



## AFRICAN FLIGHT PROCEDURE PROGRAMME (AFPP)

Third Meeting of the Steering Committee

Livingstone, Zambia, 23-24 November 2016

### REPORT

This report has been approved by the Chairperson of the  
AFPP Steering Committee

**PREPARED BY:**

Secretary of the AFPP Steering Committee

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## Table of Contents

<b>PART I – INTRODUCTION .....</b>	<b>3</b>
<b>1. VENUE, DATE AND ATTENDANCE.....</b>	<b>3</b>
<b>2. OPENING OF THE MEETING .....</b>	<b>3</b>
<b>PART II – REPORT ON AGENDA ITEMS .....</b>	<b>3</b>
<b>1. DELIBERATIONS, DECISIONS AND RECOMMENDATIONS ON THE AGENDA.....</b>	<b>3</b>
<b>PART III - APPENDICES .....</b>	<b>8</b>
<b>APPENDIX A– REVISED TERMS OF REFERENCE FOR THE AFPP PHASE II TASK FORCE.....</b>	<b>8</b>
<b>APPENDIX B – REPORT OF THE ACTIVITIES CONDUCTED IN 2016.....</b>	<b>10</b>
<b>APPENDIX C - REPORT OF THE 2016 BUDGET .....</b>	<b>22</b>
<b>APPENDIX D – LIST OF PHASE I 2017 AFPP ACTIVITIES.....</b>	<b>24</b>
<b>APPENDIX E– LIST OF 2017 AFPP ACTIVITIES .....</b>	<b>26</b>
<b>APPENDIX F – PROPOSED PHASE I 2017 AFPP BUDGET .....</b>	<b>28</b>
<b>APPENDIX G – AFPP SC1, SC2 AND SC3 DECISIONS AND RECOMMENDATIONS .....</b>	<b>31</b>
<b>APPENDIX H: LIST OF PARTICIPANTS .....</b>	<b>45</b>

**NB:** in addition to the above Appendices the following meeting related documents are available at the AFPP website: <http://www.icao.int/WACAF/African-FPP/Pages/default.aspx>

1. Working Papers (WP01 to 06 and Attachments)
2. Information Papers (IP01 to IP04)

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## **PART I – INTRODUCTION**

### **1. VENUE, DATE AND ATTENDANCE**

1.1 The 3<sup>rd</sup> meeting of the African Flight Procedure Programme (AFPP) Steering Committee was held on 23-24 November 2016 at the Protea Hotel in Livingstone, Zambia, at the kind invitation of the Zambia Civil Aviation Authority. The meeting was attended by thirty-seven (37) participants including representatives of Member States and invited Regional Organizations. The list of participants is provided at Appendix H.

### **2. OPENING OF THE MEETING**

2.1 Mr Gabriel Lesa, the Director General of the Zambia Civil Aviation Authority (ZCAA) welcomed all participants to the 3<sup>rd</sup> African Flight Procedure Programme Steering Committee meeting. He particularly expressed his gratitude to ICAO and African States for the opportunity given to Zambia to host the AFPP Steering Committee meeting and wished to all fruitful deliberations.

2.2 Mr. Barry Kashambo, ICAORD Nairobi, delivered opening remarks, highlighting the importance of the AFPP in the implementation of PBN in Africa as a global and regional air navigation priority.

2.3 The meeting was chaired by Mrs Charity Muthoni Musila, representing Captain Gilbert Kibe, Director-General of Kenya Civil Aviation Authority (KCAA), the Chairperson of the AFPP Steering Committee.

## **PART II – REPORT ON AGENDA ITEMS**

### **1. DELIBERATIONS, DECISIONS AND RECOMMENDATIONS ON THE AGENDA**

#### **1.1 Agenda Item 1: Adoption of the agenda.**

1.1.1 The meeting reviewed and approved the draft agenda (WP01 and attachments), the Order of Business and Work Programme (IP02) presented by the Secretariat.

#### **1.2 Agenda Item 2: Update on the AFPP Phase II Task Force progress.**

1.2.1 The meeting reviewed the report of the first meeting of the AFPP Task Force (TF) established by the AFPP SC/2 meeting in October 2015, which took place in Livingstone, Zambia on 23 November 2016.

1.2.2 The meeting reviewed and approved the revised terms of reference and composition of the Task Force as provided at **Appendix A** to this report.

1.2.3 The meeting noted that, due to time constraints, the TF agreed to conduct a second meeting (TF/2) to address its mandate and finalize proposals for AFPP Phase II.

1.2.4 The proposed dates for the TF/2 meeting are 25 to 27 January 2017, at the ICAO ESAP Office in Nairobi.

1.2.5 The SC will organize a Special Meeting not later than March 2017 to review the report of the TF and discuss matters regarding the launch of the AFPP Phase II on 1<sup>st</sup> June 2017.

- 1.2.6 Furthermore, the SC recognized that the AFPP has been instrumental to progressing PBN implementation in Africa since June 2014, and accordingly agreed to the critical need to proceed with Phase II of the programme as reflected under SC/3 Decisions Dec01 and Dec03.
- 1.2.7 France presented a summary of proposed assumptions and requirements for effective support of AFPP activities by States.
- 1.2.8 The meeting approved the following decisions and recommendations.

### **Decisions and Recommendations on Agenda Item 2**

#### **SC/3-Dec01: Decision to continue with Phase II.**

*The decision to continue the African Flight Procedure Programme (AFPP) with Phase II was approved by the meeting. Proposals for Phase II terms and conditions will be developed by the AFPP Phase II Task Force.*

#### **SC/3-Dec02: Review and update of AFPP Strategic Plan and Implementation Methodology**

*That the AFPP Phase II Task Force review and make proposals to the AFPP Strategic Plan adopted by the Second Meeting of the AFPP Steering Meeting Committee and its related implementation methodology.*

#### **SC/3-Dec03: AFPP Phase II Task Force Terms of Reference and Composition**

*The AFPP Phase II Task Force Terms of Reference and Composition are approved as shown at Appendix A to this report.*

### **1.3 Agenda Item 3: Presentation of Information Papers by Stakeholders.**

- 1.3.1 On second day, 24 November 2016, AIRBUS, ASECNA, Cameroon, France and Ghana presented their proposals for the AFPP Phase II (see AFPP SC/3 IP03a/e).
- 1.3.2 ASECNA confirmed support for the AFPP Phase II but will provide only building facilities and equipment. Secondment of a designer would be confirmed. As ASECNA will have a new Director General on 1<sup>st</sup> January 2017, additional information needs to be obtained by AFPP Manager and WACAF Office.
- 1.3.3 France recalled its commitment for the AFPP Phase I through financial and equipment support (Manager Salary and GéoTitan design software licenses). Full discharge was given to AFPP activities in a very global positive way regarding management and conducted actions. France informed the meeting that they don't intend to continue to support financially the salary of the Manager for the AFPP Phase II. However, their support will continue and will be more related to AFPP experts training and information.
- 1.3.4 Ghana presented benefits due to AFPP activities for PBN implementation. They proposed incomplete information of AFPP benefits as possible reason for APS annual contribution non-payment. Ghana informed that they will support continuation of the AFPP for Phase II.
- 1.3.5 Cameroon presented issues due to inappropriate status of seconded personnel to the AFPP. Incentives were presented to improve proposals for expert secondment to the AFPP.
- 1.3.6 AIRBUS presented its involvement in a Global PBN Implementation Projection through development of PBN flight procedures at Freetown airport and all related activities for concerned partners from Roberts FIR States, Guinea, Liberia and Sierra Leone. AIRBUS confirmed the support of the AFPP for Phase II.
- 1.3.7 The AFPP Manager indicated that the development of the AFPP Phase I has not been simple and was continuously done in order to meet the Programme goals such as sustainable internal

capability development for instrument flight procedures, focusing on PBN. As results for training activities are not instantly visible, it is needed to continue the started actions during Phase II. But Phase II development needs to receive agreement from core States to insure AFPP financial capabilities to conduct activities.

1.3.8 ICAO Secretariat indicated that role of FRANCE and AIRBUS was essential for success of the AFPP Phase I and that it is expected it would continue in same format.

1.3.9 Documentation presented for the study to be conducted by the TF/2 meeting will have to take into account this information in order to cover requests from AFPP Members and consolidate functioning of the AFPP activities for Phase II.

#### 1.4 **Agenda Item4: Review of the outcomes of the AFPP SC/2 Meeting.**

1.4.1 The meeting approved the AFPP SC/2 Meeting Report.

1.4.2 Follow-up of the AFPP SC/2 Meeting Decisions and Recommendations

- The follow-up of the AFPP SC/2 meeting Decisions and Recommendations was presented in details by the AFPP Manager and updated according to comments from meeting participants.

- The detailed information is presented in the Appendix G to this report.

1.4.3 2016 Activities

- The AFPP Manager presented in detail the AFPP 2016 activities. Format of the document was updated according to comments by meeting participants to have a better visibility for activities and strategic goals performance. Information from the Safety High-Level Conference was also provided by the PBN Programme Manager regarding PBN Implementation and documentation to be soon delivered by ICAO.

- States participating to AFPP activities were coming from all areas of Africa and represent French, English and Portuguese-speaking countries.

- New States as South Africa and Botswana participated to the AFPP activities for the first time during Year 2016. Egypt, from ICAO MID area of responsibility participated also to activities.

- The detailed information is presented in the Appendix B to this document.

1.4.4 2016 Budget

- The meeting approved the 2016 APP Budget.

- The detailed information is presented in the Appendix C to this document.

1.4.5 The meeting approved the following decisions and recommendations.

#### ***Decisions and Recommendations on Agenda Item 4***

##### ***SC/3-Dec04: 2016 Activity Report.***

*The AFPP 2016 Activity Report is endorsed as shown at Appendix B to this report.*

*Note: The Report should be duly formatted and populated as directed by AFPP SC/3.*

##### ***SC/3-Dec05: 2016 Budget (Financial Statement).***

*The AFPP 2016 Budget is endorsed as shown at Appendix C to this report.*

*Note: A letter to States in arrears from the Chairman of the AFPP SC to be dispatched by 2 December 2016. Copy of the letter to be forwarded to the Regional Offices for onward transmission to the APS States by 31 December 2016, urging action*

## 1.5 Agenda Item 5 : Proposed Phase I 2017 AFPP Activities.

1.5.1 According to the AFPP Phase I until May 2017, the AFPP Steering Committee meeting approved the AFPP Work Programme covering this period, as the Phase II conditions were not yet defined and approved by the meeting.

1.5.2 During this period, priority activities will be focused on PANS OPS designer training courses to be organized in Dakar, Senegal and Dar Es Salaam, Tanzania

1.5.3 ICAO Annex 11 amendment regarding flight procedures implementation oversight will increase dedicated activities to Member States to be conducted by the AFPP.

1.5.4 The proposed AFPP Work Programme for 2017 was presented by the AFPP Manager on Members' request and will be finalized and approved during the next AFPP Steering Committee.

1.5.5 Detailed information is presented respectively in Appendices D and E to this report.

1.5.6 The meeting approved the following decisions and recommendations.

### ***Decisions and Recommendations on Agenda Item 5***

#### ***SC/3-Dec06: Phase I 2017 Work Programme.***

*The AFPP Phase I 2017 Work Programme is approved as shown at Appendix D to this report.*

## 1.6 Agenda Item 6 : Proposed Phase I 2017 AFPP Budget (closed session)

1.6.1 The AFPP Steering Committee meeting approved the Budget presented by the AFPP Manager. The Budget based on the AFPP Phase I 2017 Work Programme, presents the global costs for the organization of the meetings and courses, the revenues/incomes and the financial support from Donors.

1.6.2 Expenses categories comprise of organization meeting, hiring of consultants and experts, mission travel and use of premises. Revenues are provided by Active Participating States (APS) annual financial contribution (5,000 USD per State) and incomes from activities on a fee base concept. The 2016 surplus is included in the 2017 AFPP global budget.

1.6.3 The detailed information is presented in Appendix F to this document.

1.6.4 The meeting approved the following decisions and recommendations.

#### ***SC/3-Dec07: Phase I 2017 Budget.***

*The AFPP Phase I 2017 Budget is approved as shown at Appendix F to this report.*

## 1.7 Agenda Item 7: Venue and date of the next SC Meeting.

1.7.1 France proposed to organize a 1-day meeting prior to the next AFPP Steering Committee meeting to give opportunity to make a detailed presentation of the AFPP Programme Document to all participant States and inform the Steering Committee's discussions and decisions concerning the AFPP Phase II and related Programme activities, Finances, Human Resources, and operation.

1.7.2 The meeting noted with appreciation the offer by Kenya to host the next meeting of the AFPP Steering Committee in March 2017. However, the final venue and dates will be coordinated by the Secretariat, mindful of the geographical rotation of SC meetings.

**1.8 Agenda Item 8: Any other business.**

**1.9 Agenda Item 9: Review of the conclusions of the AFPP SC/3 meeting.**

1.9.1 The meeting reviewed and approved the Decisions and Recommendations proposed during the sessions and included at each session end. The list is also summarized in the Appendix G to this document.

**1.10 Agenda Item 11: Closing session**

1.10.1 The AFPP Steering Committee Chairperson thanked all the participants for the long but very constructive discussion during the meeting.

1.10.2 After having thanked the Zambia Civil Aviation Authority for the excellent hospitality and organization which resulted in success of the meeting, the meeting was officially closed.

- END-

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## **PART III - APPENDICES**

### **APPENDIX A– REVISED TERMS OF REFERENCE FOR THE AFPP PHASE II TASK FORCE**

#### **1. BACKGROUND**

1.1. The African Flight Procedure Programme was established by ICAO with the support of France and ASECNA in February 2013 and formally launched in June 2014 for the purpose of assisting States to develop sustainable capability and / or be provided with services in the Instrument Flight Procedure domain so as to meet their commitments under ICAO Assembly Resolution A37-11 for Performance Based Navigation implementation.

1.2. The Programme was established for an initial period of three-years with the option of renewal for a second three-year term. The current term of the Programme ends on 1st June 2017 and a decision as to its possible extension or otherwise needs to be made well in advance of this date.

#### **2. ESTABLISHMENT OF THE TASK FORCE**

2.1. In view of the above, the SC hereby establishes the AFPP Phase II Task Force with the objective to evaluate the feasibility of extending the Programme for another term. In order to achieve this objective, the Task force will carry out a study of the followings:

- a) Review the background to conception of the AFPP starting with outcome of Special AFI/08 RAN Meeting to clearly establish the objective of the Programme;
- b) Conduct a gap analysis based on the principal objective of the Programme vis-à-vis the obligations and needs of States (demand);
- c) Cost-benefit-analysis of possible options, including extension. In this case, the Task Force will also take due consideration of the possible evolution of the procedures design technologies to be used and the possible impact thereof;
- d) Benchmark with the other ICAO FPP models and identify elements that may be of benefit to the AFPP;
- e) Modalities of implementing the recommended option (mechanism, Operational resources requirement, including funding, hosting and expertise);
- f) Sustainability for funding the programme considering risk on contributions; and
- g) Review and update the AFPP Strategic Plan clearly identifying stakeholder roles and intended impact in the function of the AFPP.

#### **3. WORKING METHODS**

3.1. As part of delivering on its mandate:

- a) To facilitate the work of the Phase II Taskforce, the AFPP Manager shall, before 31 December 2016, provide to the Task Force members, detailed breakdown of the programme achievements (year by year since its launch) contrasted against approved annual work programme, as well constraints experienced (details to and reformatted SC/3 WP5 ATT A);
- b) Convene a meeting of the Task Force to comprehensively consider all necessary aspects under 2.1 above, and develop a proposal for consideration by the AFPP SC;
- c) Report of the Task Force shall be forwarded to the Chairman SC of the AFPP and ICAO Secretariat to be further dispatched to the SC members in preparation for the Extraordinary Meeting of the AFPP SC;
- d) Review and update the ProDoc taking into consideration past experiences and issues expressed during the AFPP SC/3 Meeting;



- e) Propose a mechanism to manage all possible outcomes of the feasibility study.
- 3.2. Reference documentation
- a) AFPP ProDoc;
  - b) Strategic Plan adopted by AFPP SC/2;
  - c) AFPP SC/1, SC/2 and SC/3 reports; and
  - d) AFPP SC/3 Documentation, including contributions to AFPP SC/3 by Cameroon, France, Ghana, AIRBUS and ASECNA

#### **4. COMPOSITION OF THE TASK FORCE**

- 4.1. The task force will be composed of the following:
- a) Task Force Coordinator: an official from an Active Participating State (Tanzania);
  - b) Secretary: AFPP Manager;
  - c) ASECNA representative;
  - d) 5 Representatives for Active Participating States (Cameroon, Cote d'Ivoire, Ghana, Kenya and Zambia);
- Note: For information, the meeting approved 5 representatives for APS as there is no representative from US*
- e) Representative for User States (none);
  - f) Donor representatives: France and AIRBUS;
  - g) 1 Representative for AFCAC; and
  - h) Representatives from the ICAO Secretariat.

#### **5. DELIVERABLES OF THE TASK FORCE**

- 5.1. The Task Force is to:
- a) To provide a draft report to the Secretariat;
  - b) After review by the ICAO Secretariat, provide a revised draft report; and
  - c) After review by the SC members, provide a final draft report to be submitted to the AFPP Steering Committee for final review, endorsement of the study and approval of the proposal for AFPP Phase II.
- 5.2. The Task Force should meet before the end of January 2017 (25-27 January 2017 in Nairobi, Kenya is proposed) to carry out a detailed study. In addition, the Task Force shall use electronic means of communication to consolidate and address any tasks that can be addressed through such means.

## APPENDIX B – REPORT OF THE ACTIVITIES CONDUCTED IN 2016

### 1. INTRODUCTION

1.1 The objective of this paper is to report on the activities conducted by the African Flight Procedure Programme (AFPP) since the second AFPP Steering Committee Meeting held on 21 October 2015.

### 2. MEMBER STATES OF THE AFPP

2.1 On 31 October 2016, 30 African States are members of the AFPP, as follows:

	Participating States	Active Participating States	User States	Observer States	Pending (outstanding action from States)
2015		24	2	0	3
2016	30	26	4	0	5
	Angola, Botswana, Burkina Faso, Cabo Verde, Cameroon, Chad, Comoros, Congo, Cote d'Ivoire, Djibouti, DRC, Gabon, Gambia, Ghana, Guinea, Guinea Bissau, Guinea Equatorial, Kenya, Madagascar, Mali, Mauritania, Mozambique, Niger, Nigeria, Senegal, Sierra Leone, Tanzania, Togo, Uganda and Zimbabwe.				

2.2 Central African Republic, Namibia, Roberts FIR (in name of Guinea, Liberia and Sierra Leone), South Africa and Zambia have expressed interest to join the AFPP.

2.3 Zimbabwe has expressed interest to change its AFPP status as an APS.

2.4 Since October 2015, Botswana and Chad joined officially the Programme as an APS, and Guinea Equatorial and Zimbabwe as a US.

### 3. FOLLOW-UP OF 2016 WORK PROGRAMME

Approved Work Plan Activity	Number of Activities	Implementation Achievements	Delivery Stakeholder and Specific Roles (Providers)	Activity Delivery Dates	Constraints and Opportunities	Overall status of Implementation Quantitative / qualitative progress	Beneficiary States/ Organizations & Contribution status A/B/C/D*	Remarks
<b>1. WORKSHOPS</b>								
<b>1.1. PBN Training Workshop for ATC and ATM personnel</b>	1 event	- PBN Training Workshop for ATC and ATM personnel (#1) - Nairobi, Kenya	- 9 States - 16 participants - Expertise: Kenya (EASA) and AFPP	11-15/04	N/C	ATC and ATM personnel obtained knowledge of the PBN flight procedures concept and use.	- (A) Uganda, Cote d'Ivoire, Kenya, Mozambique - (B) Mali, Angola, Gambia, Ghana - (D) Ethiopia	
<b>1.2. Airspace design Concept workshop</b>	1 event	- Airspace design Concept workshop (#2) - Dar Es Salaam, Tanzania	- 9 States - 27 participants - Expertise: ICAO HQ expert	24/10 - 04/11	N/C	- CAA and ATM personnel obtained knowledge of PBN Concept for Airspace Design for - AFPP experts trained in order to create internal capability for the AFPP to facilitate such workshop in future	- (A) Botswana, Cameroon, Tanzania, Uganda - (B) Zambia - (C) Zimbabwe - (D) Egypt, Seychelles, South Africa	
<b>1.3. Data Origination for IFPD workshop</b>	1 event	- Data Origination for IFPD workshop (#1) - Dakar, Senegal	- 11 States / Organizations - 23 participants - Expertise: Kenya	16-18/11	N/C	Experts obtained knowledge in aeronautical data collection, including obstacles and terrain, for instrument flight procedures implementation	- (A) ASECNA, Cameroon, Cote d'Ivoire, Kenya, Niger, Tanzania, Togo and Uganda - (B) Angola, Chad, Gambia, Ghana and Senegal (D) Algeria	

Approved Work Plan Activity	Number of Activities	Implementation Achievements	Delivery Stakeholder and Specific Roles (Providers)	Activity Delivery Dates	Constraints and Opportunities	Overall status of Implementation Quantitative / qualitative progress	Beneficiary States/ Organizations & Contribution status A/B/C/D*	Remarks
<b>1.4. Quality Assurance for Flight Procedure Implementation Process workshop</b>	Cancelled				Request from WACAF office for direct assistance to States on subject			See Assistance to States section
<b>2. TRAINING COURSES</b>								
<b>2.1. Flight Procedure Design Initial Course</b>	1 event	2.1.1. Flight Procedure Design Initial Course (session 2, part A) - Dakar, Senegal	- 8 States / Organization - 13 participants - Expertise: AFPP (PANS OPS Instructors seconded by ASECNA and Tanzania)	22/08-16/09	Contents of the course was purchased to ENAC, France, after TCB process	Experts trained to conventional flight procedures design	- (A) ASECNA, Kenya, Mozambique, Niger and Togo - (B) Chad and Senegal - (D) Egypt	
<b>2.2. Flight Procedure Design PBN Course</b>	1 event	2.2.1. Flight Procedure Design PBN Course (session 2, part B) - Dakar, Senegal	- 8 States / Organization - 12 participants - Expertise: AFPP (PANS OPS Instructors seconded by ASECNA and Tanzania)	21/11 – 16/12	Contents of the course was purchased to ENAC, France, after TCB process	Experts trained to PBN flight procedures design	- (A) ASECNA, Kenya, Niger, Togo and Uganda - (B) Angola, Chad and Senegal	

Approved Work Plan Activity	Number of Activities	Implementation Achievements	Delivery Stakeholder and Specific Roles (Providers)	Activity Delivery Dates	Constraints and Opportunities	Overall status of Implementation Quantitative / qualitative progress	Beneficiary States/ Organizations & Contribution status A/B/C/D*	Remarks
<b>2.3. PBN Operational Approval Training Course</b>	Postponed			Postponed 2017	Impossibility to find hosting State and dates available for external expertise to facilitate the course (ICAO HQ)			
<b>2.4. Flight Procedure Design Course for Oversight Service Personnel</b>	Postponed			Postponed 2017	Course content under development after having conducted Flight Procedure Design Initial and PBN courses in 2016			

Approved Work Plan Activity	Number of Activities	Implementation Achievements	Delivery Stakeholder and Specific Roles (Providers)	Activity Delivery Dates	Constraints and Opportunities	Overall status of Implementation Quantitative / qualitative progress	Beneficiary States/ Organizations & Contribution status A/B/C/D*	Remarks
<b>3. ASSISTANCE TO STATES</b>								
<b>3.1. National PBN Implementation Plan</b>	4 events	3.1.1. Direct assistance related to National PBN Implementation Plan	- Gabon CAA - Development of Plan	Has started in 2015		- Submission on September 2016	(B) Gabon	
		3.1.2. Workshop related to National PBN Implementation Plan - Yaoundé, Cameroon	- Cameroon CAA - Development of Plan	- Has started in 2015 - Meeting on 7-9/06		- Submission on November 2016	(A) Cameroon	
		3.1.3. Direct assistance related to National PBN Implementation Plan	- Mali CAA - Development of Plan	Has started in 2015		- Submission expected by end 2016	(B) Mali	
		3.1.4. Workshop related to National PBN Implementation Plan	- Congo CAA - Guinea CAA - Sao Tome and Principe CAA - Development of Plan	11-13/05		- Submissions expected by end 2016 - AFPP follow-up	- (B) Congo and Guinea - (D) Sao Tome and Principe	

Approved Work Plan Activity	Number of Activities	Implementation Achievements	Delivery Stakeholder and Specific Roles (Providers)	Activity Delivery Dates	Constraints and Opportunities	Overall status of Implementation Quantitative / qualitative progress	Beneficiary States/ Organizations & Contribution status A/B/C/D*	Remarks
<b>3.2. Instrument flight procedures implementation</b>	7 events	3.2.1. Workshop related to Quality Assurance process for Instrument Flight Procedures Implementation	<ul style="list-style-type: none"> <li>- Gabon CAA</li> <li>- PBN flight procedures implementation at Gamba and Rabi Airports</li> <li>- Expertise: AFPP</li> </ul>	Has started on 03/2015		- Regulatory approval on May 2015 and May 2016	(B) Gabon	
		3.2.2. Workshop related to Quality Assurance process for Instrument Flight Procedures Implementation	<ul style="list-style-type: none"> <li>- Togo CAA, Lomé Airport Management and ASECNA</li> <li>- PBN flight procedures implementation at Niamtougou Airport</li> <li>- Expertise: AFPP</li> </ul>	Has started on 06/2015		- Regulatory approval on January 2016	(A) Togo	
		3.2.3. Workshop related to Quality Assurance process for Instrument Flight Procedures Implementation	<ul style="list-style-type: none"> <li>- Cameroon CAA, Lomé Airport Management and ASECNA</li> <li>- Conventional and PBN flight procedures implementation at Maroua International Airport</li> <li>- Expertise: AFPP</li> </ul>	Has started on 06/2015	Process is slowed due to issues for procedure validation	- Regulatory approval expected by end 2016	(A) Cameroon	

Approved Work Plan Activity	Number of Activities	Implementation Achievements	Delivery Stakeholder and Specific Roles (Providers)	Activity Delivery Dates	Constraints and Opportunities	Overall status of Implementation Quantitative / qualitative progress	Beneficiary States/ Organizations & Contribution status A/B/C/D*	Remarks
		3.2.4. Workshop related to Quality Assurance process for Instrument Flight Procedures Implementation	<ul style="list-style-type: none"> <li>- Djibouti CAA and "Aéroport de Djibouti"</li> <li>- 13 participants</li> <li>- PBN flight procedures implementation at Djibouti International Airport</li> <li>- Expertise: AFPP</li> </ul>	Has started in 12/2015	Process slowed due to issues for validation step (preflight evaluation and flight validation). Air France additional assistance	<ul style="list-style-type: none"> <li>- Regulatory approval to be finalized by end 2016</li> <li>- AFPP to follow-up</li> </ul>	(B) Djibouti	
		3.2.5. Workshop related to Quality Assurance process for Instrument Flight Procedures Implementation	<ul style="list-style-type: none"> <li>- Senegal</li> <li>- 16 participants</li> <li>- Instrument flight procedures implementation</li> <li>- Expertise: AFPP</li> </ul>	8-11/03		Experts from Senegal (ANACIM, ADS) and ASECNA obtained knowledge for implementation of instrument flight procedures.	(B) Senegal	
		3.2.6. Workshop related to Quality Assurance process for Instrument Flight Procedures Implementation	<ul style="list-style-type: none"> <li>- Mali CAA</li> <li>- PBN flight procedures implementation at Gao, Tessalit and Timbuktu</li> <li>- Expertise: AFPP</li> </ul>	4-8/07		Regulatory approval expected by December 2016	(B) Mali	
		3.2.7. Workshop related to Quality Assurance process for Instrument Flight Procedures Implementation	<ul style="list-style-type: none"> <li>- Equatorial Guinea CAA</li> <li>- PBN flight procedures implementation at Bata</li> </ul>	Expected in 2017		Regulatory approval to be finalized by mid-2017	(C) Guinea Equatorial	



Approved Work Plan Activity	Number of Activities	Implementation Achievements	Delivery Stakeholder and Specific Roles (Providers)	Activity Delivery Dates	Constraints and Opportunities	Overall status of Implementation Quantitative / qualitative progress	Beneficiary States/ Organizations & Contribution status A/B/C/D*	Remarks
3.3. <b>OJT for Designer</b>	1 event	3.3.1. Direct assistance to conduct OJT for trained designers	<ul style="list-style-type: none"> <li>- Uganda</li> <li>- Cote d'Ivoire</li> <li>- Senegal</li> <li>- Expertise: AFPP</li> </ul>	<ul style="list-style-type: none"> <li>- April to June</li> <li>- October / November</li> </ul>		Internal design capability developed for: <ul style="list-style-type: none"> <li>- Uganda, 2 designers</li> <li>- Cote d'Ivoire, 1 designer</li> <li>- Senegal, 1 designer</li> </ul>	<ul style="list-style-type: none"> <li>- (A) Cote d'Ivoire and Uganda</li> <li>- (B) Senegal</li> </ul>	
<b>4. INSTRUMENT FLIGHT PROCEDURES DESIGN</b>								
4.1. <b>Design Project</b>	6 events	4.1.1. Direct assistance to design flight procedures	<ul style="list-style-type: none"> <li>- Cameroon</li> <li>- Conventional and PBN procedures for Maroua International Airport</li> <li>- Expertise: AFPP</li> </ul>	April 2015 to April 2016	Process slowed by CCAA difficulties for step 8 of Quality Assurance process (preflight evaluation and flight validation)	<ul style="list-style-type: none"> <li>- Flight validation done in September 2016 coupled to ATC training by AFPP expert.</li> <li>- Finalization of project expected by end 2016</li> </ul>	(A) Cameroon	
		4.1.2. Direct assistance to design flight procedures	<ul style="list-style-type: none"> <li>- Cote d'Ivoire (CAA and ANSP, SODEXAM)</li> <li>- Conventional and PBN procedures for Bouaké, Korhogo, Man, Odienné, San Pedro and Yamoussoukro Airports</li> <li>- Expertise: AFPP</li> </ul>	December 2013 to June 2016	Project for 5 Domestic airports. Assistance to develop oversight service by CAA and design service by SODEXAM	<ul style="list-style-type: none"> <li>- Flight procedures approved and published between May 2014 and November 2016</li> </ul>	(A) Cote d'Ivoire	

Approved Work Plan Activity	Number of Activities	Implementation Achievements	Delivery Stakeholder and Specific Roles (Providers)	Activity Delivery Dates	Constraints and Opportunities	Overall status of Implementation Quantitative / qualitative progress	Beneficiary States/ Organizations & Contribution status A/B/C/D*	Remarks
		4.1.3. Direct assistance to design flight procedure	<ul style="list-style-type: none"> <li>- Botswana</li> <li>- Conventional and PBN procedures for Francistown, Gaborone, Kasane and Maun airports</li> <li>- Expertise: AFPP</li> </ul>	Starting on January 2017	Project for 4 Domestic airports. Assistance to develop oversight service by CAA.	Project to be completed in 2017	(A) Botswana	
		4.1.4. Direct assistance to design flight procedure ( <i>AIRBUS Global PBN Implementation Project</i> )	<ul style="list-style-type: none"> <li>- Sierra Leone</li> <li>- PBN procedures for Freetown International Airport</li> <li>- Expertise: AIRBUS and AFPP</li> </ul>	Starting on January 2017	Project for PBN flight procedure implementation . Assistance for training CAAs and ANSPs personnel in charge of oversight service in Guinea, Liberia, Sierra Leone and Roberts FIR	Project to be completed in 2017	(B) Guinea, Liberia and Sierra Leone	
		4.1.5. Direct assistance to design flight procedures	<ul style="list-style-type: none"> <li>- Cameroon</li> <li>- PBN procedures for Bafoussam, Bamenda and Bertoua airports</li> <li>- Expertise: AFPP</li> </ul>	Starting on March 2017	Procedures designer trained by AFPP to conduct OJT based on 1 airport of the Project	Project to be completed in 2017	(A) Cameroon	

Approved Work Plan Activity	Number of Activities	Implementation Achievements	Delivery Stakeholder and Specific Roles (Providers)	Activity Delivery Dates	Constraints and Opportunities	Overall status of Implementation Quantitative / qualitative progress	Beneficiary States/ Organizations & Contribution status A/B/C/D*	Remarks
		4.1.6. Information for direct assistance to design flight procedures	- Zimbabwe - PBN procedures for Harare and Nkomo International airports - Expertise: AFPP	Starting dates to be defined		N/C	(C) Zimbabwe	
<b>5. ATTENDANCE TO MEETINGS</b>								
5.1. 3 <sup>rd</sup> Africa-Indian Ocean (AFI) Aviation Safety and Security Symposium, 17 <sup>th</sup> Comprehensive Regional Implementation Plan for Aviation Safety in Africa (AFI Plan) Steering Committee	1 event	5.1.1. Meetings held 27 June - 1 July in Malabo, Equatorial Guinea		30/06		- Presentation of the AFPP - Signatures by ICAO SG and Chad CAA DG for Chad to become an AFPP APS Member - Signatures by ICAO SG and Guinea Equatorial CAA DG for Chad to become an AFPP US Member	N/C	
5.2. AFI Region AIXM-e AIP Implementation Workshop	1 event	5.2.1. ICAO Meeting held 3-5 October in Dakar, Senegal		03/10		Presentation about "Aeronautical Data for instrument flight procedure design"	N/C	

Approved Work Plan Activity	Number of Activities	Implementation Achievements	Delivery Stakeholder and Specific Roles (Providers)	Activity Delivery Dates	Constraints and Opportunities	Overall status of Implementation Quantitative / qualitative progress	Beneficiary States/ Organizations & Contribution status A/B/C/D*	Remarks
<b>6. INTERNAL ACTIVITIES</b>								
6.1. <b>Report SC/2</b>		Report of the second meeting of the AFPP Steering Committee distributed to Member States		September		Distributed	All African States	
6.2. <b>AFPP Strategic Action Plan</b>		Update including ICAO objectives for PBN implementation in future in relation to GANP and ASBU Concept				Updated		
6.3. <b>AFPP Phase II Task Force</b>	1 event	AFPP Phase II Task Force participation: Tanzania (Coordinator), Cameroon, Cote d'Ivoire, Ghana and Kenya (APS representatives), France and AIRBUS (Donors) and AFCAC.		Meeting during the AFPP SC/2 meeting, 24/11, Livingstone, Zambia	Difficulties to obtain reply from States to participation request and to find adequate date for meeting	Meeting held	AFPP Task Force members	
6.4. <b>3<sup>rd</sup> AFPP Steering Committee</b>	1 event	Invitation to AFPP members and other African States		24-25/11, Livingstone, Zambia		Meeting held	AFPP Members and other African States	

Approved Work Plan Activity	Number of Activities	Implementation Achievements	Delivery Stakeholder and Specific Roles (Providers)	Activity Delivery Dates	Constraints and Opportunities	Overall status of Implementation Quantitative / qualitative progress	Beneficiary States/ Organizations & Contribution status A/B/C/D*	Remarks
6.5. <b>Automated flight procedure design software</b>		Installation and maintenance of GéoTitan software (automated design) licenses on AFPP computers by ENAC and CGX teams. Training for use of software and internal network also provided		06/16		Implemented	N/C	
<p>*Notes:  A - APS up to date with Contributions / B - APS not up to date with Contributions / C - User States / D - Non-member State</p>								

**APPENDIX C - REPORT OF THE 2016 BUDGET****1. RESOURCES**

- 1.1 Resources are composed of annual contribution, activity incomes, and annual interests.
- 1.2 Table I presents the annual balance sheet for Resources, in USD, based on TCB Financial report.

Table I

<b>RESOURCES</b>		
<b>BALANCE (01/01/2016)</b>	<b>121,967</b>	
ANNUAL CONTRIBUTION	96,881	<u>10/23 STATES</u> : Botswana, Cape Verde, Cameroon, Cote d'Ivoire, Kenya, Mozambique, Niger, Tanzania, Togo and Uganda.
ACTIVITY INCOMES	5,955	<u>EGYPT</u> : Designers from Egypt CAA attending to the PANS OPS Initial training Course held in August/September 2016 at Dakar, Senegal.
INTEREST REFUNDS	18,508	
<b>BALANCE (15/11/2016)</b>	<b>237,911</b>	
ACTIVITY INCOMES	33,810	<u>CAMEROON</u> : Maroua Project
	32,800	<u>COTE D'IVOIRE</u> : Man Project
<b>EXPECTED BALANCE (31/12/2016)</b>	<b>304,521</b>	

**2. EXPENSES**

- 2.1 Expenses are due to workshops and courses organization, mission travels and DSA costs, PANS OPS package purchase, administrative overhead and miscellaneous costs.
- 2.2 The organization costs (sundry) concerned the Quality assurance for IFPD workshop, the PANS OPS Initial and PBN Training courses, the Aeronautical Data Origination workshop and the 3<sup>rd</sup> AFPP Steering Committee Meeting.
- 2.3 The consultant expertise was required for facilitation of PBN for ATC/ATM personnel workshop, PBN Airspace Design Concept training workshop, Data Origination for IFPD workshop.
- 2.4 The mission travel expenses concerned AFPP team and consultant experts for the PANS OPS Initial and PBN Training courses, the PBN for ATC/ATM personnel workshop, the AFI Aviation Week Symposia, the ICAO course developers and instructors standardization workshop, the PBN Airspace Design Concept training workshop, the Data Origination for IFPD workshop and the 3<sup>rd</sup> AFPP Steering Committee Meeting.
- 2.5 The PANS OPS course content package was purchased to ENAC after a TCB Call for tender and purchase process.
- 2.6 The office expenses concerned GéoTITAN and associated software maintenance, stationery and documentation purchase.
- 2.7 The administration overhead is due to TCB Finances Management.
- 2.8 Table II presents the annual balance sheet for Expenses, in USD, based on TCB Financial report.

Table II

<b>EXPENSES</b>		
WS/COURSES ORGANIZATION	1,617	SUNDRY
MISSION COSTS	27,864	AIR TRAVEL/DSA
PANS OPS COURSE PACKAGE PURCHASE	81,135	ENAC PANS OPS COURSE
OFFICE	884	STATIONNERY, DOCUMENTATION
ADMIN OVERHEAD	7,016	TCB
<b>BALANCE (15/11/2016)</b>	<b>118,516</b>	
MAINTENANCE	14,535	GEOTITAN/SOFTWARE
ORGANIZATION/MISSION COSTS/OFFICE/OVERHEAD	29,000	
<b>EXPECTED BALANCE (31/12/2016)</b>	<b>162,051</b>	

### 3. DONATIONS

3.1 ASECNA supported the AFPP activities through AFPP premises rental (135,000 USD) and Chief, Procedures Designer secondment.

3.2 DGAC France supported the AFPP through GéoTITAN and related software licenses cost and Programme Manager secondment.

<b>DONATION</b>		
ASECNA	135,000	PREMISES RENTAL
FRANCE	117,000	GEOTITAN/SOFTWARE LICENSES
	115,000	PROGRAMME MANAGER

### 4. AFPP FINANCIAL BALANCE

4.1 On **15 November 2016**, the financial balance is **119,395 USD**.

4.2 On **31 December 2016**, the financial balance is projected to be around **142,470 USD**.

4.3 It is expected to receive additional 2015 (70,000 USD; 14/21) and 2016 (130,000 USD; 10/23) annual contribution.

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## APPENDIX D – LIST OF PHASE I 2017 AFPP ACTIVITIES

### 1. Workshops

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None

### 2. Training courses

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#### 2.1. PANS-OPS Flight Procedure Design Initial course (#3A)

- 20 days, 12 participants;
- Expertise: AFPP (Instructors);
- Location: Dakar, Senegal.

#### 2.2. PANS-OPS Flight Procedure Design PBN course (#3B)

- To continue PANS-OPS FPD Initial Course (#3A);
- 20 days, 12 participants;
- Expertise: AFPP (Instructors);
- Location: Dakar, Senegal or Dar Es Salaam, Tanzania.

#### 2.3. PANS OPS course for CAA Oversight Services (#1)

- 15 days, 20 participants;
- Expertise: AFPP (Instructors); and
- Location: EAMAC, Niger

### 3. Assistance activities

---

#### 3.1. Assistance activity would focus help to States on:

- National PBN Implementation Plan development;
- Instrument Flight Procedure Design Service;
- Flight Procedures Regulatory Approval Process;
- PBN Airspace Design Concept; and
- Quality Assurance for Instrument Flight Procedures Implementation.

3.1.1. The AFPP would propose direct assistance missions related to the subjects presented in section 3.1 to its Member States and will define the priority if necessary.

3.1.2. Assistance activity which has started in 2016 will be continued until finalization.

### 4. Support activities

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#### 4.1. Support activity to States would consist of:

- Flight Procedure Design focusing on PBN Implementation.

4.2. This action would consist of instrument flight procedures design and related activities, where necessary, according to the Doc 9906 (Quality Assurance for Instrument Flight Procedures Design).

4.2.1. For year 2017 regarding Phase I until May 2017, the AFPP would manage the implementation projects that have already started.



4.3. An implementation project is based on Technical and Financial proposals, in relation to ICAO Policy including the Global Policy on PBN Products and Services.

## **5. Internal training activities**

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- 5.1. Internal training activities would consist of AFPP team training for:
- 1-week PANS OPS Refresher Course to be proposed by ENAC in Toulouse, France. Two AFPP PANS OPS Instructors and possibly seconded expert (senior PANS OPS Designer) by Kenya CAA.

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## APPENDIX E– LIST OF 2017 AFPP ACTIVITIES

### 1. Workshops

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- 1.1. PBN Airspace Design workshop (#3)
  - 5 days, 30 participants;
  - Expertise: AFPP; and
  - Proposed location: State in WACAF.
- 1.2. PBN for ATC/ATM workshop (#2)
  - 5 days, 30 participants;
  - Expertise: AFPP and EASA, Kenya; and
  - Proposed location: WACAF Regional Office.
- 1.3. Data Origination for IFPD workshop(#2)
  - 3 days, 30 participants;
  - Expertise: AFPP and EASA; and
  - Proposed location: State in ESAF.

### 2. Training courses

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- 2.1. PBN Operational Approval course (#3)
  - 5 days, 30 participants;
  - Expertise: experts, ICAO and AFPP; and
  - Proposed location: ESAF Regional Office.
- 2.2. PANS-OPS Flight Procedure Design Initial course (#3A)
  - 20 days, 12 participants;
  - Expertise: AFPP (Instructors);
  - Location: Dakar, Senegal.
- 2.3. PANS-OPS Flight Procedure Design PBN course (#3B)
  - To continue PANS-OPS FPD Initial Course (#3A);
  - 20 days, 12 participants;
  - Expertise: AFPP (Instructors);
  - Location: Dakar, Senegal or Dar Es Salaam, Tanzania.
- 2.4. PANS OPS course for CAA Oversight Services (#1)
  - 15 days, 20 participants;
  - Expertise: AFPP (Instructors); and
  - Location: EAMAC, Niger

### 3. Assistance activities

---

- 3.1. Assistance activity would focus help to States on:
  - National PBN Implementation Plan development;
  - Instrument Flight Procedure Design Service;
  - Flight Procedures Regulatory Approval Process;

- PBN Airspace Design Concept; and
- Quality Assurance for Instrument Flight Procedures Implementation.

3.1.1. The AFPP would propose direct assistance missions related to the subjects presented in section 3.1 to its Member States and will define the priority if necessary.

3.1.2. Assistance activity which has started in 2016 will be continued until finalization.

#### **4. Support activities**

---

4.1. Support activity to States would consist of:

- Flight Procedure Design focusing on PBN Implementation.

4.2. This action would consist of instrument flight procedures design and related activities, where necessary, according to the Doc 9906 (Quality Assurance for Instrument Flight Procedures Design).

4.2.1. For year 2017, the AFPP would manage the implementation projects that have already started and could manage until 2 additional implementation projects proposed by States. Priority will be defined when necessary.

4.3. An implementation project is based on Technical and Financial proposals, in relation to ICAO Policy including the Global Policy on PBN Products and Services.

#### **5. Internal training activities**

---

5.1. Internal training activities would consist of AFPP team training for:

- 1-week PANS OPS Refresher Course to be proposed by ENAC in Toulouse, France. Two AFPP PANS OPS Instructors and possibly seconded expert (senior PANS OPS Designer) by Kenya CAA; and
- CCO/CDO training course for AFPP PANS OPS Designers.

5.2. Regarding the development of an AFPP internal capability in PBN Operations Approval domain, we have to train experts from African States and Air Operators to become facilitators for future PBN Operations Approval courses organized by the AFPP. The training would consist of:

- 1-week training conducted by ICAO PBN Programme Office, Montreal.

**APPENDIX F – PROPOSED PHASE I 2017 AFPP BUDGET****1. RESOURCES**

1.1 Resources are composed of annual contribution (half year), activity incomes, and annual interests (not detailed in this document).

1.2 Table I presents the 2017 projected resources, in USD.

Table I

<b>RESOURCES</b>		
2017 ANNUAL CONTRIBUTION	125,000	25 Active Participating States
ACTIVITY INCOMES	97,250	Cameroon (Bafoussam): 17,500 Botswana (4 Airports): 80,250
<b>PHASE I 2017 PROJECTED RESOURCES</b>	<b>222,250</b>	

1.3 Table II presents the Phase I 2017 projected additional resources regarding the 2015 and 2016 financial contribution, in USD.

Table II

<b>ADDITIONAL RESOURCES</b>		
2015 ANNUAL CONTRIBUTION	70,000	7 Active Participating States
2016 ANNUAL CONTRIBUTION	130,000	13 Active Participating States
<b>PHASE I 2017 PROJECTED ADDITIONAL RESOURCES</b>	<b>200,000</b>	

1.4 Table III presents the Phase I 2017 projected global resources, adding Phase I 2017 projected resources and Phase I 2017 projected additional resources in USD.

Table III

<b>PHASE I 2017 PROJECTED GLOBAL RESOURCES</b>	<b>422,250</b>
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**2. EXPENSES**

2.1 Expenses are due to workshops and courses organization, mission expenses (travels and DSA), GéoTitan and associated software maintenance costs, Office costs (stationery and documentation) and administrative overhead.

2.2 Organization costs (sundry) concern the courses organized at AFPP premises and ICAO Offices (Dakar and Nairobi). It would concern the PANS OPS Initial and PBN Training courses and the 4<sup>th</sup> AFPP Steering Committee Meeting.

2.3 Mission expenses concern AFPP team for participation to training courses, and AFPP team/administrative support for participation to the 4<sup>th</sup> AFPP Steering Committee Meeting.

- 2.4 Team training would concern PANS OPS Refresher Course. AFPP Instructors and possibly seconded expert by Kenya CAA, would be concerned.
- 2.5 Maintenance expenses concern GéoTITAN and associated software annual maintenance costs.
- 2.6 Office expenses concern stationery and documentation purchase.
- 2.7 Administrative overhead is due to TCB Finances Management.
- 2.8 Table IV presents the Phase I 2017 projected global expenses, in USD.

Table IV

<b>EXPENSES</b>		
WS/COURSES ORGANIZATION	2,000	SUNDRY
MISSION EXPENSES	35,000	AIR TRAVEL/DSA
TEAM TRAINING	18,000	PANS OPS REFRESHER COURSE
MAINTENANCE	32,000	GEOTITAN/SOFTWARE
OFFICE	4,000	STATIONNERY, DOCUMENTATION
ADMIN OVERHEAD	9,000	TCB
<b>PHASE I 2017 PROJECTED GLOBAL EXPENSES</b>	<b>100,000</b>	

### 3. DONATIONS

- 3.1 ASECNA supported the AFPP activities through AFPP premises rental (135,000 USD) and Chief, Procedures Designer secondment.
- 3.2 DGAC France supported the AFPP through GéoTITAN and related software licenses cost and Programme Manager secondment (until May 2017).
- 3.3 Table V presents the 2017 projected donations in USD.

Table V

<b>DONATION</b>		
ASECNA	135,000	PREMISES RENTAL
FRANCE	58,100	GEOTITAN/SOFTWARE LICENSES
	63,500	PROGRAMME MANAGER

#### 4. AFPP FINANCIAL SUMMARY

<b>2016 PROJECTED GLOBAL BALANCE</b>	<b>142,470</b>	
PHASE I 2017 PROJECTED RESOURCES	222,250	
PHASE I 2017 PROJECTED ADDITIONAL RESOURCES	200,000	
<b>PHASE I 2017 PROJECTED GLOBAL RESOURCES</b>	<b>422,250</b>	
PHASE I 2017 PROJECTED EXPENSES	100,000	
<b>PHASE I 2017 PROJECTED GLOBAL EXPENSES</b>	<b>100,000</b>	
<b>PHASE I 2017 PROJECTED GLOBAL BALANCE</b>	<b>322,250</b>	
<b>PHASE I GLOBAL BALANCE</b>	<b>464,720</b>	

4.1 The Phase I 2017 projected Global Balance is 322,250 USD.

4.2 Considering the projected 2016 Financial Balance as 142,470 USD, the projected Phase I Global Financial Balance is 464,720 USD.

**APPENDIX G – AFPP SC1, SC2 AND SC3 DECISIONS AND RECOMMENDATIONS**

Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
SC1/Dec01	<b>Agenda Item 2: Formation of the Steering Committee</b>	The membership and composition of the AFPP Steering Committee	In line with AFI Plan Steering Committee Recommendation AFI SC14/08, that, in addition to Active Participating States, the Host Administration and ICAO, the membership of the AFPP Steering Committee is extended to include Donor States and AFCAC. The relevant amendment of paragraph 5.6.1 of the AFPP Programme Document is hereby approved.				
SC1/Dec02	<b>Agenda Item 3: Election of the AFPP Steering Committee Officials</b>	Election of the AFPP Steering Committee Officials	a) Amendment of paragraph 5.6.3 of the AFPP Programme Document, under conduct of Steering Committee meetings, replacing Co-Chairpersons with Chairperson and Vice-Chairperson is hereby adopted and the Secretariat requested to appropriately revise the AFPP Programme Document;	30 April 2015	Amended version of the AFPP Programme Document	AFPP Manager	Done in August 2015  A French version was developed by AFPP Manager in August 2015

Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
			<p>b) Kenya, represented by the Director General of Kenya CAA, is elected as the Chairperson of the AFPP Steering Committee for the three year duration of Phase 1 of the Programme (2014-2017); and</p> <p>c) Nigeria, represented by the Director General of Nigerian CAA, is elected as Vice-Chair of the AFPP Steering Committee for the three year duration of Phase 1 of the Programme (2014-2017).</p>	30 November 2015	Letter to DGs	ICAO Regional Offices	Done February 2016
SC1/Dec03		Conduct Steering Committee meetings	<p>of In addition to the provisions in Section 5.6.3 of the Programme Document on conduct of Steering Committee (SC) meeting, it is decided that:</p> <p>a) Invitation letter for the convening the SC meetings be circulated by the Secretariat to members of the SC at least 60 days prior the date of the meeting; and</p>	60 days prior the SC date	Invitation Letter	Secretariat	Distributed on 2 September 2015



Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
			b) Working papers and related documents for the SC meetings be circulated not later than 14 days prior to the date of the meetings.	Not later than 14 days prior the SC date	SC documents	Secretariat	Done not in due time
SC1/Dec04	<b>Agenda Item 4: Global PBN Update</b>	Strategic Action Plan to accelerate PBN Implementation	<p>a) The SC having reviewed the current status of PBN implementation at the global and regional levels decided there is need for a strategy to address the low rate of progress in individual AFI States as well as on a regional basis;</p> <p>b) The AFPP is requested to develop, by 1st March 2015, a Strategic Action Plan with clear objectives and consistent with the AFPP Programme Document, for expeditious implementation of PBN to ensure that all African States implement PBN approach procedures by the end of 2016 in accordance with Assembly Resolution A37-11, and have the relevant activities of this plan reflected in the 2015 work Programme;</p>	1 <sup>st</sup> March 2015	Strategic Action Plan	AFPP Manager	<p>Draft version proposed in March 2015,</p> <p>Approved by Chair person in June 2015.</p> <p>Distributed to States, July 2015</p>

Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
			<p>c) In the AFPP strategic plan, the AFPP should identify available or possible implementation support from industry partners and other stakeholders, and coordinate with such entities as necessary;</p> <p>d) The AFPP prepares an implementation framework with clear steps and tasks in order to assist States develop and implement appropriate PBN action plans; and</p> <p>e) The AFPP effectively applies the principles of Collaborative Decision Making with industry and other stakeholders.</p>	<p>30<sup>th</sup> December 2015</p> <p>30<sup>th</sup> December 2015</p> <p>31<sup>st</sup> December 2015</p>	<p>Work Programme And Invitation Letters to events</p> <p>Work Programme And Invitation Letters to events</p> <p>Work Programme And Invitation Letters to events</p>	<p>AFPP Manager</p> <p>AFPP Manager</p> <p>AFPP Manager</p>	<p>Done</p> <p>Done</p> <p>Done</p> <p>Updated AFPP Strategic Action Plan (SC/3, WP04)</p>
SC1/Rec05	<b>Agenda Item 5: Industry Perspective of PBN Implementation</b>	Collaboration between States, Stakeholders and AFPP on PBN Implementation	a) States, stakeholders, ANSPs, Users, etc. be encouraged to work together for the achievement of the goal of PBN implementation;	1 June 2017		All stakeholders	On-going

Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
			<p>b) Industry partners and other stakeholders are urged to orient and align their support, activities and interventions on PBN implementation that are targeted at individual or groups of States, with the priorities and activities identified under the AFPP; and</p> <p>c) In order to support implementation, ICAO Headquarters finalize development of Guidance Material for operational personnel to achieve proficiency in performing PBN operations, noting that the guidance material is required by the region as a matter of urgency.</p>	<p>1 June 2017</p> <p><del>30 June 2015</del> 30 November 2016</p>	<p></p> <p>Guidance Material</p>	<p>All stakeholders</p> <p>ICAO HQ</p>	<p>On-going</p> <p>On-going</p>
SC1/Rec06		Formalization of Products and Services	The provision of products and services to the AFPP be formalized and in this respect, it is requested that donations such as the provision of the Geo-Titan software and its associated middleware and accessories be formalized.	31 October 2015	Purchase Order	TCB France DGCA	Done P/O 22501596 12/10/2015
SC1/Dec07	<b>Agenda Item 6: Report on the Implementation</b>	Outstanding Tasks and commitments in 2014 Work Programme	The outstanding tasks and commitments in the 2014 AFPP work Programme that are on-going or were not implemented or completed be incorporated in the 2015 work Programme.	31 December 2014	2015 Work Programme	AFPP Manager	Incorporated in Work programme 2015

Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
SC1/Rec08	<b>of 2014 AFPP Work Programme</b>	Coordination of AFPP Training Activities	In order to encourage effective participation in the AFPP airspace design, flight and ground validation activities, such events should, within the framework of Collaborative Decision Making, be well coordinated with and promoted through stakeholders, industry and Users.	31 Dec ember 2015	Work Programme And Invitation Letters to events	AFPP Manager	Done
SC1/Rec09		Selection of AFPP Training Venues	The AFPP ensures, to the extent practically possible, that training activities are conducted in locations and venues in Africa and using where feasible, recognized training centres.	31 Dec ember 2015		AFPP Manager	EAMAC, Niger and EASA, Kenya, possible locations for training activities
SC1/Dec10	<b>Agenda Item 7: Global PBN Products and Services</b>	ICAO PBN Products and Services	a) the AFPP applies a costing schedule as per the ICAO PBN products and services plan;			AFPP Manager	a) Financial proposals aligned
			b) the AFPP aligns the content of its courses/workshops with the ICAO PBN products and services plan; and			AFPP Manager	b) Courses/workshops content aligned
			c) Until such time that the ICAO PBN products and services plan comes into effect, and as a transition, the AFPP coordinates the costing and content of its services with the ICAO PBN Programme office.			AFPP Manager	c) Coordination done

Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
SC1/Dec11	<b>Agenda Item 8: Proposed 2015 AFPP Flight Procedure Design pricing table</b>	AFPP Products and services	a) The AFPP will engage in assisting States with procedure design services for conventional and PBN procedures as per Programme Document para 2.2.3h. However the procedure design services will not include RNP AR;				Done (Cameroon, Cote d'Ivoire, Zimbabwe, Sierra Leone, Mali)
			b) the sub elements of the AFPP services should be made available to States;				Done
			c) The AFPP should provide clarification to States that procedure design service is not a turnkey project or part of a larger airspace design project to be carried out by the State; and				Done
			d) The AFPP takes into account, and applies the new global policy on PBN products and services once available and effective. In the interim the consultancy fee for such activities will be USD 400.00 per day.				Done

Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
SC1/Dec12	<b>Agenda Item 9: Proposed 2015 AFPP Work Programme</b>	Implementation of Outstanding 2014 Activities and Commitments	<p>a) Outstanding 2014 activities brought forward to 2015 should be followed up for implementation by the AFPP; and</p> <p>b) States and partners that have made commitments in support of the AFPP, which are still outstanding, should honour these commitments as soon as possible, for implementation in 2015.</p>	<p>31 December 2015</p> <p>31 December 2015</p>	<p>2015 work Programme</p> <p>Effective support</p>	<p>AFPP Manager</p> <p>States and partners</p>	<p>Done</p> <p>- "PBN Training Workshop for ATM" workshop in April 2016</p> <p>- "PANS OPS training course (convention al and PBN", courses in August and November 2016</p> <p>Done (Kenya, AIRBUS, AFCAC and ASECNA)</p>

Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
SC1/Dec13	<b>Agenda Item 10: Review of 2015 Budget</b>	Annual Contributions	The annual individual contribution of an AFPP Active Participating State, for 2015, will be Ten Thousand US Dollars (US \$ 10,000)	31 December 2015	Invoice	AFPP Manager, TCB and ICAO Regional Offices	Done
SC1/Rec14		Payment of Member Contributions	The steering committee strongly urges active participating States to pay their contribution for 2015 as soon as possible, and requests the AFPP to send reminders to this effect.	31 March 2015	Reminders for the payment of the annual contribution	AFPP Manager, TCB and ICAO Regional Offices	October 2015: 14/21 APS <b>November 2016: 10/23 APS</b>
SC1/Rec15	<b>Agenda Item 11: Any other business</b>	AFI Air Navigation Performance Indicators and Targets	The AFPP should:				Done
			a) take note of ANS Performance Indicators adopted by the 14th AFI Plan Steering Committee Meeting for the Region and ensure that relevant inputs are provided to APIRG in support of the development of the associated ANS targets; and				
			b) Follow up on the reporting and monitoring requirements for the PBN related performance indicators and targets	31 October 2015	Inputs to APIRG	AFPP Manager and ICAO Regional Offices	WP to APIRG

Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
SC1/Rec16	<b>Agenda Item 12: Venue and date for next SC meeting</b>	Venue and date for the next SC meeting.	a) Cape Verde representative offered to host the next AFPP SC; and b) For the second SC meeting to be conducted in September or October 2015.	31 March 2015	Host venue confirmation	Hosting State (Cape Verde)	SC/2 Meeting in Cape Verde, 21 October 2015
SC2/ Rec01	<b>Agenda Item 2: Follow-up on the outcomes of AFPP SC/1 Meeting</b>	Assistance to States with Procedure Design needs	Noting the need for the AFPP to be more effective in supporting States' initiatives in meeting their obligations relating to ICAO Assembly Resolution A37-11 and APIRG Conclusions 17/XX, the AFPP is urged to give priority to the design, implementation and regulatory approval of PBN procedures at international airports based on the following criteria: a) Accident rate record; b) Level of aviation activity; and c) User demand.	31 December 2016	Assistance activity planning  Workshop and/or training sessions calendar	AFPP Manager	<b>On-going</b> - Quality assurance process for IFP implementation - Design: Botswana, Cameroon, Cote d'Ivoire, Senegal, Uganda
SC2/ Dec02		Payment of Annual Contributions	The Steering Committee urged AFPP APS members to endeavour to pay their annual contributions in the first quarter of the year or two installments as may be agreed with the AFPP Manager.	31 December 2016	Payment of invoices	AFPP Manager And TCB	<b>On-going:</b> November 2016: 10/23 APS
SC2/ Rec03		Procedures for New Airports	Considering that a number of States are involved in new international airport development projects, which serve as a good opportunity for the promotion of the AFPP, the AFPP Manager is requested to proactively approach such States with an intention to offer its services in PBN implementation.	31 December 2016	Technical and financial proposal	AFPP Manager	On-going



Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
SC2/ Rec04	<b>Agenda Item 3: Report of implementation of 2015 AFPP Work Programme (activities, personnel, and membership)</b>	Improvement and consolidation of administrative and financial efficiency	In order to improve the implementation rate of assistance to States, the AFPP is urged to improve on its planning activities in order to balance assistance to States and the need to organize seminars/workshops.	31 December 2016	Assistance activity planning	AFPP Manager	<b>On-going:</b> See report of 2016 activities
SC2/ Dec05		Review and update of AFPP Strategic Plan	That the AFPP Steering Committee hereby endorses the AFPP Strategic Plan as WP04 to SC/2 meeting.  <i>Note: Task Force/Committee proposed to assist in reviewing the Plan to improve it</i>	31 March 2016	AFPP Strategic version 2	AFPP Manager	Done: See SC/3 WP03
SC2/ Rec06		State participation in PBN Procedure design activities	For the realization of the AFPP Strategic Plan, the Steering Committee encourages States to participate as matter of priority in the activities of the AFPP including PBN procedure design training activities organized by the AFPP, seconding qualified staff to the programme and sharing capacity for PBN implementation.	30 December 2016	Memorandum of Understanding	AFPP Manager	<b>On-going:</b> MoU signature process on-going
SC2/ Rec07		Implementation of key objectives of the AFPP Strategic Plan	The Steering Committee requests the AFPP Manager to develop a robust methodology for the implementation of key objectives of the AFPP Strategic Plan and ensure its sustainability.	31 December 2016	AFPP Strategic Plan, updated version	AFPP Manager	On-going

Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
SC2/ Rec08		On-the-Job-Training (OJT)	In order to increase capacity in the region, States that have sent personnel for Procedure Design training should ensure that the personnel undergo OJT in order to qualify as Procedure Designers, and provide such information and records to the AFPP. Activity developed by the AFPP PANS OPS Instructors. APIRG meeting should be informed.	31 December 2016	Assistance activity planning	AFPP Manager	Done: Cote d'Ivoire, Ghana, Senegal and Uganda
SC2/ Rec09		Validation of flight procedures designed by the AFPP	In order to ensure compliance with requirements, the AFPP should ascertain that all instrument flight procedures that are designed by the AFPP are ground validated in accordance with applicable ICAO provisions.	31 December 2016	Quality assurance process	AFPP Manager	<b>Done:</b> Cote d'Ivoire. <b>On-going;</b> Cameroon, Botswana
SC2/ Rec10	<b>Agenda Item 5: Proposed 2016 AFPP Work Programme and associated Budget</b>	Survey on PBN implementation	Whilst the response to the survey has been received from 15 States, the AFPP should consider action to receive more responses, in order to facilitate more informed conclusions.	31 March 2016	Updated Study Report	AFPP Manager	Done 8 States replied the survey
SC2/ Dec11		Approval of the 2016 AFPP Work Programme and AFPP Budget	That the proposed 2016 AFPP work programme and budget are approved as at Appendix A and Appendix B to the SC/2 report, noting that it may evolve during implementation.	31 December 2015	2016 AFPP Work Programme	AFPP Manager	Done
SC2/ Rec12		PANS OPS Course for CAA regulatory Personnel	In order to provide a PANS OPS course for regulatory personnel in charge of oversight of instrument flight procedures, the AFPP should make a detailed evaluation of the course content.	31 December 2016	Course content documentation	AFPP Manager	On-going
SC2/ Dec13	<b>Agenda Item 7: Proposal for AFPP Phase II</b>	AFPP Phase II Task Force and Terms of Reference	The Steering Committee hereby establishes the AFPP Phase II Task Force with the Terms of Reference at Appendix C to the report of its second meeting, to study the feasibility of extending the AFPP at the expiry of its first three year term, and report back to the Steering Committee at the next meeting.	31 October 2016	Task Force report for AFPP Phase II	AFPP Manager	Done

Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
SC3/ Dec01	<b>Agenda Item 2:</b> Update on the AFPP Phase II Task Force progress	Decision to continue with Phase II	The decision to continue the African Flight Procedure Programme (AFPP) with Phase II was approved by the meeting. Proposals for Phase II conditions will be developed by the AFPP Phase II Task Force in due time.	January 2017	Proposals by the AFPP Task Force	AFPP Manager (TF Secretary)	
SC3/ Dec02	<b>Agenda Item 2:</b> Update on the AFPP Phase II Task Force progress	Review and update of AFPP Strategic Plan and Implementation Methodology	That the AFPP Phase II Task Force review and make proposals to the AFPP Strategic Plan adopted by the Second Meeting of the AFPP Steering Meeting Committee and its related implementation methodology.	January 2017	Proposals by the AFPP Task Force	AFPP Manager (TF Secretary)	
SC3/ Dec03	<b>Agenda Item 2:</b> Update on the AFPP Phase II Task Force progress	AFPP Phase II Task Force Terms of Reference and Composition	The AFPP Phase II Task Force Terms of Reference and Composition are revised as shown at Appendix A to this report.	January 2017	Updated Terms of Reference	SC meeting/ AFPP Manager	
SC3/ Dec04	<b>Agenda Item 4:</b> Review of the outcomes of the AFPP SC/2 meeting	2016 Activity Report	The AFPP 2016 Activity Report is endorsed as shown at Appendix B to this report. <i>Note: The Report should be duly formatted and populated as directed by AFPP SC/3.</i>	January 2017	Updated 2016 Activity Report	AFPP Manager	
SC3/ Dec05	<b>Agenda Item 4:</b> Review of the outcomes of the AFPP SC/2 meeting	2016 Budget (Financial Statement)	The AFPP 2016 Budget is endorsed as shown at Appendix C to this report. <i>Note: A letter to States in arrears from the Chairman of the AFPP SC to be dispatched by 2 December 2016. Copy of the letter to be forwarded to the Regional Offices for onward transmission to the APS States by 31 December 2016, urging action</i>	31 December 2016	Letter to States from SC Chairman	AFPP Manager	
SC3/ Dec06	<b>Agenda Item 5:</b> Proposed Phase I 2017 AFPP Activities	Phase I 2017 Work Programme	The AFPP Phase I 2017 Work Programme is approved as shown at Appendix D to this report.	31 December 2016	Phase I 2017 Work Programme	SC meeting/ AFPP Manager	

Decision/ Recommendation Reference	Agenda Item	Title	Text	Deadline	Deliverable(s)	Responsibility	Status
SC3/ Dec07	<b>Agenda Item 6:</b> Proposed Phase I 2017 AFPP Budget	Phase I 2017 Budget	The AFPP Phase I 2017 Budget is approved as shown at Appendix F to this report.	31 December 2016	Phase I 2017 Work Programme	SC meeting/ AFPP Manager	

**APPENDIX H: LIST OF PARTICIPANTS**

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