



ICAO

International Civil Aviation Organization
African Flight Procedure Programme

Extraordinary Meeting of the African Flight Procedure Programme Steering Committee
(14 January 2022)

Agenda Item 2: Review of the implementation status of the programme

Working Paper 2.2: Project personnel

(Presented by the Secretariat)

SUMMARY
<p>This paper provides a review of the SC/6 decisions related to project personnel and proposes a revised schedule for the remainder of Phase II.</p> <p>Action: The steering committee is invited to take note of the information provided in this paper.</p>
<p>REFERENCES</p> <p>Report of the 6th meeting of the Steering Committee</p>
<p>Related ICAO Strategic Objective(s):</p> <p>Safety Air Navigation Capacity And Efficiency Environmental Protection</p>

1. INTRODUCTION

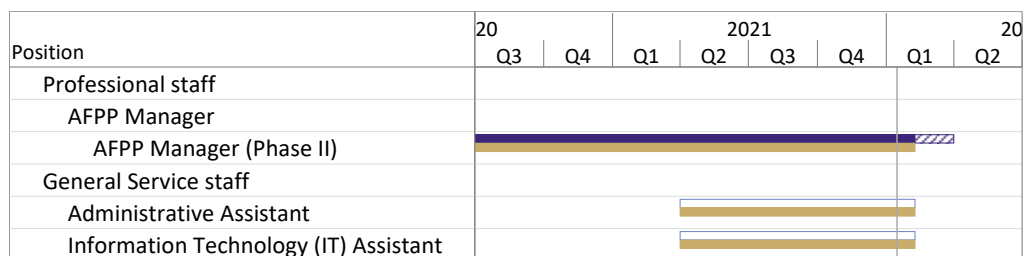
1.1 The following terms are used in the present working paper¹:

Category	Description
Professional staff	Staff members in this category are normally internationally recruited. Work in this category generally demands a high degree of analytical and communication skills, substantive expertise and/or managerial leadership ability. In the context of the AFPP, the AFPP Manager is recruited as international professional staff.
General Service staff	The functions in this category include administrative, secretarial and clerical support as well as specialized technical functions (e.g. security or maintenance). The work carried out by General Service staff supports the functioning of the Organization.

¹ Definitions for categories 'Professional Staff' 'General service staff' and 'National professional staff' are based on the definitions of staff categories of the United Nations: <https://careers.un.org/lbw/home.aspx?viewtype=SC>

Category	Description
	In the context of the AFPP, the Administrative Assistant and the Information Technology (IT) Assistant were expected to be recruited as General Service staff.

2. REVIEW OF SC/6 DECISIONS



2.1 The figure above shows the periods during which the different project positions were filled and vacant. The bars at the bottom show the baseline dates agreed in SC/6, the bars at the top the actual contract dates (solid bars), the scheduled contract dates (dashed bars) or the initially planned dates for positions which were not filled (blank bars).

2.2 The comparison of the actual dates with the baseline leads to the following observations:

Position	Observations and comments
AFPP Manager	At the time of SC/6, the position had been filled since 1 July 2017. Its extension was approved until 7 February 2022, which was the scheduled end date of Phase II of the programme at the time of the budget preparation. As the time between the present extraordinary Steering Committee meeting and the end date of the AFPP Manager’s contract would have been insufficient to process an extension or to finalize ongoing activities, the contract is being extended until 31 March 2022.
Administrative Assistant	The job description approved by SC/5 as part of the project document for Phase II was reviewed ICAO to ensure consistency with applicable standards and comparable positions. The final job description will be included in the Programme Document for Phase III. The position could not be filled as planned due to: a) The initial lack of funds and subsequent upcoming end date of Phase II; and b) The impact of the COVID-19 pandemic on operational activities and related needs.
Information Technology (IT) Assistant	Same as for the Administrative Assistant.

3. **CONCLUSION**

3.1 The steering committee is invited to take note of the information provided in this paper.