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EUR Doc 001 – EANPG Handbook

First Edition i Amendment 5 – December 2018
# RECORD OF AMENDMENTS

As of November 2013, the EANPG Handbook is published as EUR Doc 001

## 1st Edition, November 2013 introduced the following changes

EANPG Conclusion 55/29 refers:
- update the Terms of Reference of the EANPG to include the requirement to coordinate with RASG-EUR on safety issues;
- update concerning management of EUR Documents promulgated by the EANPG
- updated working arrangements of the EANPG and its Contributory Groups regarding elections of Chairpersons/Vice-Chairpersons

EANPG Decision 55/02 refers:
- Calendar of nomination/review of Chairpersons/Vice-Chairpersons of the EANPG and its Contributory Groups

## Amendment 1, January 2015 introduced the following changes

EANPG Conclusion 56/36 refers:
- editorial updates to the diagram showing the EANPG Working Structure, Objectives, Terms of Reference, Composition and Working methods and effectiveness of the EANPG;
- update to the Mandate of the COG;
- editorial updates to the General work and Work Programme of the EANPG Contributory Bodies, AFSG, ATMGE, AWOG, FMG, METG and RDGE;
- replacement of the Terms of Reference of the COG Task Force on Training by Terms of Reference of COG Task Force on Language Proficiency Requirements Implementation (LPRI);
- update of format of the List of EUR Documents and the Responsible Groups for their Maintenance; and
- other editorial updates such as inclusion of the Terms of References of the COG Performance Task Force and VOLCEX Steering Groups (EUR/NAT and East).

EANPG Decision 56/03 refers:
- Updates to the Composition of the METG.

EANPG Decision 56/08 refers:
- Terms of Reference of the EUR SAR Task Force (EURSAR/TF).
Amendment 2, January 2016 introduced the following changes

EANPG Conclusion 57/02 refers:
- Coordination matrix included as basis for coordination activities between EANPG and RASG-EUR

EANPG Conclusion 57/30 refers:
- Update to the Terms of Reference of the EUR RMA and RMA EURASIA (Appendix C to the Handbook)

EANPG Conclusion 57/32 refers:
- Update of the Terms of Reference of the EANPG to include IFAIMA as a regular participant

EANPG Conclusion 57/33 refers:
- Update of the COG Terms of Reference
- Update of the METG Terms of Reference
- Update of the AFSG Terms of Reference
- Update of the COG AIM TF Terms of Reference
- Update of the latest releases of EUR Document

Amendment 3, January 2017 introduced the following changes:

EANPG Conclusion 58/31 refers:
- Update of the RDGE Terms of Reference
- Update of the METG Terms of Reference
- Update of the latest releases of EUR Documents
- Insertion of the Regional Air Navigation Agreement Procedure for Airspace Changes over the High Seas (new Appendix B to the Handbook)

Amendment 4, December 2017 introduced the following changes:

EANPG/59 RASG-EUR/06 Conclusion 09 refers:
- Update of the Terms of Reference of RMAs (Appendix D)

EANPG/59 RASG-EUR/06 Conclusion 15 refers:
- Update the High Seas Coordination Procedure (Appendix B)

EANPG/59 RASG-EUR/06 Conclusion 17 refers:
- Update to the RDGE Terms of Reference

EANPG/59 RASG-EUR/06 Conclusion 21 refers:
- Update to the METG Terms of Reference

EANPG/59 RASG-EUR/06 Report, Para 4.4.7 refers:
- The EUR SAR TF was disbanded; the reference to this TF in this document was removed

EANPG/59 RASG-EUR/06 Conclusion 27 refers:
- Update of the latest releases of EUR Document
Amendment 5, December 2018 introduced the following changes:

<table>
<thead>
<tr>
<th>Decision</th>
<th>Changes</th>
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<tbody>
<tr>
<td>EANPG60 RASG-EUR07 Decision 07</td>
<td>• Update to the LPRI Terms of Reference</td>
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<td>EANPG60 RASG-EUR07 Decision 12</td>
<td>• Update to the METG Terms of Reference</td>
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<tr>
<td>EANPG60 RASG-EUR07 Decision 15</td>
<td>• Update to the ATMGE Terms of Reference (renamed ANSISG)</td>
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<td></td>
<td>• Update to the PBN Task Force Terms of Reference (renamed COG/RCOG EUR PBN Consolidation Task Force)</td>
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<tr>
<td>COG72 RCOG09 Decision 01</td>
<td>• Discontinuation of the MET/ATM Task Force</td>
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<tr>
<td>COG71 RCOG08 Decision 04</td>
<td>• Update to the EANPG RDGE Terms of Reference</td>
</tr>
<tr>
<td>COG71 RCOG08 Decision 06</td>
<td>• Discontinuation of the COG AIM TF</td>
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Update of the EUR List of Documents promulgated by the EANPG
INTRODUCTION

In 1971 the Sixth European-Mediterranean Regional Air Navigation (RAN) Meeting recommended the establishment of a European Air Navigation Planning Group. In 1972 the Council of ICAO set up the EANPG and established in detail its functions, position in ICAO, composition and the guidelines which should govern its working methods, including relations with States.

The Special European Regional Air Navigation Meeting (SP RAN) held in Paris in 1980 entrusted the function of the required regional planning and co-ordinating organ to the EANPG as the already existing Regional Planning Group for the EUR Region. The SP RAN Meeting agreed on the structure and presentation of the EUR Regional Plan, as well as its overall management, and recommended a trial application of the new regional planning processes.

The Seventh Regional Air Navigation Meeting held in Malaga in 1985 reviewed the outcome of the trial and recommended the permanent application of the new regional processes. It also confirmed the role of the EANPG in its Regional Plan management function on a permanent basis.

The Special European Regional Air Navigation Meeting in Vienna in September 1994 agreed that the efficiency of the EANPG would be significantly enhanced through modified objectives and composition and the clarification of its main functions on the basis of its terms of reference.

In order to meet these new challenges EANPG/37 (Paris 12-15 September 1995) created the EANPG Programme Coordinating Group (COG) to assist the EANPG Chairman and the ICAO Secretariat to facilitate and coordinate the work of the EANPG between its meetings, avoid duplication of work in any form and maintain a dialogue with other regions.

The purpose of the handbook is to serve as a reference document to provide an overview of the role and organization of the EANPG and its different groups. The handbook will be helpful to States and international organizations when planning and managing the resources for participation in the work.

The handbook will be updated from time to time in the light of relevant changes and developments.
The EANPG usually has the listed contributory bodies and task forces to carry out detailed technical work on its agreed tasks.

The way in which the contributory bodies operate is described on page 11 of this handbook.

The current list of EANPG agreed tasks is published as an attachment to each EANPG Report.
WORKING ARRANGEMENTS OF THE EANPG AND ITS CONTRIBUATORY GROUPS

(Approved at EANPG/55 – November 2013)

Working arrangements of the EANPG and its Contributory Groups

Chairperson – The Chairperson facilitates the work of the meeting so as to encourage consensus or clearly identify barriers to consensus. The tasks of the Chairperson include ensuring the efficient conduct of the meeting, ensuring that the tasks associated with the work programme are addressed or reported upon during the course of the meeting. The Chairperson may make decisions regarding the conduct of the meeting and, in cases where it is not possible to reach consensus, determine the recommendation(s) that will be made by the meeting.

Vice-Chairperson – The Vice-Chairperson will be called upon to preside over the meeting should circumstances prevent the Chairperson from being present at the meeting. The Vice-Chairperson may also be requested to support the Chairperson in his/her role, taking over some of the Chairperson’s work load whenever appropriate. The Vice-Chairperson does not automatically succeed as chairperson at the conclusion of the term of the incumbent Chairperson.

Elections of Chairperson/Vice-Chairpersons – An election of Chairperson and Vice-Chairperson shall take place every four years, even if no new candidates are proposed. Nominations of candidates must be submitted to the EUR/NAT Office of ICAO and be promulgated by the EUR/NAT Office of ICAO to the members of the Group/Task Force concerned by e-mail two months before the meeting of the Group/Task Force. Candidates for election to the post of Chairperson/Vice-Chairperson for EANPG/COG must be from a member State and nominated by a member of the Group and seconded by another member of the Group. Candidates for election to the post of Chairperson/Vice-Chairperson for Contributory Bodies must be from a member of the Group/Task Force and nominated by a member of the Group/Task Force and seconded by another member of the Group/Task Force. The Group/Task Force shall elect the Chairperson/Vice-Chairperson from the list of candidates by vote at the meeting.

The results of the election shall be presented to and confirmed by the parent Group (EANPG or COG). The parent Group also decides on the date when the Chairperson/Vice-Chairperson will assume their functions.

In order to maintain, to the extent possible, continuity and stability in addressing work programmes, efforts should be made to avoid too regular changes in Chairpersons.

Guidelines for Chairperson/Vice-Chairperson of the EANPG and its Contributory Groups

1. Personal qualities:
   • good communicator and listener;
   • impartial and objective;
   • able to speak clearly and succinctly;
   • able to draw together and summarise differing opinions;
   • punctual - start and finish on time;
   • sensitive and shows interest in member's viewpoints;
   • tactful and approachable; and
   • clear sense of direction and accountability - ensures that tasks associated with the work programme are addressed and reported upon.
2. Professional background:
   • extensive experience in a civil aviation authority, airport, airline, air navigation services or similar aviation-related organization;
   • practical experience in the planning and administration of civil aviation programmes rising to an executive level of responsibility; and
   • have a good understanding of ICAO’s role.

3. Experience with the EANPG and its Contributory Bodies:
   • have participated and contributed to work of the Group/Task Force for a minimum of 4 meetings;
   • have a clear understanding of and adhere to the terms of reference of the Group/Task Force; and
   • have sound knowledge of the EANPG working and reporting structure.

Calendar of nomination/review of Chairpersons/Vice-Chairpersons of the EANPG and its Contributory Groups

(*EANPG Decision 55/02 refers*)

<table>
<thead>
<tr>
<th>MEETING &amp; FREQUENCY</th>
<th>NEXT REVIEW</th>
<th>CONFIRMED BY</th>
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<tbody>
<tr>
<td>EANPG</td>
<td>1 per year</td>
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<tr>
<td>COG</td>
<td>3 per year</td>
<td>As per EANPG</td>
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<tr>
<td>AFSG</td>
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<td>2019</td>
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<td>ANSISG</td>
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<td>AWOG</td>
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<tr>
<td>FMG</td>
<td>1 per year</td>
<td>2019</td>
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<tr>
<td>METG</td>
<td>1 per year</td>
<td>2020</td>
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<tr>
<td>RDGE</td>
<td>2 per year</td>
<td>2019</td>
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<tr>
<td>COG LPRI TF^</td>
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<td>2022</td>
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<td>COG/RCOG PBN</td>
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<tr>
<td>Consolidation TF</td>
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<tr>
<td>COG Performance TF^</td>
<td>3 per year</td>
<td>2020</td>
</tr>
<tr>
<td>VOLCEX SG</td>
<td>1 per year</td>
<td>2019</td>
</tr>
<tr>
<td>EUR-EAST VOLCEX SG</td>
<td>1 per year</td>
<td>2020</td>
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* Only Chairperson
EUROPEAN AIR NAVIGATION PLANNING GROUP (EANPG)

Establishment

The European Air Navigation Planning Group (EANPG) was established by the ICAO Council (Recommendation 1/1 – SP EUR 1994 (Doc 9639)).

Objectives

The objectives of the ICAO European Air Navigation Planning Group are:

a) to ensure that air navigation system development plans and action within the EUR Region remain coherent and remain compatible with those of the adjacent ICAO Regions and with the ICAO global plan and world-wide provisions; and that these be appropriately reflected in the EUR Regional Air Navigation Plan (eANP);

b) to manage the ICAO Air Navigation Plan - European Region (EUR eANP) (ICAO Doc 7754) and related documentation and to facilitate the implementation of the international operational requirements contained therein;

c) to promote and facilitate the harmonisation and co-ordination of the air navigation related programmes of other international organisations such as the European Commission (EC), the European Civil Aviation Conference (ECAC), EUROCONTROL, the Interstate Aviation Committee of the Commonwealth of Independent States (IAC/CIS) (within the framework of functions and authority voluntarily delegated by the States of the CIS) including the activities of States and State groupings in the Central, Eastern and Far Eastern Parts of the EUR Region;

d) to ensure the coherence of the EUR aviation system at regional interfaces with aviation systems of adjacent regions (NAT, NAM, AFI, MID, ASIA and PAC), in line with the ICAO global plans established for that purpose;

e) to assist States or State groupings in their planning and implementation efforts, if and when required.

Terms of Reference

(Revised to reflect C-WP/13135, C 183/9 on 18 March 2008 and PRES RK/1560 dated 30 June 2008)

The terms of reference of the EANPG are as follows:

a) ensure the continuous and coherent development of the European Air Navigation Plan and other relevant regional documentation in a manner that is harmonized with adjacent regions and consistent with global requirements;

    Note: The successful execution of this item presupposes timely promulgation by ICAO of the EUR Regional Air Navigation Plan, the Regional SUPPs (Doc 7030) and related material, including the amendment thereto.

b) develop amendment proposals for the update of the European Air Navigation Plan necessary to satisfy any changes in the requirements, thus removing the need for regular regional air navigation meetings;

c) provide input to the work of appropriate ICAO bodies in the field of air navigation;
d) monitor implementation of air navigation facilities and services and, where necessary, ensure harmonization, taking due account of cost/benefit analyses, business case development, environmental benefits and financing issues;

e) ensure the conduct of any necessary systems performance monitoring, identify specific problems in the Air Navigation field, especially in the context of safety and security, and propose action aimed at solving any identified problems;

f) ensure close cooperation with relevant organizations and State groupings to optimize the use of available expertise and resources;

g) identify possible safety threats and consequently develop, in coordination with the European Regional Aviation Safety Group (RASG EUR), as needed, safety analysis that would result in the allocation of priorities in line with the Global Aviation Safety Plan (GASP);

h) ensure the development and implementation of an action plan by States to resolve identified air navigation deficiencies, where necessary; and

i) conduct the above activities in the most efficient manner possible, with a minimum of formality and documentation, and call meetings of the EANPG only when required, commensurate with developments in the aeronautical field and with progress of the work of the Group.

Note: At this time (2015) the ideal meeting cycle for the EANPG is once per year in order to maintain full control over the work programme. This cycle will be reviewed by the EANPG at each of its meetings in light of work progress and emerging issues, as well as in response to air navigation issues and implementation needs.

Membership

All ICAO Contracting States who are service providers in the EUR air navigation region and part of EUR eANP. User States are entitled to participate in EANPG meetings as non-members. International organizations recognized by the Council may be invited as necessary to attend EANPG meetings as observers.

Composition of the EANPG

The EANPG is composed of all States providing air navigation services in the ICAO European Region. However, a group of States may choose to have a common representation.

The following international organizations may be invited to participate on a regular basis: ACI, CANSO, EASA, ECAC, EUROCONTROL, European Commission, IAC, IAOPA, IACA, IATA, IBAC, IFALPA, IFAIMA and IFATCA.

Working methods and effectiveness of the EANPG

General

The ICAO European Air Navigation Planning Group shall appoint a Chairman and Vice-Chairmen. The Chairman, in close cooperation with the ICAO Representative, European and North Atlantic Office, shall make necessary arrangements for the most efficient working of the Group. One of the prerequisites in this respect is that the Group shall at all times work with a minimum of formality and paperwork. In the interval between meetings of the Group, the representatives shall maintain continuity in the work of the Group. This may take the form of assignment of specific tasks to selected individual representatives and/or the formation of small ad hoc task forces to perform studies or prepare supporting material on defined subjects for consideration by the Group as a whole. Best advantage should be taken of modern communications methods, particularly electronic mail, to keep the Members and the Secretary in permanent touch with each other.
Regional Coordination

Cognizant of the repeated calls of the ICAO Assembly for increasing effectiveness of the Organization; and realizing the importance of ICAO’s role in the evolving EUR Regional and global aeronautical contexts; and aware that significant increases of ICAO Regional Office resources may not be expected in the near future:

i) the EANPG, commensurate with the ICAO Global Air Navigation Plan, as well as other relevant ICAO worldwide and regional provisions, shall establish and maintain a comprehensive plan of goals to be achieved, against which the work programmes and the progress of work of the supporting contributory bodies can be established, measured, approved and directed;

ii) the Chairman and the Secretary of the EANPG shall take all necessary steps to establish and maintain closest relationship with relevant international and sub-regional organizations in all pertinent fields of aviation activity to ensure optimisation of capacity and efficient development of procedures;

iii) along the above lines, and in order to enhance the transparency and efficiency of coordination of their respective activities in the air navigation field for the benefit of States and international organizations, ICAO and EUROCONTROL should continuously identify ways and means to effectively implement the Agreement signed in 1996 between the two organizations; and

iv) the EANPG, shall ensure coordination with the European Regional Aviation Safety Group (RASG-EUR) on safety issues and accordingly, the Chairperson of the European Regional Aviation Safety Group (RASG-EUR) shall be invited to participate in and contribute to the work of the EANPG.

Secretarial support

The European and North Atlantic Office of ICAO shall provide necessary secretarial assistance to the Group and serve as its communication link with all interested parties. It shall be equipped with adequate communications means to fulfil this task.

In order to achieve this:

a) the Agenda for the meeting of the EANPG should be limited to those items which are sufficiently mature for an EANPG Decision or Conclusion;

b) documentation submitted for action by the EANPG by States, International Organizations, and the EANPG contributory bodies, should always include a concrete and substantiated proposal for a Conclusion or a Decision for the EANPG to be endorsed, amended or rejected as the case may be;

c) such documentation should be sent well in advance to enable the participants in the EANPG to carry out the necessary internal coordination in order to be in a position to express their States/organizations' view at the time of the meeting;

d) the EANPG should refrain from considering in detail reports of contributory bodies and from re-tracing discussions already held elsewhere;

e) the duration of the meeting is, in general, limited to three days;

f) the meeting will approve in session the Conclusions, Decisions and Statements of the meeting, including a short lead-in text for better understanding; and, as a last item, an indication will be added to each EANPG Conclusion and Decision, as to which earlier Conclusion(s)/Decision(s) are replaced, if applicable; and

g) the full report will be completed by the Secretary and approved by the Chairman for transmission within four weeks after the end of the meeting.
To enable the work of the EANPG to continue between meetings, Conclusions and Decisions can be agreed to by correspondence. The procedure will be that Members will be sent the draft proposal by e-mail. The usual ICAO silent procedure, where no response indicates agreement, will apply.

Meeting Documentation

The following documentation, including proposed action as required, may be presented by COG, States, International Organizations or the Secretariat:

- **Working Papers** normally contain material with a draft decision, conclusion or inviting action by the meeting.

- **Information Papers** are submitted in order to provide the meeting with information on which no action is required and will normally not be discussed at the meeting.

- **Flimsies** are documentation prepared on an ad hoc basis in the course of a meeting with the purpose to assist the meeting in the discussion on a specific matter or in the drafting of a text for a Conclusion or Decision.

Meeting Output

- **Conclusions** deal with matters which, in accordance with the Group’s terms of reference, merit directly the attention of States or on which further action will be initiated by ICAO in accordance with established procedures.

- **Decisions** deal with matters of concern only to the EANPG and its contributory bodies.

*Note: in order to qualify as such, a Decision or a Conclusion shall be able to respond clearly to the “4W” criterion (What, Why, Who and When)*

- **Statements** deal with a position reached by consensus regarding a subject without a requirement for specific follow-up activities.
EANPG Programme Coordinating Group (COG)

Establishment

The COG was established by EANPG/37 according to the following Decision 37/26 - *Creation of an EANPG Programme Coordinating Group (COG)*

Mandate

The EANPG Programme Coordinating Group was established to facilitate the on-going work undertaken within the EANPG framework, and to assist the Chairman and the Secretariat and to expedite follow-up work of the EANPG and its working groups between plenary meetings, taking into account the work undertaken by other bodies active in the air navigation field in the EUR Region as well as in adjacent Regions and to ensure that duplication of work does not occur. The EANPG-COG will:

a) execute its pivotal function as a coordinating and steering organ with highest possible efficiency in accordance with the goals set by the EANPG;

b) direct the work programmes and tasks of contributory bodies in the best manner commensurate with the overall EANPG work programme;

c) ensure that contributory bodies have clearly defined tasks, deliverables and target dates in line with the goals of the EANPG; and

d) review the reports made to COG by the contributory bodies to provide guidance to these bodies as may be necessary and to determine which subjects have matured for submission to the EANPG for conclusion and/or decision.

Major Tasks of EANPG-COG

The EANPG-COG will assist the chairman of the EANPG and the Secretariat in particular:

a) to prepare the agenda for EANPG meetings, including the background notes;

b) to provide guidance in the preparation of the documentation for EANPG meetings;

c) to coordinate and harmonize the work of the contributory bodies of the EANPG;

d) to review outstanding shortcomings and deficiencies in accordance with the Council approved Uniform Methodology;

e) to facilitate the on-going work undertaken within the EANPG framework, assist the Chairman and the Secretariat to expedite follow-up work of the EANPG and its contributory bodies between plenary meetings, taking into account the work undertaken by other bodies active in the air navigation field in the EUR Region as well as in adjacent Regions, and ensure that duplication of work does not occur;

f) to carry out specific tasks given to it by the EANPG to advance its work at the required speed;

g) to ensure that the work programme of the EANPG and the tasks assigned to its contributory bodies cover all air navigation planning and implementation aspects of the entire EUR Region;

† *EANPG Decision 37/26 and EANPG Decision 43/2 refers*
h) to preview draft Conclusions and Decisions emerging from the work of EANPG contributory bodies and other input for the attention of the EANPG;

i) to prepare and refine EANPG working/information papers to assist and guide the ICAO Secretariat in its work in support of the EANPG, and

j) in doing so, best advantage will be taken of modern communications methods, particularly electronic mail, facsimile, etc. to keep the Members and the Secretary in permanent touch with each other.

Composition:

The EANPG-COG is composed of:

a) the Chairman and Vice-Chairmen of the EANPG;

b) representatives from the Czech Republic, France, Germany, Hungary, Ireland, Italy, Portugal, Russian Federation, United Kingdom and United States;

c) one representative from each of the following State groupings:
   i) Denmark and Sweden;
   ii) Estonia, Finland, Latvia and Norway;
   iii) Lithuania and Poland;
   iv) States at the interface with MID/APAC Regions;
   v) Algeria, Morocco and Tunisia;

d) one representative from each of the following International Organizations: CANSO, EUROCONTROL, the European Commission, IAC/CIS, IATA, IFALPA and IFATCA

The EANPG-COG may invite additional representatives from States, International Organisations and the Rapporteurs of the Contributory Bodies in those cases when it may discuss matters of particular concern to them.
EANPG CONTRIBUTORY BODIES

General

EANPG contributory bodies are created to discharge the EANPG Work Programme by working on defined subjects requiring detailed technical expertise as mandated by the COG.

A contributory body shall only be formed when it has been clearly established that it is able to make a substantial contribution to the required work.

A contributory body will be dissolved when it has completed its assigned tasks, or if the tasks cannot be usefully continued. The allocation of tasks may also need to be reviewed if the work required is adequately covered by other bodies.

Terms of Reference, Task Lists and working methods

A contributory body shall be given terms of reference, a list of tasks with clear and concise deliverables and dates for completion. The terms of reference of the contributory bodies are part of this handbook.

At each of their meetings, the contributory bodies should review the continued validity of their respective list of tasks and advise COG of any proposed changes that may be required.

Any output of a contributory body that is mature enough for discussion and action by the EANPG shall be presented, through the COG, in a Working Paper with the necessary draft Conclusions and/or Decisions.

Work Programme

To ensure that the objectives are met in accordance with the TORs, each contributory body shall conduct its work according to a Work Programme endorsed by EANPG and kept under review by EANPG COG. The following are the main principles to be followed in setting up the work programme:

a) The work programme shall be composed of tasks and projects with clearly identified deliverables, target dates and responsibilities;

b) The tasks/projects should cover the main implementation domains related to TORs of the contributory body concerned, subject to the Regional planning and implementation processes;

c) The progress on the tasks/projects should be reviewed regularly by the contributory bodies and reported to COG and EANPG to ensure that the target dates are met and the deliverables are of required quality;

d) To facilitate the execution of its work programme, each contributory body may set up temporary working arrangements in the form of working sub-groups, study groups, task force and project teams, if and when required, charge them with specific tasks and define target dates for the completion. These bodies shall work under the guidance of and in a close coordination with the ICAO EUR/NAT Secretariat in the most time effective and result oriented way, with as few formalities as possible, and preferably by means of electronic communications. These bodies are dissolved after completion of the task(s);
e) A detailed contributory body Task List providing a list of actions aimed to fulfil the objectives of the work programme should be included in the latest contributory body Summary of Discussions.

**Composition and Status**

The composition of a contributory body shall be kept as small as possible, however all States, whether or not member of the EANPG, and ICAO recognized international organizations likely to make valid contributions are given the opportunity to participate in essential work programme issues. Contributory body participants have the status and role only of technical experts, nominated by their State or ICAO recognized international organizations. They do not represent their State or organization in any formal way, and work on behalf of the EANPG.
AERONAUTICAL FIXED SERVICES GROUP (AFSG)

Establishment 1997 - EANPG Decision 39/35

Terms of reference

The Aeronautical Fixed Services Group (AFSG) is established by EANPG to pursue the tasks and issues related to Aeronautical Fixed Service (AFS) in support to the relevant ICAO Strategic Objectives with the following TORs:


b) Monitor and coordinate implementation of the relevant ICAO SARP S and regional procedures, facilities and services by the EUR States and where necessary ensure harmonization, taking due account of financial and institutional issues;

c) Identify any deficiencies in the AFS related matters in the EUR Region and ensure the development and implementation of relevant action plans by the States to resolve them;

d) Foster implementation by facilitating the exchange of know-how and transfer of knowledge and experience among States of the Region;

e) Provide input to the work of appropriate ICAO bodies in the field of AFS, according to the established procedures.

Work Programme

To ensure that the objectives of AFSG are met in accordance with the TORs, the group shall conduct its work according to a Work Programme endorsed by EANPG and kept under review by EANPG COG. The following are the main principles to be followed in setting up the Work Programme of AFSG:

a) The Work Programme shall be composed of tasks and projects with clearly identified deliverables, target dates and responsibilities;

b) The tasks/projects should cover the main implementation domains related to AFS which are subject to Regional planning and implementation;

c) The progress on the tasks/projects should be reviewed regularly by AFSG and reported to COG and EANPG to ensure that the target dates are met and the deliverables are of required quality.

d) To facilitate the execution of its work programme, AFSG may set up temporary working arrangements in the form of working sub-groups, study groups, task force and project teams, if and when required, charge them with specific tasks and define target dates for the completion. These bodies shall work under the guidance of and in a close coordination with the ICAO EUR/NAT in the most time effective and result oriented way, with as fewer formalities as possible, and preferably by means of electronic communication. These bodies are dissolved after completion of the task(s);
c) The AFSG Work programme is an integral part of the general EANPG Work programme and is attached to the latest EANPG Meeting report;

f) The detailed AFSG Task List providing a broke down list of actions aimed to fulfil the objectives of the Work programme is included in the latest AFSG Summary of Discussions.

In conducting its activities, AFSG should follow the following guidance given to the Group by the EANPG COG:

- Maintain close coordination with relevant EANPG contributory bodies to ensure harmonious development of the EUR air navigation system as a whole;
- Conduct periodic reviews and originate, as necessary, proposals for amendment of the relevant sections of the eANP, EUR SUPPs (Doc 7030), EUR Doc 005, EUR Doc 020, EUR Doc 021;
- Develop and maintain any other documentation related to the safe, secure and efficient implementation and operation of the EUR AFS.
- Seek co-ordination and harmonization with the relevant planning and implementation activities in other ICAO Regions;
- Use different techniques to monitor implementation in the States (such as, regional surveys, monitoring exercises, regional tests and simulations, etc.) and identify deficiencies; conduct risk analysis to prioritize the identified deficiencies and prepare proposals to EANPG to ensure the urgent resolution of safety-related AFS deficiencies;
- Identify areas where assistance to individual States or sub-regions is necessary to eliminate deficiencies and improve harmonized implementation of the AFS through the established mechanisms and prepare proposals thereon;
- Ensure close liaison with EANPG groups and with relevant ICAO Air Navigation Commission (ANC) panels/study groups in addressing AFS related matters; Provide feed-back received from States on problems impeding implementation which need to be addressed by appropriate ICAO bodies;
- Assist the Secretariat in developing and keeping up-to-date of Regional guidance material as necessary to foster the implementation by the States of the global requirements and Regional procedures on AFS related matters;
- Prepare proposals and support organisation of regional seminars and workshops in the AFS field with emphasis on implementation issues;
- Coordinate Regional activities in the field of AFS; liaise closely with relevant international organisations on issues of common interest;
- Identify and refer to COG and EANPG the emerging operational and institutional issues related to the planning and implementation of the AFS services and facilities order to ensure that such issues are addressed in a coherent manner with the respective ICAO plans, strategies and provisions.

Composition of the AFSG

Representatives from all ICAO Contracting States Representatives from all ICAO Contracting States and who are service providers in the EUR air navigation region and part of EUR ANP and International Organisations (EUROCONTROL and IATA)
ICAO AIR NAVIGATION SERVICES IMPLEMENTATION SUPPORT GROUP (ANSISG)

Establishment November 2018

Terms of reference

The Air Navigation Services Implementation Support Group (ANSISG) is established by EANPG to pursue the tasks and issues related to air navigation services implementation (ANS) in the South and Eastern part of the ICAO European Region in support to the relevant ICAO Strategic Objectives with the following TORs:

a) coordination and harmonized implementation of the Aviation System Block Upgrade B0 and B1 in the 4 performance improvement areas (airport operations, globally interoperable systems & data, optimum capacity & flexible flights, efficient flight path);

b) monitor the regional implementation of ASBU in coordination with Eurocontrol and contribute to the development of the annual ASBU implementation monitoring reports;

c) support the introduction of the performance based Air Navigation Services and its monitoring per EUR Doc 030 in coordination with EC and Eurocontrol;

d) coordination of local, regional and inter-regional interoperability aspects;

e) exchange and analysis of significant operational ANS developments in the major areas of ATM, AIM, MET, AGA, CNS and SAR;

f) other issues as directed by the COG/RCOG.

Composition of the ANSISG

Nominated Persons from States and International Organisations, especially Algeria, Armenia, Azerbaijan, Belarus, Bulgaria, Estonia, Finland, Georgia, Israel, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Morocco, Poland, Republic of Moldova, Norway, Romania, Russian Federation, Tajikistan, Tunisia, Turkey, Turkmenistan, Ukraine, United States, Uzbekistan, Eurocontrol, IAC, ACI, IATA, IBAC, IFALPA, IFATCA and other relevant aviation stakeholders.

With regard to specific inter-regional coordination matters, States from other ICAO Regions may also be invited through their appropriate ICAO Regional Offices:

Working Procedures

ANSISG meetings are convened at least once a year with the working procedures as approved by this Handbook for EANPG contributory bodies.
ALL-WEATHER OPERATIONS GROUP (AWOG)

Establishment

1995 - EANPG Decision 37/13, replacing the "ILS/MLS Transition Group (IMTEG)"

Terms of reference

The All-Weather Operations Group (AWOG) is established by EANPG to pursue the tasks of the Group related to All-Weather Operations in support to the relevant ICAO Strategic Objectives with the following TORs:

a) Ensure the implementation of the ICAO global strategy for the introduction and application of non-visual aids for approach and landing within the EUR region;

b) Ensure the continuous and coherent development of the relevant sections of the European eANP and other relevant regional documents, including EUR Doc 012 – ILS & MLS continuity evaluation, EUR Doc 013 – AOP under limited visibility conditions, EUR Doc 015 – Building restricted areas, EUR Doc 016 – ILS & MLS integrity demonstration and EUR Doc 017 – AWO transition methodology”, taking into account the evolving operational requirements in the EUR Region and the need for harmonization with the adjacent regions in compliance with the Global Air Navigation Plan (Doc 9750, edition 3 - 2007);

c) Monitor and coordinate implementation of the relevant ICAO SARPs and regional procedures, facilities and services by the EUR States and where necessary ensure harmonization, taking due account of financial and institutional issues;

d) Identify any deficiencies in the all weather operations related matters in the EUR Region and ensure the development and implementation of relevant action plans by the States to resolve them;

e) Foster implementation by facilitating the exchange of know-how and transfer of knowledge and experience among States of the Region;

f) Provide input to the work of appropriate ICAO bodies in the field of All-Weather Operations, according to the established procedures.

Work Programme

To ensure that the objectives of AWOG are met in accordance with the TORs, the group shall conduct its work according to a Work Programme endorsed by EANPG and kept under review by the COG. The following are the main principles to be followed in setting up the Work Programme of AWOG:

a) The Work Programme shall be composed of tasks and projects with clearly identified deliverables, target dates and responsibilities;

b) The tasks/projects should cover the main implementation domains related to AWOG which are subject to regional planning and implementation;

c) The progress on the tasks/projects should be reviewed regularly by AWOG and reported to COG and EANPG to ensure that the target dates are met and the deliverables are of required quality.

d) To facilitate the execution of its work programme, AWOG may set up working sub-groups, study groups and project teams, if and when required, charge them with specific tasks and define target dates for their completion. After completion of their task(s), the working groups/study groups/project teams will be dissolved.
The Work Programme is included as an Attachment to the EANPG report;

The detailed AWOG Task List providing a break down list of all AWOG activities is included into the AWOG plenary meeting Summary of Discussions.

In conducting its activities, AWOG should follow the following guidance given to the Group by the EANPG:

- Maintain close coordination with relevant EANPG contributory bodies to ensure harmonious development of the EUR air navigation system as a whole. In addition, close coordination is requested with the SESAR Joint Undertaking;
- Conduct periodic reviews and originate, as necessary, proposals for amendment of the relevant sections of the European eANP, EUR SUPPs (Doc 7030), EUR Doc 012 – ILS & MLS continuity evaluation, EUR Doc 013 – AOP under limited visibility conditions, EUR Doc 015 – Building restricted areas, EUR Doc 016 – ILS & MLS integrity demonstration and EUR Doc 017 – AWO transition methodology;
- Assist the Secretariat in developing and keeping up-to-date of regional guidance material as necessary to foster the implementation by the States of the global requirements and regional procedures on the all weather operations related matters;
- Seek co-ordination and harmonization with the relevant planning and implementation activities in other ICAO Regions;
- Use different techniques to monitor implementation in the States (such as, regional surveys, monitoring exercises, regional tests and simulations, etc.) and identify deficiencies; conduct risk analysis to prioritize the identified deficiencies and prepare proposals to EANPG to ensure the urgent resolution of safety-related deficiencies related to the work of AWOG;
- Identify areas where assistance to individual States or sub-regions is necessary to eliminate deficiencies and improve harmonized implementation of the facilities and services required for all-weather operations through the established mechanisms and prepare proposals thereon;
- Ensure close liaison between EANPG and with relevant ANC panels/study groups in addressing all weather operations related matters; Provide feedback received from States on problems impeding implementation which need to be addressed by appropriate ICAO bodies;
- Prepare proposals and support organization of regional seminars and workshops in the all weather operations field with emphasis on implementation issues;
- Coordinate regional activities in the field of all weather operations; liaise closely with other relevant international organisations on issues of common interest;
- Identify and refer to EANPG emerging operational and institutional issues related to the planning and implementation of the services and facilities related to all weather operations in order to ensure that such issues are addressed in a coherent manner with the respective ICAO plans, strategies and provisions.

Composition of the AWOG

Austria, Azerbaijan, Belgium, Czech Republic, Finland, France, Georgia, Germany, Greece, Hungary, Italy, Latvia, Netherlands, Norway, Poland, Portugal, Romania, Russian Federation, Slovak Republic, Spain, Sweden, Switzerland, The Former Yugoslav Republic of Macedonia, Ukraine, United Kingdom, United States, ACI, EC, EBAA, EUROCAE, EUROCONTROL, IACA, ICCAIA IOPA, IATA, IFALPA and IFATCA
FREQUENCY MANAGEMENT GROUP (FMG)

Establishment 1995 - EANPG Decision 37/2

Terms of reference

The Frequency Management Group (FMG) is established by EANPG to pursue the tasks of the Group in the field of aeronautical frequency spectrum management in support to the relevant ICAO Strategic Objectives with the following TORs:

a) Ensure the continuous and coherent development of the relevant sections of the European eANP and other relevant regional documents, including EUR Doc 011 Frequency Management Manual, taking into account the evolving operational requirements in the EUR Region and the need for harmonization with the adjacent regions in compliance with the Global Air Navigation Plan;

b) Monitor and coordinate implementation of the relevant ICAO SARPs and regional procedures, facilities and services by the EUR States and where necessary ensure harmonization, taking due account of financial and institutional issues;

c) Identify any deficiencies in the aeronautical frequency spectrum management related matters in the EUR Region and ensure the development and implementation of relevant action plans by the States to resolve them;

d) Foster implementation by facilitating the exchange of know-how and transfer of knowledge and experience among States of the Region;

e) Provide input to the work of appropriate ICAO bodies in the field of aeronautical frequency spectrum, according to the established procedures.

Work Programme

To ensure that the objectives of FMG are met in accordance with the TORs, the group shall conduct its work according to a Work Programme endorsed by EANPG and kept under review by the COG. The following are the main principles to be followed in setting up the Work Programme of FMG:

a) The Work Programme shall be composed of tasks and projects with clearly identified deliverables, target dates and responsibilities;

b) The tasks/projects should cover the main implementation domains related to aeronautical frequency spectrum management which are subject to regional planning and implementation;

c) The progress on the tasks/projects should be reviewed regularly by FMG and reported to COG and EANPG to ensure that the target dates are met and the deliverables are of required quality.

d) To facilitate the execution of its work programme, FMG may set up working sub-groups, study groups and project teams, if and when required, charge them with specific tasks and define target dates for their completion. After completion of their task(s), the working groups/study groups/project teams will be dissolved.

e) The Work Programme is included as an Attachment to the EANPG report;

f) The detailed FMG Task List providing a break down list of all FMG activities is included into the FMG plenary meeting Summary of Discussions.
In conducting its activities, FMG should follow the following guidance given to the Group by the EANPG and COG:

- Maintain close coordination with relevant EANPG contributory bodies to ensure harmonious development of the EUR air navigation system as a whole;
- Conduct periodic reviews and originate, as necessary, proposals for amendment of the relevant sections of the European eANP, EUR SUPPs (Doc 7030) and EUR Doc 011 Frequency Management Manual;
- Seek co-ordination and harmonization with the relevant planning and implementation activities in other ICAO Regions;
- Use different techniques to monitor implementation in the States (such as, regional surveys, monitoring exercises, regional tests and simulations, etc.) and identify deficiencies; conduct risk analysis to prioritize the identified deficiencies and prepare proposals to EANPG to ensure the urgent resolution of safety-related aeronautical frequency spectrum management deficiencies;
- Identify areas where assistance to individual States or sub-regions is necessary to eliminate deficiencies and improve harmonized implementation of the aeronautical frequency spectrum management processes through the established mechanisms and prepare proposals thereon;
- Ensure close liaison between EANPG and with relevant ANC panels/study groups in addressing aeronautical frequency spectrum management related matters; Provide feed-back received from States on problems impeding implementation which need to be addressed by appropriate ICAO bodies;
- Assist the Secretariat in developing and keeping up-to-date of regional guidance material as necessary to foster the implementation by the States of the global requirements and regional procedures on the aeronautical frequency spectrum management related matters;
- Prepare proposals and support organization of regional seminars and workshops in the aeronautical frequency spectrum managements field with emphasis on implementation issues;
- Coordinate regional activities in the field of aeronautical frequency spectrum management with appropriate ITU bodies; liaise closely with EUROCONTROL, IATA and IAOPA on issues of common interest;
- Identify and refer to COG and EANPG emerging operational and institutional issues related to the planning and implementation of the services and facilities related to the aeronautical frequency spectrum management in order to ensure that such issues are addressed in a coherent manner with the respective ICAO plans, strategies and provisions.

Composition of the FMG

Albania, Armenia, Austria, Azerbaijan, Belgium, Belarus, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Republic of Moldova, Romania, Russian Federation, Serbia, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, The former Yugoslav Republic of Macedonia, Turkey, Ukraine, United Kingdom, EUROCONTROL, IAOPA and IATA
METEOROLOGY GROUP (METG)

EUR MET SG ToRs

METEOROLOGY GROUP (METG)
Terms of Reference and Composition
Establishment Renamed in 1990. EANPG Decision 32/9
Last updated with EANPG Decision 57/03 (Nov 2015)

Terms of reference
The Meteorology Group (METG) is established by EANPG to pursue the tasks of the Group in the field of aeronautical meteorology in support to the relevant ICAO Strategic Objectives (mostly Safety and Efficiency, and to certain extent, Environment and Continuity) with the following TORs:

a) Ensure the continuous and coherent development of the MET Part of the European electronic Air Navigation Plan (eANP) and other relevant regional documents taking into account the evolving operational requirements in the EUR Region and the need for harmonization with the adjacent regions in compliance with the Global Air Navigation Plan;

b) Monitor and coordinate implementation of the relevant ICAO SARPs and regional meteorological procedures, facilities and services by the EUR States and where necessary ensure harmonization, taking due account of financial and institutional issues;

c) Review, identify and address deficiencies and shortcomings that constitute major obstacles to the provision of safe and efficient MET service, and recommend remedial actions;

d) Foster implementation by facilitating the exchange of know-how and transfer of knowledge and experience, in particular, between the Western and Eastern parts of the Region;

e) Provide necessary assistance and guidance to States to ensure harmonization and interoperability in line with the GANP, the EUR/NAT ANP and ASBU methodology;

f) Provide input to the work of appropriate ICAO bodies in the field of aeronautical meteorology, according to the established procedures;

g) Receive and discuss proposals from States for developing new or amending existing ICAO provisions; and

h) Discuss consequences of scientific issues impacting operational aeronautical meteorology including and developments of latest technology from pilot research programmes and findings from local/regional initiatives with the aim to improve the service provision in the EUR region.

Work Programme

To ensure that the objectives of METG are met in accordance with the TORs, the group shall conduct its work according to a Work Programme endorsed by EANPG and kept under review by the COG. The following are the main principles to be followed in setting up the Work Programme of METG:

a) The work programme shall be composed of tasks and projects with clearly identified deliverables, target dates and responsibilities;
b) The tasks/projects should cover the main areas of aeronautical meteorology which are subject to regional planning and implementation; the tasks/projects should be realistic and synchronized with other ICAO regional or global tasks/projects;

c) The progress on the tasks/projects should be reviewed regularly by METG and reported to COG and EANPG to ensure that the target dates are met and the deliverables are of required quality; and

d) To facilitate the execution of its work programme, METG may set up Project Teams, if and when required, charge them with specific tasks and define target dates for their completion. After completion of the task(s), the Project Team(s) will be dissolved. In the case a Project Team or Group is needed for a significant duration (several years or more) such as the Data Management Group (DMG) and Project Team on Implementing of MET Services in the Eastern Part of the EUR Region including Central Asia (PT/EAST), Terms of Reference are provided under the METG Terms of Reference.

In conducting its activities, METG should follow the following guidance given to the Group by the EANPG and COG:

a) Maintain close coordination with relevant EANPG contributory bodies to ensure harmonious development of the EUR air navigation system as a whole;

b) Conduct periodic reviews and originate, as necessary, proposals for amendment of Part V - MET of the EUR electronic Air Navigation Plan (eANP) and EUR SUPPs (Doc 7030);

c) Seek co-ordination and harmonization with the relevant planning and implementation activities in other ICAO Regions;

d) Use different techniques to monitor implementation in the States (such as, regional surveys, monitoring exercises, regional tests and simulations, etc.) and identify deficiencies; conduct risk analysis to prioritize the identified deficiencies and prepare proposals to EANPG to ensure the urgent resolution of safety-related MET deficiencies;

e) Identify areas where assistance to individual States or sub-regions is necessary to eliminate deficiencies and improve harmonized implementation of the MET facilities and services through the established mechanisms (e.g., SIP or ICAO TCP projects) and prepare proposals thereon;

f) Ensure close liaison between EANPG and the Meteorology Panel (METP) and its associated working groups (Working Group on MET Requirements & Integration (WG-MRI), Working Group on MET Information and Service Development (WG-MISD), Working Group on Meteorological Information Exchange (WG-MIE) and Working Group on MET Operations Group (WG-MOG)) established by ANC. Relevant tasks associated with the METP and its working groups are provided in the Attachment. Provide feedback received from States on problems impeding implementation which need to be addressed by appropriate ICAO bodies;

g) Assist the Secretariat in developing and keeping up-to-date of regional guidance material as necessary, to foster the implementation by the States of the global requirements and regional procedures on aeronautical meteorology;

h) Prepare proposals and support organisation of regional seminars and workshops in the field of aeronautical meteorology with emphasis on implementation issues;
i) Pay appropriate attention to activities in the field of aeronautical meteorology within other international bodies (WMO, EASA, EUROCONTROL, EC) on regional issues and analyze related implementation aspects; and

j) Identify and refer to COG and EANPG emerging institutional issues related to the planning and implementation of the meteorological services and facilities in order to ensure that such issues are addressed in a coherent manner with the respective ICAO plans, strategies and provisions.

**Composition of the METG**

Representatives from all ICAO Contracting States in the EUR air navigation region and part of EUR ANP, Iceland, United States and International Organisations (CANSO, EUROCONTROL, IAOPA, IATA, IFALPA and WMO)
Attachment – relevant tasks associated with the MET Panel and its’ associated working groups

<table>
<thead>
<tr>
<th>Parent Group</th>
<th>Task</th>
<th>Who</th>
<th>When – completed by</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>WG-MRI</strong></td>
<td>Establish the appropriate Project Team, if deemed necessary, to address regional implementation of provisions (Annex 3, PANS-MET) for MET support to selected ASBU Block 1 modules (e.g. support to trajectory based operations, terminal area operations) that would become applicable in 2022. Monitor the development of the EUR SWIM/PT work programme as it may impact this task (e.g. task may not be needed).</td>
<td>COG (METG makes recommendation)</td>
<td>Late 2020</td>
</tr>
<tr>
<td><strong>WG-MISD</strong></td>
<td>Monitor global developments that may assist in the development of EUR/NAT contingency plan for nuclear emergency (COG Conclusion 50/07 and NAT SPG Conclusion 47/07 refers). Short term solution likely with 3D contamination charts and associated guidance for EACCC. Support implementation of Amendment 78 to Annex 3 that allows the use of a cylinder of radius up to 30km for SIGMET on Radioactive Cloud when detailed information on the release is not available. Provide an example of SIGMET on RADCLD in EUR Doc 014. Long term solution would include advisory dimension, use of initial source parameters and eventually threshold levels acceptable to passengers, crew and aircraft components. Monitor developments associated with provisions for phenomenon based en-route weather information that could be</td>
<td>METG, COG, NAT SPG, EACCC</td>
<td>Dec 2018 Nov. 2018-2019 for guidance tbd</td>
</tr>
<tr>
<td></td>
<td></td>
<td>METG, COG, EANPG</td>
<td>tbd</td>
</tr>
<tr>
<td>Provided by Regional Hazardous Weather Advisory Centres.</td>
<td></td>
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</tr>
<tr>
<td>Monitor developments related to a proposal to include regional/sub-regional SIGMET coordination as a recommendation in Amendment 79 to Annex 3.</td>
<td>METG, COG, EANPG</td>
<td>2020</td>
<td></td>
</tr>
<tr>
<td>Support implementation of new provisions of space weather service information in Amendment 78 to Annex 3.</td>
<td>METG, COG, EANPG</td>
<td>July 2018</td>
<td></td>
</tr>
<tr>
<td>Monitor developments related to space weather such as effects to SATCOM and vertical resolution from radiation models.</td>
<td>METG, COG, EANPG</td>
<td>2020-2022</td>
<td></td>
</tr>
<tr>
<td>Assure alignment of EUR Doc 014 with a) Amendment 78 to Annex 3 provisions related to operational status indicators (test, exercise) for VAA, TCA and SIGMET/AIRMET; and b) Regional SIGMET Guide Template that does not use ‘APRX’ in SIGMET messages – to assist in IWXXM implementation.</td>
<td>METG</td>
<td>2019</td>
<td></td>
</tr>
<tr>
<td>Monitor developments associated with volcanic ash information in ASBU Block 1 (2018-2023) since two VAACs reside in the EUR Region and States may have to assist in implementation (e.g. possible SO2 provisions; providing VAACs information from sensors located within their State).</td>
<td>METG</td>
<td>2020</td>
<td></td>
</tr>
</tbody>
</table>

**WG-MIE**

<p>| Prepare for exchange of METAR and SPECI, TAF, SIGMET, AIRMET, VAA, TCA, Space Weather Advisories in IWXXM by November 2020 by addressing designation and | DMG, METG in coordination with AFSG | 2016- 2020 |</p>
<table>
<thead>
<tr>
<th>Responsibilities of Regional Translation Centres, validation, extended AMHS implementation (in coordination with AFSG) and inter-regional exchange. METG through DMG to assure EUR Doc 033 (Guidelines for the Implementation of OPMET Data Exchange using IWXXM in the EUR Region) is kept up-to-date based on WG-MIE developments.</th>
</tr>
</thead>
</table>
| **Responsibility:** DMG, METG, COG, EANPG  
**Timeframe:** Second half 2019 |
| Consider developments of WG-MIE in proposed regional workshop on IWXXM. |
| **Responsibility:** DMG  
**Timeframe:** Second half 2019 |
| Monitor IWXXM developments related to: translation of XML back to TAC; elements to support low-level flight; definition of zones describing MET phenomena. |
| **Responsibility:** DMG, METG, COG, EANPG  
**Timeframe:** 2020-2022 |
| Monitor TAC related changes due to IWXXM developments: METAR template (Table A3-2) in Annex 3 possible enabling the ability to indicate parameters missing in METAR product. |
| **Responsibility:** DMG, METG, COG, EANPG  
**Timeframe:** 2020-2022 |
| To provide a transition plan to assist the States/stakeholders on the cessation of TAC data exchange. Also consider updating the appropriate regional guidance such as the EUR/NAT VACP, EUR Doc 014, EUR Doc 018, etc…. |
| **Responsibility:** DMG, METG, COG, EANPG  
**Timeframe:** 2024-2026 (to be confirmed with final METP/4 report) |
| Monitor developments related to MET-in-SWIM as well as provisions related to SWIM type services (communications, function of WAFCs, RODBs, ROCs)… |
| **Responsibility:** SWIM PT, DMG, METG in coordination with AFSG  
**Timeframe:** 2020+ |
| **WG-MOG** Monitor feasibility study on making area forecasts for low-level flights issued in graphical form available on SADIS FTP as this may impact exchange of information in this regard by States. |
| **Responsibility:** DMG, METG  
**Timeframe:** 2017-July 2019 (in trial mode) |
Monitor development of SO\textsubscript{2} provisions taking into consideration the list of requirements provided by IATA – planned for inclusion in Amendment 79 to Annex 3.

**METG**

2020

Monitor and take into account developments related to volcanic ash provisions in light of volcanic ash (e.g. introduction of re-suspended ash).

**DMG, METG**

2020

Monitor development of provisions related to WAFS gridded data above FL530.

**METG**

2022

Assure DMG task list reflects assistance to WG-MOG, and in particular, alignment of OPMET content of SADIS and WIFS for scheduled OPMET information (METAR and TAF) and non-scheduled OPMET information such as AIRMET and Special AIREP; and support to SADIS/WIFS OPMET Data Catalogue in electronic form for monitoring purposes.

**DMG, METG**

2018

Assure SIGMET ad-hoc group of METG consider the changes to the Regional SIGMET Guide Template to be presented to the METP/4

**METG SIGMET ad-hoc group**

2018-2019

**Data Management Group (DMG) of METG**

**Terms of Reference and Composition**

**Establishment:**

EUR Bulletin Management Group (BMG) replaced by EUR Data Management Group (METG Decision 20/06 refers, METG/20 held from 6-10 Sep 2010 in Paris)

**Objectives**

The Data Management Group of the METG (DMG) was established by METG to optimize and manage OPMET data distribution within the EUR Region as well as interregional OPMET distribution to and from the EUR Region.

- Support the implementation of System Wide Information Management (SWIM)

- ICAO Weather Information Exchange Model (IWXXM)
  - Monitor and consider outcomes from WG/MIE, IMP and coordinate when necessary with AFSG and other inter-regional groups
  - Develop implementation plan
  - Update EUR Doc 033 and EUR Doc 018 when necessary
• Availability management
  o RODEX
  o Routine monitoring and ad-hoc exercises

• Quality management
  o Validation
  o Timeliness
  o Performance indices

• Change management
  o METNO procedure
  o RODC
  o IWXXM support

• Problem management
  o PHP (only for AOP aerodromes)

• Ad-hoc tasks received from METG relating to the OPMET data distribution

• Any other task in support of data management

**Composition of the DMG**
One to two experts from
*Algeria (RODC Focal Point)*
*Austria (ROC Warning test focal point, RODB)*
*Belgium (Vice Chair, DMG focal point, RODB focal point, RODB)*
*Denmark (EUR Doc 18 focal point)*
*France (Chair, ROC, volcanic ash focal point, RODB)*
*Romania (Secretary)*
*Russian Federation* (focal point for PT/EAST States on implementation of OPMET related provisions (e.g. IWXXM, PHP))
*United Kingdom* (ROC, SADIS Focal Point PHP manager)
*ICAO*

*Note: a limited number of experts from States and IATA or other ICAO recognized organizations beyond those listed may at times be invited to support complex DMG activities. MID ROC Jeddah and back-up ROC Bahrain are encouraged to participate in DMG meetings, when deemed necessary.*

*Note: PHP manager will be designated during DMG/22 meeting*

**Abbreviations:**
*ROC – Regional OPMET Centre*
*RODB – Regional OPMET Data Bank*
*RODC – Regional OPMET Data Catalogue*
*RODEX – Regional OPMET Data Exchange*
*PHP – Problem Handling Procedure*

**Meetings**
Three meetings occur each year, noting that ICAO support is expected for three meetings per year.
Documentation

- DMG procedures should be documented and kept up-to-date in the EUR OPMET Data Management Handbook
- Working and information papers as well as summary of discussions should be provided on the ICAO Portal under the group name DMG.

Parent group

The DMG reports to the METG. Updates to the DMG procedures, composition and terms of reference are subject to approval by the METG
Project Team on Implementing of MET Services in the Eastern Part of the EUR Region including Central Asia (PT/EAST) of METG

Terms of Reference and Composition

Establishment: PT/EAST was established in 2000

The PT/EAST reports to METG to address the following:

- Deficiencies
  - Identify, mitigate and monitor deficiencies related to the provision of meteorological services to international civil aviation.

- Competency assessment
  - Implement competence assessment of aeronautical meteorological personnel according to WMO provisions;
  - Exchange experience on implementation and documentation in this regard.

- Space weather
  - Prepare proposals on implementing Global and/or Regional Centre(s) of Space Weather in accordance to ICAO selection process when it becomes available.

- Hazardous weather
  - Prepare proposals on implementing Regional Hazardous Weather Advisory Centre(s) in accordance to ICAO selection process when it becomes available;
  - Implement necessary weather information network (e.g. Doppler meteorological radars) to support the above.

- IWXXM implementation
  - Implement the ICAO Meteorological Information Exchange Model (IWXXM) and share implementation experience with PT/EAST States.

- QMS
  - Implement Quality Management System (QMS) with ISO 9001:2015 standards

- English language proficiency
  - Determine need of implementing ELP based on the available guidance material, EUR Doc 038;
  - Develop implementation plan on ELP where applicable.

- Implementation of Amendment 77 to Annex 3
  - Implement Amendment 77 to Annex 3 (noting 77B that removes state of the runway in supplementary information in METAR and SPECI is not applicable until 5 Nov 2020) and subsequent amendments in the future;
  - provide assistance in implementation by sharing related changes in national regulatory documents of PT/EAST States.
  - to facilitate participation in implementing the WMO Strategic and Operating Plan and ICAO Global Air Navigation Plan.
  - Prepare proposals/sub-regional initiatives in the field of aeronautical meteorology (MET) contributing to the safety and efficiency of international air navigation.
Composition of the PT/EAST
Armenia
Azerbaijan
Belarus
Georgia (Rapporteur)
Kazakhstan
Kyrgyzstan
Republic of Moldova
Russian Federation
Turkmenistan
Ukraine
Uzbekistan

Meetings
One meeting should occur each year and work should be done through correspondence between meetings.

Documentation
Working and information papers as well as summary of discussions should be provided on the ICAO Portal under the group name PTEAST.

*Note that the Project Team Meteorological Information Services Operations (MET-OPS) manages the harmonization of all aspects related to the operational service delivery of MET information for International Air Navigation in the ICAO EUR Region, excluding elements related to the international MET information exchange in scope of the Data Management Group (DMG).*
ROUTE DEVELOPMENT GROUP – EASTERN PART OF THE ICAO EUR REGION (RDGE)

Establishment
2003 - EANPG Decision 45/34, revised 2016 – EANPG Conclusion 58/31, Revised 2017- EANPG/59 RASG-EUR/06 Conclusion 17

Terms of Reference

The Route Development Group RDGE works within the terms of reference of the EANPG, on matters related to ATS route planning and implementation, as well as airspace improvement projects, in the Eastern part of the ICAO European Region that are included in the following task list. The RDGE work/activities also support the implementation of the aviation system block upgrade (ASBU) modules of the Global Air Navigation Plan (ICAO Doc 9750, GANP) in the improvement area of Optimum Capacity and Flexible Flights, with relationships to Block 0 modules: B0-CCO (improved efficiency in departure profiles), B0-FRTO (improved operations through enhanced en-route trajectories), B0-CDO (improved flexibility & efficiency in descend profiles).

a) Develop and maintain working procedures for:
   • RDGE and its four subgroups and
   • procedures to handle the proposals for amendment to the ATS route network (including airspace improvement projects) and eANP;

b) Identify requirements/improvements for maintaining an efficient ATS route network (including airspace improvement projects), based on the airspace users’ needs in coordination with States, international organizations (IOs) and other ICAO Regions;

   *Note: the "ATS Route Catalogue" is a live document; it should be reviewed and amended at each RDGE meeting*

c) Review and amend the components of the national ATS route structure in order to ensure their compliance with the ICAO requirements (i.e. 5LNC, ATS route designators, WGS-84 coordinates, etc.);

d) Apply procedure to obtain regional air navigation agreement for proposals for amendment to the ATS route network (including airspace improvement projects) and eANP.;

e) Ensure the implementation of the approved amendments to the ATS route network (including airspace improvement projects) and EUR eANP.

Composition of the RDGE

Armenia, Azerbaijan, Belarus, Bulgaria, Estonia, Finland, Georgia, Hungary, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Norway, Poland, Republic of Moldova, Romania, Russian Federation, Sweden, Tajikistan, Turkey, Turkmenistan, Ukraine, Uzbekistan, EUROCONTROL, IAC, IBAC, IACA, and IATA. For specific coordination matters, any other State within the ICAO EUR Region may also be invited to participate at the RDGE. Other relevant stakeholders may also be invited to participate as observers.

With regard to specific inter-regional coordination matters the following adjacent States may will also be invited through their appropriate ICAO Regional Office: Afghanistan, Canada, China, Democratic People’s Republic of Korea, Iran, Iraq, Japan, Mongolia, Pakistan, Syrian Arab Republic, United States.

*Note: The Cross Polar Working Group (CPWG) could also be invited to participate on specific issues related to ATS route planning and implementation in the Far East Area of the ICAO EUR Region.*

Structure

Plenary and sub-regional groups (5 days meeting with 2 days plenary session, 2 days Subgroup sessions followed by 1 day plenary session as required).
RDGE WORKING PROCEDURES

STEP 1 Preliminary information on proposed airspace improvement projects and/or ATS route network to RDGE.

Before an RDGE meeting, preferably not later than two months in advance, RDGE members from States and International Organizations submit descriptions of proposed airspace improvement projects and/or ATS route network to the Secretariat.

STEP 2 Dissemination of the information on proposed airspace improvement projects and/or ATS route network amongst the RDGE members.

The Secretariat processes the information received and includes the proposed airspace improvement projects and/or ATS route network in the ATS Route Catalogue of the RDGE. The updated RDGE ATS Route Catalogue is sent out by e-mail to the RDGE members and other parties concerned by the proposal.

STEP 3 Discussions at and Coordination between the meetings.

At the RDGE meeting, for the sake of efficiency, the forum of the Meeting is divided into four subgroups to cover several geographical areas simultaneously, namely:

a) Baltic area and its interface;

b) Black Sea and South Caucasus area and its interface;

c) Middle Asia area and its interface; and

d) Far East area and its interface.

Other subgroups or task forces may be established, if required.

At the RDGE meeting, the working groups discuss the previously proposed, or any new, proposals and agree on actions and deadlines for their execution to enable the States to continue coordination on a bilateral or multilateral basis between the meetings. The actions and deadlines agreed are reflected in the RDGE ATS Route Catalogue.

If required, ad-hoc and mini-RDGE meetings are convened by the Secretariat or the RDGE members themselves in order to expedite the coordination and implementation of the proposed airspace improvement projects and/or ATS route network.

Between the meetings, the RDGE members ensure that the coordinates of new waypoints are calculated with required precision and States reserve the ICAO route designators and five-letter name-codes of the waypoints through the ICARD system.

If further coordination of the waypoints is required to finalize the proposal, the RDGE members continue discussions with their counterparts in the neighbouring States on a bilateral basis and inform the Secretariat on the results of their discussions.

* * * * *
For ATS Routes or airspace improvement projects over the High Seas:

**STEP 4 Regional air navigation agreement for amendment to the ATS route network and Air Navigation Plan (eANP)**

The mission of the RDGE with regard to proposed airspace improvement projects and/or ATS route network and the associated amendment of the ANP is to prepare agreed technical material required to initiate the formal procedure to obtain regional air navigation agreement for proposals for amendment (PfA) to the ATS route network and associated *ICAO Air Navigation Plans* (eANP).

The regional air navigation agreement coordination procedure and template of the letter that States should send to the ICAO Secretariat is outlined in Appendix B of the EANPG Handbook (EUR Doc 001).

In order to ensure the most efficient and expeditious handling of the proposals for amendment to the ATS route network and associated *ICAO Air Navigation Plans* (eANP), the following procedures should apply:

- **Procedure One (HS-P1 – "Fast-track procedure")** – ICAO Secretariat is requested to circulate the proposal on behalf of the "initiating" States (or ICAO Secretary General), as a direct outcome of the RDGE meeting (for proposals requiring a short term implementation and without any expected objection);

- **Procedure Two (HS-P2 – "Confirmation procedure")** – ICAO Secretariat is requested to prepare a draft proposal and circulates it to the "initiating" States for confirmation; the "initiating" States have a two week deadline for comments; "silent procedure" applies (i.e. no comments received means agreement); after the confirmation stage, if no objections received, the ICAO Secretariat officially circulates the proposal on behalf of the "initiating" States;

- **Procedure Three (HS-P3 – "IO procedure")** – ICAO Secretariat is requested to circulate the proposal on behalf of an international organisation directly concerned with the operation of aircraft ("initiating" IO), as a direct outcome of the RDGE meeting;

- **Procedure Four (HS-P4 – "EANPG Procedure")** – ICAO Secretariat is requested to prepare a draft proposal and circulates it to the EANPG members (via electronic correspondence) for consideration and comments; EANPG members have a deadline of up to three week for comments; "silent procedure" applies; after the consultation stage, if no objections are received, the ICAO Secretariat circulates the official proposal on behalf of the EANPG.

The procedure to be applied would be selected by the ICAO Secretariat on a "case by case" evaluation, based on the recommendations of the RDGE meeting as stated in its Summary of Discussions.

*Note 1.*: The above referenced procedures do not preclude any State from initiating its own formal procedure to obtain regional air navigation agreement for airspace and/or ATS route-related proposals.

*Note 2.*: Whilst it is acceptable to submit proposed amendments to the ATS route network and eANP without prior agreement with neighbouring States, the States participating in RDGE activities are encouraged to avoid this practice. This is to ensure that the eANP does not become saturated with proposals which are not feasible to implement.
Before applying for the procedure to obtain regional air navigation agreement for proposed amendments, RDGE (and/or States concerned) will ensure that the following information is accurate and consistent with the ICARD system five-letter name-codes of waypoints and their coordinates; and route designators.

**STEP 5  Publication of ATS Routes and/or airspace improvement projects**

After the Amendments to the ANP have been circulated and approved, the States promulgate the aeronautical information on the ATS routes so that all concerned receive it a minimum of 2 AIRAC cycles (56 days) before the effective date.

**STEP 6  Report on implementation status**

The RDGE members report on the implementation of airspace improvement projects and/or ATS routes to the RDGE meeting, and the RDGE ATS Route Catalogue is updated accordingly.

Airspace user organizations convey their feedback on operations and utilization of the new airspace improvement projects and/or ATS routes. Corrective actions are undertaken, if required, to further improve the newly established route structure.
COG/RCOG PBN CONSOLIDATION TASK FORCE

Establishment November 2018

That:

a) the PBN Consolidation Task Force (PBNC TF) be created under the auspices of the EANPG/RASG COG/RCOG with the following terms of reference;

b) the PBNC TF be convened and start working as soon as possible, on a regional PBN chart naming transition plan in order to enable the change of the instrument approach chart names to RNP as required by Amendment 6 to PANS-OPS.

c) the PBNC TF will also continue addressing regional PBN implementation issues, in line with the GANP, related to navigation applications and infrastructure. This includes undertaking specific studies and developing guidance material in a joint activity with EUROCONTROL’s Navigation Steering Group (NSG)

d) the PBNC TF provides regular update reports to COG/RCOG on the development of the chart naming transition and any navigation related issues.

Terms of Reference

a) Develop a EUR Regional PBN chart naming transition plan to change the chart naming from RNAV to RNP with objectives and timelines in accordance with the ICAO Circular 353 goals and milestones. Note: the dates for milestones will be determined on the scheduling of the regional slot allocated to ICAO EUR.

b) Address implementation aspects of States in the ICAO EUR Region to ensure regional harmonization and interoperability, and ensure appropriate reporting;

c) Share and exchange best PBN Implementation practices between States within the Region.

d) Ensure feedback between regional to global navigation applications and infrastructure by supporting the work of ICAO’s Navigation-related operational and technical bodies (such as the ICAO NSP, ICAO IFPP and the ICAO PBN SG), that could impact on interoperability;

e) Review and update European PBN guidance material as needed.

f) The following strategic objectives and guiding principles are included:

Strategic objectives:

a) Improve the uptake of PBN Implementation in accordance with published ICAO provisions e.g. GANP and GASP objectives.

b) Ensure regional compliance with identification of chart titling for RNP approach procedures in accordance with Amendment 6 to PANS-OPS.

Guiding principles:

a) As regards the ICAO EUR regional PBN chart naming transition plan for changing the chart titles from RNAV to RNP, use the methodology outlined in Circular 353:
— RNP Approach chart titling is to comply with PANS-OPS Amendment 6;
— The processes for transitioning chart titling from RNAV to RNP are those described in Circular 353;
— The use of different RNAV and RNP approach chart titles within the ICAO EUR region should be avoided outside the chart titling transition period allocated to the EUR Region;
— The clustering principles described in Circular 353 at global, regional and State levels are adhered to;
— The ICAO EUR regional PBN chart naming transition plan should seek to achieve the chart naming within the region in sequential AIRAC cycle dates within the allocated regional slot;
— The needs of all stakeholders should be considered in development of the ICAO EUR PBN chart naming transition Plan; and
— The regional ICAO EUR regional PBN chart naming transition Plan shall be completed by Q4/2019.

Composition

EUR provider States, EUROCONTROL and other relevant international organisations.
COG TASK FORCE ON LANGUAGE PROFICIENCY REQUIREMENTS IMPLEMENTATION (LPRI)

Establishment  renamed in 2014 - EANPG Conclusion 56/36

TERMS OF REFERENCE

The ICAO COG Task Force on Language Proficiency Requirements Implementation (COG LPRI TF) works within the terms of reference of the EANPG, to raise the awareness on safety-related language issues among stakeholders concerned: regulators, national LP focal points, training organizations, airspace users, industry, ANSPs and test service providers through various ICAO activities, including capacity building activities (e.g. multi-regional workshops).

The Task Force shall undertake necessary actions to closely liaise with other regional groups/bodies (e.g. EASA), in order to streamline the relevant processes/procedures across, promote awareness for ELP (English Language Proficiency) matters within the EUR/NAT Regions and cover the following non exhaustive list of activities during the post-implementation period (Assembly Resolution 38-8):

a) support States to ensure high quality of aviation language assessment and harmonization of LPRI. Facilitate the effective use of States’ limited resources.

b) enhance communications through a dedicated ELP network, share implementation of best practices and identify harmonization issues concerning ELP procedures within the EUR/NAT regions.

c) define a two year work plan for issues related to the ELP, fostering a culture, enabling State authorities to share best practices in language test maintenance, on-going development and examiners training by sharing best practices and bringing together the relevant stake holders in industries and authorities;

d) bring together the relevant stakeholders by coordinating and organizing regional and interregional activities as required.

COMPOSITION OF THE COG LPRI TF

Representatives of the EUR States and EANPG/RASG members and observers.
COG PERFORMANCE TASK FORCE

Establishment  
2010 - COG/47 Decision, ToRs revised at COG/52 in December 2011

Scope/Objective

The Performance Task Force is established by the EANPG COG to implement the regional approach to the development of performance objectives and related measurable indicators and metrics supporting the regional implementation of the Global Performance of the Air Navigation System.

The work of the Task Force will take into account the ICAO provisions as well as the on-going initiatives in the Region.

Tasks/Deliverables

a) Support the implementation of the performance based approach at regional level, taking into consideration the defined roles and responsibilities of all parties involved.

b) Provide as necessary support in the implementation of the regional performance framework through the provision of guidance material and workshops.

c) Initialise the regional performance framework reporting mechanisms in 2012 on a transitional basis in order to fine-tune the regional mechanisms and processes.

d) Further clarify the data to be provided by States for the implementation of the regional performance framework, giving due consideration to the data that is already collected in other reporting regimes (such as the EU Performance Scheme).

e) Prepare a prototype of the Regional Performance Review Report based on the information derived through the work of the TF for presentation at the COG and EANPG meetings.

f) Make recommendations for further evolution of the Regional performance framework through refinement and adaptation based on the regional needs (especially in the estimation of environmental benefits related to the implementation of the ANP or other national operational improvements) and giving due consideration to the existing initiatives within the Region and adjacent Regions;

Guiding Principles

In conducting this work, the TF should take into account the following, non-exhaustive principles:

- Avoid duplication of efforts and additional burden on States and use to the maximum extent possible the existing arrangements/solutions (e.g. results from the work developed within the EU Performance Scheme and Eurocontrol);

- Focus on those activities that would ensure improvement of the regional Air Navigation System (as a whole) with the benefit of the end users in mind;

- Whenever possible, build on current or developing processes, or existing data/statistics that may contribute to a specific KPA;

- Exploit existing best practice in other areas that might contribute to this work;

- Ensure, to the maximum extent possible, that whatever further recommendations are put forward as an output, should also be suitable to the application in the NAT Region, and
• Harmonize, at a regional level, the estimation of the environment benefits from operational improvements in order to reach consistent results (i.e. through the use of the ICAO Fuel Savings Estimation Tool – IFSET tool or the availability of a more advanced model/measurement capability).

**Working Arrangements**

- a) The Task Force will have a limited number of meetings (max. 4 meetings) and it is proposed to have a dedicated stakeholder workshop in the Eastern part of the EUR Region. The first meeting is expected to take place in the 1st Quarter of 2012.
- b) Further work will be carried out by correspondence and through Teleconferences, limiting the need for additional meetings.
- c) Further phases of the work will be subject to decisions from the COG

**Composition of the COG Performance TF**

Representatives from any accredited State, Airspace Users (IATA, IACA, IBAC), IFATCA, IFALPA, CANSO, Eurocontrol, European Commission, EASA, IAC.
EUROPEAN AND NORTH ATLANTIC VOLCANIC ASH EXERCISES STEERING GROUP
(EUR/NAT VOLCEX SG)

Establishment  2008 – COG Conclusion 41/11, updated at COG/48 and NAT IMG/37

Objective

Improve the response to volcanic eruptions and volcanic ash contamination by the relevant national supervisory authorities, service providers (ATS, AIS, ATFM, MET) and airspace users (airlines) in the EUR and NAT Regions through organizing regular volcanic ash exercises in accordance with the current Volcanic Ash Contingency Plan – EUR and NAT Regions and the VOLCEX OPINS in order to validate and continually improve the common volcanic ash procedures for the EUR and NAT Regions.

Tasks

- Co-ordinate the schedule for the exercises and their main objectives and scenarios; ensuring that exercises cover those parts of the EUR and NAT Regions that would likely be affected by volcanic ash. Prepare a two year working plan of steering group meetings, planning meetings, exercises, and debrief meetings.

  
  Note: Planning and debrief meetings are conducted in accordance to the European and North Atlantic Volcanic Ash Exercises Operating Instructions (EUR/NAT VOLCEX OPINS) as posted at [http://www.paris.icao.int/Met/Volc_Ash/index.htm](http://www.paris.icao.int/Met/Volc_Ash/index.htm).

  
  Note: Exercises in the (far) Eastern part of the EUR Region are the responsibility of the Volcanic Ash Exercises Steering Group for the (far) Eastern part of the EUR Region (EUR (EAST) VOLCEX/SG) established by EANPG COG/48.

- Each SG member is to represent a number of stakeholders, in order to ensure that the interests of these entities are included in the collective decision making, while keeping the number of SG entities within limits.

- Based on the outcome of the VA exercises, propose (to EANPG COG and NAT IMG) improvements to the common volcanic ash contingency procedures for the EUR and NAT Regions.

- Report the results of its activities to the EANPG COG and the NAT IMG on an annual basis. The group should also liaise with the METG of EANPG and the NAT ATMG. Additionally, through the Secretary, the group should liaise with the EUR (EAST) VOLCEX/SG of the EANPG COG.

Composition of the EUR/NAT VOLCEX/SG

Canada (incl. VAAC Montréal), France (incl. VAAC Toulouse), Germany, Iceland (Co-Rapporteur), Ireland, Italy, Norway, Portugal, Russian Federation (incl. MATMC), United Kingdom (Co-Rapporteur) (incl. VAAC London), United States of America (incl. VAAC Washington), EUROCONTROL (incl. CFMU), ICAO (Secretary) and IATA.

Attendance

One representative per State or organization

VOLCEX/SG meetings to be held back to back with planning and debrief meetings as appropriate. As appropriate work to be done through correspondence.
VOLCANIC ASH EXERCISES STEERING GROUP FOR THE (FAR) EASTERN PART OF THE EUR REGION (EUR (EAST) VOLCEX)

Establishment 2010 - COG Decision 48/04

Main task

To initiate and maintain a programme of regular volcanic ash exercises in the (far) Eastern Part of the EUR Region.

Objective

Improve the response to volcanic eruptions and volcanic ash contamination by the relevant national supervisory authorities, service providers (ATS, AIS, ATFM, MET) and airspace users (airlines) in the (far) Eastern part of the EUR Region through to organizing of regular volcanic ash exercises in order to validate and continually improve the common volcanic ash contingency plan and procedures for the EUR and NAT Regions.

Tasks

- Co-ordinate with all participants in the volcanic ash exercises (ACCs, airlines, VObs, VAACs, MWOs, National ATMCs) the schedule for the exercises and their scenarios; ensuring that exercises cover the (far) Eastern part of the EUR Region that could be affected by volcanic ash, with impact scenarios on trans-east, and north Pacific (e.g. NOPAC and PACOTS) routes.
- Develop and keep under review regional (define) VA exercise procedures, including VA Exercise Operating Instructions (VOLCEX OPINS), and make improvements based on the lessons learnt. (Regional VA exercise procedures, and other relevant material, to be posted on the EUR/NAT Regional Office website).
- Organize in parallel with the VA exercises, awareness events such as seminars and presentations, in order to enhance the awareness of the participants regarding the hazardous effects of volcanic ash and the established contingency measures.
- Based on the outcome of the VA exercises, propose to EANPG COG improvements to the regional volcanic ash contingency plan.
- Report the results of its activities to the EANPG COG on an annual basis. The group should also liaise with the METG of EANPG. Additionally, through the Secretary, the group should liaise with the European and North Atlantic Volcanic Ash Exercises Steering Group (EUR/NAT VOLCEX/SG) of the EANPG COG and NAT IMG.

Composition of the EUR (EAST) VOLCEX/SG

To include appropriate fields of expertise such as ATM, MET, airspace users, regulatory authorities, VObs: Japan, Russian Federation, United States of America, ICAO and IATA.

Rapporteur(s) – Russian Federation
REFERENCE DOCUMENTATION

ISSUE OF AND AMENDMENT OF EUR DOCUMENTS

Approved by EANPG/55, November 2013

EUR Documents are issued and maintained in line with the following principles:

1. A EUR Document constitutes supplementary reference and guidance material to be used by States, operators and service providers in the Region in support of planning, implementation and operations of EUR eANP facilities and services.

2. Regular reviews of current EUR Documents will be conducted by the responsible EANPG Contributory Bodies.

3. A document is proposed to receive EUR Document status on the basis of scope, content, area of applicability and time-frame of applicability.

4. A draft EUR Document that is issued by a Contributory Body should be reviewed by the COG before it is presented to the EANPG for formal endorsement and designation of the appropriate EUR Document number.

5. All amendments to the EUR Documents of a technical and non-contentious nature are to be endorsed by the EANPG COG. Such revisions should be of a routine nature of existing EUR Documents (through COG Conclusions).

6. A formal decision by the EANPG, resulting in an EANPG Conclusion, will be necessary for major revisions and discontinuation of documents or for documents that may contain contentious material.

7. In the event that an amendment requires approval before the next EANPG or EANPG COG meeting is convened, the responsible EANPG Contributory Body will request the ICAO Regional Office to circulate the proposal by email to the EANPG or EANPG COG member States and international organizations for their comments.

8. In case of non-contentious amendments and the event that the responsible Contributory Body concludes that the revised version of a document needs to be issued before the next EANPG or EANPG COG meeting is convened, the updated version of the document will be published on the ICAO web-site with the indication “formal EANPG/COG approval pending”.

9. In the absence of objections at the deadline for comment, the new revision to the EUR Document will be considered approved. The ICAO Regional Office will inform the EANPG member States and international organizations of the approval by email.

10. The responsible EANPG Contributory Bodies and notes on the management of the respective EUR Documents are listed under “References” (page 33) of the EANPG Handbook (EUR Doc 001).

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3 The indication “formal EANPG/COG approval pending” will be used in cases of non-contentious but time-pressing amendments (e.g. NSAP Registry document) where the new versions of documents are published on the ICAO web-site after a conclusion of the appropriate Contributory Body.
# List of EUR Documents and the Responsible Groups for Their Maintenance

## List of Documents Promulgated by the EANPG

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These documents are intended as reference for operators and service providers in the ICAO EUR Region and for their respective regulators.
APPENDIX A

UNIFORM METHODOLOGY FOR THE IDENTIFICATION, ASSESSMENT AND REPORTING OF AIR NAVIGATION DEFICIENCIES

(Approved by the Council on 30 November 2001)

1. INTRODUCTION

1.1 Based on the information resulting from the assessment carried out by ICAO on the input received from various regions regarding deficiencies in the air navigation field, it became evident that improvements were necessary in the following areas:

   a) collection of information;
   b) safety assessment of reported problems;
   c) identification of suitable corrective actions (technical/operational/financial/organizational), both short-term and long-term; and
   d) method of reporting in the reports of ICAO planning and implementation regional groups (PIRGs).

1.2 This methodology is therefore prepared with the assistance of ICAO PIRGs and is approved by the ICAO Council for the efficient identification, assessment and clear reporting of air navigation deficiencies. It may be further updated by the Air Navigation Commission in the light of the experience gained in its utilization.

1.3 For the purpose of this methodology, the definition of deficiency is as follows:

   A deficiency is a situation where a facility, service or procedure does not comply with a regional air navigation plan approved by the Council, or with related ICAO Standards and Recommended Practices, and which situation has a negative impact on the safety, regularity and/or efficiency of international civil aviation.

2. COLLECTION OF INFORMATION

2.1 Regional office sources

2.1.1 As a routine function, the regional offices should maintain a list of specific deficiencies, if any, in their regions. To ensure that this list is as clear and as complete as possible, it is understood that the regional offices take the following steps:

   a) compare the status of implementation of the air navigation facilities and services with the regional air navigation plan documents and identify facilities, services and procedures not implemented;
   b) review mission reports with a view to detecting deficiencies that affect safety, regularity and efficiency of international civil aviation;
c) make a systematic analysis of the differences with ICAO Standards and Recommended Practices filed by States to determine the reason for their existence and their impact, if any, on safety, regularity and efficiency of international civil aviation;

d) review aircraft accident and incident reports with a view to detect possible systems or procedures deficiencies;

e) review inputs, provided to the regional office by the users of air navigation services on the basis of Assembly Resolution A33-14, Appendix M;

f) assess and prioritize the result of a) to e) according to paragraph 4;

g) report the outcome to the State(s) concerned for resolution; and

h) report the result of g) above to the related PIRG for further examination, advice and report to the ICAO Council, as appropriate through PIRG reports.

2.2 States’ sources

2.2.1 To collect information from all sources, States should, in addition to complying with the Assembly Resolution A31-10, establish reporting systems in accordance with the requirements in Annex 13, paragraph 7.3. These reporting systems should be non-punitive in order to capture the maximum number of deficiencies.

2.3 Users’ sources

2.3.1 Appropriate international organizations, including the International Air Transport Association (IATA) and the International Federation of Air Line Pilots’ Associations (IFALPA), are valuable sources of information on deficiencies, especially those that are safety related. In their capacity as users of air navigation facilities they should identify facilities, services and procedures that are not implemented or are unserviceable for prolonged periods or are not fully operational. In this context it should be noted that Assembly Resolution A33-14, Appendix M and several decisions of the Council obligate users of air navigation facilities and services to report any serious problems encountered due to the lack of implementation of air navigation facilities or services required by regional plans. It is emphasized that this procedure, together with the terms of reference of the PIRGs should form a solid basis for the identification, reporting and assisting in the resolution of non-implementation matters.

3. REPORTING OF INFORMATION ON DEFICIENCIES

3.1 In order to enable the ICAO PIRGs to make detailed assessments of deficiencies, States and appropriate international organizations including IATA and IFALPA, are expected to provide the information they have to the ICAO regional office for action as appropriate, including action at PIRG meetings.

3.2 The information should at least include: description of the deficiency, risk assessment, possible solution, time-lines, responsible party, agreed action to be taken and action already taken.

3.3 The agenda of each PIRG meeting should include an item on air navigation deficiencies, including information reported by States, IATA and IFALPA in addition to those identified by the regional office according to paragraph 2.1 above. Review of the deficiencies should be a top priority for each meeting. The PIRGs, in reviewing lists of deficiencies, should make an assessment of the safety impact for subsequent review by the ICAO Air Navigation Commission.
3.4 In line with the above, and keeping in mind the need to eventually make use of this information in the planning and implementation process, it is necessary that once a deficiency has been identified and validated, the following fields of information should be provided in the reports on deficiencies in the air navigation systems. These fields are as follows and are set out in the reporting form attached hereto.

a) Identification of the requirements

As per ICAO procedures, Regional Air Navigation Plans detail inter alia air navigation requirements including facilities, services and procedures required to support international civil aviation operations in a given region. Therefore, deficiencies would relate to a requirement identified in the regional air navigation plan documents. As a first item in the deficiency list, the requirements along with the name of the meeting and the related recommendation number should be included. In addition, the name of the State or States involved and/or the name of the facilities such as name of airport, FIR, ACC, TWR, etc. should be included.

b) Identification of the deficiency

This item identifies the deficiency and would be composed of the following elements:
   i) a brief description of the deficiency;
   ii) date deficiency was first reported;
   iii) appropriate important references (meetings, reports, missions, etc).

c) Identification of the corrective actions

In the identification of the corrective actions, this item would be composed of:
   i) a brief description of the corrective actions to be undertaken;
   ii) identification of the executing body;
   iii) expected completion date of the corrective action*; and
   iv) when appropriate or available, an indication of the cost involved.

4. ASSESSMENT AND PRIORITIZATION

4.1 A general guideline would be to have three levels of priority organized on the basis of safety, regularity and efficiency assessment as follows:

   “U” priority = Urgent requirements having a direct impact on safety and requiring immediate corrective actions.

   Urgent requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is urgently required for air navigation safety.

   “A” priority = Top priority requirements necessary for air navigation safety.

   Top priority requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is considered necessary for air navigation safety.
“B” priority = Intermediate requirements necessary for air navigation regularity and efficiency.

Intermediate priority requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is considered necessary for air navigation regularity and efficiency.

5. MODEL REPORTING TABLE FOR USE IN THE REPORTS OF PIRGS

5.1 Taking the foregoing into account, the model table at the Appendix is for use by PIRGs for the identification, assessment, prioritization etc. of deficiencies. It might be preferred that a different table would be produced for each of the different topics i.e. AGA, ATM, SAR, CNS, AIS/MAP, MET. However, all tables should be uniform.

6. ACTION BY THE REGIONAL OFFICES

6.1 Before each PIRG meeting, the regional office concerned will provide advance documentation concerning the latest status of deficiencies.

6.2 It is noted that the regional offices should document serious cases of deficiencies to the Air Navigation Commission (through ICAO Headquarters) as a matter of priority, rather than waiting to report the matter to the next PIRG meeting, and that the Air Navigation Commission will report to the Council.
REPORTING FORM ON AIR NAVIGATION DEFICIENCIES IN THE .... FIELD IN THE .... REGION
(Paragraph 3.1 refers)

<table>
<thead>
<tr>
<th>Identification</th>
<th>deficiencies</th>
<th>Corrective action</th>
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<tr>
<td>Requirements</td>
<td>States/facilities</td>
<td>Description</td>
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<tr>
<td>Requirement of Part ..., paragraph (table) .. of the air navigation plan</td>
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* Priority for action to remedy a shortcoming or deficiency is based on the following safety assessments:

"U" priority = Urgent requirements having a direct impact on safety and requiring immediate corrective actions. Urgent requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is urgently required for air navigation safety.

"A" priority = Top priority requirements necessary for air navigation safety. Top priority requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is considered necessary for air navigation safety.

"B" priority = Intermediate requirements necessary for air navigation regularity and efficiency. Intermediate priority requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is considered necessary for air navigation regularity and efficiency.

Note: a EUR Supplement to the Uniform Methodology for the Identification, Assessment and Reporting of Air Navigation Deficiencies is provided as Attachment to this Appendix A
1. **INTRODUCTION**

1.1. Considerable attention is being given by ICAO to eradicate deficiencies in the air navigation field. In order to provide guidance to the PIRGs in dealing with the deficiencies, the Council of ICAO approved on 30 November 2001 the *Uniform Methodology for the Identification, Assessment and Reporting of Air Navigation Deficiencies* (hereinafter referred to as “Uniform Methodology”). The Uniform Methodology was developed by ICAO for the efficient identification, assessment and clear reporting of air navigation deficiencies (a copy of the Uniform Methodology contained in the EANPG Handbook is available on the ICAO website: [www.paris.icao.int](http://www.paris.icao.int)).

1.2. The EUR Supplement is an attempt to provide more detailed procedures to be followed by the parties involved, to outline the corresponding responsibilities and to serve as a management tool for the EANPG and the ICAO Regional Office in applying the Uniform Methodology.

1.3. In 2001, the ICAO Council approved the following unified definition of a deficiency within the context of the Uniform Methodology, which replaced the previous term “shortcomings and deficiencies:”

> A deficiency is a situation where a facility, service or procedure does not comply with a regional air navigation plan approved by the Council, or with related ICAO Standards and Recommended Practices (SARPs), and which situation has a negative impact on safety, regularity and/or efficiency of international civil aviation.

1.4. The EUR Air Navigation Plan (EUR ANP, Doc 7754) has been revised in the new ICAO format for regional plans, which is in two documents: the Basic Air Navigation Plan (Basic ANP) and the Facilities and Services Implementation Document (FASID). The first edition of the revised EUR ANP has been published in 2001 and an electronic copy, containing subsequent approved amendments to the ANP is available on the ICAO EUR/NAT website: [www.paris.icao.int](http://www.paris.icao.int).

1.5. It should be noted that in certain areas, there may be deficiencies related to the organization, management and institutional aspects which affect the operation of civil aviation organizations. Such deficiencies could have a direct impact on the provision of air navigation facilities, services and procedures, would be dealt with mainly through the ICAO Universal Safety Oversight Audit Programme (USOAP).

1.6. The EANPG and its respective contributory bodies should accord high priority on deficiencies and intensify their efforts to assist States in formulating appropriate corrective action plans for the resolution of the identified deficiencies.

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1The EUR Supplement is based on the ASIA/PAC Supplement adopted by the APANPIRG/15 meeting in September 2005. The Council when reviewing the APANPIRG/15 report recommended that the Supplement should be considered for use in the other ICAO Regions.
2 OBJECTIVE

2.1 The main purpose of the EANPG List of Deficiencies is to increase the awareness of all stakeholders concerned of any identified air navigation deficiencies in the Region. The List is aimed at assisting the EUR States having deficiencies define their implementation priorities and develop remedial action required. The status of the deficiencies is regularly reviewed by the EANPG meetings and, according to its terms of reference, the EANPG should make detailed assessment of the safety impact of the deficiencies and ensure that the States having deficiencies would undertake the necessary corrective action.

2.2 The main objective of this Supplement to the Uniform Methodology is to provide for a systematic approach to the management of deficiencies in the EUR Region by detailing the procedures to be followed by the Users, States and the EUR/NAT Regional Office in implementing the Uniform Methodology.

2.3 It is also the objective of this Supplement to provide clear definition of the responsibilities and obligations of the parties involved in the management of the deficiencies.

3 REGIONAL PROCEDURES

3.1 It has been recognized that the process of dealing with deficiencies involves a number of stages as follows:

- Identification
- Assessment, prioritization and verification against ICAO documents
- States’ validation of deficiencies reported
- Development of action plans for rectification and elimination
- Monitoring of follow-up actions
- Rectification of deficiency and removal from list

3.2 The purpose of this section is to outline the procedures to be followed by the parties involved at each of the above stages to deal with the deficiencies. These procedures are presented in the form of a structured flow chart attached to this Supplement aimed at facilitating the actions required to eliminate the deficiencies.

Identification

3.3 Based on the definition of air navigation deficiency as a case of non-compliance with a regional provision or with a SARP, which has a negative impact on safety, regularity and/or efficiency, the identification process will allow for detecting such cases with an adequate level of certainty. Thus, the identification should be based on trustworthy information from authentic sources.

3.4 A basic principle is that any deficiency should be related to a State; the State responsible for the provision of the service or facility concerned is the “owner” of the deficiency and is responsible for its resolution.

3.5 The EANPG List of Deficiencies is aimed at assisting States in resolving identified problems. Therefore, the when formulating a deficiency for inclusion in the List, the “SMART concept” should be followed, i.e., the deficiency and the respective recommended corrective tasks should be: Specific, Measurable, Attainable, Realistic, and Time-bounded.
3.6 The identification of a deficiency should start with a report from an authentic source. The main reporting sources, as described in the Uniform Methodology, are as follows:

- Users – normally, through the user’s organizations participating in the EANPG work, such as IATA, IFALPA, IBAC, IAOPA, etc.
- States – a Contracting States should report deficiencies identified through the internal monitoring processes;
- Regional Office – information collected from missions to States, meetings, accident/incident reports, etc.

3.7 Among others, the Users are best positioned to notify about existing problems with air navigation services or facilities that may qualify as deficiency. In Appendix M to Assembly Resolution A33-14, the Users of air navigation facilities and services are urged to report any serious problems encountered due to lack of implementation or unsatisfactory operation of air navigation facilities or services required by the air navigation plans.

**Verification, Assessment and Prioritization against ICAO documents**

3.8 An assessment is made by the Regional Office to determine whether the reported deficiency is a case of non-compliance with the EUR ANP or SARPs. If so, it is evaluated as to its effect on safety, efficiency and regularity, and under the Uniform Methodology, prioritized as follows:

- **U** - Urgent requirements having a direct impact on safety and requiring immediate corrective actions
- **A** - Top priority requirements necessary for air navigation safety
- **B** - Intermediate requirements necessary for air navigation regularity and efficiency

(To facilitate the prioritization process, the Regional Office is guided by the principal that a deficiency with respect to an ICAO Standard is accorded a “U” status, to a Recommended Practice an “A” and to PANS as “B”.)

3.9 **Validation by States**

3.10 The Regional Office, on determining that a reported deficiency exists and after assessment and prioritization, will inform the State involved of the full details of the report and results of the assessment. The State involved will be requested to acknowledge and validate the deficiency, and be informed that the deficiency will be recorded in the EANPG List of Deficiencies. States will be requested to develop an Action Plan with timelines based on the prioritization of the deficiency determined by the Regional Office.

3.11 In the event of serious cases of deficiencies, the Regional Office will notify the Air Navigation Commission as a matter of priority.

**Development of action plans**

3.12 States are required to develop action plans to rectify deficiencies in consultation with appropriate bodies with defined target dates based on the prioritization determined by the Regional Office. The following factors should be taken into account:

- deficiencies with “U” priority must be dealt with on a high priority basis;
- in developing the action plan, advice may be sought from the Regional Office;
- on completion, the action plan should be submitted to the Regional Office for review and recording;
- the contributing bodies to EANPG, according to their area of expertise, should review the action plans submitted by States and provide advice as necessary.
Monitoring of follow-up actions

3.13 States should keep the Regional Office informed on progress with action taken to rectify deficiencies. The Regional Office may request updates as necessary to keep EANPG and its contributory bodies informed. Periodic annual updates should be made to the Regional Office not later than April each year.

3.14 The Regional Office will maintain regular contact with States and before the holding of EANPG and Sub-Group meetings, updates will be requested. An agenda item on deficiencies will be included on the Agenda of EANPG Sub-Groups and afforded a high priority by the meetings.

3.15 Users who reported deficiencies will be kept informed of progress and contacted before EANPG and Sub-Group meetings to seek their views on the status of deficiencies and any changes in circumstances.

Rectification of Deficiency & Removal from List

3.16 States, on reporting that a deficiency recorded in the EANPG List of Deficiency has been rectified, will submit in writing an official report to the Regional Office providing full details of the action taken. On receipt of a report, the Regional Office will validate the action taken with the User who notified the deficiency. In the event that the User does not agree with the action taken, the deficiency will remain open until confirmation has been gained by all concerned. Once confirmation is made, EANPG will be informed, the status of the deficiency reviewed and removed from the List.

4 RESPONSIBILITIES

Regional Office

4.1 The Regional Office, as a primary party in the management of deficiencies, will keep under review and record the implementation by States of the requirements EUR Basic ANP and FASID. This information will also be used to identify possible non-compliance that should be further assessed against the definition of deficiency. Records will also be kept on the differences to SARPs filed by States and follow-up actions taken as appropriate.

4.2 As required by EANPG, the ICAO EUR/NAT Regional Office maintains a List of Deficiencies identified in the EUR region. The List of Deficiencies is compiled through collection of information as per the procedures described above and in accordance with the Uniform Methodology. Since December 2007, the Regional Office has introduced a deficiency database which facilitate the process of dealing with deficiencies and record the progress of the corrective action plans adopted by the States concerned. An up-to-date List of Deficiencies is available to the users with authorized access (EANPG user name and password) on the ICAO EUR/NAT website.

4.3 The Regional Office should, as per paragraph 6.2 of the Uniform Methodology, report serious cases of deficiencies to the Air Navigation Commission (through ICAO HQ) as a matter of priority, without waiting for the next EANPG meeting; the ANC will report such cases to the Council.

4.4 One of the primary functions of the Regional Office is to assist States to which it is accredited to comply with SARPs and implement the requirements of the EUR ANP. Where deficiencies exist, all possible assistance should be provided to States to assist them to take remedial actions to correct air navigation deficiencies. In this regard Regional Office will, to the extent practicable, establish regular correspondences with and perform regular visits/missions to States to assist in the implementation of action
plans for the rectification of deficiencies. These visits/missions would be results-oriented, and also used to identify other deficiencies.

4.5 Once deficiencies have been identified, evaluated and prioritized, the Regional Office will commence coordination with States in order to allow States to establish an action plan for resolving the deficiency.

4.6 Sufficient notification will be provided to States regarding the deficiencies as a first step towards establishing the corresponding coordinated action plan. This will be achieved primarily through such mechanisms as correspondences, review by EANPG sub-groups, working groups, task forces and other regional and sub-regional meetings.

**States**

4.7 States, upon receipt of the list of deficiencies, will review, validate and comment on, and where actions have already been taken, and provide the necessary details on the list of identified deficiencies, assessed and prioritized by the Regional Office for further action.

4.8 States are required to review and maintain their respective list of deficiencies and identify those that have not been resolved, formulate and forward an action plan to ICAO for review and allocate sufficient resources as required for elimination.

4.9 States are required to respond promptly to the list of deficiencies identified so that the necessary details can be provided to EANPG and its sub-groups, working groups and task forces for review and consideration of the necessary actions to be taken by States to eliminate the deficiencies. The final list of deficiencies will be presented as core material to every EANPG meeting in accordance with the Terms of Reference of EANPG.

4.10 Monitoring and reporting of corrective actions and progress towards the elimination of deficiencies forms an important part of the management of deficiencies. In this regard, it is vital that a reliable monitoring system exists to ensure a true reflection of those deficiencies that have been resolved.

4.11 States’ action plans should include the corrective measures to be taken by the State and a date by which it is anticipated that the identified deficiencies will be eliminated. The information provided through this formal coordination process will include:

- a description of the deficiency
- risk assessment
- possible solutions
- timelines
- responsible party including contact details of designated person/position
- financing source
- agreed action to be taken
- report on actions already taken.

4.12 In accordance with the 11th Air Navigation Conference Recommendation 4/8, States are urged to identify areas of air navigation facilities and services where the establishment of multinational agreements or informal coordination groups may contribute to the resolution of deficiencies. This may be especially applicable to deficiencies, which are region-wide in nature and affecting a group of States thus lending themselves to general resolution at a regional or wider level.
Users

4.13 Appropriate international organizations, in their capacity as Users of air navigation facilities, should provide and update a list of deficiencies on a regular basis to the Regional Office for validation and action in accordance with Assembly Resolution A33-14 Appendix M. In addition to this, the Users should notify the Regional Office as soon as a new deficiency is identified.

4.14 International Organizations, as one of the user sources in highlighting deficiencies, should provide assistance in the independent verification of remedial actions taken by State(s). The 11th Air Navigation Conference Recommendation 4/8 encouraged Users of air navigation facilities and services to report to the Regional Office once they note that the remedial action on the deficiency they had reported has been taken.

EANPG

4.15 EANPG, as the coordinating body in the EUR Region for activities conducted within ICAO concerning the air navigation systems, meets at regular intervals. Its terms of reference includes *inter alia*, to identify specific problems in the air navigation field and propose in appropriate form, actions aimed at solving these problems. The List of Deficiencies in the air navigation field form part of the core material reviewed by EANPG meetings and recommendations for remedial actions are developed.

4.16 In order to ensure that a support mechanism is in place to deal with deficiencies, States must be fully committed to taking follow-up actions on the outcome of EANPG meetings. A person or position should be nominated to with sufficient decision-making authority to coordinate and oversee the States’ action plan for the elimination of deficiencies.

5 OTHER MECHANISMS

5.1 The Regional Office, in coordination with States, will utilize other mechanisms for establishing measures for the resolution of deficiencies.

5.2 The various EANPG sub-groups, working groups, task forces and other regional and sub-regional meetings and special implementation projects (SIPS) will be utilized to discuss the implementation of ICAO SARPs and the requirements of the EUR ANP in order to eliminate deficiencies.

5.3 The International Financial Facility for Aviation Safety (IFFAS) has recently been established by the ICAO Council to assist States in financing aviation safety-related projects identified primarily through the ICAO Universal Safety Oversight Audit Programme (USOAP). The purpose of IFFAS is to provide financial assistance to States that need to apply corrective measures flowing from the USOAP audits but are unable to obtain the necessary funding through traditional means of financing. IFFAS will be operated in complete independence from ICAO’s programme budget and is to be funded through voluntary contributions. The IFFAS mechanism will complement existing ICAO fund-raising mechanisms.

5.4 Other ICAO tools that may be used to address deficiencies include ICAO technical cooperation programmes, special implementation projects, seminars, workshops and training programmes.

5.5 Deficiencies identified during the USOAP audits will be dealt with under a separate programme in accordance with the Memorandum of Understanding between the Contracting State and ICAO. Until such time an appropriate mechanism is developed for the management of such deficiencies by the planning body, they shall not be included in this procedure.
APPENDIX B

REGIONAL AIR NAVIGATION AGREEMENT COORDINATION PROCEDURE FOR AIRSPACE CHANGES OVER THE HIGH SEAS

(Approved by EANPG/59 in October 2017)

1. THE HIGH SEAS COORDINATION PROCEDURE

1.1 This procedure is aimed to obtain regional air navigation agreement before implementing all airspace changes and ATS routes (regional and non-regional) over the High Seas (international airspace).

1) States send an official letter to the ICAO Secretariat or indicate the requirement in the RDGE Summary of Discussions, as a direct outcome of the RDGE meeting.

2) The ICAO Secretariat circulates the proposed changes over the High Seas on behalf of the "initiating" States.

3) The States consulted generally have a four-week deadline for comments.

4) The "silent procedure" applies (i.e. no comments received means agreement).

5) After the deadline, if no objections are received, the ICAO Secretariat officially informs all States consulted that the "initiating" State(s) may proceed with the implementation.

2. ATS ROUTE AND AIRSPACE CHANGES THAT REQUIRE HIGH SEAS COORDINATION PROCEDURE

2.1 The following non-exhaustive list shows some examples of ATS route and airspace changes over the High Seas that require proper coordination and conduct of the High Seas Coordination Procedure:

- change/implementation of significant points;
- change of traffic flows (i.e. unidirectional to bi-directional and vice-versa);
- change of vertical limits of airspace and/or ATS routes;
- re-designation of ATS routes;
- change/removal of ATS routes;
- change of airspace classification;
- change of TMA and CTA boundaries.

2.2 For implementation of the Free Route Airspace (FRA) Concept, in the case that none of the above mentioned changes takes place when FRA is implemented over the High Seas, with no restrictions imposed
on airspace users, and with no changes to the existing ATS procedures (e.g. as described in the LoAs with
neighbouring ATC units) the High Seas Coordination Procedure may not be necessary.

2.3 Nevertheless, all States planning to implement FRA over the High Seas are required to officially
inform the ICAO EUR/NAT Office within the following timelines to allow ample time for processing of the
appropriate coordination procedure or dissemination of information to the appropriate airspace users and
impacted stakeholders:

   a) information on intent of FRA implementation: 6 months in advance; and

   b) full details of FRA implementation: no less than 3 AIRAC cycles in advance.

3. MODEL TEXT FOR OFFICIAL LETTER TO ICAO TO INITIATE THE PROCEDURE

3.1 The following is model text for the official letter from States to initiate the regional air navigation
agreement coordination procedure:

   Note: This should be used only as a guide for the content of the letter to ICAO. For all airspace changes,
such as change of airspace classification, change of TMA boundaries, etc., States are invited to use their
discretion to adjust the text and provide all necessary information concerning this change, as appropriate.

   TO BE ISSUED AND SIGNED ON THE STATE’S LETTERHEAD PAPER

To: Mr Luis Fonseca de Almeida, ICAO Regional Director, Europe and North Atlantic

[DATE]

Subject: Free Route Airspace Concept Implementation / ATS Route Network Changes over the High Seas

Dear Mr Fonseca de Almeida,

1. In accordance with the provisions in Annex 11, paragraph 2.1.2 and the established procedure for
   amendment of the European Air Navigation Plan, [STATE OR STATES] wish to inform the ICAO
   EUR/NAT Office of their intention to implement airspace changes/ATS route changes/the Free Route
   Airspace Concept which will include airspace over the High Seas (international airspace) within [FIR
   NAME] FIR.

2. The proposed area, principles and procedures of the Free Route Airspace Concept implementation
   are as follows:

   a) definition of the implementation area in the vertical and horizontal planes;

   b) brief description of the procedures to be applied in this area; and

   c) indication of the reference material within the national Aeronautical Information Publication.

AND/OR

3. The proposed changes to the ATS route network are as follows:
4. We confirm that Coordination between all parties concerned has been carried out and a chart indicating the changes concerned is attached to this letter for ease of reference.

5. The planned date of implementation of these changes is [DD/MM/YY].

[SIGNED]

Attachment: Chart showing changes
APPENDIX C (BEING UPDATED BASED ON NEW eANP)

ICAO MEMORANDUM ON OBJECTIVES AND STATUS OF REGIONAL AIR NAVIGATION PLAN

1. Introduction

1.1 In view of questions raised about the status of the ICAO EUR Air Navigation Plan (ANP) as the agreed machinery for the co-ordination, harmonisation and regional integration of the air navigation planning and implementation initiatives taken collectively by a considerable number of European provider States, grouped in large and influential regional organizations or State associations, such as the Airports Council International (ACI) (1), the European Civil Aviation Conference (ECAC) (2) the European Organisation for the Safety of Air Navigation (EUROCONTROL) (3), and the Commission of the European Community (EC) (4) and the, it was found advisable to recall the scope, objectives and status of the ICAO regional air navigation plans which, together with regional air navigation planning groups, constitute a part of the international planning machinery, ensuring the necessary coherence of the global air navigation system, on a regional integrated basis.

1.2 This matter was discussed at length during the Special European Regional Air Navigation Meeting (SP EUR) of 1994, in Vienna (Austria), when reviewing the European air navigation planning processes, the terms of reference of the European Air Navigation Planning Group (EANPG) and considering, in general, the role to be played, in the future, by ICAO, in the European Air Navigation Region. The present paper is, to a large extent, based on the Report on Agenda Item 1, of the SP EUR RAN Meeting.

1.3 On the other hand and since the EANPG, as tasked by Recommendation 8/1 of the 10th Air Navigation Conference (1991), will have to review the European Air Navigation Plan (EUR ANP) in the light of the regional strategies for the implementation of the future CNS/ATM System elements this paper may also provide guidance for the preparation of the material to be shown in the Introduction of the revised CNS/ATM ANP for the European Region.

2. Objective and Status of Regional Air Navigation Plans

2.1 The objective of ICAO Regional Air Navigation Plans is to enable States or State groupings to implement, in their own territory, the facilities and services required by international air navigation, as part of a coherent air navigation system, on a regional and world-wide basis.

2.2 Each Contracting State of the Convention on International Civil Aviation (Chicago Convention) is undertaking, pursuant to Article 28 of the Convention, to provide, in its territory, the facilities and services required by international air navigation, in accordance with ICAO established Standards and Recommended Practices (SARPS).

2.3 By its own characteristics, international air navigation is world-wide and requires, for its safe, regular and efficient operation, a coherent and integrated world-wide air navigation system.

2.4 Due to the specificity of the various air navigation Regions, the operational requirements of international air navigation vary considerably between Regions. For this reason, ICAO air navigation planning has been traditionally conducted through a regional planning process, taking into account the world-wide standards, recommended practices and procedures, established by ICAO, in order to ensure, at regional interfaces, compatibility of the various regional air navigation systems.
2.5 In view of Article 1 and Article 2 of the Convention, which assert the complete and exclusive sovereignty of each Contracting State over the airspace above its territory and territorial sea (5), and of the obligation accepted under Article 28 of the Convention by all Contracting States, the implementation of the facilities and services required by international air navigation is ultimately a responsibility of the States.

2.6 However, to keep order in the development activities of the States, it is essential that such activities be conducted in accordance with an internationally agreed air navigation plan, with a view to ensuring that facilities and services provided by individual States or State groupings are those effectively required by the international air navigation and fit adequately into an established global air navigation system.

2.7 Because of the specific nature of the air navigation system in the different ICAO Regions, such a plan shall be agreed on a regional basis, within the framework of ICAO which, under the terms of the Chicago Convention, shall promote the development and systematic updating of regional air navigation plans, leading to a coherent air navigation system throughout each Region and, at regional interfaces, with the air navigation systems of adjacent Regions.

2.8 To this effect, ICAO has established, for each Region, air navigation meetings, at which a regional consensus is reached between user and provider States, in close consultation with the international associations of the aircraft operators concerned (6). In view of their interface requirements as regards the world-wide system and of the ICAO responsibilities in their development and management, regional air navigation plans are subject to Council approval.

2.9 The status of the ICAO regional air navigation plans is, therefore, that of an authoritative internationally agreed and Council-approved reference document, thus corresponding to a mutually recognized obligation (7) between States covered by the Plan regarding air navigation facilities to be provided, and approved by the Council under the provisions of the Convention, acting on behalf of all Contracting States including States not covered by the Plan.

3. Cost Recovery

3.1 The facilities and services provided for in the ICAO regional air navigation plans, as approved by Council, are globally accepted as being necessary for the safety, regularity and efficiency of international civil aviation.

3.2 In order to offset the financial burden this represents to States, airports and en-route charges are currently almost universally applied. With a view to ensuring that any charging system be, to the extent possible, simple, equitable and, with regard to route air navigation services charges, suitable for general application, at least on a regional basis, ICAO has prepared and keeps under review a Statement by the Council to Contracting States on Charges for Airports and Air Navigation Services (Doc 9082/5 refers).

3.3 In what concerns the latter, the Council, recognised that where air navigation services are provided for international users, the providers may require the users to pay their share of the related cost. It established, however, that as a general principle, the users shall not be asked to meet costs which are not properly allocable to international air navigation.

3.4 Consequently, when establishing the cost basis for air navigation services, the costs to be taken into account should be those assessed in relation to the facilities and services, including satellite services, provided for and implemented under the ICAO regional air navigation plans, as approved by Council. Any other facilities and services not recognised as necessary for international air navigation (for example, those exclusively required by national civil or military aviation), should be excluded, unless provided at the request of the operators.
3.5 Another objective of ICAO regional air navigation plans is therefore to serve as a consensual basis for determining the facilities and services on which charges for international air navigation services may legitimately be levied.

4. Management of the Regional Plans

4.1 The above-described objectives can only be met if regional air navigation plans are continually updated and aligned with the operational requirements of the airspace users in the respective Region.

4.2 For this purpose, between regional air navigation meetings, regional plans are, if and when required, updated by means of Council approved amendments, originated by States or State groupings. The procedure for the amendment of approved regional plans is therefore a basic element of the traditional ICAO air navigation planning processes.

4.3 More recently and in the light of experience gained with the air navigation planning groups initially established for the North Atlantic and the European Regions (8), ICAO has determined that regional air navigation planning groups are a better mechanism for the management of regional plans than the traditional regional air navigation meetings which tend to be held infrequently.

4.4 To cope with the accelerating pace of development and the consequent frequent changes in the operational requirements there was in fact a need for improving the flexibility of the ICAO air navigation planning processes, particularly in respect of the management and implementation of regional plans.

4.5 This became of ever increasing importance as new technologies are being introduced through the ICAO CNS/ATM System and as questions such as aviation safety oversight, aviation security and environmental protection are major concerns of States, the industry and the travelling public. In 1991, when endorsing the CNS/ATM System, States agreed unanimously that each Region should develop its own strategy of implementation of the system elements, in accordance with a world-wide co-ordination plan, and that this should be accomplished through the on-going work of the regional planning groups. ICAO should consequently promote the establishment of regional planning groups, in those Regions where they had not been formed (Report on Agenda Item 8 of the 10th Air Navigation Conference).

4.6 Therefore, the management of regional plans and their review, as required, in the light of the global co-ordination of the CNS/ATM System are, presently, two main objectives of the ICAO regional air navigation planning and implementation groups.

4.7 The management of regional plans remains an ICAO responsibility. Amendments of regional plans arising from the activities of regional planning groups require Council approval, in order to ensure the coherence of the world-wide air navigation system and the conformity of these amendments with the ICAO world-wide standards, recommended practices and procedures (9). Furthermore, as set out in Article 69 of the Convention, if the Council is of the opinion that the facilities and services of a Contracting State are not reasonably adequate for the international air navigation requirements, it shall consult with the State concerned, and other States affected with a view to finding means by which the situation may be remedied.

5. Role of ICAO in the EUR Region

5.1 The ICAO EUR Region (a continental area extending from the North Atlantic Region to the Asia/Pacific Region) comprises a large number of States. In the last decade alone, more than twenty new Contracting States emerged from the former Czechoslovakia, USSR and Yugoslavia, rendering the ICAO EUR Region far from being a homogeneous environment. Currently, the EUR Air Navigation Plan applies to 49 Contracting States.
5.2 The geographic characteristics and density of air traffic vary considerably across the Region, which led the Special EUR RAN Meeting, in 1994, to propose that, considering the complexity and diversity of the Region, air navigation planning could best be achieved if it was organized in homogeneous areas of common requirements and interest, taking into account traffic density and level of sophistication required (Report on Agenda Item 3 of the SP EUR RAN Meeting).

5.3 In the Western part of the Region, with areas of higher traffic density, these characteristics facilitated planning and implementation of coherent collective actions by groups of States. This was the basis for the creation in 1960 of the European Organisation for the Safety of Air Navigation (EUROCONTROL).

5.4 More recently, with a view to alleviating the serious capacity problems emerging during the late 1980’s, in the core of Western Europe, the European Civil Aviation Conference (ECAC) and the Commission of the European Community (EC) were led to adopt stringent measures aiming at the harmonization of the air traffic services of their Member States and jointly planned air traffic management within the respective areas of responsibility. Subsequently, the Ministers of Transport of ECAC States endorsed the European Air Traffic Control Harmonization and Integration Programme (EATCHIP) developed by ECAC, and gave the mandate for the management of its implementation to the EUROCONTROL Agency. This included the commitment to implement the Central Flow Management Unit (CFMU) of the Centralised Air Traffic Flow Management Organisation (CTMO) concept, stipulated in the ICAO Air Navigation Plan for the European Region (EUR ANP). As a complement of EATCHIP, ECAC established also an Airport/Air Traffic System Interface (APATSI) programme to carry out aerodrome operations planning, particularly in what concerns airport/ATC capacity aspects. ECAC also promoted the creation of the Joint Aviation Authorities (JAA), dealing mainly with airworthiness and safety of air operations.

5.5 In the context of ICAO air navigation planning, State groupings such as ECAC, JAA, EUROCONTROL, and CEC, irrespective of their constitutional nature, may be regarded as regional international organizations, responsible for activities with important implications for the air navigation planning and implementation undertaken in their respective geographical areas and under their remits. However, all these actions should be adequately reflected in the ICAO EUR Air Navigation Plan, in order to avoid disharmony and ensure progressive development and integration of the air navigation systems of the various groups of States involved.

5.6 The role of ICAO in the European Region shall be thus to promote, co-ordinate and facilitate the harmonization of the relevant programmes of the existing regional organizations, (ECAC, JAA, EUROCONTROL and EC) having implications for air navigation, as well as the activities of States and State groupings in the Central, Eastern and Far Eastern parts of the Region, and to manage the EUR Regional Air Navigation Plan so as to ensure the coherence of the EUR air navigation system throughout the whole Region and the compatibility, at regional interfaces, with the air navigation system of adjacent ICAO Regions (NAT, AFI, MID and Asia/Pacific). ICAO, through the European Air Navigation Planning Group (EANPG) and its European and North Atlantic Regional Office is, in fact, not only the body in which is vested the authority to manage the European Regional Air Navigation Plan, but also the only body embracing the totality of the geographical area of the EUR Region being able therefore to provide a total overview of the Region Planning activity.

5.7 While the activities of the CEC, ECAC, EUROCONTROL, JAA and other organizations are highly welcome and capable of advancing developments at a high pace, the results of some specific aspects of that work show an increasing impact far beyond the area of concern or responsibility of these bodies. In particular, procedural aspects, the mandatory carriage of on-board equipment, and many other matters have to be approved within the ICAO framework either regionally, inter-regionally or world-wide.
5.8 At the same time, it may be worth considering that the ICAO EUR regional planning machinery and its depth of involvement in implementation co-ordination aspects has, in the past, evolved much further than strictly required by the Chicago Convention. ICAO, at regional level, has always provided a forum for States in which pure air navigation planning was combined with, and expanded to include detailed implementation planning. In the Western part of the Region this is now achieved by the existing regional organizations, especially by ECAC, through its harmonization and integration programme, the EATCHIP, managed by EUROCONTROL, and embracing most of the ICAO Contracting States in Western Europe. In the Eastern part of the EUR Region, particularly with regard to the area covered by new Contracting States, ICAO, through the EANPG, will have to continue, in the absence of other machinery, to assist States in their planning and implementation activities.

5.9 Obviously, ICAO - and with it the EANPG - should take into account what groups of States, or agencies (ECAC, EUROCONTROL, JAA and others) acting on their behalf, do within the Region in the fields of air traffic services harmonization, flow management, and aerodrome operations planning. However, air navigation planning and other domains not covered by these bodies, contentious issues, issues of interface between sub-regions, or interface with other regions, non-technical matters impacting on international civil aviation, contingencies and crises remain subject areas where ICAO stands ready to provide the appropriate forum available for use by all States in the Region. Clearly, the EANPG constitutes a mediating element and will continue to function as catalyst leading towards solutions acceptable by all.

6. Conclusions

6.1 The ICAO Regional Air Navigation Plans (ANP) define, for each Air Navigation Region, the facilities and services, as well as the procedures, required by international civil aviation, as part of a coherent air navigation system, on a regional and world-wide basis. Such facilities, services and procedures are originally determined by a regional agreement between provider and user States covered by the Plan, in close consultation with aircraft operators, within the framework of a Regional Air Navigation (RAN) meeting, convened by ICAO for the Region in which they are to be implemented.

6.2 Subsequently, regional air navigation plans are continuously updated by means of amendments originated by States or State groupings or the periodical reviews undertaken by the Regional Air Navigation and Implementation Group of the Region concerned, as required by the evolution of operational requirements or the introduction of new technologies. The formulation and amendments of the various regional air navigation plans are subject to the approval of the Council of ICAO, in order to ensure that the facilities, services and procedures therein contained are in conformity with the established ICAO world-wide standards, recommended practices and procedures and form a coherent air navigation system throughout each Region and, at regional interfaces, with the air navigation systems of the adjacent ICAO Regions.

6.3 The detailed planning and implementation of the facilities and services required by international civil aviation within the territory of a State or State groupings are ultimately the responsibility of the respective States.

6.4 The status of the ICAO regional air navigation plans is therefore that of an authoritative internationally agreed and Council-approved reference document, thus corresponding to a mutually recognized obligation (7) between States covered by the plan regarding air navigation facilities to be provided, and approved by the Council under the provisions of the Convention, acting on behalf of all Contracting States including States not covered by the Plan.

6.5 International users should not be asked to meet costs which are not properly allocable to international civil aviation. When establishing the cost basis for air navigation charges, States shall take into account those costs assessed in relation to the facilities and services provided for and implemented under ICAO regional air navigation plans.
6.6 On the basis of the above, the objectives of the ICAO Regional Air Navigation Plans are:

a) to ensure that the facilities and services provided, individually or collectively, by States in each Region, form a coherent global air navigation system on a regional integrated basis;

b) to enable individual States or State groupings to plan and implement within their respective territory the facilities and services which are effectively required by international civil aviation in the Region and fit harmoniously into an established global air navigation system;

c) to serve as the consensual basis for determining the facilities and services for which charges for international air navigation services may legitimately be levied.

6.7 Under the terms of the Convention on International Civil Aviation (Chicago Convention), ICAO is the body in which is vested the authority to approve the formulation and updating of the ICAO regional air navigation plans. Thus:

a) the Council of ICAO is responsible for the convening of regional air navigation meetings, if and when States may find it necessary, for the formulation and review of the ICAO regional air navigation plans;

b) the regional air navigation planning and implementation groups, established by ICAO for the various ICAO Air Navigation Regions are responsible for the management and review of the ICAO regional air navigation plans for the Region concerned;

c) in view of their world-wide applicability and the responsibilities of ICAO in their development and management, ICAO regional air navigation plans are subjected to ICAO Council approval.

6.8 Collective air navigation planning and implementation initiatives undertaken by State groupings, irrespective of their constitutional nature (regional organizations, State associations and others), have proved to be efficiently instrumental in advancing harmonization of air traffic services and air traffic flow management, and aerodrome operations planning developments at a high pace. ICAO air navigation planning and implementation groups should take into account what States or State groupings do within the respective Region. They have, however, the responsibility to ensure that initiatives are adequately embraced by the ICAO Regional Air Navigation Plan applicable to the whole of that Region.
NOTES

(1) Airports Council International (ACI), established in 1991, represents airports interests with Governments and international organizations, develops standards, policies and recommended practices for airports, and provides information and training opportunities to raise standards around the world.

(2) ECAC is a civil aviation conference, established in 1955, by the Council of Europe in association with ICAO. Within the ICAO framework, ECAC is regarded as a Regional Aviation Organisation in the European Region, with the same status as the civil aviation organisations created in other ICAO air navigation Regions (e.g. AFCAC and LACAC).

(3) EUROCONTROL is an international organization governed by international public law, constituted in 1960.

(4) CEC is the executive organ of the European Community. This Community is part of the political supra-national organisation, the European Union, created in 1994 by the Maastricht Treaty.

(5) In this context, it is recalled that, in conformity with ICAO "Consolidated Statement of continuing Policies and Associated Practices specifically related to Air Navigation", the boundaries of ATS airspace’s, whether over States' territories or over the high seas, shall be established on the basis of technical and operational considerations with the aim of ensuring optimum efficiency and economy for both providers and users of the services. Flight Information Regions (FIRs) are consequently in accordance with a regional air navigation plan, reflecting regional air navigation agreements, as approved by Council, normally on the advice of a regional air navigation meeting. Often, but not always, the boundaries of a FIR coincide with the territorial boundaries of the State concerned. The FIRs over the high seas shall be determined on the basis of a regional air navigation agreement, within the framework of a regional air navigation plan, approved by Council. It should be noted that the provision of ATS by a State over the high seas part of a FIR is solely based on the need to promote a safe, orderly and expeditious flow of air traffic in the area. It does not entitle the provider State to exercise any sovereignty rights with regard to that part of the FIR airspace.

(6) Consensus to be reached amongst:
  • States with aircraft on their register, for which they require,
  • States located in the Region which are willing to provide,
  • Aircraft operators which are liable to be charged with costs of the facilities and services to be included in the Air Navigation Plan for the Region concerned.

(7) See paragraphs 1.2.15 of the Report on Agenda Item 1 of the Special EUR RAN Meeting (1994): The Meeting recognised that the management of the Regional Air Navigation Plan remained one of the important tasks of ICAO. It was considered necessary in accordance with the Chicago Convention (Article 28) to retain coherence in the development activities of individual States or State groupings. These activities must be based on the Regional Air Navigation Plan as an authoritative, internationally agreed and Council approved document, constituting a contract between provider States and airspace users. Obviously, modifications to that Plan required a procedure which would lead to regional consensus amongst provider and users and to Council approval. The Plan thus maintained would ensure compatibility and coherence with the Plans of other Regions and would ensure coherence within the European Region as a whole, regardless of what groups of States or agencies in their employ do within the Region. ICAO
thus provided the bridge between innovation within specific areas and its acceptability in the regional or global context.


(9) In the required format and contents of the regional plan recommended by the last regional air navigation meetings for the NAT (1992), Asia/Pacific (1993) and EUR (1994) Regions, the facilities and services to be implemented by States, should be shown in a separated document (FASID), forming an integral part of the ICAO Air Navigation Plan Publication (ANPP), but to be updated under the auspices of the Air Navigation Planning Group of the respective Region.

(10) Recommendation 1/4 of the Special European Regional Air Navigation Meeting (Vienna, Austria, 5-14 September 1994), as approved by the ICAO Council:

RECOMMENDATION 1/4 - POSITION OF EUROCONTROL IN THE EUROPEAN AIR NAVIGATION PLANNING PROCESS

That EUROCONTROL be authorized to submit, on behalf of its Member States and after formal approval by each of them, appropriate proposals for amendment to the ICAO European Air Navigation Plan and to the European Regional Supplementary Procedures.
APPENDIX D

EUROPEAN REGIONAL MONITORING AGENCY (EUR RMA) and REGIONAL MONITORING AGENCY EURASIA (EURASIA RMA)

TERMS OF REFERENCE

The European Regional Monitoring Agency (EUR RMA) and Regional Monitoring Agency Eurasia (RMA Eurasia) were established by the European Air Navigation Planning Group (EANPG) to organize and conduct the RVSM monitoring program within the European ICAO region in accordance with the requirements detailed in Annex 11 (13th Edition) and Doc 9574 (3d Edition).

On request of the EANPG (EANPG Conclusions 43/36 and 45/29 refer), the EUROCONTROL Commission established the European Regional Monitoring Agency (EUR RMA) as part of the EURCONTROL Agency (CN Ad hoc 11/2003 refers).

In agreement with the EANPG (EANPG Conclusion 51/17) during the RVSM implementation in the eastern part of the European ICAO region the Russian Federation took the special obligation to organize and maintain the RVSM monitoring program in this part of European ICAO region. The RMA Eurasia was established in accordance with the Ministry of Transport Order of the Russian Federation No 125 from 3.05.2012.

The RMAs were established to support the European Air Navigation Planning Group (EANPG) for safety maintaining of the RVSM in European ICAO region. RMAs provide the continued monitoring functions within the European RVSM airspace.

The RMA is tasked with the monitoring of operations within a defined region of RVSM airspace by EANPG. The RMA operates on behalf of accredited States within its region for reporting operator non-compliance with RVSM approval and performance requirements and other safety related issues. However it remains the responsibility of the individual States to ensure that corrective or remedial action is taken in response to any incident reported to it by the RMA.

These functions of the RMA, as agreed by EANPG, are as follows:

1. Establish and operate a regional database of RVSM approvals issued by accredited State aviation authorities. Implement configuration (quality) control checks to verify the veracity of the data.

2. Conduct regular audits to verify the RVSM approval status of aircraft operating in RVSM airspace and ensure that flights by non-approved aircraft are reported to the relevant State Authority for appropriate action.

4. Maintain a height monitoring infrastructure to provide aircraft technical height keeping performance data.

5. Act as the custodian of all aircraft technical height keeping data collected.

6. Provide approved operators and State aviation authorities with height monitoring results on request.


\[\text{Data shall not be provided in lieu of recognised engineering substantiation techniques in advance of an initial RVSM approval.}\]
7. Evaluate the vertical navigation performances of individual aeroplanes and aircraft type groups and monitor compliance with performance requirements defined in ICAO SARPS and guidance material. Report aberrant and non-compliant aircraft performance to aircraft certification and approval authorities for the application of appropriate remedial action.

8. Assist States to develop remedial action plans to ensure operator compliance with RVSM approval and performance requirements. If necessary the RMA should notify the Director General of the Civil Aviation Authority of the State which exercises operational authority over the aircraft if such remedial actions are considered to be insufficient.

9. Initiate appropriate action through the EANPG/ICAO EUR/NAT Regional Director with States which continue to have not implemented appropriate remedial actions with non-approved or non-compliant operators.

10. Track operator compliance with global and regional minimum monitoring requirements. Report operator non-compliance with fleet monitoring targets to relevant RVSM approval authorities for appropriate action.

11. Establish and amend, as required, mechanisms for the collection and analysis of occurrence data including large height deviations, for contribution towards risk assessment.

12. Liaise with other Regional Monitoring Agencies in order to achieve an exchange of RVSM approval and monitoring data.

13. Investigate and analyze the generic causes of occurrences, including large height deviations and operational errors and report such causes to EANPG to decide on appropriate follow-up action as required.

14. If appropriate the RMA should notify the State aviation authorities and operators of any incident requiring corrective action to flight crew procedures.

15. Establish and maintain a regional bulletin for the general information of States regarding aircraft and operators which are in violation of ICAO RVSM approval, performance and fleet monitoring requirements so that appropriate actions can be taken to preserve safety levels in their sovereign RVSM airspace.

16. Produce, and submit to EANPG for approval, an annual safety RVSM report, including the assessment of the operational and technical risk measured against the published Target Level of Safety. The report shall also include all safety related issues associated with the continued operation of RVSM in the ICAO EUR region.

17. Participate in RVSM related discussions at EANPG and associated sub groups. Implement and/or monitor applicable RVSM related EANPG decisions and conclusions.

18. receive reports of non-compliance (Doc 9869 refers) with RSP180 and RCP240 from other RMAs and transmitting reports to the respective State of the operator/aircraft;

19. receive and maintain records of RCP and RSP approvals issued by States of Operator/Registry associated with current State responsibility and incorporating into expanded RVSM/PBCS approvals database and follow-up as appropriate instances of non-approved aircraft being identified in PBCS airspace. This would be determined by augmenting the existing monthly RVSM approvals check to incorporate a similar check against PBCS Approvals where these have been included in the flight plan but no approvals record is held by RMAs;
20. Sharing records of RCP and RSP approvals between RMAs in line with current sharing practices of RVSM approvals for the ability of States/ANSPs to verify that aircraft operators filing PBCS capabilities in the flight plan are authorized to do so.

EUR RMA and RMA Eurasia cooperate closely and effort in order to harmonize of methods and procedures used for maintenance of RMA’s functions and develop synergies in conducting the monitoring functions within the European RVSM airspace.
## APPENDIX E - COORDINATION MATRIX OF RASG-EUR AND EANPG ACTIVITIES

<table>
<thead>
<tr>
<th>Function</th>
<th>RASG-EUR (L-lead; C-coordinate)</th>
<th>EANPG (L-lead, C-coordinate)</th>
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<td>L</td>
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<tr>
<td>MET</td>
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<td>AIS, Charts, PANS-OPS</td>
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<td>CNS</td>
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<td>ANS oversight</td>
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<td>Aerodromes operations and oversight</td>
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<td>Runway safety programme and teams</td>
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<td>Training AGA/PEL/OPS/AIR/AIG</td>
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<td>PEL/OPS/AIR/AIG operations and oversight issues</td>
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<td>Annual AN report</td>
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<td>Mandatory and voluntary reporting</td>
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<td>SSP implementation</td>
<td>L</td>
<td>C</td>
</tr>
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</table>

- END -