



ICAO

International Civil Aviation Organization
African Flight Procedure Programme

Sixth Meeting of the African Flight Procedure Programme Steering Committee
(3 September 2020)

Agenda Item 2: Review of the AFPP 2019 – 2020 activity report

ACTIONS TAKEN ON SC/5 DECISIONS

(Presented by the Secretariat)

SUMMARY
<p>This working paper provides the status of implementation of the decisions taken during the fifth steering committee meeting of the African Flight Procedure Programme (AFPP) held at the ICAO Western and Central African (WACAF) Office in Dakar, Senegal from 6 to 8 February 2019.</p> <p>Action by Steering Committee is indicated in section 3</p>
REFERENCES
<ul style="list-style-type: none"> • Report of the 5th meeting of the steering committee (Dakar, Senegal, 6 to 8 February 2019) • AFPP-SC/5-WP/5 (Project personnel) • AFPP-SC/5-WP/7 (Approval of the work programme for 2019)

1. INTRODUCTION

1.1 The 5th meeting of the steering committee (SC/5) of the African Flight Procedure Programme (AFPP) was held from 6 to 8 February 2019 in Dakar, Senegal, with the objective to review Phase I achievements, lessons learned and approve the activities related to Phase II of the programme.

1.2 The meeting emphasized the importance of the AFPP in the implementation of PBN in Africa, addressed the election of the chairperson and the vice chairperson, adoption and approval of the Work Programme and revised AFPP Programme Document for Phase II.

1.3 The steering committee also discussed matters related to financial resources, human resources (secondment of experts) and strategic objectives.

1.4 The steering committee took a total of 12 decisions, which were subsequently addressed by the various stakeholders.

2. **DISCUSSION**

2.1 A detailed review of the decisions taken during SC/5 is provided in Appendix. In summary, 8 out of the 12 decisions were implemented.

2.2 The four outstanding decisions:

- a) SC/5-Dec04 (Members in arrear to be denied access to free services delivered by the AFPP): Many APMs are in arrear but have issues in PBN implementation. So, as they were in the process of clearing their arrears, they have been allowed to attend some of the trainings.
- b) SC/5-Dec05 (payment of allowances to secondees through ASECNA), SC/5-Dec06 (TCB to refund ASECNA for the allowances paid to secondees) and SC/5-Dec07 (composition of the interview panel for local staff): These decisions are not implemented because the Programme didn't have enough financial resources to recruit local staff or to pay allowances.

3. **ACTION BY THE MEETING**

3.1 The steering committee is invited to take note of the implementation status of the decisions taken during SC/5.

APPENDIX

STATUS OF DECISIONS TAKEN DURING THE 5TH MEETING OF THE STEERING COMMITTEE

3.2 The table below provides a review of the decisions taken during SC/5 and the status of implementation as at 03 September 2020.

Title	ID	Description	Status
Election of the chairperson and the vice chairperson	SC/5- Dec01	The term of the current chairperson was extended for an additional year to facilitate the transition between Phases I and II.	SC/6 to provide guidance on the way forward.
	SC/5- Dec02	Côte d'Ivoire was elected vice chairperson.	SC/6 to provide guidance on the way forward.
Review of the approved budget and expenditures	SC/5- Dec03	The AFPP was requested to issue letters to the States in arrears. The letters should indicate the services delivered by the AFPP where applicable and the amount of outstanding contributions.	The letters were issued in Q3 2019.
	SC/5- Dec04	Members in arrears shall be denied access to free services delivered by the AFPP.	No free services were provided to some members in arrears who committed to settle.
Report on project personnel	SC/5- Dec05	The payment of allowances to secondees will be made through ASECNA.	ASECNA volunteered to pay the allowances
	SC/5- Dec06	ICAO will transfer the amount required for the payment of allowances for secondees to ASECNA upon receipt of a written request.	The transfer will be made when a written request is received.
	SC/5- Dec07	The interview panel for local support staff includes: the AFPP Manager, one Steering Committee member (ASECNA), and one representative of the ICAO WACAF Office, one of whom shall be elected chairperson of the panel. The interview panel may	The decision will be applied when the recruitment process of local support staff reaches the interview stage.

Title	ID	Description	Status
Presentation and approval of the revised AFPP Programme Document (Phase II)	SC/5- Dec08	<p data-bbox="730 293 1472 358">request assistance through additional personnel if required.</p> <p data-bbox="730 381 1472 446">The Project document was reviewed and approved with the following amendments:</p> <ul style="list-style-type: none"> <li data-bbox="926 469 1472 573">a) The start date of Phase II was defined as 8 February 2019; its duration is three years. <li data-bbox="884 596 1472 911">b) States are represented in the programme by Civil Aviation Authorities. In addition, they can be represented by aviation organizations, i.e. air navigation service providers, airport authorities, state-owned approved training organizations and national carriers, when mandated by their State. <li data-bbox="884 933 1472 1216">c) The job description of the Information Technology (IT) Specialist does not indicate whether the position is on a full-time or part-time basis. The Steering Committee agreed that the AFPP Manager will take this decision at a later point based on a further review of the programme's needs. <li data-bbox="884 1239 1472 1411">d) In order to avoid the need for additional agreements between ICAO and Member States for services delivered through the AFPP (e.g. design of flight procedures), the 	N/A, no action required.

Title	ID	Description	Status
		<p>project document needs to be amended to include a provision for such services as follows:</p> <p><i>2.2.8. The scope and timelines for services provided as per 2.2.5. and 2.2.6. and, where applicable, the related payment schedule are agreed between the AFPP Manager and the Participating Member (PM) via exchange of letters or e-mails, and corresponding payment requests will be issued by ICAO to the PM.</i></p>	
	SC/5- Dec09	ICAO to submit the revised project document for Phase II for signature to the Secretary General of ICAO and await further guidance.	<p>The project document was reviewed by ICAO's Legal Affairs and External Relations Bureau (LEB) prior to its submission to the Secretary General of ICAO.</p> <p>Based on LEB's comments, the document was updated and finalized. It was signed by ICAO on 6 November 2019.</p>
	SC/5- Rec10	The Steering Committee agreed that the four licenses for automated procedure design software which were offered by France will continue to be used. The related maintenance fees for the licenses will also be covered by project funds throughout Phase II.	The maintenance contract was extended through 30 April 2022.
	SC/5- Dec11	The Steering Committee agreed that the fifth license for automated procedure design software will not be used by the programme. France confirmed that	The earmarked amount for the fifth license (US\$ 6,007) was

Title	ID	Description	Status
		the corresponding amount can be earmarked to Phase II of the AFPP.	attributed to the AFPP in January 2020.
Approval of 2019 Work Programme	AFPP SC/5-Dec12	The AFPP to source the expertise where there is no internal capacity available.	Expertise was sourced for the facilitation of Airspace Design workshop held in December 2019, in Dakar