International civil Aviation Organization

## African Flight Procedure Programme

# FIFTH STEERING COMMITTEE MEETING OF THE AFRICAN FLIGHT PROCEDURE PROGRAMME (AFPP) 

Dakar, Senegal, 6 to 8 February 2019

## Agenda item 4: Review of the approved budget and expenditures <br> 4.1: Budget and expenditures for the contributions from Member States

(Presented by the Secretariat)

## EXECUTIVE SUMMARY

This paper provides a review of the budget which was approved by the steering committee of the African Flight Procedure Programme (AFPP) during its 4th meeting from 20 to 21 April 2017 in Abidjan, Côte d'Ivoire (SC/4), and the corresponding expenditures and contributions. It also provides an overview of the outstanding payment requests which were issued to the project members.
Action: The steering committee meeting is invited to decide whether ICAO should follow up on the outstanding payment requests and whether they affect the membership status of project members.

## REFERENCES

Initial report of the 4th meeting of the steering committee (Abidjan, Côte d'Ivoire, 20 to 21 April 2017) AFPP-SC/5-WP/4.2 (Budget and expenditures for the SAFE contributions)

## 1. INTRODUCTION

### 1.1 Sources of contributions for the AFPP

1.1.1 The funds for the African Flight Procedure Programme (AFPP) which are managed by ICAO are provided by two sources:
a) The project members, to cover their respective annual contributions and the payment of services delivered by the AFPP, such as assistance with the design of flight procedures or the delivery of training and workshops; and
b) The ICAO Safety Fund (SAFE), for the procurement of automated procedure design software and related services ${ }^{1}$.
1.1.2 Since the SAFE funds are provided for a specific purpose, it is necessary to track corresponding expenditures. In order to comply with this requirement, the project funds are held in two separate project accounts:
a) The contributions from project members are held in project RAF14801; and
b) The contributions from SAFE are held in project RAF14801SF.

### 1.2 Approved Budget for RAF14801 (SC/4)

1.2.1 During its 4th meeting, the steering committee of the AFPP reviewed and approved a budget for the period from 2017 to 2020.
1.2.2 This budget covered only the contributions from project members and corresponding expenditures (RAF14801); the contributions from SAFE (RAF14801SF) were excluded.
1.2.3 The present paper provides a review of the approved budget for project RAF14801 and the corresponding contributions, expenditures and outstanding commitments for the period from 1 January 2017 to 31 December 2018.
1.2.4 A review of the funds for project RAF14801SF is provided in working paper AFPP-SC/5-WP/4.2.

## 2. DISCUSSION

### 2.1 Budget vs. expenditures and outstanding commitments

2.1.1 The table below provides a summary of the budget for 2017 and 2018 and the corresponding expenditures, contributions and outstanding commitments as at 30 September 2018 ${ }^{2}$ :

| Item | Budget | Expenditures+ <br> Commitments | Difference | Percent <br> spent |
| :--- | ---: | ---: | ---: | ---: |
| Personnel | 475,167 | 137,038 | 338,128 | $29 \%$ |
| International travel | 110,000 | 191,471 | $(81,471)$ | $174 \%$ |
| Subcontracts | 79,000 | 75,094 | 3,906 | $95 \%$ |
| Equipment | 13,500 | 294 | 13,206 | $2 \%$ |
| Miscellaneous | 31,350 | 43,235 | $(11,885)$ | $138 \%$ |
| Interest earned | - | - | - | - |

[^0]| Foreign currency <br> exchange gain/loss | - | 7,182 | $(7,182)$ | - |
| :--- | ---: | ---: | ---: | ---: |
| Contributions | $(709,017)$ | $(724,073)$ | 15,056 | $102 \%$ |
| Total |  |  | $(269,758)$ | $64 \%$ |

2.1.2 The comparison of the expenditures/commitments with the budget shows a number of differences, which are due to the factors below:
a) The lower expenditures for personnel are due to: the gap of more than four months between the separation of the AFPP Manager for Phase I and the entry on duty of the AFPP Manager for Phase II; an overestimation of the costs; and the absence of secondees and locally recruited support personnel.
b) The expenditures for mission travel include significant amounts for the flight procedure designers, which were not anticipated in the budget approved during SC/4. The assignments of the flight procedure designers had to be processed as mission travel since there was no mechanism in place to recruit them as secondees.
c) The amounts for equipment were standard provisions which were ultimately not spent.
d) The administrative fees were underestimated, and the actual expenditures were significantly higher. As these fees are part of the miscellaneous expenditures, the corresponding budget was overspent, however by a relatively small amount compared to the overall budget.

### 2.2 Current fund balance

2.2.1 As shown in section 2.1 au-dessus, the contributions received during the years 2017 and 2018 exceed the expenditures by approximately US $\$ 270,000$. Given the project balance of about US\$ 45,000 on 1 January 2017, the balance as at 31 December 2018 is close to US $\$ 320,000$.

### 2.3 Status of payment requests

2.3.1 During 2017 and 2018, a total of 55 payment requests were issued for the project members' annual contributions and for the payment of services delivered by the AFPP, such as assistance with the design of flight procedures or the delivery of training and workshops. Out of these 55 payment requests, 38 were settled, while 17 are still outstanding.
2.3.2 In addition, 17 payment requests are outstanding from previous periods. As a result, there are 34 payment requests outstanding, which amount to approximately US\$ 390,000 in total.
2.3.3 The steering committee meeting is invited to decide whether ICAO should follow up on the outstanding payment requests and whether they affect the membership status of project members.

### 2.4 Detailed information

2.4.1 The budget which was approved during the meeting $\mathrm{SC} / 4$ is provided in Appendix 1 (format presented during the meeting) and Appendix 2 (ICAO format).
2.4.2 The financial statements for the expenditures during the years 2017 and 2018 are provided in Appendices 3 and 4.
2.4.3 The contributions received during this period as well as the outstanding payment requests are provided in Appendices 5 and 6.

## 3. CONCLUSION

3.1 The project budget for the period from 1 January 2017 to 31 December 2018 which was approved during the steering committee meeting SC/4 was not fully implemented. The difference between the budget and the actuals is due to the gap between the separation of the AFPP Manager for Phase I and the entry on duty of the AFPP Manager for Phase II and due to the fact that no secondees or locally recruited support personnel were paid through the project as planned. Despite a significant amount of outstanding contributions, the project has a positive fund balance of about US\$ 320,000 which is available for implementation for the period from 1 January 2019 onwards.
3.2 The steering committee meeting is invited to decide whether ICAO should follow up on the outstanding payment requests and whether they affect the membership status of project members.

## APPENDIX 1

BUDGET FOR RAF14801 AS PRESENTED DURING THE 4TH MEETING OF THE STEERING COMMITTEE (AFPP FORMAT)


BUDGET FOR RAF14801 AS PRESENTED DURING THE 4TH MEETING OF THE STEERING COMMITTEE (ICAO FORMAT)

COUNTRY:
PROJECT NO:
PROJECT TITLE:
WORK ORDER:

|  | TOTAL |  | 2017 |  | 2018 |  | 2019 |  | 2020 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | w/m | \$ | w/m | \$ | w/m | \$ | w/m | \$ | w/m | \$ |
| 56409 / MR. FREDERIC LEGRAND | 6.0 | 85000 | 6.0 | 85000 |  |  |  |  |  |  |
| To be recruited | 30.0 | 425000 | 1.0 | 14167 | 12.0 | 170000 | 12.0 | 170000 | 5.0 | 70833 |
| To be recruited | 36.0 | 108000 | 7.0 | 21000 | 12.0 | 36000 | 12.0 | 36000 | 5.0 | 15000 |
| To be recruited | 36.0 | 72000 | 7.0 | 14000 | 12.0 | 24000 | 12.0 | 24000 | 5.0 | 10000 |
| To be recruited | 12.0 | 12000 | 2.0 | 2000 | 4.0 | 4000 | 4.0 | 4000 | 2.0 | 2000 |
| To be recruited | 12.0 | 12000 | 2.0 | 2000 | 4.0 | 4000 | 4.0 | 4000 | 2.0 | 2000 |
| To be recruited | 10.0 | 10000 |  |  | 4.0 | 4000 | 4.0 | 4000 | 2.0 | 2000 |
| To be recruited | 6.0 | 6000 |  |  |  |  | 4.0 | 4000 | 2.0 | 2000 |
|  | 148.0 | 730000 | 25.0 | 138167 | 48.0 | 242000 | 52.0 | 246000 | 23.0 | 103833 |
| To be recruited | 36.0 | 90000 | 7.0 | 17500 | 12.0 | 30000 | 12.0 | 30000 | 5.0 | 12500 |
| To be recruited | 36.0 | 90000 | 7.0 | 17500 | 12.0 | 30000 | 12.0 | 30000 | 5.0 | 12500 |
|  | 72.0 | 180000 | 14.0 | 35000 | 24.0 | 60000 | 24.0 | 60000 | 10.0 | 25000 |
|  |  | 225000 |  | 40000 |  | 70000 |  | 75000 |  | 40000 |
|  | 220.0 | 1135000 | 39.0 | 213167 | 72.0 | 372000 | 76.0 | 381000 | 33.0 | 168833 |


|  | PROJECT BUDGET COVERING MSA CONTRIBUTION (IN UNITED STATES DORRARS) |  |  |
| :---: | :---: | :---: | :---: |
| COUNTRY: | REGIONAL PROJECT |  |  |
| PROJECT NO: | RAF14801 |  |  |
| PROJECT TITLE: | AFRICAN FLIGHT PROCEDURES PROGRAMME (AFPP) |  |  |
| WORK ORDER: | RAF 14801-01 |  |  |
|  |  | TOTAL |  |
|  |  | w/m | \$ |
| PROJECT PERSONNEL: |  |  |  |
| INTERNATIONAL PROFESSIONAL POSTS |  |  |  |
| B500A AFPP MANAGER (Phase I) | 56409 / MR. FREDERIC LEGRAND | 6.0 | 85000 |
| B500A AFPP MANAGER (Phase II) | To be recruited | 30.0 | 425000 |
| B554A SECONDEE (PERMANENT EXPERT 1) | To be recruited | 36.0 | 108000 |
| B554A SECONDEE (PERMANENT EXPERT 2) | To be recruited | 36.0 | 72000 |
| B554A SECONDEE (TEMPORARY EXPERT 1) | To be recruited | 12.0 | 12000 |
| B554A SECONDEE (TEMPORARY EXPERT 2) | To be recruited | 12.0 | 12000 |
| B554A SECONDEE (TEMPORARY EXPERT 3) | To be recruited | 10.0 | 10000 |
| B554A SECONDEE (TEMPORARY EXPERT 4) | To be recruited | 6.0 | 6000 |
| SUB-TOTAL (INTERNATIONAL PROFESSIONAL POSTS) |  | 148.0 | 730000 |
| LOCAL STAFF |  |  |  |
| B551A ADMINISTRATIVE ASSISTANT | To be recruited | 36.0 | 90000 |
| B551A ICT ASSISTANT | To be recruited | 36.0 | 90000 |
| SUB-TOTAL (LOCAL STAFF) |  | 72.0 | 180000 |
| B814A INTERNATIONAL TRAVEL |  |  | 225000 |
| TOTAL (PROJECT PERSONNEL) |  | 220.0 | 1135000 |
| SUB-CONTRACTS |  |  |  |
| B803A SUB-CONTRACT - LOCAL |  |  | 172200 |
| TOTAL (SUB-CONTRACTS) |  |  | 172200 |
| EQUIPMENT |  |  |  |
| B751B NON-EXPENDABLE EQUIPMENT - INTERNATIONAL |  |  | 27000 |
| B751C OPERATION \& MAINT. OF EQUIPMENT |  |  |  |
| TOTAL (EQUIPMENT) |  |  | 27000 |
| MISCELLANEOUS |  |  |  |
| B807M MISCELLANEOUS EXPENSES |  |  |  |
| B754A OVERHEAD CHARGES |  |  | 64420 |
| TOTAL (MISCELLANEOUS ) |  |  | 64420 |
| PROJECT TOTAL |  |  | 1398620 |

1. 

The amounts for the individual budget lines were determined as described in the table below.

| Item | Description |
| :---: | :---: |
| AFPP Manager (Phase I) | The amount is based on the incumbent's contract and includes salary and entitlements as well as ICAO's contribution to the United Nations Joint Staff Pension Fund (UNJSPF). <br> The AFPP Manager's contract was funded through project RAF14801 from 1 July 2017 onwards. The budgeted duration of six months in 2017 corresponds to the period from 1 June to 30 November 2017 as per SC/4-Dec03: Position of the Programme Manager for Transition period. |
| AFPP Manager (Phase II) | The amounts correspond to the estimated cost for the duration of Phase II, which is split over four calendar years. |
| Secondee (Permanent Expert 1) | The item covers the estimated cost for a permanent secondee to the AFPP, based on the amounts defined through decision SC/4-Dec07: Seconded Permanent experts during Phase II, i.e. a monthly allowance of US\$ 2,000 plus a monthly housing allowance of US $\$ 1,000$ for secondees recruited from outside Senegal. <br> The duration of seven months in 2017 is based on the assumption that secondees are recruited with effect from 1 June 2017. |
| Secondee (Permanent Expert 2) | Same as Secondee (Permanent Expert 1), however without the housing allowance, as one of the two permanent experts was expected to be recruited from Senegal. |
| Secondee (Temporary Expert 1) <br> Secondee (Temporary Expert 2) <br> Secondee (Temporary Expert 3) <br> Secondee (Temporary Expert 4) | The items cover the estimated cost for temporary secondees to the AFPP, based on the amounts defined through decision SC/4-Dec08: Seconded experts during Phase II, i.e. a monthly allowance of US\$ 1,000 . <br> The number of temporary experts and the corresponding durations per year were agreed during $\mathrm{SC} / 4$. |
| Administrative Assistant | Provision for a locally recruited administrative support staff, to be recruited by 1 June 2017 until the end of Phase II. The annual amounts are based on the discussions during SC/4. |
| International Travel | The item covers missions of the AFPP Manager and the flight procedure designers and the participation of ICAO Secretariat staff in annual steering committee meetings. The amount for 2019 is based on the work programme developed by the AFPP Manager, and it is anticipated that the amount for the following years will be the same. |
| Information, Communication and Technology (ICT) Officer | Provision for a locally recruited ICT support staff, to be recruited by 1 June 2017 until the end of Phase II. The annual amounts are based on the discussions during SC/4. |
| Sub-contract | The item includes cost estimates for the maintenance of the automated procedure design software and for services related to the delivery of trainings and workshops, such as translation services, catering services, etc. |
| Non-expendable equipment | The item includes cost estimates for stationery, training material, etc. |
| Miscellaneous expenses | The item covers expenses such as banking charges or mailing charges and corresponds to about 2 per cent of the remainder of the budget. |


| Item | Description |
| :--- | :--- |
| Overhead charges | ICAO's administrative fees of 10 per cent of the expenditures. |

## APPENDIX 3

## FINANCIAL STATEMENT FOR 2017

Statement of Estimated Fund Balance<br>African Flight Procedure Programme (AFPP) to Enhance Sustainable Instrument Flight Procedure Capability in the Participating States Management Service Agreement RAF14801<br>As at 31 December 2017<br>(in United States dollars)

Financial Status from accounts:
Balance of Surplus (Deficit) as at 1 January 2017

## Adjustment

|  | 46,591 | 46,591 |
| :---: | :---: | :---: |
|  | - |  |
|  |  |  |
| Contributions Received (Schedule I) | 377,387 |  |
| Transfer of Funds to/from Other Funds (Schedule I) | - |  |
| Interest Earned and Accrued | - |  |
| Foreign Currency Exchange Gain(Loss) and other Income (Note 5) | 642 |  |
| Refund of Contributions | - |  |
| Interest Expenses | - |  |
| Refund of Interest Earned | - |  |
|  |  | 378,028 |
|  |  | 424,619 |

## Deduct Expenses (Note 1):

| Experts (Schedule II) | 59,517 |
| :--- | ---: |
| Administrative Support Personnel (Schedule III) | - |
| United Nations Volunteers (Schedule IV) | - |
| Travel on Official Business (Schedule V) | 147,720 |
| Mission Costs (Schedule VI) | - |
| National Professionals (Schedule VII) | 785 |
| Subcontracts (Schedule VIII) | - |
| Fellowships (Schedule IX) | 771 |
| Equipment (Schedule X) | 21,281 |

Deduct outstanding commitments known up to 31 December 2017 (Note 3):

| Experts (Schedule II) | - |
| :--- | ---: |
| Administrative Support Personnel (Schedule III) | - |
| United Nations Volunteers (Schedule IV) | - |
| Travel on Official Business (Schedule V) | - |
| Mission Costs (Schedule VI) | - |
| National Professionals (Schedule VII) | 4,246 |
| Subcontracts (Schedule VIII) | - |
| Fellowships (Schedule IX) | - |
| Equipment (Schedule X) | - |
| Sundry (Schedule XI) | - |
| Administrative Overhead (Schedule XII) |  |

Estimated funds available/(required) (Note 4)

Schedule II


Travel Mission Expenses and Estimated Commitments

| TA No. | $\begin{gathered} \text { Resource } \\ \text { No. } \\ \hline \end{gathered}$ | Expert | DSA | Terminal Allowance | Travel cost | Others | Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 30208 | 44608 | MS. L. N. NDEGWA | - | - | 812 | - | 812 |
| 204513 | 49993 | MR. HITLER OLWENGE | 1,232 | - | 447 | - | 1,679 |
| 202890 | 50067 | CHARITY MUSILA | - | (152) | - | - | (152) |
| 203305 | 55005 | ERWIN RONALDUS MARIA LASSOOIJ | 1,872 | 152 | 5,638 | - | 7,662 |
| 203945 | 56409 | MR. FREDERIC LEGRAND | 765 | 152 | 828 | - | 1,745 |
| 204141 | 56409 | MR. FREDERIC LEGRAND | 1,836 | 152 | 1,030 | - | 3,018 |
| 204238 | 56409 | MR. FREDERIC LEGRAND | 1,988 | 152 | 3,066 | - | 5,206 |
| 204370 | 56409 | MR. FREDERIC LEGRAND | 2,870 | 304 | 6,540 | - | 9,714 |
| 204525 | 56409 | MR. FREDERIC LEGRAND | 2,394 | - | 2,740 | - | 5,134 |
| 204652 | 56409 | MR. FREDERIC LEGRAND | 1,802 | - | 9,656 | - | 11,458 |
| 203025 | 56476 | MR. IBRAHIM BEKLIYEN | 1,068 | - | 36 | - | 1,104 |
| 201721 | 99999 | thomas bernstein | (187) | (152) | - | - | (339) |
| 201832 | 99999 | VARIOUS / OTHERS | - |  | (145) | - | (145) |
| 202251 | 99999 | VARIOUS / OTHERS | (842) | (152) |  | - | (994) |
| 202493 | 99999 | VARIOUS / OTHERS | (0) |  | - | - | (0) |
| 202719 | 99999 | VARIOUS / OTHERS | (953) | - | (10) | - | (963) |
| 202994 | 99999 | VARIOUS / OTHERS | - | - | 21 | - | 21 |
| 203289 | 99999 | VARIOUS / OTHERS | 1,938 | 152 | 1,567 | - | 3,657 |
| 203308 | 99999 | VARIOUS / OTHERS | 1,560 | 152 | 3,462 | - | 5,174 |
| 203318 | 99999 | VARIOUS / OTHERS | 7,596 | 152 | 5,963 | - | 13,711 |
| 203319 | 99999 | VARIOUS / OTHERS | 7,236 | 174 | 806 | - | 8,216 |
| 203662 | 99999 | VARIOUS / OTHERS | 915 | 98 | 592 | - | 1,605 |
| 203663 | 99999 | VARIOUS / OTHERS | 692 | 152 | 592 | - | 1,436 |
| 203761 | 99999 | VARIOUS / OTHERS | 1,740 | 152 | 3,135 | - | 5,027 |
| 203762 | 99999 | VARIOUS / OTHERS | 5,482 | 228 | 7,770 | - | 13,480 |
| 203780 | 99999 | VARIOUS / OTHERS | 1,644 | 152 | 6,037 | - | 7,833 |
| 203943 | 99999 | VARIOUS / OTHERS | 5,068 | 152 | 907 | - | 6,126 |
| 203967 | 99999 | VARIOUS / OTHERS | - | , | 198 | - | 198 |
| 204220 | 99999 | VARIOUS / OTHERS | 7,384 | 152 | 3,600 | - | 11,136 |
| 204230 | 99999 | VARIOUS / OTHERS | 8,948 | 152 | 930 | - | 10,030 |
| 204454 | 99999 | VARIOUS / OTHERS | 9,207 | (1) | 5,111 | - | 14,318 |
| 204465 | 99999 | VARIOUS / OTHERS | - | $(5,111)$ | 5,111 | - | - |
| 30209 | 99999 | VARIOUS / OTHERS | - | - | 812 | - | 812 |
| Total |  |  | 73,254 | $(2,787)$ | 77,253 | - | 147,720 |

Commitments outstanding (POs and Contracts) known up to 31 December 2017

Subcontracts Expenses and Estimated Commitments Schedule VIII
 Description Total
African Flight Procedure Programme (AFPP) to Enhance Sustainable Instrument Flight Procedure Capability in the Participating States $\underset{\text { RAF14801 }}{\text { Management Service }}$
Financial Status From Accounts as at 31 December $2017 \quad$ (in United States dollars)
Purchase Order
Financial Status From Accounts as at 31 December 2017 (in United States dollars)
P
$\frac{\text { No. }}{\text { Local Subcontracts }}$
$\begin{array}{ll}\text { 22202456 } & \text { paper and office supplies during PANS-OPS Flight Procedure Design course } \\ 22202458 & \text { Catering service for PANS-OPS Flight procedure design course } \\ 22202462 & \text { coffee breaks during PANS-OPS Flight Procedure Design course }\end{array}$
22202462
International Subcontracts coffee breaks during PANS-OPS Flight Procedure Design couse
Total
Commitments outstanding (POs and Contracts) known up to 31 December 2017
Purchase Order

[^1]Management Service Agreement

RAF14801
(in United States dollars)
Financial Status From Accounts as at 31 December 2017


* Purchases or charges which are not covered by Purchase Orders.

Note 1.— The item "Report costs" corresponds to the payment of overtime to a staff member of the WACAF Office during a meeting in July 2017. Further information about the payment is being sought from ICAO's Finance Branch.

Note 2.— The item "Other Sundry Expenses" corresponds to banking charges for the transfer of salaries, DSA payments, etc.

## RAF14801

(in United States dollars)
Financial Status From Accounts as at 31 December 2017


## Total Expenses

Commitments outstanding (POs and Contracts) known up to 31 December 2017

| 21,281 |
| :--- |



## APPENDIX 4

## FINANCIAL STATEMENT FOR 2018

$$
\text { Statement of Estimated Fund Balance }
$$

African Flight Procedure Programme (AFPP) to Enhance Sustainable Instrument Flight Procedure Capability in the Participating States
Management Service Agreement
RAF14801
As at 30 September 2018
(in United States dollars)

Financial Status from accounts:
Balance of Surplus (Deficit) as at 1 January 2018 Adjustment

194,545

## Adjusted Balance of Surplus (Deficit) as at 1 January 2018

Add/(Deduct):
Contributions Received (Schedule I)

Transfer of Funds to/from Other Funds (Schedule I)
333,752

Interest Earned and Accrued

Foreign Currency Exchange Gain(Loss) and other Income (Note 5)
Refund of Contributions

Interest Expenses
Refund of Interest Earned
$\cdots \frac{338,863}{533,408}$

Experts (Schedule II)
55,013

Administrative Support Personnel (Schedule III)

United Nations Volunteers (Schedule IV)

Travel on Official Business (Schedule V)

Mission Costs (Schedule VI) 43,751
National Professionals (Schedule VII)

| Subcontracts (Schedule VIII) | 65,743 |
| :--- | :--- |

Fellowships (Schedule IX)
Equipment (Schedule X) 85

| Sundry (Schedule XI) | 1,856 |
| :--- | :--- |

Administrative Overhead (Schedule XII) (Note 2) 16,678

## Deduct outstanding commitments known up to 31 December 2018 (Note 3):

| Experts (Schedule II) | 22,509 |
| :--- | ---: |
| Administrative Support Personnel (Schedule III) | - |
| United Nations Volunteers (Schedule IV) | - |
| Travel on Official Business (Schedule V) | - |
| Mission Costs (Schedule VI) | - |
| National Professionals (Schedule VII) | 8,566 |
| Subcontracts (Schedule VIII) | - |
| Fellowships (Schedule IX) | 209 |
| Equipment (Schedule X) | - |
| Sundry (Schedule XI) | 2,648 |

## Estimated funds available/(required) (Note 4)

33,932

## Future Commitments: beyond 31 December 2018 (Note 3):

Schedule I


| Contributions |  |
| :--- | :--- |
| Date Received |  |
| 2018/03/08 |  |
| $2018 / 04 / 03$ |  |
| $2018 / 04 / 23$ |  |
| $2018 / 05 / 25$ |  |
| $2018 / 0 / 08$ |  |
| $2018 / 06 / 08$ |  |
| $2018 / 07 / 17$ |  |
| $2018 / 09 / 12$ |  |
|  |  |
| Transfer To/From Other Funds |  |
| Date Received |  |
|  |  |
| 2018/06/06 |  |
| 2018/06/15 |  |

Schedule II

| No. | No. | Expert | Salary | Other Entitlements | Travel Costs | DSA | Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| * | 56409 | MR. FREDERIC LEGRAND | 47,640 | 4,751 | 2,622 |  | 55,013 |
|  |  |  | 47,640 | 4,751 | 2,622 |  | 55,013 |
| Commitments outstanding (POs and Contracts) known up to 31 December 2018 |  |  |  |  |  |  |  |
| Purchase Order No. | Resourc No. | Expert |  |  |  |  | Total |
| $22609738$ | $\begin{aligned} & 50227 \\ & 56409 \end{aligned}$ | MR. ALEXANDRE DAMIBA MR. FREDERIC LEGRAND |  |  |  |  | $\begin{array}{r} 16,209 \\ 6,300 \\ \hline \end{array}$ |
| Total |  |  |  |  |  |  | 22,509 |
| Grand Total (Expenses and Commitments) |  |  |  |  |  |  | 77,522 |

Travel Mission Expenses and Estimated Commitments

Financial Status From Accounts as at 30 September 2018
Commitments outstanding (POs and Contracts) known up to 31 December 2018

[^2]Schedule VIII Subcontracts Expenses and Estimated Commitments
African Flight Procedure Programme (AFPP) to Enhance Sustainable Instrument Flight Procedure Capability in the Participating States Management Service Agreement
Purchase Order
Description $\quad$ Total

| Local Subcontracts |  |  |
| :---: | :---: | :---: |
| 22202537 | Payment for stationery2 during PANS-OPS PBN Flight Procedure Des. Course 5 to 30 March 2018 | 193 |
| 22202559 | Payment for stationery during PANS-OPS PBN Flight Procedure Course 5-30 March 2018 | 55 |
| 22202577 | CPayment for catering service during PANS-OPS PBN Flight Procedure course 5-30.03.2018 | 594 |
| 22202578 | Payment for coffee breaks \& lunch during PANS-OPS PBN Flight Procedure Course 5-30 March 2018 | 278 |
| 22202607 | CATERING SERVICES | 146 |
| International Subcontracts |  |  |
| 22202371 | PANS OPS recurrent training | 2,726 |
| 22501884 | Software's maintenance for 2016 and 2017 for the African Flight Procedure Programme (AFPP). | 61,752 |
| Total |  | 65,743 |
| Commitments outstanding (POs and Contracts) known up to 31 December 2018 |  |  |
| $\begin{gathered} \text { Purchase Orde } \\ \text { No. } \end{gathered}$ | Purchase Order Description | Total |
| Local Subcontracts |  |  |
| 22202373 | Translation services for 4th AFPP meeting with the steering committeeSERVICES INTO FRENCH | 1,706 |
| 22202581 | Purchase of topographical maps for Flight procedure design course | 47 |
| 22202669 | Post-facto payment for lunch during AFPP workshop Entebbe 13-17 Nov. 2017 | 3,000 |
| 22202687 | Payment for catering svc. during PANS-OPS PBN Flight Procedure course, 1-26 Oct. 2018 | 196 |
| 22202690 | Purchase for two cartridges during PANS-OPS PBN Flight Procedure Course, Dakar, 1-26 Oct. 2018 | 480 |
| International Subcontracts |  |  |
| 22501884 | Software's maintenance for 2016 and 2017 for the African Flight Procedure Programme (AFPP). | 3,136 |
| Total |  | 8,566 |
| Grand Total (Expen | Commitments) | 74,309 |

Purchases or charges which are not covered by Purchase Orders.

## Equipment Expenses and Estimated Commitments

African Flight Procedure Programme (AFPP) to Enhance Sustainable Instrument Flight Procedure Capability in the Participating States Management Service Agreement RAF14801
(in United States dollars)
Financial Status From Accounts as at 30 September 2018
Purchase Order

No. | Purchase Order |
| :---: |
| Description |

International
Operation and Maintenance
Local

| Local |  | 8 |
| :--- | :--- | :--- |
| Total |  | 85 |

Commitments outstanding (POs and Contracts) known up to 31 December 2018

| Purchase Order No. | Purchase Order Description | Total |
| :---: | :---: | :---: |
| International |  |  |
| 22202688 | Payment for water bottles during PANS-OPS PBN Flight Procedure Course, Dakar, 1-26 Oct. 2018 | 209 |
| Operation and Maintenance |  |  |
| Local |  |  |
| Total |  | 209 |
| Grand Total (Expenses and | Commitments) | 294 |

Purchases or charges which are not covered by Purchase Orders.

Note 3.- The item "*" corresponds to stationery which was purchased for a

## training.

```
AFPP-SC/5-WP/4.1 - 26 -
```


## Sundry Expenses and Estimated Commitments

```
African Flight Procedure Programme (AFPP) to Enhance Sustainable Instrument Flight Procedure Capability in the
Participating States
Management Service Agreement
RAF14801
(in United States dollars)
```

Financial Status From Accounts as at 30 September 2018

Purchase Order Purchase Order
No. Description
Total

Professional Liability Insurance
Report costs
Other Sundry Expenses

| Total |  |
| :--- | :--- |
| Commitments outstanding (POs and Contracts) known up to 31 December 2018 |  |
| Purchase Order | Purchase Order |
| No. | Description |

Professional Liability Insurance
Report costs
Other Sundry Expenses

Total

Grand Total (Expenses and Commitments)

| $-\quad 1,856$ |
| ---: |

* Purchases or charges which are not covered by Purchase Orders.

Note 4.- The item "Other Sundry Expenses" corresponds to banking charges and field security cost. The latter is a common cost to be paid by ICAO for the security services provided by the United Nations. Each project pays for a prorated portion of ICAO's overall dues, based on the number of project staff.

## Administrative Overhead Expense and Estimated Commitments

Schedule XII

## African Flight Procedure Programme (AFPP) to Enhance Sustainable Instrument Flight Procedure Capability in the Participating States Management Service Agreement RAF14801 <br> (in United States dollars)

## Financial Status From Accounts as at 30 September 2018



Total Expenses $\quad 1$| 16,678 |
| :--- |

Commitments outstanding (POs and Contracts) known up to 31 December 2018

|  | Overhead Accounts Amount | Percentage | Amount of Overhead |
| :---: | :---: | :---: | :---: |
| 1 | International Experts, OPAS and Consultants 22,509 | 10.00\% | 2,251 |
| 4 | Travel on Official Business International | 10.00\% | - |
| 8 | International Subcontract without Purchase Order | 0.00\% | - |
| 9 | Local Subcontract without Purchase Order | 0.00\% | - |
| 14 | Exp \& Non Exp International Equipment Costs without Purchase Order | 0.00\% | - |
| 16 | Exp \& Non Exp Local Equip Costs without Purchase Order | 10.00\% | - |
| 17 | Reporting Costs | 10.00\% | - |
| 18 | All Sundry/Misc Costs | 10.00\% | - |
| 19 | Professional Liability Insurance | 0.00\% | $\square$ |
|  | Total |  | 2,251 |
| Purchase Order No. | Purchase Order Description |  | Amount of Overhead |
| 22202581 | Purchase of topographical maps for Flight procedure design course |  | 0 |
| 22202669 | Post-facto payment for lunch during AFPP workshop Entebbe 13-17 Nov. 2017 |  | 30 |
| 22202687 | Payment for catering svc. during PANS-OPS PBN Flight Procedure course, 1-26 Oct. 2018 |  | 20 |
| 22202688 | Payment for water bottles during PANS-OPS PBN Flight Procedure Course, Dakar, 1-26 Oct. 2018 |  | 21 |
| 22202690 | Purchase for two cartridges during PANS-OPS PBN Flight Procedure Course, Dakar, 1-26 Oct. 2018 |  | 48 |
| 22501884 | Software's maintenance for 2016 and 2017 for the African Flight Procedure Programme (AFPP). |  | 279 |
|  | Total |  | 398 |
|  | Total Commitments |  | 2,648 |
|  | Grand Total (Expenses and Commitments) |  | 19,326 |

## APPENDIX 5

CONTRIBUTIONS RECEIVED DURING THE PERIOD 2017-2018, BY DATE

| Date | Donor/ Client | PR Reference \# | Amount (US\$) | Comments |
| :---: | :---: | :---: | :---: | :---: |
| 02/03/2017 | Mauritania | 012/2016-RAF14801 | 9,985 |  |
| 29/03/2017 | Ghana | 009/2016-RAF14801 | 10,000 |  |
| 18/04/2017 | Cameroon | 025/2016-RAF14801 | 32,885 |  |
| 18/04/2017 | Sodexam | 029/2016-RAF14801 | 24,188 |  |
| 18/05/2017 | Gambia | 014/2017-RAF14801 | 9,975 |  |
| 06/06/2017 | Botswana | 003/2017-RAF14801 | 10,000 |  |
| 15/06/2017 | United Republic of Tanzania | 023/2017-RAF14801 | 10,000 |  |
| 19/06/2017 | Angola | 022/2016-RAF14801 | 9,910 |  |
| 20/06/2017 | Mali | 011/2016-RAF14801 | 9,970 |  |
| 22/06/2017 | Botswana | 025/2017-RAF14801 | 45,524 |  |
| 28/06/2017 | Uganda | 025-2017-RAF14801 | 10,000 |  |
| 26/07/2017 | Sodexam | 029/2016-RAF14801 | 23,205 |  |
| 17/08/2017 | Zimbabwe | 028/2017-RAF14801 | 4,000 |  |
| 18/08/2017 | Mauritius | 029/2017-RAF14801 | 4,000 |  |
| 09/11/2017 | Swaziland | 032/2017-RAF14801 | 4,000 |  |
| 09/11/2017 | Swaziland | 033/2017-RAF14801 | 4,000 |  |
| 17/11/2017 | Democratic <br> Republic of the Congo | 012/2017-RAF14801 | 10,000 |  |


| Date | Donor/ Client | PR Reference \# | Amount (US\$) | Comments |
| :---: | :---: | :---: | :---: | :---: |
| 22/11/2017 | Kenya | 016/2017-RAF14801 | 9,970 |  |
| 01/12/2017 | Benin | 027/2017-RAF14801 | 5,775 | The amount was received as part of the single contribution of ASECNA (USD 125,775 received on 01.12.2017) for all the outstanding 2017 contributions of its member states. (N.B. An amount of US\$ was subtracted for administrative reasons in order to match the overall amount of ASECNA's transfer) |
| 01/12/2017 | Burkina Faso | 004/2017-RAF14801 | 10,000 | The amount was received as part of the single contribution of ASECNA (USD 125,775 received on 01.12.2017) for all the outstanding 2017 contributions of its member states. |
| 01/12/2017 | Cameroon | 006/2017-RAF14801 | 10,000 | The amount was received as part of the single contribution of ASECNA (USD 125,775 received on 01.12.2017) for all the outstanding 2017 contributions of its member states. |
| 01/12/2017 | Chad | 007/2017-RAF14801 | 10,000 | The amount was received as part of the single contribution of ASECNA (USD 125,775 received on 01.12.2017) for all the outstanding 2017 contributions of its member states. |
| 01/12/2017 | Comoros | 008/2017-RAF14801 | 10,000 | The amount was received as part of the single contribution of ASECNA (USD 125,775 received on 01.12.2017) for all the outstanding 2017 contributions of its member states. |
| 01/12/2017 | Congo | 009/2017-RAF14801 | 10,000 | The amount was received as part of the single contribution of ASECNA (USD 125,775 received on 01.12.2017) for all the outstanding 2017 contributions of its member states. |
| 01/12/2017 | Côte d'Ivoire | 010/2017-RAF14801 | 10,000 | The amount was received as part of the single contribution of ASECNA (USD 125,775 received on 01.12.2017) for all the outstanding 2017 contributions of its member states. |
| 01/12/2017 | Gabon | 013/2017-RAF14801 | 10,000 | The amount was received as part of the single contribution of ASECNA (USD 125,775 received on 01.12.2017) for all the outstanding 2017 contributions of its member states. |
| 01/12/2017 | Mali | 017/2017-RAF14801 | 10,000 | The amount was received as part of the single contribution of |


| Date | Donor/ Client | PR Reference \# | Amount (US\$) | Comments |
| :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | ASECNA (USD 125,775 received on 01.12 .2017 ) for all the outstanding 2017 contributions of its member states. |
| 01/12/2017 | Mauritania | 018/2017-RAF14801 | 10,000 | The amount was received as part of the single contribution of ASECNA (USD 125,775 received on 01.12.2017) for all the outstanding 2017 contributions of its member states. |
| 01/12/2017 | Niger | 020/2017-RAF14801 | 10,000 | The amount was received as part of the single contribution of ASECNA (USD 125,775 received on 01.12.2017) for all the outstanding 2017 contributions of its member states. |
| 01/12/2017 | Senegal | 022/2017-RAF14801 | 10,000 | The amount was received as part of the single contribution of ASECNA (USD 125,775 received on 01.12.2017) for all the outstanding 2017 contributions of its member states. |
| 01/12/2017 | Togo | 024/2017-RAF14801 | 10,000 | The amount was received as part of the single contribution of ASECNA (USD 125,775 received on 01.12.2017) for all the outstanding 2017 contributions of its member states. |
| 12/12/2017 | Cabo Verde | 005/2017-RAF14801 | 10,000 |  |
| 08/03/2018 | ASECNA ${ }^{3}$ | 036/2018-RAF14801 | 140,000 | The total amount received is EUR 125,544 (US\$ 154,042). It is divided into two parts and attributed to two payment requests No.036/2018-RAF14801 (which is entirely settled) and No.036/2019-RAF14801 (which is partially settled). |
| 08/03/2018 | ASECNA ${ }^{4}$ | 036/2019-RAF14801 | 14,042 | The total amount received is EUR 125,544 (US\$ 154,042). It is divided into two parts and attributed to two payment requests No.036/2018-RAF14801 (which is entirely settled) and No.036/2019-RAF14801 (which is partially settled, see contribution on 01.08.2018 for the remainder) |

[^3]| Date | Donor/ Client | PR Reference \# | Amount <br> (US\$) | Comments |
| :--- | :--- | :--- | ---: | :--- |
| $25 / 04 / 2018$ | Kenya | $016 / 2018-R A F 14801$ | 9,970 |  |
| $25 / 05 / 2018$ | Uganda | $025 / 2018-R A F 14801$ | 10,000 |  |
| $06 / 06 / 2018$ | Sudan | $040 / 2018-R A F 14801$ | 7,935 |  |
| $08 / 06 / 2018$ | Botswana | $003 / 2018-R A F 14801$ | 10,000 |  |
| $08 / 06 / 2018$ | Namibia | $039 / 2018-R A F 14801$ | 4,000 |  |
| $15 / 06 / 2018$ | Somalia | $035 / 2017-R A F 14801$ | 5,000 |  |
| $17 / 07 / 2018$ | Mozambique | $019 / 2018-R A F 14801$ | 10,000 |  |
| $01 / 08 / 2018$ | ASECNA 4 | $036 / 2019-R A F 14801$ | 125,775 | Remainder of the contribution for the member states for 2019 |
|  |  |  | (see contribution on 08.03.2018 for the initial part). |  |
| $13 / 09 / 2018$ | Zimbabwe | $042 / 2018-R A F 14801$ | 9,965 |  |
| $09 / 10 / 2018$ | Rwanda ${ }^{4}$ | $044 / 2018-R A F 14801$ | 7,960 |  |

[^4]
## APPENDIX 6

## OUTSTANDING PAYMENT REQUESTS

| Date | PR Reference \# | Donor/Client | Amount (US\$) |
| :---: | :---: | :---: | :---: |
| 29/08/2014 | 001/2014-RAF14801 | Burkina Faso | 10,000 |
| 29/08/2014 | 002/2014-RAF14801 | Comoros | 10,000 |
| 29/08/2014 | 003/2014-RAF14801 | Congo | 10,000 |
| 29/08/2014 | 006/2014-RAF14801 | Democratic Republic of the Congo | 10,000 |
| 29/08/2014 | 008/2014-RAF14801 | Gambia | 10,000 |
| 29/08/2014 | 010/2014-RAF14801 | Guinea | 10,000 |
| 29/08/2014 | 012/2014-RAF14801 | Mauritania | 10,000 |
| 29/08/2014 | 015/2014-RAF14801 | Senegal | 10,000 |
| 03/02/2016 | 001/2016-RAF14801 | Burkina Faso | 10,000 |
| 03/02/2016 | 002/2016-RAF14801 | Comoros | 10,000 |
| 03/02/2016 | 003/2016-RAF14801 | Congo | 10,000 |
| 03/02/2016 | 005/2016-RAF14801 | Djibouti | 10,000 |
| 03/02/2016 | 006/2016-RAF14801 | Democratic Republic of the Congo | 10,000 |
| 03/02/2016 | 007/2016-RAF14801 | Gabon | 10,000 |
| 03/02/2016 | 008/2016-RAF14801 | Gambia | 10,000 |
| 03/02/2016 | 014/2016-RAF14801 | Nigeria | 10,000 |
| 03/02/2016 | 015/2016-RAF14801 | Senegal | 10,000 |
| 06/04/2017 | 011/2017-RAF14801 | Djibouti | 10,000 |
| 06/04/2017 | 015/2017-RAF14801 | Ghana | 10,000 |
| 06/04/2017 | 019/2017-RAF14801 | Mozambique | 10,000 |
| 06/04/2017 | 021/2017-RAF14801 | Nigeria | 10,000 |
| 01/12/2017 | 034/2017-RAF14801 | Algeria | 4,000 |
| 15/02/2018 | 005/2018-RAF14801 | Cabo Verde | 10,000 |
| 15/02/2018 | 011/2018-RAF14801 | Djibouti | 10,000 |
| 15/02/2018 | 012/2018-RAF14801 | Democratic Republic of the Congo | 10,000 |
| 15/02/2018 | 014/2018-RAF14801 | Gambia | 10,000 |
| 15/02/2018 | 015/2018-RAF14801 | Ghana | 10,000 |
| 15/02/2018 | 021/2018-RAF14801 | Nigeria | 10,000 |


| $15 / 02 / 2018$ | $023 / 2018-$ RAF14801 | United Republic of <br> Tanzania | 10,000 |
| :--- | :--- | :--- | ---: |
|  |  | Somalia | 10,000 |
| $15 / 02 / 2018$ | $035 / 2018-$ RAF14801 | S. | 10,000 |
| $15 / 02 / 2018$ | $037 / 2017-$ RAF14801 | Angola | 10,000 |
| $15 / 02 / 2018$ | $037 / 2018-$ RAF14801 | Angola | 13,851 |
| $17 / 05 / 2018$ | $038 / 2018-$ RAF14801 | Côte d'Ivoire | 60,698 |
| $05 / 06 / 2018$ | $041 / 2018-$ RAF14801 | Botswana | 388,549 |
| Total |  |  |  |


[^0]:    ${ }^{1}$ The funds were initially provided by France to the ICAO Safety Fund. They were made available to the AFPP based on an agreement between ICAO, ASECNA and the Directorate General for Civil Aviation (DGCA) of France in November 2012.
    ${ }^{2}$ The financial statement for 2018 includes the expenditures for the period from January to September and the commitments for the period from October to December. At the time of writing, the financial statement as at 31 December 2018 was not available.

[^1]:    Translation services for 4th AFPP meeting with the steering committeeSERVICES INTO FRENCH
    PANS OPS recurrent training

[^2]:    Purchases or charges which are not covered by Purchase Orders.
    Grand Total (Expenses and Commitments)
    R Prem

[^3]:     Faso, Cameroon, Chad, Comoros, Congo, Côte d'Ivoire, Equatorial Guinea, Gabon, Mali, Mauritania, Niger, Senegal, Togo
     15 February 2018.

[^4]:    ${ }^{5}$ The contribution from Rwanda in October 2018 was received after the issuance of the most recent financial statement. It is therefore not included in Appendix 4.

