



Fifth Meeting of the Programmes and Projects Review Committee (PPRC/5)
 Mexico City, Mexico, 16 to 18 July 2019

Agenda Item 8: Organisation of GREPECAS and Preparation of GREPECAS Plenary

REVIEW OF THE GREPECAS ORGANIZATION, TERMS OF REFERENCE (TOR) AND WORK PROGRAMME AND PREPARATION FOR 2020 GREPECAS PLENARY MEETING

(Presented by the Secretariat)

EXECUTIVE SUMMARY

This working paper presents the terms of reference of GREPECAS (**Appendix A**) and the contents of the ICAO Regional Office Manual (ROM) concerning the Secretariat of the Planning and Implementation Regional Groups (PIRGs) (**Appendix B**).

Given the transformational approach of ICAO that has been undertaken by ICAO Headquarters and the guidance with a concentration on being a performance-based organization, the Secretariat considers that this same transformational approach needs to be taken with existing programmes and as much as it may be necessary.

For this reason, this WP presents the Terms of Reference of GREPECAS and seeks inputs to further align GREPECAS as a Performance-Based PIRG with set metrics, deliverables and accountability, which can be carried out as programmes, projects or specific initiatives that may or may not include the project concept.

Action:	Under paragraph 3
<i>Strategic Objectives:</i>	<ul style="list-style-type: none"> Air Navigation Capacity and Efficiency
<i>References:</i>	<ul style="list-style-type: none"> GREPECAS Procedural Handbook, Sixth edition, 2014 ICAO Regional Office Manual Report of GREPECAS/18

1. Introduction

1.1 The GREPECAS Procedural Handbook states that the Secretariat shall provide assistance to the meetings of the Group. The Handbook establishes GREPECAS ToRs and organization. The current valid version is the 6th edition of 2014.

1.2 GREPECAS and RASG-PA support the implementation of the activities under a project or programme management plan. In this regard, GREPECAS/18 considered the recommendation of the Secretariat that both groups (RASG-PA and GREPECAS) implement a common project or programmes management approach, commonly recognized (based on PMI, PRINCE, etc.). Therefore, the Secretariat was instructed to analyse the Project Management (PM) approach available options in order to propose it to ESC and GREPECAS for their approval.

1.3 The Secretariat rotation was done since the GREPECAS/18, and the Secretariat was assumed by the ICAO NACC Regional Office. In this regard, the GREPECAS Procedural Handbook was modified as per GREPECAS Decision 18/20.

2 Discussion

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2.1 The ICAO Council requested all PIRGs and Regional Aviation Safety Groups (RASGs) to optimize and better coordinate their work to ensure the best use of resource and enhance State participation in benefit of the planning and implementation in supporting States' compliance with ICAO Standards and Recommended Practices (SARPs) and Regional/Global Plans. A generic ToR reference is proposed in Appendix B.

2.2 Considering the benefits and efficiency gains of having joint PIRG-RASG Meeting, a proposal for reorganizing GREPECAS and RASG-PA meetings is made including several improvements to current GREPECAS handbook:

Participation

2.3 For the GREPECAS meetings each State/Territory should be represented by a senior level delegate nominated by the State/Territory and, if required, supported by an alternate delegate and/or advisers with the requisite technical knowledge in the subject matters under consideration. The civil aviation authorities (CAAs) should be supported by their air navigation services providers (ANSPs) and other State service providers (such as airport operators, meteorological service providers, etc.) as advisers.

2.4 Industry while participating as observers, should take into account among some important contributions to the PIRG, relevant capabilities such as an involvement in the rapid pace of technological development, specific knowledge and expertise, best practices and other opportunities including sharing of resources and joint work opportunities.

2.5 The Latin American Civil Aviation Commission (LACAC) shall be invited to participate in the work of the PIRGs and RASGs and its subsidiary bodies

Organization:

2.6 GTE shall be part of the GREPECAS handbook as a subsidiary body as shall CARSAMPAF and ALACPA.

2.7 The Implementation mechanism of both Regional Offices, the SAM IG and the ANI/WG/NACC/WG shall be integrated as part of the GREPECAS work scheme. Similarly other implementation groups shall be recognized under the GREPECAS such as REDDIG, MEVA, etc.

2.8 The GREPECAS will build on the work already done by States, ICAO Regional Offices and existing regional and sub-regional organizations to support the development, maintenance and implementation of their respective regional air navigation plan.

2.9 RASG-PA and GREPECAS can continue their current working scheme; however, an annual joint meeting is suggested to promote the synergies and coordination among both groups, develop joint projects and facilitate the planning and implementation in the regions, and develop a consolidated annual report on the progress and outcomes of the PIRG and RASG activities, as well as in the regional implementation of GANP and GASP, covering a common reporting period.

2.10 It is suggested to maintain the three-year term for the plenaries of GREPECAS and RASG-PA; ensuring however that both groups merge their plenary meeting in the year after the ICAO Assembly, i.e.:

Joint GREPECAS- RASG-PA Meetings

Date	GREPECAS	RASG-PA	Comments
July 2020	Plenary	ESC	
July 2021	PPRC	ESC	
July 2022	PPRC	ESC	
July 2023	Plenary	Plenary	

2.11 The joint meeting can be organized as follows:

Joint RASG-PA- GREPECAS meeting work schedule (JULY)

Day 1	Day 2	Day3	Day 4
Joint start-up session: <ul style="list-style-type: none"> • Opening RASG-PA and GREPECAS Meetings • General Safety/CAP-Efficiency Matters • Review deficiencies and Safety concern (hot spots) • Preliminary progress on GREPECAS-RASG-PA coordination and common Projects • GANP and GASP compliance activities 	GREPECAS Meeting in Parallel to RASG-PA Meeting	GREPECAS Meeting in Parallel to RASG-PA Meeting	Results on GREPECAS Meeting
			Results on RASG-PA Meeting
			Review of RASG-PA–GREPECAS coordination and planning
			Consolidated GREPECAS-RASG-PA Meeting Report

Term of Reference- adjustments- additional terms

2.12 State CAAs, supported by their ANSPs and other State service providers as necessary should participate in the work of the PIRG and its subsidiary bodies/Ad hoc Groups to:

- enable coordination, at the national level, between the CAA, ANSPs and all concerned stakeholders, and harmonization of the national plans with the regional and global plans;
- facilitate the implementation of GANP goals and targets;
- facilitate the development and establishment of Letters of Agreement and bilateral or multilateral agreements
- mitigate deficiencies identified under the uniform methodology for the identification, assessment and reporting of air navigation deficiencies in a timely manner.

Reporting

2.13 The GREPECAS reports outcomes to the ICAO Council through the Air Navigation Commission (ANC) as facilitated by the ICAO Secretariat. These reports should be provided in a standardized format to the governing bodies of ICAO to identify regional and emerging challenges, and shall include as a minimum:

1. a brief history of the meeting (duration and agenda);
2. a list of meeting participants and number of attendees;
3. a list of conclusions and decisions with a description of their rationale (what, when, why and how);
4. common implementation challenges identified amongst PIRG members and possible solutions, assistance required and estimated timelines to resolve;
5. identification and recommendations on particular actions, if any, that would require consideration by the ANC and Council to address particular challenges;
6. a list of issues cross-referenced to actions to be taken by ICAO Headquarters and/or Regional Offices;
7. based on the GANP, and associated key performance indicators (KPIs) and tools, a report to the extent possible on the status of implementation of air navigation goals, targets and indicators, including the priorities set by the region in their Regional Air Navigation Plans;
8. a list of items for coordination with the RASG and a concise summary of the outcome of related discussions;
9. feedback to ICAO on implementation issues and actionable recommendations to the ICAO Council that identify regional air navigation objectives, priorities and deficiencies identified to ensure proper focus on emerging air navigation concerns;
10. feedback from Headquarters to the PIRGs highlighting the actions taken by the ANC and Council related to their previous meeting outcomes; and
11. the work programme and future actions to be taken by the PIRG.
12. support implementation by States of the *Global Air Navigation Plan* (Doc 9750) (GANP) taking into account aspects of the *Global Aviation Safety Plan* (Doc 10004) (GASP) and *Global Aviation Security Plan* (GASeP) by ensuring effective coordination and cooperation between all States and stakeholders;
13. monitor and report the progress on the implementation by States of the GANP and the regional objectives and priorities;
14. ensure continuous and coherent development of the Regional Air Navigation Plan, *Regional Supplementary Procedures* (Doc 7030) and other relevant regional

- documentation, and propose amendments to reflect the changes in operational requirements in a manner that is harmonized with adjacent regions, consistent with SARP, *Procedures for Air Navigation Services* (PANS) and the GANP;
15. provide feedback on the GANP implementation and propose amendments to the Global Plans as necessary to keep pace with the latest developments and ensure harmonization with regional and national plans;
 16. in line with the GANP and regional priorities, identify specific deficiencies in the air navigation field, and propose mitigating actions and timelines to resolve deficiencies;
 17. verify the provision of the basic building blocks (BBB) framework that outline the foundation of a robust air navigation system against the uniform methodology for the identification of deficiencies against the regional air navigation plans.

3 Suggested action

3.1 The Meeting is invited to:

- a) review and approve the proposal of changes to GREPECAS organization, term of Reference and coordination with RASG-PA;
 - b) agree to reflect these changes in the GREPECAS Procedural handbook;
 - c) coordinate with RASG-PA the corresponding changes in line with this proposal;
 - d) provide inputs to further align GREPECAS as a PIRG with set metrics, deliverables and accountability, and
 - e) take any other action that it may deem appropriate.
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