources, Princess Tsandzile. He welcomed the delegates on behalf of His Majesty King Mswati III, and expressed the importance and satisfaction attached to the decision to hold such an event in Swaziland. He wished the Meeting fruitful deliberations. Mr. Geoffrey Moshabesha, ICAO Regional Director for the Eastern and Southern African Office, welcomed the delegates on behalf of the President of the ICAO Council, the Secretary General and the entire ICAO Secretariat. In his address, he highlighted the major aviation events and activities accomplished or on-going since the last meeting and underscored the benefits of regional cooperation and coordination. Other speakers included the Secretary General of the African Civil Aviation Commission (AFCAC).

Election of Officers

1.3   The Meeting elected Mr. Douglas Litchfield, the Representative of the Kingdom of Swaziland in the ICAO Council and also the representative of the Southern Africa Development Community (SADC) as the Chairperson of the meeting. Mr Mintsa mi Owono Etienne Robin, Deputy Director General of Agence Nationale de l'Aviation Civile from Gabon was elected Vice Chairperson.

Secretariat

1.4   Mr. Geoffrey Moshabesha, ICAO Regional Director for Eastern and Southern Africa, served as Secretary of the meeting and was assisted by Mr. Amadou Guitteye, ICAO Regional Director for Western and Central Africa, with the technical support of staff of both Region Offices.

Languages and Administration

1.5   The proceedings were conducted in English and French and the meeting documentation was issued in both languages. Translation and simultaneous interpretation services were also provided.

Meeting Agenda

The Meeting adopted the following Agenda proposed by the Secretariat:

Agenda Item 1:   Follow-up to Conclusions of DGCA/3 Meeting

Agenda Item 2:   Aviation Safety

          2.1   Assistance to States to remove safety deficiencies
          2.2   Establishment of Regional Aviation Safety Group for the AFI Region (RASG-AFI)
          2.3   ACIP Activities

Agenda Item 3:   Aviation Security

          3.1   Implementation Support and Development (ISD)
          3.2   Amendments to The Hague and Montreal Conventions

Agenda Item 4:   Air Navigation

          4.1   Challenges in addressing long-standing air navigation deficiencies (Outcomes of APIRG/17 Meeting)
          4.2   Regional strategies for Communications, Navigation and Surveillance (CNS) Infrastructure

Agenda Item 5:   ICAO Technical Cooperation and Human Resource development for Civil Aviation

          5.1   Update on the implementation of COSCAPs since DGCA/3
          5.2   Regional Technical Cooperation Projects

Agenda Item 6:   Communication with States

Agenda Item 7:   Any Other Business

Part II - Discussion on Agenda Items

Agenda Item 1:   Follow-up to Conclusions of DGCA/3 Meeting

1.1   The meeting considered follow up actions and implementation status of Conclusions of the third meeting of the Directors General of Civil Aviation of the ESAF and WACAF ICAO Regions (DGCA/3) held in Lomé, Togo, from 3 to 5 November 2009. The data was presented by the Secretariat on an aggregate region-wide basis due to lack of response from States to provide information on progress made.

1.2   It was noted that some progress had been registered in Regional Cooperation and Implementation initiatives for Aviation Safety/Security, Creation of Regional Organizations for Aviation Safety Oversight and Accident Investigation, implementation of Machine Readable Travel Documents (MRTDs), as well as activities of the AFI Tactical Action Group. A lot however still remained to be done to meet the safety and security related performance targets set by the previous meeting, for the overall reduction of the lack of effective implementation of safety / security oversight critical elements in States. The meeting also noted with concern the non compliance of States with the requirement to provide ICAO, on a quarterly basis, with status reports on the implementation status of DGCA Conclusions.

1.3   The meeting therefore strongly called on Directors General to honour their commitments and take implementation seriously in order to realize meaningful progress. The meeting also encouraged States to share with ICAO challenges they may be facing in meeting the performance targets and implementation deadlines agreed, with a view to jointly finding appropriate strategies for effective implementation.

1.4   The meeting re-stated the following DGCA/3 Conclusions which remained unimplemented with revised deadlines i.e. : Conclusions 2.2, 3.2, 4.1, 4.2, 4.4, 4.5, 4.6, 4.7, 4.8, 4.9, 4.10, 5.1, 5.2, 5.3, 5.4, 7.2.1, 7.2.2, 8.1 and 8.2, as contained in the adopted DGCA/4 conclusions at **Appendix B** to this report.

Agenda Item 2:   Aviation Safety

2.1   Assistance to States to remove safety deficiencies

2.1.1   The Meeting was presented with progress on the implementation of ACIP **Focus area 2-** *Assist States to resolve identified deficiencies within a reasonable time* and SP AFI RAN/08 Recommendation 5/13 which calls for the establishment of Safety Teams in the ICAO AFI Regional Offices.

2.1.2   The meeting was informed that Regional Office Safety Teams (ROSTs) were established in January 2009 in the Regional Offices of ESAF (Nairobi) and WACAF (Dakar). It was indicated that the ROSTs were mandated under the leadership of the Deputy Regional Directors of each office to provide appropriate support to States in their effort to resolve deficiencies and especially those listed under the Significant Safety Concerns (SSCs) with the objectives of assisting the selected States to resolve the deficiencies identified, and also to assist States to be removed from the Audit Results Review Board (ARRB) watch list, and enable them to establish an acceptable level of safety oversight.

2.1.3   The meeting was also informed that the ROSTs were planning to conduct support missions of approximately two weeks duration each, in 14 States in 2011 and 12 States in 2012.

> **Conclusion 4/1:   Assistance to States to remove safety deficiencies**
>
> **The meeting invited States to:**
>
> a)   note the establishment of the ROSTs in the Region Offices of ESAF (Nairobi) and WACAF (Dakar), and;
>
> b)   liaise with the office accredited to their State for further information on the assistance available through the ROSTs.

2.2   Establishment of a Regional Aviation Safety Group (RASG) for the Africa - Indian (AFI) Ocean Region

2.2.1   The meeting was presented with the proposed concept, structure and the terms of reference for the Regional Aviation Safety Group for the AFI Region (RASG-AFI) for consideration and discussion.

2.2.2   The establishment of Regional Aviation Safety Groups (RASGs) was based on a decision by the ICAO Council with reference to Assembly Resolution A36-7: *ICAO Global planning for safety and efficiency.* It was proposed that the Regional Aviation Safety Group – AFI (RASG-AFI) would monitor progress, coordinate actions among AFI States and make recommendations to ICAO on means to facilitate the implementation of the Global Aviation Safety Plan (GASP) and the associated Global Aviation Safety Roadmap (GASR) within the AFI Region. It was envisaged that the RASG-AFI would serve as a regional cooperative forum that would help to increase awareness of regional safety issues and at the same time provide a mechanism for addressing them.

2.2.3   The meeting expressed appreciation to the ICAO Council on the decision to establish RASGs globally. However, with regard to the proposed RASG-AFI, concerns were raised over the proposed status of COSCAPs and RSOOs which were considered as key players in the RASG-AFI and therefore should be given the status of membership. The concept of the RASG was unanimously accepted. It was agreed that matters related to the proposed organizational structure to reflect membership of the COSCAPs and RSOOs would be considered in due course. The terms of reference of the RASG-AFI are at **Appendix C**.

2.3   ACIP Activities

2.3.1   The Meeting was presented with information related to the ACIP Programme activities since the third meeting of AFI Region Directors General of Civil Aviation (DGCA/3).

2.3.2   The meeting was appraised of the progress on the establishment of Regional Safety Oversight Organizations (RSOOs) and Regional Accident Investigation Agencies (RAIAs) as well as the implementation of the regional priorities as determined by the States following the gap analyses conducted by ACIP in 47 States.

2.3.3   The meeting was further informed that the RSOO for the Member States of the Banjul Accord Group (BAG) was already operational and the framework for the establishment of the RSOO for the Member States of UEMOA and Mauritania was finalized and pending signature by the States authorities. It was also noted that an agreement was reached with the Member States of CEMAC to develop the framework for the operationalization of their RSOO. In addition, ACIP was working with the EAC member States to strengthen their RSOO.

2.3.4   With regard to establishment of RAIAs, the meeting noted that the member States of BAG had already created a RAIA to be operational by the end of the year 2010. The framework for the establishment of RAIAs for CEMAC, EAC and UEMOA were at different stages of development.

2.3.5   The meeting also received an update on the implementation of the ACIP training programme for the year 2010. It was noted that ACIP conducted 12 State Safety Programme (SSP)/Safety Management Systems (SMS) training courses, and two Government Safety Inspectors (GSI) training courses with three additional GSI training courses planned for the remainder of the year 2010. The GSI training courses were aimed at inspectors from civil aviation authorities while the SSP/SMS training courses were opened to safety officers from the civil aviation authorities as well as from the aviation services providers.

2.3.6   The meeting was also updated on the progress of the implementation of Special AFI RAN Recommendation 5/8 which calls for the establishment of an Aviation Training Experts Working Group (TEWG) to develop a master plan for the harmonization of aviation training in Africa. It was noted that the TEWG submitted its report to the Second Pan-African Training Coordination Conference which was held in Cairo, Egypt from 22 to 24 June 2010. Based on the TEWG report, the Conference made several recommendations to standardize and harmonize aviation training in Africa, including a proposal to establish an African Aviation training Organizations Association, and a Training Advisory Board. The meeting therefore adopted the following conclusion:

Conclusion 4/2:   ACIP Activities

That States continue to:

a) cooperate towards the implementation of the results of the gap analyses and the establishment of Regional Safety Oversight Organizations (RSOOs) as the most viable way of meeting their international safety oversight obligations in an effective and sustainable manner;

b) cooperate towards the establishment of Regional Accident Investigation Agencies (RAIAs) to meet their international obligations in aircraft accident investigations, and;

c) participate in the activities of the TEWG and the harmonisation and standardization of aviation training, and the promotion of a common African aviation training accreditation system.

Target Date/Deadline: 30% to be accomplished by October 2011.

Agenda Item 3:   Aviation Security

3.1   Implementation Support and Development (ISD)

3.1.1   The meeting was informed of the new ICAO Comprehensive Aviation Security Strategy (ICASS) - Strategic Plan of Action 2011-2016 and agreed to support its implementation. The ICASS introduced seven strategic focus areas and built upon the current Aviation Security Plan of Action. The new strategy was to , inter alia, focus more on addressing security shortcomings through assistance to States.

3.1.2   The meeting noted the new strategy for coordinated aviation security assistance, consistent with the ICAO Comprehensive Aviation Security Strategy (ICASS) and agreed to the measures to be utilized in the planning, implementation and follow-up of aviation security assistance provided to States as follows:

a) Promote capacity building efforts, to focus on sustainable solutions for the rectification of deficiencies through trainings using the existing AVSEC Training Centres endorsed by ICAO (Target date: 2011-2013).

b) Raise the level of security awareness through the conduct of workshops, seminars, symposia and conferences with a view to meeting set objectives (At least two seminars or workshop per ICAO region per year).

c) Each State with unresolved critical aviation security deficiencies and those referred to the ARRB to receive ICAO missions (at least one mission per year).

d) Promote regional initiatives such as CASPs and Regional Aviation Security Teams (RASTs) to carry out long term capacity building projects (Target date: The RASTs should be operational by June 2011).

3.1.3   Recognizing the importance of the aviation security Point of Contact (PoC) network, the members agreed to participate in the network which includes submission of the three contact names to ICAO. The PoC network provides data base of international AVSEC contacts within each State who are designated to send and receive communication of sensitive security nature. Action: That States nominate three (3) Points of Contact by 1 January 2011.

3.2   Amendments to The Hague and Montreal Conventions

3.2.1   The DGC/4 agreed to ratify two new AVSEC treaties namely the Convention on the Suppression of Unlawful Acts Relating to International Civil Aviation (commonly referred to as the Beijing Convention) and the Protocol Supplementary to the Convention for the Suppression of Unlawful Seizure of Aircraft (commonly referred to as the Beijing protocol) which were adopted on 10 September 2010 by the Diplomatic Conference in Beijing, China. The two new treaties are meant to address new and emerging threats not covered by the existing legal instruments. The meeting invited the States to ratify and incorporate the terms of the new treaties in their national legislation. **Action Date: October 2012.**

Conclusion 4/3:   Ratification of two new AVSEC Treaties – Beijing Convention and Beijing Protocol

That States ratify two new AVSEC treaties namely the Convention on the Suppression of Unlawful Acts Relating to International Civil Aviation (commonly referred to as the Beijing Convention) and the Protocol Supplementary to the Convention for the Suppression of Unlawful Seizure of Aircraft (commonly referred to as the Beijing Protocol) which were adopted on 10 September 2010 by the Diplomatic Conference in Beijing, China and incorporate in their national legislation. The two new treaties are meant to address new and emerging threats not covered by the existing legal instruments. (**Action Date: Sign the new treaties by October 2011, and incorporate by October 2012.**)

Agenda Item 4:   Air Navigation

4.1   Challenges in addressing long-standing air navigation deficiencies (Outcomes of APIRG/17 Meeting)

Challenges in addressing long-standing air navigation deficiencies

4.1.1   The meeting noted the concerns expressed by the various ICAO organs including APIRG, ALLPIRG, ANC and the Council on the serious impact of unresolved deficiencies on safety in the region and reconfirmed the relevance of the SP AFI/8 RAN Recommendation 6/25 which defined steps to be taken by APIRG to adopt a Performance Framework for the elimination of Air Navigation Deficiencies; the States to develop national action plans aligned with regional performance objectives to eliminate deficiencies and to take steps to seek assistance where required for the implementation of their action plans.

4.1.2   On its part, ICAO has continued to implement actions addressing some of the deficiencies. Some of these actions include the conduct of regular missions where recommendations to address deficiencies are discussed with States, regular seminars and workshops conducted on subjects defined to be of common interest in the region, regional coordination meetings intended to ensure uniform implementation across the region or sub-region, technical cooperation projects to States or a group of States to address specific deficiencies and the conduct of the Universal Safety Oversight Audit Programme (USOAP) and Universal Security Audit Programme (USAP) to establish level of implementation within States. In addition, ICAO has continued to implement Special Implementation Projects (SIPs) designed to address specific technical aspect in the States; and lately ICAO has implemented an AFI Comprehensive Implementation Programme (ACIP) with specific objectives to assist States on the implementation of the safety oversight critical elements.

4.1.3   The meeting was apprised on some of the challenges ICAO was facing in the follow up of implementation of recommendations and conclusions. These challenges included, but are not limited to:-

   a)   Inadequate effective communication between ICAO and States leading to lack of response to State Letters and survey questionnaires;

   b)   States not availing themselves to training offers by ICAO;

   c)   Inappropriate participation (by participants who do not have the required technical background

   d)   Inadequate human resource planning in States (States trained personnel are not assigned to the duties as expected); and

   e)   OJT, recurrent and specialized training being given a low profile within the States

4.1.4   In order to facilitate improved communication with States civil aviation authorities and to ensure follow up on the implementation of recommendations and conclusions, the meeting adopted a recommendation for a management tool (*a tracking form*) by administrations, to ensure follow up and action as necessary. The *Tracking Form* would be populated with RAN Recommendations and Conclusions formulated within the framework of APIRG, on which States' actions is relevant, and presented to States within two months of an APIRG meeting. Directors General agreed to take responsibility to update the form twice a year (June and December) and forward it to the ICAO Regional Office accredited to the State.

Conclusion 4/4:   **Management tool for the tracking of implementation of recommendations and/or conclusions**

That ICAO shall establish a tracking form as in **Appendix D**, populating it with APIRG recommendations and conclusions two months after an APIRG or other regional meeting and seek updates on the level of implementation and impediments to implementation from States twice a year **(June and December)** in order to facilitate regular follow-up by ICAO.

Implementation of a Quality Management System for Aeronautical Meteorological Services in the AFI Region

4.1.5   The meeting discussed the developments in the quality management system (QMS) requirements in the provision of services for international air navigation in particular the new impending requirements for a standard for aeronautical meteorological services. In particular, these include product requirements concerning the geographical and spatial coverage, format and content, time and frequency of issuance and period of validity of meteorological information to be supplied to aeronautical users and requirements concerning the exchange of OPMET information. The QMS has to be compliant with the ISO 9000 series of standards. The ICAO Council agreed to the raising of the quality assurance requirements in Annex 3 to a standard effective November 2012 through Amendment 75.

4.1.6   The meeting noted that the Special Africa-Indian Ocean (AFI) Regional Air Navigation (RAN) Meeting in Durban, South Africa, 24-29 November 2008, while deliberating on issues of safety and efficiency in the air navigation system, concluded under Recommendation 6/16, *that ICAO identify potential sources of technical and financial support for States for the implementation of quality management systems (QMS) in the field of meteorology.* The meeting agreed that training of trainers in quality management systems was urgently needed to roll-out the implementation of the QMS and noted that ICAO will be conducting such a course in November/December 2010 in Dakar and Nairobi. The meeting appreciated past efforts of ICAO, the World Meteorological Organization (WMO), SADC and ASECNA to have conducted basic courses in QMS.

4.1.7   The meeting recalled that the Ministers responsible for Meteorology in Africa at their meeting in April, 2010 issued the Nairobi Declaration and committed amongst others to "**Take all necessary steps to ensure that African National Meteorological Services meet the ICAO requirements regarding Quality Management Systems (QMS) by November 2012."**

4.1.8   The meeting recognizing the need to implement the QMS on timely and sustainable manner concluded that:

Conclusion 4/5:   **Implementation of a Quality Management System for Aeronautical Meteorological Services in the AFI Region**

a) The Directors / Directors-General of Civil Aviation Authorities / Department as safety oversight authorities render administrative and institutional support to enable the meteorological service providers to get the required financial resources to :

    i)   Send Quality Managers to the planned ICAO train-trainers courses for Quality Management System in November/December 2010 in Dakar and Nairobi,

    ii)   Implement QMS to meet the applicability date of November 2012 (target date – 50% by September 2011),

b) And to include aeronautical meteorological services cost in the air navigation service charge where this has not already been done (target date – 50% by June 2011).

Tactical Action Group (TAG) Activities

4.1.9   The meeting was reminded of the contents of SP AFI/08 RAN meeting recommendation 6/7 which, in establishing the AFI Tactical Action Group (TAG), requested all AFI States to recognize and adhere to the TAG mechanism and accept TAG visits as required, and engage them in dialogue and action plans for implementation of corrective measures for identified deficiencies.

4.1.10   In the same vein it was recalled that ATS/AIS/SAR/SG/10 (Conclusion 10/02), DGCA 3 (conclusion 3/7), and lastly APIRG 17 (conclusion 17/69-70-71) requested that States, as a matter of priority, make all efforts to assist and comply with requests from the TAG group.

4.1.11   The meeting was presented with tables showing the evolution of figures on Unsatisfactory Condition Reports (UCRs) for year 2009 and 2010, as considered by the TAG in its bi-weekly teleconferences, with the aim of reducing their number and frequency of occurrence.

4.1.12   In view of the above, the meeting, while noting an improvement in terms of number of UCRs occurring in the AFI Region, acknowledge the concerns expressed by the TAG with regard to the high number of ASRs/UCRs in general, the need to conduct technical missions to a few of the States with a large number of UCRs and/or States that are not responding to TAG queries about UCRs, and the designation of an individual in each State to be the TAG point of contact.

4.1.13   The meeting therefore agreed to the following conclusion:

Conclusion 4/6:   Tactical Action Group (TAG) Activities

That States are urged to:

a)   nominate a contact person for the TAG, for those that have not yet done so (by 31 January 2011).

b)   investigate incidents within 3 months of occurrence or reporting, and provide investigation reports to the TAG (50% by 31 January 2011)

c)   implement corrective actions (date to be inserted).

d)   accept TAG technical missions where the need has been identified

This conclusion supersedes conclusion DGCA 3/78

4.2   Regional strategies for Communications, Navigation and Surveillance (CNS) infrastructure

Need for a CNS technology roadmap and integrated regional programmes

4.2.1   The meeting noted that many urgent deficiencies were still affecting the CNS infrastructure in the region despite the deployment and/or upgrading of regional aviation-owned and operated satellite networks (such as AFISNET, CAFSAT, NAFISAT, SADC VSAT networks) applying modern technologies. These deficiencies limit effective provision of air traffic management (ATM) and have an adverse impact on air transport operations safety and efficiency.

4.2.2   The meeting recognized the importance for air navigation service providers (ANSPs) and aircraft operators to have an early return on their investment related to CNS technologies, and for

clearly stated global requirements that have agreed operational benefits with defined timelines for implementation in order to assist States in making long-term investment agreements and decisions.

4.2.3   The roadmap should become the global source of information for CNS technology implementation decisions for all stakeholders, and will require the cooperation of all stakeholders. States were called upon to endeavour to adhere to the roadmap.

4.2.4   Furthermore, mindful of the need for the AFI Region to meet international standards for the CNS infrastructure supporting the provision of safe air traffic management services, and the lack of seamless and interoperable network services as well as other common databases, the DGCAs supported a proposal made by the industry, concerning the development of an integrated regional ATM Service in order to overcome fragmentation, and help ANSPs in AFI Region to comply with ICAO provisions and exploit available common databases. Ways of obtaining from the African Union funding through bilateral or multilateral partners or development institutions to assist in the deployment of such services should be explored, consistently with its commitment to maximizing civil aviation's economic contribution by providing a safe, secure, and sustainable air transport in the region.

4.2.5   The funding issues related to the CNS Technology Roadmap and identified integrated programmes will be further discussed at an AFCAC meeting to take place in December 2010.

Conclusion 4/7:   Development of a CNS Technology Roadmap and integrated regional programmes

In order to increase safety and efficiency of air navigation in the Africa-Indian Ocean (AFI) Region, the AFI DGCAs:

a)   Support the development of a global CNS technology roadmap by ICAO, to serve as the global source of planning guidance for CNS investments by all stakeholders in the civil aviation community (50% by October 2011);

b)   Request APIRG to:

    i)   Develop a regional CNS roadmap based on the ICAO global roadmap, in order to assist States in addressing the current deficiencies, implementing CNS-related Global Air Navigation Plan initiatives, and ensuring compatibility between air navigation systems; and

    ii)   Develop a working paper for the next Air Navigation Conference (by APIRG/18, August 2011).

Recommendation 4/8: CNS Technology Roadmap - Commitment, coordination and funding

That:

a)   DGCAs ensure that due account is taken of the roadmap for the regional and national planning and implementation of air navigation systems;

b)   DGCAs promote collaborative decision- making and partnership within the aviation industry for developing and implementing innovative and integrated solutions for CNS infrastructure components, according to identified priorities; and

c)   African Union through AFCAC, ICAO and other relevant organizations to facilitate the funding arrangements needed for the implementation of integrated programmes

aimed at enhancing the regional air navigation infrastructure, including human resource aspects, based on the CNS technology roadmap.

Implementation of performance-based navigation (PBN)

4.2.6   The meeting recalled the PBN implementation targets set under ICAO Assembly Resolution A36-23, and noted airlines' requirement for States and ANSPs to widely implement approach with vertical guidance (APV) procedures based on the use of baro-VNAV as a mature navigation function, and issue the required approvals in accordance with ICAO guidelines.

Recommendation 4/9: PBN implementation

That States and ANSPs implement approach with vertical guidance (APV) procedures based on the use of baro-VNAV as a mature navigation function, and issue the required approvals in accordance with ICAO guidelines.

Agenda Item 5:   ICAO Technical Cooperation and Human Resource development for Civil Aviation

5.1   Update on the Implementation of the COSCAPs in Africa

5.1.1   Funding though relatively improved, continues to pose a challenge to the implementation of planned activities in the COSCAP projects. The level of funding varied from 39% of the budget for 2010 in one of the projects to 100% in another. However, in spite of the challenges, the projects registered significant achievements particularly in the update and development of air law, preparation of regulations, procedures and other guidance materials in the areas of expertise covered by the projects. Assistance missions were carried out to various States in response to particular needs. Workshops, seminars and on the job training were provided in areas such as the development of regulations, regulatory auditing techniques, foreign aircraft assessment. In all three remaining COSCAP projects (COSCAP-Banjul Accord Group having transformed to a Regional Safety Oversight Organization, BAGASOO) the process of transformation to Regional Safety Oversight agencies had been initiated and were in various stages of progress. In the ensuing discussions, the need for the putting in place a mechanism for sustainable funding was emphasized, especially as the projects evolve into more permanent structures as Regional Safety Oversight Organizations.

Conclusion 4/10:   Update on the Implementation of the COSCAPs in Africa

The DGCAs agreed to support the COSCAPs by actively participating in the Project Steering Committee Meetings that chart the direction and establish the work programmes of the projects and to ensure timely payment of their contributions to the Project budgets (after each budget preparation for 2011).

5.2   Regional Technical Cooperation Projects (CAPSCA)

5.2.1   The meeting recalled that the Special Africa-Indian Ocean (AFI) Regional Air Navigation (RAN) Meeting in Durban, South Africa, 24–29 November 2008, recommended among others that States join the Cooperative Arrangement for the Prevention of Spread of Communicable Disease through Air Travel (CAPSCA) project. The recently ended Influenza (H1N1) pandemic demonstrated the lack of global preparedness to manage a public health emergency that affects the aviation sector. To monitor the implementation of preparedness plans, ICAO intended to include relevant questions concerning public health emergencies along with the proposed introduction of the Continuous Monitoring Approach of the Universal Safety Oversight Audit Programme (USOAP). ICAO related SARPS and guidelines concerning management of communicable disease are found in Annexes 6, 9, 11, 14 and PANS ATM.

5.2.2   The main activities in the CAPSCA project include airport assistance visits to assess compliance with health-related ICAO SARPs and guidelines concerning management of communicable disease as well as with the relevant articles of the World Health Organization International Health Regulations (2005) concerning Pandemic Preparedness Planning for the Aviation Sector; Advice is provided to participating aviation administrations, airport and aircraft operators in rectifying any deficiencies in the application and implementation of the guidelines as well as training in the preparation and testing of Public Health Emergency Plans. One of the major achievements of the CAPSCA project has been the improved collaboration between the aviation and public health sectors. WHO, other international agencies such as IATA, ACI, UN Office for the Coordination of Humanitarian Affairs (OCHA) all have relevant guidelines on their websites and have provided useful guidance material for the development of templates for an Aviation Public Health Emergency Plan as well as a Business Continuity Plan. The official website of the CAPSCA Project www.capsca.org was inaugurated. The meeting was informed that membership and participation of African States in the Project was still very low in spite of the project having been in existence in the Region for more than two years. The meeting appealed to States to join the CAPSCA-Africa Project and to take advantage of the assistance offered under the Project to develop and test their Aviation Public Health Emergency Plans. States were also encouraged to provide their experts to participate in assistance visits, which provide advice and training in the preparation and implementation of a Public Health Emergency Preparedness Plans. There was general expression of support to the Project.

Conclusion 4/11:   Regional Technical Cooperation Projects – CAPSCA

a)   That States join the CAPSCA project (by June 2011).

b)   Noting the interest expressed by the following States to participate in the CAPSCA Project - Burundi, DRC, *Gambia, Kenya, Mali and Namibia to participate in the Project, - it was decided that assistance visits will be conducted to these States at the minimum.*

Action and Target: Airport assistance visits to be conducted to at least six (6) States by end of October 2011 (100%).

5.3   Regional Technical Cooperation Projects - AFI PBN Implementation

5.3.1   The AFI PBN Implementation Project proposal recommended by the SP AFI RAN Meeting of November 2008 was presented at the APIRG 17 meeting in Ouagadougou in August 2010 and was endorsed by that meeting. The project was designed to give effect and support to Recommendations of the RAN meeting and conclusions adopted within the framework of APIRG, more particularly those from the PBN and GNSS Task Forces. Areas to be covered by the project include:

a)   Development of model regulations to enable the GNSS aspects of air navigation and the implementation of PBN

b)   Direct interaction with States needing assistance to ensure that the model regulations are appropriately integrated into the specific States' legislation; and

c)   Assistance to States in developing specific actions in order to meet the requirements of the Regional PBN Implementation Plan, and support efforts relating to the States' national performance objectives.

5.3.2   It was proposed that the project be implemented as a cooperative type project in the manner of the other regional cooperative programmes being implemented by ICAO TCB, directed

and monitored by a Steering Committee as well as the relevant APIRG Task Force(s) through the Regional Officers/secretaries of the Task Force(s). The project will require two experts, one PBN, and the other Legal, and will entail visits to identified target States to carry out a gap and impediments analysis in the individual States and prioritize the specific project elements for each State.

Conclusion 4/12:   Regional Technical Cooperation Projects - AFI PBN Implementation

a)   That States interested in the PBN Project submit a formal indication of interest to participate in the project to ICAO ESAF and WACAF Offices (by September 2011); and

b)   Noting the interest expressed by the following States to participate in the AFI PBN Project - *Botswana, Burundi, Kenya, Malawi, Namibia and Tanzania to participate in the Project* - it was decided that assistance visits will be conducted to these States, as a minimum. (**Action and Target: PBN assistance missions to be conducted to these six (6) States by end of October 2011 (100%)).**

Note: Human Resources Development for Civil Aviation
The meeting noted the information provided on the new ICAO Civil Aviation Training Policy and on the revised TRAINAIR Programme acronym named TRAINAIR *PLUS*

Agenda Item 6:   Communication with States

6.1   The meeting discussed the issue of communication between ICAO and States following a presentation from the Secretariat. The presentation highlighted ICAO policy and strategy for the electronic exchange and distribution of information and documentation, challenges that States and Regional Offices face in this respect, and provided recommendations to overcome existing constraints.

6.2   Constraints and challenges in communicating with and receiving responses from States and aviation service providers as well as the inadequate access to and treatment of electronic information and similar resources available at ICAO web sites by States, were noted by the meeting. In addition, it was agreed that the application of the ICAO procedure / protocol for communication with States through the designated authority or administration should be adhered to, noting however the possible exclusion of stakeholder State entities in the communication chain on matters requiring their participation/involvement.

6.3   ICAO was commended by the meeting for its efforts to improve communication and provide electronic information and documentation services to States and the larger aviation community. The points raised were taken note of and the meeting was also informed that as a result of requests received from the parties concerned, ICAO has decided to include COSCAPs and regional safety organizations in the document distribution list and grant them access to the ICAO secure websites.

6.4   The following conclusion was adopted:

Conclusion 4/13:   Communication with States

That States that have not already done so take appropriate steps to:

a)   Ensure improvement of their IT infrastructure / services for efficient internet / e-mail use;

b)   approach ICAO for access to relevant websites;

c)   establish official e-mail addresses;

d)   identify focal points in order to facilitate communication relating to specific projects/programmes both within designated authorities and stakeholder-entities; and

e)   Channel all their communications with ICAO through the Regional Offices

Target date/deadline: 100% by 30 Oct 2011.

Agenda Item 7:   Any Other Business

7.1   Presentations

7.1.1   Presentations were made by various delegates and organizations highlighting their programmes and activities of interest which the meeting took good note of. In this regard, the meeting was informed of the technical cooperation programme of the Singapore Government for Africa and delegates invited to utilize the assistance and services of the Singapore Aviation Academy to complement capacity building efforts in the region.   Many of the States at the meeting supported the initiative to launch a private aviation entity in Singapore to support States safety and security oversight functions on a sustainable recurrent basis.

7.1.2   The meeting received updates from the Chief delegate of the FAA / Representative of DOT, USA, on the US Africa Safe Skies programme with indications of various funding initiatives to assist in the creation of Accident Investigation Agencies and improvement of air navigation and aviation security in the AFI Region. The representatives of Boeing Company also provided information on safety risk mitigation strategies for all phases of flights and presented a project for the construction of a wide body air craft, B747 800, as well as its operational compatibility for certain existing runways.   On her part, the representative of IATA highlighted involvement of her organization in various activities for the improvement of air navigation subjects in the region.

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Appendix A - List of Participants

Fourth Meeting of AFI Region Directors General of Civil Aviation (DGCA/4)
(Matsapha, Manzini, Swaziland, 8-9 November 2010)

	STATE/ ORGANIZATION	NAME	DESIGNATION /TITLE	ADDRESS	E-MAIL
1.	Angola	Francisco Xavier Chocolate Manuel (Workshop)	Director of Aviation Safety and Flight OPS Inspector	Rue Miguel De Melo No 96-6 Luanda, Angola	xavier.chocolate@gmail.com
2.		Arquimedes A Ferreira	Air Navigator Director INAVIC	Rua Miguel De Melo 96 6th Andar, Luanda	arquimedesf@gmail.com
3.	Botswana	Mr. Oganne Maroba	Acting CEO	P.O. Box 250 Gaborone, Botswana	o.maroba@caab.bw
4.		Mr. Shadrack Rakgati		caab@caab.bw	
5.	Burkina Faso	M. Moumoni Dieguimede	Directeur General de l'Aviation Civile et de la Météorologie	Direction General de l'Aviation Civile et de la Météorologie	dieguimde1@yahoo.com
6.		M. Goama Nikiema	Directeur des Infrastructres et des Equipments	Direction General de l'Aviation Civile et de la Météorologie	
7.	Burundi	Mr. Albert Maniratunga	Deputy Director CAA Burundi	Regie des Services Aeronautique	albert.maniratunga@rsa.bdi; maniratunga@yahoo.fr
8.	Cameroun	Mr. Samuel Mandeng	Director of security	BP 20374 Yaounde, Cameroon	Samuel.mandeg@ccaa.aero
9.	Cameroun	Tsamo Christien	Technical advisor	BP 6998 Yaounde, Cameroon	christien.tsamo@ccaa.aero
10.	Chad	Mr.Ali Mahamat Zene Worimi	DG Adjoint Authorite d'Aviation ADAC Civile	BP 96 N'Djamena Chad	worimizene@yahoo.fr
11.	Comoros	Ali Abdou Mohammed	Directeur du Transport aerien ANACM	BP 72 Moroni	Alacha78@gmail.com

	STATE/ ORGANIZATION	NAME	DESIGNATION /TITLE	ADDRESS	E-MAIL
12.		Attoumani Mohamed	Directeur ANS, AGA AND SAR	B.P. 72 Moroni, Comoros	sharlattou@yahoo.fr
13.	Congo Brazzaville	Mr. Dzota Serge	Directeur de la Navigation Aerienne	B.P. 128, Anac Brazzaville, Congo	sergedzota@yahoo.fr
14.		Tsimba Francois	Chef de service des transport aeriens	BP 128, Anac Congo	7tsimba@yahoo.fr
15.		Mr. Malanda Marinette	Chef de Division, Accords Aeriens	ANAC BP 128	malandamarinette@yahoo.fr
16.	Congo Democratic Republic	Richard Nyanguile	Directeur General CAA	AAC/DRC	nyarichardkas42@gmail.com
17.		Inspector Ndagano Jean Dieudonne	OPS Inspector GSI	AAC/DRC	jeandndagano@yahoo.fr
18.	France	Catlla Bernard	French Civil Aviation Director Africa	50 rue Henry Farman, France	bernard.catlla@aviation-civile.gouv.fr
19.	Gabon	Mintsa-Mi-Owono	Directeur general adjoint	B.P. 2212 Libreville, Gabon	ermintsa@yahoo.fr robin.mintsa@anac-gabon.com
20.	Gambia	Mr. Sulayman Jabang	Acting Director, Air Navigation Services	GCAA Banjul Int. Airport P.O. Box 285, The Gambia	junkung78@hotmail.com
21.	Ghana	Kwame Mamphey (Air Cdre)	Director General Ghana Civil Aviation Authority	GCAA, KIA, ACCRA, Ghana	kmamphey@hotmail.com
22.		George Aryeetey (Grp Capt)	AVSEC Consultant Ghana Civil Aviation Authority	P.O. Box AF303 Adentan Accra, Ghana	aryeeteyowusu@yahoo.com
23.		Akatwe Emmanuel	Executive director Bagasoo	P.O. Box 114 Burma Camp Accra	eakatwe@gmail.com
24.	Guinea Equatorial	Ing. Leandro Miko Angue	Director General de Aviacion Civil	Direccion General de Aviacion Civil	miko_angue@yahoo.fr
25.		Genaro Abeso Osa	Chief of AVSEC Services	Direccion General de Aviacion Civil	
26.	Kenya	Col (rtd) Hilary Kilingi Kioko	Director General Kenya Civil Aviation Authority	Jkia-Kaa Complex P.O. Box 30163 Nairobi, 100, Kenya	info@kcaa.or.ke dg@kcaa.or.ke hkioko@kcaa.or.ke

	STATE/ ORGANIZATION	NAME	DESIGNATION /TITLE	ADDRESS	E-MAIL
27.	Lesotho	Ketso Z Moeketsi Phole Litsiba	Director of civil aviation SAR coordinator	P.O.box 629 Maseru, 100 Lesotho	director@civilair.gov.ls mojiphote@yahoo.com
28.	Madagascar	M. Aubry Redia	Directeur General Adjoint	Aviation Civile de Madagascar	acm@acm.mg ; aubryredia@yahoo.fr
29.		M. Bernard Marie Rakoto Razafindrazato	Coordonnateur des Activites de Supervision de la Securite	Aviation Civile de Madagascar	reau@acm.mg ; m_azafindrazato.b.@acm.mg
30.	Malawi	Mr. A. C. Mtilatila	Acting Director of Civil Aviation	3rd Floor, Capital House City Centre Lilongwe, Malawi	aviationhq@malawi.net civilavi@malawi.net
31.		Mr. D. D. Kwatani	Airport Commandant Department of Civil Aviation	PBag B311, Capital City Lilongwe 3, Malawi	aviationhq@malawi.net civilavi@malawi.net
32.	Mali / ASECNA	Mme Sanogo Tene Issabre	Directeur General	Agence National de l'Aviation Civile (ANAC) Mali, B.P 227 Bamako, Mali	tisanogo@yahoo.fr tene.sanago@anac.mali.org
33.		M Youssouf Yoro Traore	Chef Bureau Navigabilite et Operations	Agence National de l'Aviation Civile (ANAC) Mali, B.P 227 Bamako, Mali	youssoufyoro@yahoo.fr
34.	Mauritius	Mr. Anand Gungah	Director of Civil Aviation	Department of Civil Aviation	civil-aviation@mail.gov.mu
35.	Mozambique	Mr. Alberto T. Mabjaia	Director-General	Institute for Civil Aviation of Mozambique	iacm@tvcabo.co.mz
36.		Mr. Jeremia Francisco Chitoquico	...	Institute for Civil Aviation of Mozambique	iacm@tvcabo.co.mz
37.	Namibia	Mr. Bethel T Mujetenga	Director of Civil Aviation	P.O. Box 24279 Windhoek	btmujetenga@yahoo.com director@dca.com.na;
38.		Mr. Godfried Matroos	Acting Chief Air Traffic Controller	Department of Civil aviation	catco@dca.com.na

	STATE/ ORGANIZATION	NAME	DESIGNATION /TITLE	ADDRESS	E-MAIL
39.		Mrs. Wendy Mueller	Chief Aviation Security	P.O. Box 80522 Windhoek	kangumineb@dca.com.na
40.		Mrs. Maimouna Tal-Ndure	ICAO Airworthiness Advisor	Department of Civil Aviation P/Bag 12003, Ausspanplatz Windhoek, Namibia	taal-ndurem@dca.com.na
41.		Mr. Daniel Mwilima Matengu	Acting Chief of Airworthiness	P/te Bag 120003, Ausspanplatz, Windhoek, Namibia	matengu@dca.com.na
42.		Capt Kaukungwa Onesmus L	Flight Operations Inspector Department of Civil Aviation	Priv Bag 12003 Ausspanplatz Windhoek, Namibia	kaugungwa@dca.com.na
43.	Niger	Mr. Boukary Malam Mousapha	Directeur de l'Aviation Civile	Direction de l'Aviation Civile	boukarmal@yahoo.fr dacniger@intnet.ne
44.	Rwanda	Dr. Richard Masozera	Director General		rmasozera@caa.gov.rw newmatsi@yahoo.com
45.	Sao Tome	Mr. Marcos Angelo Vaz da Conceicao	…	B.P. 97, Sao Tome e Principe	inac@cstome.net
46.	Seychelles	Mr. Dobin Samson	Head of Security	Seychelles Civil Aviation Authority	dsamson@scaa.sc
47.	Singapore	Mr. Bong Kim Pin	Representative on ICAO Council	Singapore Delegation to ICAO	bongkp@yahoo.com
48.	South Africa	Mr. George Mahllalela	Director General: Transport	Department of Transport, South Africa	multilateral@dot.gov.za
49.		Mr. M. D. T. Peege	Representative on ICAO Council	South Africa Delegation to ICAO 999 Univerty Str Montreal Canada	zpeege@icao.int
50.		Mr. Anton Richman	General Manager: Department of Air Safety Operations South Africa	SACAA Pvt Bag X73 Halfway House 1685, RSA	richmana@caa.co.za
51.		Mr. Vivendra Lochan	Chief Operating Officer, Airlines	Airlines Association of Southern Africa	aasa@global.co.za

	STATE/ ORGANIZATION	NAME	DESIGNATION /TITLE	ADDRESS	E-MAIL
52.		Mr. Metse Ralephenya	Director: Multilateral Affairs	Department of Transport 159 Struben Street Pretoria, South Africa	ralephem@dot.gov.za
53.		Mr. Levers Mabaso	Director: Monitoring & Compliance	P.O. Box Pretoria, 0001, South Africa	mabasol@dot.gov.za
54.		Mr. Ben Naidoo	Manager, Technical Training	Airports Company, South Africa	ben.naidoo@airports.co.za
55.		*Mr. Zakhele Thwala (SADC-SAR)*	…	…	thwalaz@dot.gov.za
56.		*Mr. Patrick Modiba (SADC-SAR)*	Director Search and Rescue Department of Transport	P/Bag X193 Pretoria, South Africa	madibap@dot.gov.za
57.		*Mr. Johnny Smith (SADC-SAR)*	…	South Africa	…
58.		*Mr. Santjie White (SADC-SAR)*	Acting Chief RCC SASAR South Africa	P.O.Box 1 Bonearo Park, South Africa	santjiew@atns.co.za
59.	Swaziland	Mr. Douglas Litchfield	Swaziland Civil Aviation Authority	Swaziland Civil Aviation Authority	info@swacaa.co.sz
60.		Sibongile Nkonyane	Legal advisor	Swaziland Civil Aviation Authority	sibongile@swacaa.co.sz
61.		Sibusiso Lokotfwayo	Engineer aircraft	P.O. Box 1807; Manzini	sbuloks@yahoo.co.uk
62.		Samson Mbhamali	Finanace director	PO Box 361; The Gables Ezulwini; Swaziland	Samson@swacaa.co.sz
63.		Solomon Dube	Director General	Swaziland Civil Aviation Authority	info@swacaa.co.sz solomon@swacaa.co.sz
64.		Sabelo Dlamini	Marketing and corporate affairs director	Swaziland Civil Aviation Authority	info@swacaa.co.sz
65.		Dlamini Richard	SWACCA Director Board Chairman	PO Box 361; The Gables Ezulwini; Swaziland	Richard@africaonline.co.sz
66.		Mnisi Sifiso	Economist	PO Box 361; The Gables Ezulwini; Swaziland	spmnisi@swacca.co.sz

	STATE/ ORGANIZATION	NAME	DESIGNATION /TITLE	ADDRESS	E-MAIL
67.		Jabu L ngubane	Airport Manager	PO BOX 89 Kwamseni	matsaphaairport@realnet.co.sz
68.		Simo Shongwe	Air Traffic Controller	P.O. Box 89 Kawluseni, Swaziland	simoshoe@yahoo.com
69.	Tanzania, United Republic	Mr. John Njawa	Director, Safety and Security Regulation	P.O Box 2819 Dar Es Salaam, Tanzania	jnjawa@tcaa.go.tz
70.	Togo	Mr. Dobou Kwadjo Sedem	Directeur du transport aerien.	B.P. 2699 Lome, Togo	gdobou@yahoo.fr
71.	Uganda	Mr. Wenceslaus Rama Makuza	Managing Director Civil Aviation Authority	P.O. Box 5536 Kampala, Uganda	wrmakuza@caa.co.ug
72.		Mr. Milton Emmanuel Tumusiime	Civil Aviation Authority Manager, Flight Safety Standards	CAA, ENTEBBE Airport PO BOX 5536 Kampala, UGANDA	mtmusiime@caa.co.ug
73.	Zambia	Kenneth Sunga Silavwe	Director of Civil Aviation	P.O. Box 50137 Lusaka, Zambia	aviationdca@coppernet.zm
74.	Zimbabwe	David Chawota	General Manager CEO	Civil Aviation Authority of Zimbabwe (CAAZ) P/te bag CY 7716 HARARE	dchawota@caaz.co.zw
75.		Norman Sanyanga	Head of aviation security Civil Aviation Authority	Civil Aviation Authority of Zimbabwe (CAAZ)	sanyanga@caaz.co.zw sanyangan@yahoo.com
ORGANIZATIONS INTERNATIONALES/ INTERNATIONALES ORGANIZATIONS/ COMPAGNIES AERIENNES					
76.	AFCAC/ CAFAC	Djibo Boubacar	Secretaire General	15 Rue de la Republique Dakar	bdjibo@afcac.org
77.	AFCAC/ CAFAC	Fidelis Onyeyiri	…	15 Rue de la Republique Dakar	fconyeyiri@afcac.org
78.	AFRAA	Dr. Elijah Chingoso	Director Safety, Technical & Training	African Airline Association P.O. Box 20116 Nairobi, 00200, Kenya	chingoshoe@hotmail.com
79.	BOEING	Mr. Chamsou Andjorin	Director, Aviation Safety AFRICA	Boeing International Corporation PNB Ministries Post Office…	chamsou.andjorin@boeing.com

	STATE/ ORGANIZATION	NAME	DESIGNATION /TITLE	ADDRESS	E-MAIL
80.	BOEING	Mr. Jerry Robinson (& Mrs. Elfreda Robinson)	7478 Special advisor in Africa	Boeing International Corporation	jerry.j.robinson@boeing.com
81.	SADC	Mr. Jonathan Majakwara	Senior Program Manager Air Transport	Prt Bag 0095 Gaborone, Botswana	jmajakwara@sadc.int
82.	COSCAP SADC	Mr, Cliff ELBL	FLT.OPS.EXPERT PROJ.COORDINATOR	…	celbl@caab.co.bw;
83.	EAC-CASSOA	Mr. Mtesigwa Maugo	…	P.O. Box 873 Entebbe, Uganda	mmaugo@cassoa.org
84.	EASA-EU	Mr. Yves Koning	International Cooperation Officer EASA, Germany	Posfach 101253 50452 Cologne, Germany	yves.koning@easa.europa.eu
85.	IATA	Tanja Grobotek	Assistant Director, Safety Operations and Infrastructure, AFI	Post net suite 167 Pvt Bag X9906 Sandton, 2146 Johannesburg, South Africa	grobotekt@iafra.org
86.	SITA	Mr. Getaneh Desta Woldemichael	Director – Sales Development	18 Eglin Rd, Sunninghill, Johannesburg, RSA	desta.getane@sita.aero
87.	UEMOA	Mr. Salambere Raphael Marie	Chef de Division du Transport	UEMOA	Salambere333r@yahoo.fr
88.		Mr. Djagouassi Jacques	Inspecteur Regional Navigabilite / Team Leader	CAOSCAP UEMOA	jaques.djagouassi@coscap-uemoa.org
89.	USA/DOT	Ms. Cornelia Wilson-Hunter	Manager, Safe Skies for Africa Programme	US Department of Transportation	cornelia.hunter@dot.gov
90.		Mr. Jason Hill	International Transportation Specialist	US Department of Transportation	jason.hill@dot.gov
91.	USA/FAA	Mr. Steve Creamer (Head of Delegation)	Director, Africa, Europe & Middle East Office	Federal Aviation Administration Boulevard du Regent 27 Brussels, INTL 1000	steve.creamer@faa.gov;
92.		Ms Moira Keane	FAA Senior Representative in Africa	US Embassy Dakar	mo.keane@faa.gov;
93.		Mr. Garrison Russel	Transportation Security Administration Representative (East	USA/FAA	Garrison.russell@faa.gov;

	STATE/ ORGANIZATION	NAME	DESIGNATION /TITLE	ADDRESS	E-MAIL
			Africa)		
94.	USA/DHS	Mr. Ronald J. Malin	FAA Academy	US Consulate General 1 Sandton Drive Sandton, Johannesburg	ronald.malin@dhs.gov
95.		Sherry Reese	Manager Airport and International Training USA/FAA	65005 MacArthur Boulevard Bldg 5, Room 215 Oklahoma City, 73125	sherry.reese@faa.gov;
96.	USA NTSB	Mr Dennis L Jones	Senior air safety investigator	National Transport Safety Bd 490 l'enfant plaza Ent Washington.DC 20594 USA	Dennis.jones@ntsb.gov;
SECRETARIAT					
97.	ICAO Montreal	Mohammed Elamiri	Deputy Director, Air Navigation Bureau	3482 Holton Montreal, Canada	melamiri@icao.int
98.		Ms. C.J. Collins	…	ICAO HQ. Montreal, Canada	cjcollins@icao.int
99.	ICAO Office Dakar	Mr. Amadou Guitteye	Regional Director	WACAF Office, Dakar, Senegal	aguitteye@dakar.icao.int icaowacaf@dakar.icao.int
100.		Mr. Mam Sait Jallow	Deputy Regional Director	WACAF Office, Dakar, Senegal	mjallow@dakar.icao.int
101.		Mr. S. Marafa	Regional Officer, ATM	WACAF Office, Dakar, Senegal	smarafa@dakar.icao.int
102.		Mr. A. Dolo	Regional Officer, AVSEC	WACAF Office, Dakar, Senegal	adolo@dakar.icao.int
103.		Mrs. Bernadette Gafari	SS/ RO/Assistant	WACAF Office, Dakar, Senegal	bgafari@dakar.icao.int
104.		Mr. N'Diaga Seck	ADM – Support/Assistant	WACAF Office, Dakar, Senegal	nseck@dakar.icao.int
105.	ICAO Office Nairobi	Mr. Geoffrey Moshabesha	Regional Director	ESAF Office, Nairobi , Kenya	geoffrey.moshabesha@icao.unon.org icao@icao.unon.org

	STATE/ ORGANIZATION	NAME	DESIGNATION /TITLE	ADDRESS	E-MAIL
106.		Mr. Boitshoko Sekwati	Deputy Regional Director	ESAF Office, Nairobi , Kenya	boitshoko.sekwati@icao.unon.org
107.		Mr. Lambert Ndiwaita	ESAF Nairobi	ESAF Office, Nairobi , Kenya	lambert.ndiwatia@icao.unon.org
108.		Ms. Nancy Onyedim	Regional Officer, TC	ESAF Office, Nairobi , Kenya	nancy.onyedim@icao.unon.org
109.		Mr. Justus Nyunja	Regional Officer, AVSEC	ESAF Office, Nairobi , Kenya	justus.nyunja@icao.unon.org
110.		Mr. Prosper Zoomintoo	Regional Officer, CNS	ESAF Office, Nairobi , Kenya	prosper.zoomintoo@icao.unon.org
111.		Mrs. Rosemary Muhanji	PA to Regional Director	ESAF Office, Nairobi , Kenya	rosemary.muhanji@icao.unon.org
112.		Mrs. Josephine Waweru	Administrative Assistant	ESAF Office, Nairobi , Kenya	josephine.waweru@icao.unon.org
113.	ICAO ACIP	Cpt Haile Belai	Chief ACIP ICAO	ESAF Office, Nairobi , Kenya	haile.belai@icao.unon.org
114.		Mr. O. Manjang	Regional Officer, AIR	WACAF Office, Dakar, Senegal	omanjang@dakar.icao.int
115.	ICAO UEA	Mr Brian Day	SAR Consultant	c/o GCAA, P.O. Box 6558 Abu Dabi, UAE	brianday@brianday.aero
116.	Interpreters/Translators	Dr. Vincent Otaba Were	Interpreter	Tamarind Translators Ltd, P O Box 28199- 00200 NBI	werevo@yahoo.com
117.		Kenneth B. Mwakundia	Interpreter	Tamarind Translators Ltd, P O Box 28199- 00200 NBI	kmwak@yahoo.com
118.		Weru Macharia	Interpreter	Tamarind Translators Ltd, P O Box 28199- 00200 NBI	werum@hotmail.com
119.		Theophan Marube OBAIGWA	Translator	Tamarind Translators Ltd, P O Box 28199- 00200 NBI	theophanm@yahoo.com
120.		Jean Paul Temahagali	Translator	Tamarind Translators Ltd, P O Box 28199- 00200 NBI	jptema@yahoo.co.uk

APPENDIX B – DGCA Conclusions

Conclusions of DGCA/3 Meeting - *restated*

Conclusions outstanding from DGCA/3 (Concl. No)	Resolutions & Proposed Actions (Title & text)	Performance Target/ Deadline	Responsibility
	ICAO USOAP: Regional Results Overview and corrective actions by States		
2.2	That: States improve the average implementation of Critical Elements 1, 2, 5, 6, 7, and 8.	30% by 30 Oct 2011	States – for execution, COSCAPs-Assistance ICAO for follow up States – for execution, COSCAPs-Assistance ICAO for follow up.
	ICAO USAP: Regional Results Overview and corrective actions by States		
3.2	That: Particular attention to be given to the development and enactment of the National Civil Aviation Security Programme (NCASP), National Quality Control Programme (NQCP), and Airport Security Programme respectively.	By 30 Oct 2011, all States shall have promulgated NCASP, NQCP, and ASP.	States – for implementation; ICAO for follow up.
	Regional Cooperation & Implementation initiatives for Aviation Safety / Security (COSCAPs / CASPs)		
4.2	That: States in existing COSCAP programmes reinforce participation in programme activities and ensure follow-up	At least 75 % of the project activities as per the work plan should be implemented in each planning cycle.	States – for execution, COSCAPs-Assistance ICAO for follow up

4.4	States take steps towards the creation of Regional Aviation Safety Teams on the platform of the COSCAP Projects or Regional Safety Organizations.	Creation of at least 5 RASTs (based on COSCAPs) within the region by end of October 2011	States for execution, ICAO for follow
4.5	States in a position to do so expedite efforts to start up a CASP project and other States can join eventually. Start up may be done with limited scope of activities which can be expanded in due course.	Start up of at least two CASP projects within the region by end of 2011	States for execution, ICAO for follow
4.6	State CAA's to coordinate with relevant aviation Stakeholders including airlines and air navigation service providers to appreciably reduce Runway Excursion incidents / accidents. To this effect States are encouraged to participate in training Seminars / workshops to build awareness and appropriate capacity.	Reduction of Runway Excursion (RE) rates by 50% by 31 October 2011	States, airlines and ANSPs for execution; IATA for coordination; ICAO for follow up.
4.7	State CAA's, in coordination with national Airlines, to take appropriate action to significantly reduce the rate of accidents / serious incidents due to loss of control. To this effect States and airlines are urged to access related documents dealing with loss of control (e.g. available from MYBOEING Fleet).	50% reduction of accidents / serious incidents due to loss of control by 31 Oct 2011.	States, airlines and ANSPs for execution; IATA for coordination; ICAO for follow up.
4.8	States to: Implement the standardization introduced through Amendment 32 to Annex 6, to eliminate the need for foreign operators' specifications; and Support the development of the International Registry of AOCs and applicable operations specifications.	50% of States to issue Amendment 32 compliant AOCs by end 2011; 100% of States to issue Amendment -32 compliant AOCs by 1st Jan 2012 and ICAO and IATA to finalize the International Registry by end 2011 for full participation of states by end 2012	States/airlines for execution; Boeing for coordination; IATA and ICAO for follow up.
4.9	States and concerned aviation stakeholders to support and utilize existing industry initiatives and programmes such as those of IATA (IOSA, ISAGO, STEADES, IPSOA) and raise awareness thereof among operators in the AFI Region as recommended by ICAO SP AFI RAN 2008.	IOSA: 10 States by end of 2011; ISAGO: 10 States by end of 2011; STEADES: 10 States - end 2011; IPSOA: 5 States in 2011.	States/airlines for execution; Boeing for coordination; IATA and ICAO for follow up.

4.10	States to develop and submit to ICAO their National PBN plans in accordance with Assembly Resolution A 36-23.	100% of States by 31 March 2011.	States/airlines for execution; Boeing for coordination; IATA and ICAO for follow up.
	Creation of Regional Organizations for Aviation Safety Oversight and Accident Investigation (RSOOs and RAIAs)		
5.1	That: States take the necessary actions to pool their resources together through the establishment of Regional Safety Oversight Organizations (RSOO) and Regional Accident Investigation Agencies (RAIA) using existing regional groupings, and/or COSCAPs as the most viable way of meeting collectively their international safety oversight obligations in an effective and sustainable manner. In relation to States which do not belong to any groupings, efforts should be made to get together and establish RSOOs and RAIAs or join existing ones.	Two frameworks for the establishment of RSOOs completed for States currently covered by existing platform to be completed by 30 October 2011. Sub-regions not belonging to an established platform to commit and establish working arrangements for the establishment of the framework of the RSOO by 30 October 2011 Two frame works for the establishment of RAIAs to be completed by 30 October 2011.	States for execution; ICAO for follow up.
5.2	States develop State Safety Programmes (SSP)	Regional Safety Programmes developed for 30% of the sub-regions by 30 October 2011.	States for execution; ICAO for follow up.
5.3	Industry implements the SMS.	Safety Management Systems implemented in at least 25% of the States by 30 October 2011.	Service providers for execution; States/ICAO for follow up.
5.4	Commit to the establishment of a minimum of four Centres of Excellence for Aviation Medicine using the current regional aviation safety organizations as a platform within the next two years, and two annually	Establish one Centre of Excellence for AVMED (with Staff) in each of the two ICAO regions (ESAF/WACAF) by end Oct 2011	States for execution; ICAO for follow up.
	Aviation Safety / Security Training Needs and Capacities		

7.2.1	That: States improve the average implementation of Critical Elements 3 and 4 by establishing training policies and records, and implementing consistent training programmes.	Increase overall compliance by 30% by 30 Oct 2011	States for implementation COSCAPs-Assistance; ICAO to follow up.
7.2.2	Need for increased cooperation between the Aviation security training centres in the region.	Hold an AFI ASTC Directors Coordination Forum, 31st July 2011.	ASTCs / ICAO for execution
	Aviation Safety / Security Training Needs and Capacities		
8. 1	That: All States nominate a contact person for the TAG team.	100% of points of contact (POCs) nominated by 31 Jan 2011.	States for execution; IATA for coordination; ICAO for follow up.
8.2	all States respond to queries sent in by TAG in compliance with AFI RAN Recommendation 6/7.	At least 90% responses by 31 March 2011.	States for execution; IATA for coordination; ICAO for follow-up.

DGCA/4 Conclusions

Concl. No	Resolutions & Proposed Actions (Title & text)	Performance Target/ Deadline	Responsibility
	Aviation Safety		
2.1	That the ROSTs in the two ICAO Regional Offices conduct assistance missions to identified States in the ESAF and WACAF regions	14 State missions in 2011 (at least 90% by Oct. 2011)	ICAO ESAF/WACAF to execute and States to facilitate.
2.2	To hold inaugural meeting to establish the AFI Regional Aviation Safety Group (RASG-AFI)	Hold RASG-AFI/1 Meeting by end of July 2011	ICAO to organize in consultation with States (RASG-AFI members)
2.3	That Training Centres be encouraged to: i. participate in the activities of the Aviation Training Experts Working Group (TEWG); ii. establish an African aviation training organization association iii. harmonize and standardize aviation training; and iv. promote a common African accreditation system.	Conduct at least 2 meetings of the TEWG by 30 Oct. 2010.	ICAO, AFCAC and ATSCs to organize
	Aviation Security		
3.1	That States participate in the AVSEC Point of Contact (PoC) network to exchange and share AVSEC information.	Each State to nominate up to three PoCs by 1 January 2011	States to execute, AFCAC and ICAO to follow-up
3.2	That States endeavour to sign, ratify and incorporate in national legislation, the Beijing Convention and Protocol adopted on 10 September 2010.	At least 40% of States to sign by Oct. 2011; ratify and incorporate in national legislation by Oct. 2012.	States to execute and AFCAC and ICAO to follow-up.

	Air Navigation		
4.1	That ICAO tracks implementation of recommendations/conclusions of APIRG and other regional meetings by utilizing the adopted tracking form.	States to complete and submit implementation tracking form every six months (June/Dec 2011 and thereafter).	States to execute and ICAO to follow-up
	MET		
4.2	That States: i. Implement QMS for Aeronautical MET Services to meet the applicability date of Nov. 2012; ii. Participate in ICAO train-the-trainer courses in MET QMS (Dakar, Nov/Dec. 2010); iii. Include the cost of aeronautical meteorological services in air navigation services charges.	Implementation by at least 50% of States by Sept. 2011; State MET Quality Managers to attend ICAO train-the-trainer courses in Dakar and Nairobi; Implementation by at least 50% of the States by June 2011.	States and ANSPs to execute and ICAO to follow-up.
	Tactical Action Group(TAG) activities		
4.3	That States: i. Investigate safety incidents within 3 months of occurrence or being reported and submit investigation report to the TAG; ii.Accept TAG technical missions where the need has been identified	By 31ˢᵗ Jan 2011, 50% of concerned States to investigate incidents within 3 months and provide reports to TAG.	States for execution; IATA for coordination; ICAO for follow up.
	Development of CNS technology Roadmap and integrated regional programmes		
4.4	That States: i. Support the development of the ICAO global CNS technology roadmap to serve as global source of planning guidance for investments by stakeholders ii.Request APIRG to develop a regional CNS roadmap to	50% by October 2011	States for execution, ICAO for follow up

	assist States address current deficiencies and implement CNS related global air navigation plan initiatives iii. Through DGCAs to ensure due note is taken of roadmap in regional/national planning and implementation of air navigation systems, and promote collaborative decision-making and industry partnership for integrated CNS infrastructure.		
4.5	That the arrangements for the implementation of integrated programmes to enhance regional air navigation infrastructure be facilitated by the AU through AFCAC and ICAO.	Mobilization of 50% of required funding by end 2011	AU / AFCAC / ICAO
	PBN implementation		
4.6	That States and ANSPs implement Approach with Vertical Guidance (APV) procedures based on baro-VNAV, and issue required approvals in accordance with ICAO guidelines.	50% of States to comply by Oct 2011.	States and ANSPs for execution; ICAO and IATA for follow up.
	ICAO Technical Co-operation and Human Resource development for Civil Aviation		
5.1	That States support the COSCAPs by actively participating in the Project Steering Committee meetings and ensuring timely payment of contributions.	At least 50% of annual budget to be received by the beginning of each year.	States to execute and ICAO to follow-up.
5.2	a) That States join the CAPSCA Project b) Noting the interest expressed by the following States to participate in the CAPSCA Project - Burundi, DRC, Gambia, Kenya, Mali and Namibia to participate in the Project - it was decided that assistance visits will be conducted to these States as a minimum.	At least 50% of States to join CAPSCA Projects by June 2011. Airport assistance visits to be conducted to at least six (6) States by end of October 2011 (100%).	States to execute and ICAO to follow-up. CAPSCA RAMPHT (ICAO/WHO) to execute missions. States to facilitate.

5.3	a) That States interested in the PBN project submit a formal indication of interest to participate in the project to IAO ESAF and WACAF Offices (by 30 September 2011). b) Noting the interest expressed by the following states to participate in the AFI PBN Project - *Botswana, Burundi, Kenya, Malawi, Namibia and Tanzania to participate in the Project* - it was decided that assistance visits will be conducted to these States as a minimum.	States to formally indicate interest to ICAO through its Regional Offices (ESAF/WACAF) by Sept. 2011. PBN assistance missions to be conducted to these six (6) States by end of October 2011 (100%).	States to execute and ICAO to follow-up ICAO to implement. States to facilitate.
	Communication with States		
6.1	That States that have not already done so take appropriate steps: a) Ensure improvement of their IT infrastructure/services for efficient internet/e-mail use b) Approach ICAO for access to relevant websites; c) Establish official e-mail addresses; d) Identify focal points in order to facilitate communication relating to specific projects/programmes both within the designated authorities and stakeholder entities; and e) Channel all their communications with ICAO through the Regional Offices.	Target date/deadline: 100% of States by 30 Oct. 2011.	States to execute and ICAO to follow-up.
	Air Navigation		
4.1	That ICAO tracks implementation of recommendations/conclusions of APIRG and other regional meetings by utilizing the adopted tracking form.	States to complete and submit implementation tracking form every six months (June/Dec 2011 and thereafter).	States to execute and ICAO to follow-up
	MET		

4.2	That States: i. Implement QMS for Aeronautical MET Services to meet the applicability date of Nov. 2012; ii. Participate in ICAO train-the-trainer courses in MET QMS (Dakar, Nov/Dec. 2010); iii. Include the cost of aeronautical meteorological services in air navigation services charges.	Implementation by at least 50% of States by Sept. 2011; State MET Quality Managers to attend ICAO train-the-trainer courses in Dakar and Nairobi; Implementation by at least 50% of the States by June 2011.	States and ANSPs to execute and ICAO to follow-up.
	Tactical Action Group(TAG) activities		
4.3	That States: i. Investigate safety incidents within 3 months of occurrence or being reported and submit investigation report to the TAG; ii. Accept TAG technical missions where the need has been identified	By 31st Jan 2011, 50% of concerned States to investigate incidents within 3 months and provide reports to TAG.	States for execution; IATA for coordination; ICAO for follow up.
	Development of CNS technology Roadmap and integrated regional programmes		
4.4	That States: i. Support the development of the ICAO global CNS technology roadmap to serve as global source of planning guidance for investments by stakeholders ii. Request APIRG to develop a regional CNS roadmap to assist States address current deficiencies and implement CNS related global air navigation plan initiatives iii. Through DGCAs to ensure due note is taken of roadmap in regional/national planning and implementation of air navigation systems, and promote collaborative decision-making and industry partnership for integrated CNS infrastructure.	50% by October 2011	States for execution, ICAO for follow up
4.5	That the arrangements for the implementation of integrated programmes to enhance regional air navigation infrastructure be facilitated by the AU through AFCAC and ICAO.	Mobilization of 50% of required funding by end 2011	AU / AFCAC / ICAO

	PBN implementation		
4.6	That States and ANSPs implement Approach with Vertical Guidance (APV) procedures based on baro-VNAV, and issue required approvals in accordance with ICAO guidelines.	50% of States to comply by Oct 2011.	States and ANSPs for execution; ICAO and IATA for follow up.
	ICAO Technical Co-operation and Human Resource development for Civil Aviation		
5.1	That States support the COSCAPs by actively participating in the Project Steering Committee meetings and ensuring timely payment of contributions.	At least 50% of annual budget to be received by the beginning of each year.	States to execute and ICAO to follow-up.
5.2	a) That States join the CAPSCA Project b) Noting the interest expressed by the following States to participate in the CAPSCA Project - Burundi, DRC, Gambia, Kenya, Mali and Namibia to participate in the Project - it was decided that assistance visits will be conducted to these States as a minimum.	At least 50% of States to join CAPSCA Projects by June 2011. Airport assistance visits to be conducted to at least six (6) States by end of October 2011 (100%).	States to execute and ICAO to follow-up. CAPSCA RAMPHT (ICAO/WHO) to execute missions. States to facilitate.
5.3	a) That States interested in the PBN project submit a formal indication of interest to participate in the project to IAO ESAF and WACAF Offices (by 30 September 2011). b) Noting the interest expressed by the following states to participate in the AFI PBN Project - *Botswana, Burundi, Kenya, Malawi, Namibia and Tanzania to participate in the Project* - it was decided that assistance visits will be conducted to these States as a minimum.	States to formally indicate interest to ICAO through its Regional Offices (ESAF/WACAF) by Sept. 2011. PBN assistance missions to be conducted to these six (6) States by end of October 2011 (100%).	States to execute and ICAO to follow-up ICAO to implement. States to facilitate.
	Communication with States		

| 6.1 | That States that have not already done so take appropriate steps:
a) Ensure improvement of their IT infrastructure/services for efficient internet/e-mail use

b) Approach ICAO for access to relevant websites;
c) Establish official e-mail addresses;
d) Identify focal points in order to facilitate communication relating to specific projects/programmes both within the designated authorities and stakeholder entities; and
e) Channel all their communications with ICAO through the Regional Offices. | Target date/deadline: 100% of States by 30 Oct. 2011. | States to execute and ICAO to follow-up. |

Appendix C - Terms of Reference of the AFI Regional Aviation Safety Group (RASG-AFI)

1.   ESTABLISHMENT

1.1   Consistent with the Planning and Implementation Regional Group (PIRG) mechanism, the AFI Regional Aviation Safety Group (RASG-AFI) is established and will be convened as required. RASG-AFI will be responsible for coordinating and monitoring the successful implementation of all safety initiatives in the AFI Region.

2.   MEMBERSHIP AND THE STRUCTURE

2.1   Contracting States entitled to participate as members in the RASG-AFI meeting are:

   a) those whose territories or dependencies are located partially or wholly within the geographical area to be considered by the meeting;

   b) those located outside the area:

      1.   which have notified ICAO that aircraft on their register or aircraft operated by an operator whose principal place of business or permanent residence is located in such States, operate or expect to operate into the area; or

      2.   which provide facilities and services affecting the area.

2.2   Contracting States not meeting the above criteria and non-Contracting States are entitled to participate in RASG-AFI meetings as observers.

2.2.1   The aircraft operators, international organizations, maintenance and repair organizations, regional organizations, training organizations, aircraft manufactures, airport and air navigation service providers and any other allied organizations/representatives will be invited to attend RASG-AFI meetings in their capacity as observers.

2.2.2   The members and observers will serve as partners of RASG-AFI and their joint commitment is fundamental for success in improving aviation safety worldwide.

2.2.3   The two AFI Regional Directors will alternate serving as Secretary of the RASG-AFI and APIRG to balance the Secretariat responsibilities between these two regional groups.

3.   RESOURCES

3.1   An officer from Headquarters (ANB) will participate and provide support to the RASG-AFI meetings. The ANB officer will serve as the interface between the RASG-AFI and the Air Navigation Commission and present the reports of RASG-AFI meetings to the Commission/or Council for review and harmonization.

3.2   The RASG-AFI will entrust the two Regional Officers Flight Safety attached to the two ICAO Regional Offices to act as the focal point for all RASG-AFI activities and monitor progress and offer assistance where necessary.

4.   WORK PROGRAMME

4.1   The RASG-AFI will develop and implement a work programme that supports a regional performance framework for the management of safety on the basis of the Global Aviation Safety Plan (GASP) and the Global Aviation Safety Roadmap (GASR). The reports of RASG-AFI meetings will be reviewed by the Commission on a regular basis and by the Council as deemed necessary.

4.2   Using the GASP and GASR, the RASG-AFI will build on the work already done by States, existing subregional organizations such as the Cooperative Development of Operational Safety and Continuing Airworthiness Programmes (COSCAPs) and Regional Safety Oversight Organizations (RSOOs) and support the establishment and operation of a performance-based safety system for the region by:

-        analyzing safety information and hazards to civil aviation at the regional level and reviewing the action plans developed within the region to address identified hazards;

-        facilitating the sharing of safety information and experiences among all stakeholders;ensuring that all safety activities at the regional and subregional level are properly coordinated to avoid duplication of efforts;

-        reducing duplication of efforts by encouraging collaboration, cooperation and resource sharing;

-        conducting follow-up to GASP/GASR activities as required;

-        coordinating with APIRG and other PIRGs on safety issues; and

-        providing feedback to ICAO to continually improve and ensure an up-to-date global safety framework.

Appendix D - Follow-Up Tracking Template

State _____   **Update Period**

December 20…

Concl/Dec No.	Title	Text	Action taken/planned by the State	Identified implementation impediment and action thereon
C 16/5 SO: A	Implementation of the ICAO Provisions on Language Proficiency	That: a) as a matter of urgency, the States concerned implement the intent of Assembly Resolution A36-11 and the Standards of Annex 1, Annex 6, Annex 10 and Annex 11 in response to the ICAO State Letter AN 12/44.6-07/68 dated 26 October 2007; b) States implement the language provisions with a high level of priority and ensure that flight crews, air traffic controllers and aeronautical station operators involved in international operations maintain language proficiency at least at ICAO Operational Level 4; and c) States provide data concerning their level of implementation of the Language Proficiency Requirements to ICAO.	*example* *Implementation plan including interim risk mitigation measures developed and posted* *Data concerning implementation level provided to Regional Office*	*example* *Impediments: Staff turnover, and shortage of controllers Resources* *Action taken: Recruitment and training in progress*