



International Civil Aviation Organization

MID Region ATM Enhancement Programme Board

First Meeting (MAEP Board/1)
(Cairo, Egypt, 23 - 25 June 2014)

Agenda Item 2: MID Region ATM Enhancement Programme (MAEP) Establishment

PROPOSED MAEP MEMORANDUM OF AGREEMENT

(Presented by the Secretariat)

SUMMARY
This paper presents a consolidated version for the MAEP Memorandum of Agreement.
Action by the meeting is at paragraph 3.
REFERENCES
– MAEP SCM Report

1. INTRODUCTION

1.1 The meeting may wish to recall that the MID Region Air Traffic Management Enhancement Programme – Special Coordination Meeting (MAEP SCM) developed the initial draft Memorandum of Agreement (MOA) for the MAEP in view to facilitate the discussions during the MAEP Board/1 meeting.

2. DISCUSSION

2.1 The meeting may wish to note that the ICAO MID Regional Office received inputs related to the MAEP MOA from Egypt and the International Organizations (AACO, ACAC, CANSO and IATA). Accordingly, the Secretariat consolidated a Draft Version of the MAEP MOA as at **Appendix A** to this working paper, for the review and update by the meeting, as deemed necessary.

3. ACTION BY THE MEETING

3.1 The meeting is invited to discuss, update as deemed necessary and endorse the MAEP MOA.

**MID Region ATM Enhancement Programme
(MAEP)**

MEMORANDUM OF AGREEMENT

1. PARTIES

1.1 The Parties to this memorandum of agreement are:

- a) **MID States:** Bahrain, Egypt, Iran, Iraq, Jordan, Kuwait, Lebanon, Libya, Oman, Qatar, Saudi Arabia, Sudan, Syria, UAE and Yemen.
- b) **Airspace Users** presented by AACO and IATA
- c) **Aircraft Manufactures:** Airbus and Boeing
- d) **ACAC, ACI and CANSO?**

2. AGREEMENT

- CONSIDERING the increasing need for cooperation between the different Air Traffic Management (ATM) stakeholders for the enhancement of ATM efficiency and increase of capacity to safely accommodate air traffic growth in the MID Region;
- CONSIDERING the DGCA-MID/2 Conclusions related to the establishment of MAEP;
- CONSIDERING the decision to establish a MAEP Board, which will be responsible for the overall management of the MAEP.

The Parties have agreed as follows:

1. The Parties to this memorandum of agreement, referred to hereunder as Members agree to establish the MAEP and undertake to support the programme;
2. MAEP shall be managed as a Regional programme by the MAEP Board in accordance with the agreed Terms of reference as at **Appendix A**
3. The overall objective of MAEP, which is a Regional platform that provides the basis for a collaborative approach towards planning and implementing projects in support of the MID Air Navigation Strategy, is to maximize ATM performance in the MID Region through project management; by supporting the implementation of ATM projects in the MID Region in a harmonized and collaborative manner in line with the MID Air Navigation Strategy and Global Air Navigation Plan (GANP), taking into consideration the users' requirements.
4. The MAEP Board, in which each Member entitled to appoint a Member, Alternate and Advisor, shall retain overall direction and responsibility for the supervision and operation of MAEP Project Management Office (PMO).
5. The Board shall elect its chairperson from its Member States. It shall inter-alia, supervise and direct MAEP, follow-up its activities and reports and assign its priorities.
6. The Board shall also secure the commitment of its Members for funding the MAEP activities, in accordance with agreed funding mechanism;

7. The MAEP PMO scope, duties and responsibilities will be agreed by the MAEP Board and could be revised as deemed necessary.
8. The MAEP PMO will be assigned clear tasks in a step-by-step approach.
9. The Duties and responsibilities of the PMO are defined in the Institutional Framework and Administrative Procedures Manual of the Project Management Office (PMO).
10. MAEP PMO personnel, premises, equipment, logistics, etc. TBD by the MAEP Board.
11. The host (.....) duties and responsibilities (TBD by the MAEP Board)
12. Funding mechanism (including financial monitoring and auditing): TBD by the MAEP Board
13. The funding mechanism and consequent contributions of Members may be modified by decision of the MAEP Board;
14. Members authorize the MAEP Board Chairman to negotiate on behalf of MAEP an agreement with ICAO (and eventually the Host) specifying Financial arrangements;
15. This Memorandum of Agreement shall come into effect on the date it has been signed by the Members;
16. Any amendment to this Memorandum of Agreement, shall be valid only if agreed and executed in writing by the parties;
17. Any dispute arising out of or relating to this Memorandum of Agreement shall be settled by direct consultation between the Members concerned.
18. This Memorandum of Agreement is open to accession. States, International Organizations or other entities which are not parties of this MOA and willing to join the Programme may submit a request to the MAEP Board, who shall take the appropriate decision.
19. Each Party may withdraw from this Memorandum of Agreement by giving a prior written notice of (period) to all the other Parties. The obligations assumed by the Parties under this Memorandum of Agreement shall continue to exist after the withdrawal from this Memorandum of Agreement to the extent necessary to permit the orderly finalization of activities, the withdrawal of personnel, the distribution of funds and assets and the settlement of contractual obligations. Additional funds, if necessary, to cover the above mentioned expenditures shall be provided by the Members.
20. The hosting of the MAEP PMO by ... may be terminated at the request of ..., with two years advance written notification to the MAEP Board to allow sufficient time for selection of an alternative location and necessary arrangements for transfer of the MAEP PMO.
21. All correspondence relating to the implementation of this Agreement, shall be addressed to:

Chairman of the MAEP Board

....
....

With copy to the:

ICAO Regional Director
ICAO Middle East Regional Office
Egyptian Civil Aviation Complex, Airport Road
P.O Box 85, Airport Post office, Terminal One
11776, Cairo, Egypt

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Agreed on behalf of MAEP Parties:

Parties	Name	Title	Signature	Date
Bahrain				
Egypt				
Iran				
Iraq				
Jordan				
Lebanon				
Libya				
Kuwait				
Oman				
Qatar				
Saudi Arabia				
Sudan				
Syria				
Unite Arab Emirates				
Yemen				
AACO				
ACAC				
CANSO				
IATA				
Airbus				
ATR				
Boing				
Bombardier				
Embraer				

APPENDIX A

**MID Region ATM Enhancement Programme Board
(MAEP Board)**

TERMS OF REFERENCE

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