

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
WESTERN AND CENTRAL AFRICAN OFFICE**



**REPORT OF THE THIRD MEETING OF THE
AIS/MAP AUTOMATION TASK FORCE (AIS/MAP/TF/3)**

(Dakar, 4 – 5 August 2005)

Prepared by the Secretary of the AIS/MAP/TF 3 Meeting

August 2005

The designations employed and the presentation of the material in this publication do not imply the expression of any opinion whatsoever on the part of ICAO concerning the legal status of any country, territory, city or area or of its authorities, or concerning the delimitation of its frontiers or boundaries.

Table of Contents

PART I:	HISTORY OF THE MEETING	1
	Place and Duration	1
	Objective of the Meeting	1
	Secretariat	1
	Attendance	2
	Working language	2
	Agenda	2
	Draft Conclusions/Decisions	3
PART II:	REPORT ON THE AGENDA ITEMS	
Agenda Item 1:	Review of the status of implementation of the conclusions of the Second Meeting of the AIS/MAP Automation Task Force.....	1-1
Agenda Item 2:	Status of implementation of the ICAO requirements in the AIS/MAP field in the AFI Region	2-1
Agenda Item 3:	Status of implementation of the Integrated Aeronautical Information Package.....	3-1
Agenda Item 4:	Organization of an automated Aeronautical Information Services system.	4-1
Agenda Item 5:	(Quality System) Any Other Business.....	5-1
Agenda Item 6:	Review of the AIS/MAP Automation Task Force Terms of Reference and Composition	6-1
 APPENDICES		
Appendix A	- List of Participants	A - 1
Appendix B	- Establishment of Aerodrome AIS Units.....	B - 1
Appendix C	- Status of Implementation of the Integrated Aeronautical Information Package.....	C - 1
Appendix D	- Principles Governing Introduction of AIS Automation in the AFI REGION	D - 1
Appendix E	- Draft Questionnaire on Quality Management System	E - 1
Appendix F	- Revised Terms of Reference and Composition of the AIS/MAP TASK Force	F - 1

History of the Meeting

PART I - HISTORY OF THE MEETING

1. Place/Duration

1.1 The Third meeting of the AIS/MAP Automation Task Force was convened at the ICAO WACAF Office, Dakar from 4 – 5 August 2005.

2. Objective of the meeting

2.1 The main objective of the meeting was to review and update the ICAO provisions in the field of AIS/MAP and provide guidance to States in the fostering of their implementation in the most expeditious manner.

3. Secretariat

3.1 The meeting was opened by Mr. A. K. Mensah, Ag. ICAO Regional Director. He recalled that the Task Force was established in 1996 by APIRG/10 and was entrusted with the task to develop a plan for the introduction of automation in the field of AIS/MAP in AFI Region. He invited the meeting to note that many States worldwide have already completed developing automation of their AIS services and that a number of them have now reached different levels, covering all stages of development.

3.2 The Regional Director took the opportunity to call attention of the participants on the fact that the safety of aircraft navigation depends largely on the performance and decisions made by pilots, air traffic controllers and all other parties involved in aircraft operations. He emphasized that most of these decisions are, in part, based on the information provided by AIS and that, for this reason, the aeronautical information requires to be of the highest quality and accuracy which can only be achieved through the extensive use of automation. He recalled that with the introduction of the **Integrated Aeronautical Information Package** and revised NOTAM format there was a pressing need to develop an integrated regional automated system.

3.3 He emphasized that Annex 15 - Aeronautical Information Services, defines the standards and recommended practices regarding exchange of aeronautical information that is vital to the safety of air navigation. Currently, States exchange aeronautical information in a paper-based format using the aeronautical information publication (AIP).

3.4 Finally he highlighted that to achieve the future ATM objective of making informed collaborative decisions for the most efficient operations and business practices, the necessary aeronautical information must be shared on a system-wide basis, and must be available for access by any ATM participant when and where required.

3.5 Mr Sahbani Hassen, Head of AIS, Tunisia was unanimously elected the Chairman and Rapporteur of the meeting.

3.6 Mr. George Baldeh, Regional Officer, AIS/MAP was Secretary of the meeting. He was assisted by Mr. Apolo Kharuga, Regional Officer, Air Traffic Management and Search and Rescue (ATM/SAR) and Secretary of the ATS/AIS/SAR Sub-Group.

4. Attendance

4.1 The meeting was attended by **12** participants from **8** Contracting States and ASECNA. A list of participants is at **Appendix A** to this report.

5. Working Languages

5.1 The meeting was conducted in English only.

6. Agenda

6.1 The following Agenda was adopted:

Agenda Item 1: Review of the status of implementation of the conclusions of the Second meeting of the AIS/MAP Automation Task Force

Agenda Item 2: Status of implementation of the ICAO requirements in the AIS/MAP field in the AFI Region

Agenda Item 3: Status of implementation of the Integrated Aeronautical Information Package

Agenda Item 4: Organization of an automated Aeronautical Information Services system.

Agenda Item 5: (Quality System) Any Other Business

Agenda Item 6: Review of the AIS/MAP Automation Task Force Terms of Reference and Composition

PART II – REPORT ON THE AGENDA ITEMS

Agenda Item 1: Review of the status of Implementation of the Conclusions of the second Meeting of the AIS/MAP Automation Task Force

1.1 Under this Agenda Item, the meeting reviewed the status of implementation of the conclusion of the second meeting of the AIS/MAP Automation Task Force held in Nairobi from 25 – 27 September 2002.

1.2. The meeting noted that the ATS/AIS/SAR Sub-Group during its Seventh meeting held in Nairobi, from 14 – 18 October 2002, adopted the nine draft conclusions of the second meeting of the AIS/MAP Task Force. However, the conclusions were not reflected in the report of the APIRG/14 meeting held in Yaoundé, Cameroon from 23-27 June 2003.

1.3 Consequently, the Third AIS/MAP Automation Task Force meeting and the Eight ATS/AIS/SAR Sub-Group meeting were accordingly charged to follow-up on the implementation process and inform the 15th APIRG Meeting on the progress which has been achieved and the problems being encountered.

1.4 The meeting then re-phrased and endorsed the following draft conclusions emanating from the second meeting of the AIS/MAP Automation Task Force:

Draft Conclusion 3/1: Dissemination of AIS data

That in the spirit of APIRG conclusion 13/48, States which have not done so, establish a civil aviation website taking into account integrity, security of the information and the Guidance on the use of the public Internet for Aeronautical Applications (ICAO Doc. 9855 – AN/459).

Draft Conclusion 3/2: Aerodrome AIS Units Implementation

That States ensure that AIS Aerodrome Units at FASID Table AIS(1) (Attachment B) are established and manned by qualified AIS personnel.

Draft Conclusion 3/3: Quality and status of AIS Personnel

That States take necessary action to ensure that:

- a) AIS is accorded a status commensurate with the current technological developments requiring high calibre and skilled personnel;
- b) Personnel recruited for AIS receive adequate professional training;
- c) Such personnel are accorded same status to that of personnel of other air navigation services; and
- d) Adequate facilities and funds needed for the efficient performance of AIS duties and priorities are provided.

Draft Conclusion 3/4: Training Guidelines for AIS personnel

- a) That ICAO expedite the publications of the revised Training manual (Doc.7192), Part E-3 as recommended by the AIS/MAP Divisional Meeting in 1998 (Doc. 9733), so as to facilitate the introduction of the basic requirements for States to consider the licensing issue of their AIS personnel; and
- b) ICAO develop AIS training guidance material relating to the implementation of CNS/ATM system.

**Agenda Item 2: Status of Implementation of ICAO Requirements in the
AIS/MAP Field in AFI Region (Deficiencies)**

2. Pre-flight and post-flight information services

2.1 The meeting reviewed the status of provision of pre-flight and post-flight information services at aerodromes/heliports regularly used for international air operations. It is noted that, though there was an improvement since the AFI/7 RAN Meeting held in Abuja, pre-flight and post-flight services still remain at a low level implementation while international flights have continued to increase in the region. It is observed that the persistence in deficiencies is due to:

- a) Non-implementation of Aerodrome AIS units,
- b) lack of provision of adequate facilities, and
- c) qualified AIS personnel at the existing units.

2.2 The meeting reviewed APIRG/14 Conc. 14/27 and recognized that an ICAO approved AIS/MAP SIP Seminar would be organized in Dakar Senegal from 11- 14 October 2005 in order to address this Conclusion.

2.3 In view of the above situation, the meeting concluded as follows:

**Conclusion 3/5: Status of implementation of the ICAO requirements in the
AIS/MAP field in the AFI Region**

That the AFI FASID Table AIS-1, which sets out the requirements pertaining to the establishment of aerodrome AIS Units in the AFI Region; Table-AIS-2, which sets out the requirements pertaining to the aeronautical information services required at aerodromes and Table AIS-4, which sets out the requirements for the Integrated Aeronautical Information Package from foreign Aeronautical Information Services (AIS) to be available at aerodrome/heliport AIS Units in the AFI Region, for pre-flight briefing, be circulated to the States for update and subsequently form the amendment proposal for the FASID.

Agenda Item 3: Status of Implementation of Integrated Aeronautical Information package**3. Aeronautical Information Publication (AIP)**

3.1 The meeting review the status of implementation by States of the Aeronautical Information Publication (AIP) and noted that, although majority of States in the Region have produced an AIP, the amendments have been sporadic or their presentation falls short of the provisions of Annex 15, or is not in conformity with the new format in the AIS Manual (Doc.8126). In addition AFI States should note that, the ability to view AIP components electronically is becoming increasingly available and States are encouraged to endeavour to make every effort to make their AIPs available electronically for briefing purposes at the established aerodrome units.

NOTAM

3.2 The Task Force noted that, although a significant proportion of AIS information is issued by means of NOTAM by all States, the service is still not implemented on a 24-hour basis at all international scheduled airports. Furthermore information selection and classification for appropriate issue is not carefully done (i.e. information for NOTAM or AIP or AIC), often due to absence of qualified AIS personnel. It is recommended that, States with Flight Information Regions operating on a 24-hour basis establish 24-hour operating NOTAM offices served by qualified AIS Officers.

AIP supplement

3.3 The meeting observed that AIP Supplements are issued on a regular basis by most States in the region. However, it was noted that, there were delays in issuance due to inadequate facilities/tools and qualified personnel.

Regulated System (AIRAC)

3.4 The meeting was informed that the AIRAC system is implemented in the majority of the States in AFI Region. However it is noted that, the system is still deficient for non-compliance with all the system requirements, often due to lack of effective coordination between AIS and raw data providers.

Aeronautical Information Circulars (AICs)

3.5 The meeting noted that almost all States in the Region published AICs. However, some information suited for AICs continue to be published by NOTAM or supplements to the AIP due to either lack of knowledge or proper coordination.

Checklists and Summaries

3.6 The meeting noted that all States issue a checklist of NOTAM currently in force monthly over the AFTN on the First day of the following month. However, it was not all States that were including all the elements of the checklist i.e.: latest AIP amendments, AIP supplements, AICs and clear identification of check-list. Furthermore, it is noted that, there were delays in the issue of plain language list of valid NOTAMS.

In consideration of the above conditions the following conclusions were retained:

Draft Conclusion 3/6: Status of Implementation of the Integrated Aeronautical Information Package

That the status of implementation of the Integrated Aeronautical Information Package, at Appendix C be circulated to States for update.

Agenda Item 4: Organization of an Automated Aeronautical Information Services System

4. Organization of an Automated Aeronautical Information

4.1 Under this Agenda Item, the meeting noted that a number of States have commenced developing automation of their national AIS and have now reached different levels, covering all stages of progress. Other States are retaining manual services. The implementation of an integrated system must therefore take place in a progressive manner with close liaison between national AIS centres being cognizant of different starting points and differing requirements.

4.2 The meeting noted that the major challenge of the AFI Region is in the automation of AIS and the eventual development of an integrated AFI Region AIS automation system and endorsed the following conclusions:

Draft Conclusion 3/7: Organization of an Automated Aeronautical Information Services System

That States be urged to achieve automation at a national level in accordance with APIRG/13 Conc. 13/44 (AIS Automation Strategy) and by using the Principles Governing Introduction of AIS Automation in AFI Region at Appendix D.

Draft Conclusion 3/8: Participation of AIS personnel in the planning meetings relating to CNS/ATM Implementation

That:

- a) AIS personnel be involved in planning meetings relating to CNS/ATM Implementations; and
- b) ICAO ensures the requirements of AIS/MAP are clearly defined in the CNS/ATM Plan.

4.3 Finally, the meeting examined ways and means to enhance the level of automation within the AFI States Aeronautical Information Services, in order to overcome the deficiencies related to aeronautical information/data still processed manually and to guarantee the required quality, availability, timeliness of aeronautical information in the context of the global ATM operational concept and concluded as follows:

Draft Conclusion 3/9: Approach to AIS Automation in the AFI Region

That, with a view to ensuring progressive implementation of automated AIS systems, States, which have not yet introduced automation within their Aeronautical Information Services, are urged to:

- a) Plan to initially automate their NOTAM and pre-flight information services; and/or
- b) Arrange for the provision of automated services on their behalf on the basis of bilateral or multilateral agreements with States or other non-governmental organizations.

Draft Conclusion 3/10: Harmonization of AIS, MET and FPL information

That:

- a) in any approach to AIS automation, States should take the necessary measures to enable users to access both AIS and MET information from a common interface based on the flight plan entry, to support combined AIS/MET/FPL pre-flight briefing from one common point access.
- b) States implement a selection functionality based on the ICAO NOTAM selection Criteria and an update briefing functionality to enable the notification of updates following an initial briefing.

Agenda Item 5: (Quality System) Any Other Business

5.1 Under this Agenda Item, the meeting noted the role of the AIS as one of the foundation building blocks for the successful transition to a global ATM system. At the core of this building block lies quality system that will provide quality and timely information to the aviation community. The timeliness and integrity of quality aeronautical information/data is a significant enabling activity for the globalisation of ATM. Amendment 29 to Annex 15, introduced the requirements for the implementation of a quality systems, within the aeronautical Information Services as of 1 January 1998 as follows:

“Each Contracting State shall take all necessary measures to introduce a properly organized quality system containing procedures, processes and resources necessary to implement quality management at each function stage. The execution of such a quality management shall be made demonstrable for each function stage when required” (Annex 15, chapter 3 paragraph 3.2.1. refers).

5.2 The meeting also noted that paragraph 3.2.2 of Annex 15 recommends also that the quality system established should be in conformity with the International Organization for standardization (ISO) 9001 series of quality assurance standards, and certified by an approved organization. These international standards specify the requirements for a quality management system where an organization needs:

- a) to demonstrate its ability to consistently provide products that need customer and applicable regulatory requirements, and
- b) to address customer satisfaction through the effective application of the systems, including processes for continual improvement and the prevention on non-conformity.

5.3 The meeting then reviewed the draft questionnaire of measuring customer satisfaction on the basis of quality system by AFI States and noted the difficulties that States face to implement a quality system. Finally, the meeting endorsed the following conclusions:

Draft Conclusion 3/11: Quality Management System

- a) That in accordance with Annex 15 provisions, AFI States, not having done so, are required to take the necessary measures to implement a quality management system within their Aeronautical Information Services, in conformity with the ISO 9001 series of standards;
- b) That draft questionnaire on quality management system at Appendix E be circulated to States for comments before adoption for application in the AFI Region; and
- c) That ICAO develops as a matter of urgency, an AIS Guidance material on Quality Management Systems.

Draft Conclusion 3/12: Familiarization Visits

States put in place a plan for familiarization visits to foreign AIS units.

Agenda Item 6: Review of the AIS/MAP Task Force terms of Reference and composition

6.1 Under this Agenda Item, the meeting noted that the AIS/MAP Task Force was established within the framework of the ATS/AIS/SAR Sub-Group in order to develop a cohesive Air Navigation Plan concerning AIS/MAP for the AFI Region.

6.2 The meeting also noted that pursuant to Conclusion 7/45 of the Seventh meeting of the APIRG Air Traffic Services Sub-Group, Kenya, Nigeria, South Africa, Tanzania and Zimbabwe were included in the list of the AIS/MAP Task Force members, with the following composition:

Composition of the AIS/MAP Task Force

1. Algeria	5. Morocco	9. Zimbabwe
2. Egypt	6. South Africa	10. ASECNA
3. Kenya	7. Tanzania	11. IATA
4. Nigeria	8. Tunisia	

Finally, the meeting adopted the following Draft Conclusions:

Draft Conclusion 3/13: Review of the AIS/MAP Task Force Terms of Reference and Composition

That the revised terms of reference of the AIS/MAP Task Force at Appendix F be considered by the ATS/AIS/SAR Sub-Group as its future Work Programme and Terms of Reference of the Task Force.

Draft Conclusion 3/14 : Continuity of AIS/MAP Task Force

That the AIS/MAP Task Force continue its work programme in accordance with the amended Terms of Reference at Appendix F

7. Draft Conclusions/Decisions

7.1 The Task Force recorded its action in the form of conclusions/decisions:

Number	Title
Draft Conclusion 3/1:	<p>Dissemination of AIS data</p> <p>That in the spirit of APIRG conclusion 13/48, States which have not done so, establish a civil aviation website taking into account integrity, security of the information and the Guidance on the use of the public Internet for Aeronautical Applications (ICAO Doc. 9855 – AN/459).</p>
Draft Conclusion 3/2	<p>Aerodrome AIS Units Implementation</p> <p>That States ensure that AIS Aerodrome Units at FASID Table AIS(1) (Attachment B) are established and manned by qualified AIS personnel.</p>
Draft Conclusion 3/3	<p>Quality and status of AIS Personnel</p> <p>That States take necessary action to ensure that:</p> <ul style="list-style-type: none"> a) AIS is accorded a status commensurate with the current technological developments requiring high calibre and skilled personnel; b) Personnel recruited for AIS receive adequate professional training; c) Such personnel are accorded same status to that of personnel of other air navigation services; and d) Adequate facilities and funds needed for the efficient performance of AIS duties and priorities are provided.
Draft Conclusion 3/4	<p>Training Guidelines for AIS personnel</p> <ul style="list-style-type: none"> a) That ICAO expedite the publications of the revised Training Manual (Doc.7192), Part E-3 as recommended by the AIS/MAP Divisional Meeting in 1998 (Doc. 9733), so as to facilitate the introduction of the basic requirements for States to consider the licensing issue of their AIS personnel; and b) ICAO develop AIS training guidance material relating to the implementation of CNS/ATM system
Draft Conclusion 3/5	<p>Status of implementation of the ICAO requirements in the AIS/MAP field in the AFI Region</p> <p>That the AFI FASID Table AIS-1, which sets out the requirements pertaining to the establishment of aerodrome AIS Units in the AFI Region; Table-AIS-2, which sets out the requirements pertaining to the aeronautical information services required at aerodromes and Table AIS-4, which sets out the requirements for the Integrated Aeronautical Information Package from foreign Aeronautical Information Services (AIS) to be available at aerodrome/heliport AIS Units in the AFI Region, for pre-flight briefing, be circulated to the States for update and subsequently form the amendment proposal for the FASID.</p>

Number	Title
<p>Draft Conclusion 3/6</p>	<p>Status of Implementation of the Integrated Aeronautical Information Package</p> <p>That the status of implementation of the integrated aeronautical information package, at Appendix C be circulated to States for update.</p>
<p>Draft Conclusion 3/7</p>	<p>Organization of an Automated Aeronautical Information Services System</p> <p>That States be urged to achieve automation at a national level in accordance with APIRG/13 Conc. 13/44 (AIS Automation Strategy) and by using the Principles Governing Introduction of AIS Automation in AFI Region at Appendix D</p>
<p>Draft Conclusion 3/8</p>	<p>Participation of AIS personnel in the planning meetings relating to CNS/ATM Implementation</p> <p>That:</p> <ul style="list-style-type: none"> a) AIS personnel be involved in planning meetings relating to CNS/ATM Implementations; and b) ICAO ensures the requirements of AIS/MAP are clearly defined in the CNS/ATM Plan.
<p>Draft Conclusion 3/9</p>	<p>Approach to AIS Automation in the AFI Region</p> <p>That, with a view to ensuring progressive implementation of automated AIS systems, States, which have not yet introduced automation within their Aeronautical Information Services, are urged to:</p> <ul style="list-style-type: none"> a) Plan to initially automate their NOTAM and pre-flight information services; and/or b) Arrange for the provision of automated services on their behalf on the basis of bilateral or multilateral agreements with States or other non-governmental organizations.
<p>Draft Conclusion 3/10</p>	<p>Harmonization of AIS, MET and FPL information</p> <p>That:</p> <ul style="list-style-type: none"> a) in any approach to AIS automation, States should take the necessary measures to enable users to access both AIS and MET information from a common interface based on the flight plan entry, to support combined AIS/MET/FPL pre-flight briefing from one common point access. b) States implement a selection functionality based on the ICAO NOTAM Selection criteria and an update briefing functionality to enable the notification of updates following an initial briefing.
<p>Draft Conclusion 3/11</p>	<p>Quality Management System</p> <ul style="list-style-type: none"> a) That in accordance with Annex 15 provisions, AFI States, not having done so, are required to take the necessary measures to implement a quality management system within their

Number	Title
	<p>Aeronautical Information Services, in conformity with the ISO 9001 series of standards;</p> <p>b) That draft questionnaire on quality management system at Appendix E be circulated to States for comments before adoption for application in the AFI Region; and</p> <p>c) That ICAO develops as a matter of urgency, an AIS Guidance material on Quality Management Systems.</p>
Draft Conclusion 3/12	<p>Familiarization Visits</p> <p>States put in place a plan for familiarization visits to foreign AIS units.</p>
Draft Conclusion 3/13	<p>Review of the AIS/MAP Automation Task Force Terms of Reference and Composition</p> <p>That the revised terms of reference of the AIS/MAP Task Force at Appendix F be considered by the ATS/AIS/SAR Sub-Group as its future Work Programme and Terms of Reference of the Task Force.</p>
Draft Conclusion 3/14	<p>Continuity of AIS/MAP Task Force</p> <p>That the AIS/MAP Automation Task Force continue its work programme in accordance with the amended Terms of Reference at Appendix F</p>



INTERNATIONAL CIVIL AVIATION ORGANIZATION
WESTERN AND CENTRAL AFRICAN OFFICE

THIRD MEETING OF THE AIS/MAP AUTOMATION TASK FORCE
(Dakar, 4 – 5 August 2005)

List of Participants

Country/Etat	Name/Nom	Designation/Fonction	Address/Adresse	E-mail, Telephone, Fax
EGYPT	Mr. MAHFOUZ Mostafa Ahmed Ibrahim	AIS Publications General Manager	National Air Navigation Services Company (NANSC), Airport Road, AIS Centre Terminal 2	☎ : + 202 267 9009 Fax : + 202 267 8885 E.mail:
	Mr. BAKRY Abdul Halim Ali Mohamed	AIS System Engineer	Cairo National Air Navigation Service Company(NANSC), Airport Road, AIS Centre Terminal 2	☎ : + 202 267 9009 Fax : + 202 267 8885 E.mail: bakry_eg@walla.com ; bakry_eg@msn.com
KENYA	Ms. NYAGA Justina M.	Manager, Aeronautical Information Services	Kenya CAA, P.O. Box 30163, 00100 Nairobi	☎ : + 254 020 827470/1/2/3/4/5 Fax : + 254 020 824716 E.mail: kcaa@nbnet.com ais@nbnet.com ; justnyaga@yahoo.com
SAO TOME &PRINCIPE	Mrs. TEN-JUA Anastacia Serafina L	Aeronautical Information Technician	Empresa Nacional de Aeroportos e Segurança aérea "ENASA", CP 703 S. Tomé et Principe	☎ : + 239 221 878/877 – 222 560 Fax : + +239 221 154
SENEGAL	Mr. GUEYE Sidy	Chef BNI, Dakar	BP 8155, Dakar, Yoff	☎ : + 221 869 2332 Fax : + 221 820 0656 E.mail : senegalbni@asecna.org
SOUTH AFRICA	Ms. PHIRWA Baradi	Head of Operations: Aeronautical Information Services	South African CAA, Private Bag X 73, Halfway House, South Africa 1685	☎ : + 27 11 5451341 ; 0836350048 Fax : + 27 11 545 1459 E.mail: phirwab@caa.co.za
TANZANIA	Mr. MFUGALE Aspedito	Chief Aeronautical Information Services	Tanzania CAA, P.O.Box 2819, Dar Es Salaam	☎ : + 255 22 211 5079/80 ; 2111951 Fax : + 255 22 2124 914 E.mail : amfugale@caaz.go.tz
TUNISIA	Mr. SAHBANI Hassen	Chef de Service des Informations Aéronautiques	Office de l'Aviation civile et des Aéroports	☎ : + 216 71 755000 poste 32140 Fax : + 216 71 783 621 E.mail : tunisia-ais@oaca.nat.tn
	Mr. THABET Sami	Chef de Service des Etudes et des Normes	Office de l'Aviation civile et des Aéroports, BP 135, Aéroport de Tunis-Carthage – 1000. Tunis	☎ : + 216 71 755000 poste 33251 Fax : + 216 71 751 463 E.mail : sami.thabet@oaca.nat.tn
ZIMBABWE	Mr. FURAWO Caleb	Principal AIS OFFICER	CAA of Zimbabwe, 2 nd floor, Harare International Airport, Harare	☎ : + 263 4 585 073 88 Ext. 3201/3203 Fax : + 263 4 585 018/ 4 575 163 E.mail : ais@caaz.co.zw ; aisfva@caaz.co.zw
INTERNATIONAL ORGANIZATIONS/ORGANISATIONS INTERNATIONALES				
ASECNA	Mr. YOGUELMIM Kadjibaye	Chef, Bureau AIS/MAP	Direction Générale, BP 8811, Dakar Yoff	☎ : + 221 869 5700/560 7142 Fax : + 221 820 4576 E.mail : yoguelimkad@asecna.org
	Mr. MAIGA. Issa Saley		75, Rue la Boetie 75008, Paris	☎ : + 331 44950738 Fax : + 331 42257311 E.mail : maigaiss@asecna.fr
ICAO, Dakar	Mr. KARUGHA A	Regional Officer/ATM, ICAO	ICAO, ESAF Office, Nairobi	☎ : + 254-020 622 395/396 Fax : + 254 020 623028/621092 E.mail : icao@icao.unon.org
	Mr. AUYO Ibrahim Usman	Regional Officer/ATM, ICAO Dakar	P.O. Box 2356, Dakar, Sénégal	☎ : + 221 839.93.93 Fax : + 221 823.69.26 E.mail : iauyo@icao.sn
	Mr. BALDEH George	Regional Officer/AIS/MAP, ICAO, Dakar	P.O. Box 2356, Dakar, Sénégal	☎ : + 221 839.93.93 Fax : + 221 823.69.26 E.mail : gbalde@icao.sn

Appendix B to Report on Agenda Item 1

Table AIS 1 — Tableau AIS 1 — Tabla AIS 1

ESTABLISHMENT OF AERODROME AIS UNITS ÉTABLISSEMENT DE BUREAUX AIS D'AÉRODROME ESTABLECIMIENTO DE DEPENDENCIAS AIS DE AERÓDROMO

State or Territory État ou territoire Estado o Territorio	AIS aerodrome units required at city/aerodrome Ville/aérodrome où un bureau AIS d'aérodrome doit être établi Dependencias AIS de aeródromo requeridas en ciudad/aeródromo
ALGERIA	ADRAR/Touat ALGER/Houari Boumediene ANNABA/EI Mellah CONSTANTINE/Mohamed Boudiaf GHARDAIA/Noumérate HASSI-MESSAOUD/Oued Irara ORAN/Es Sénia TAMANRASSET/Agouennar TÉBESSA/Tébessa TIARET/Bou-Chekif TLEMCCEN/Zénata ZARZAITINE/In Amenas
ANGOLA	HUAMBO/Albano Machado LUANDA/4 de Fevereiro
BENIN	COTONOU/Cadjehoun
BOTSWANA	FRANCISTOWN/Francistown GABORONES/Sir Seretse Khama Intl KASANE/Kasane MAUN/Maun SELEBI-PHIKWE/Selebi-Phikwe
BURKINA FASO	BOBO-DIOULASSO/Bobo-Dioulasso OUAGADOUGOU/Ouagadougou
BURUNDI	BUJUMBURA/Bujumbura
CAMEROON	DOUALA/Douala GAROUA/Garoua MAROUA/Salak N'GAOUNDERE/N'Gaoundere YAOUNDE/Nsimalen

Appendix E to the Report on Agenda Item 4

State or Territory État ou territoire Estado o Territorio	AIS aerodrome units required at city/aerodrome Ville/aérodrome où un bureau AIS d'aérodrome doit être établi Dependencias AIS de aeródromo requeridas en ciudad/aeródromo
CANARY ISLANDS (Spain)	GRAN CANARIA/Gran Canaria, Canary I. HIERRO/Hierro, Canary I. LA PALMA/La Palma, Canary I. LANZAROTE/Lanzarote, Canary I. MELILLA/Melilla FUERTEVENTURA/Fuerteventura, Canary I. TENERIFE NORTE/Los Rodeos, Canary I. TENERIFE SUR/Reina Sofia, Canary I.
CAPE VERDE	PRAIA/Francisco Mendes SAL I./Amilcar Cabral
CENTRAL AFRICAN REPUBLIC	BANGUI/M'Poko BERBERATI/Berberati
CHAD	N'DJAMENA/N'Djamena
COMOROS	ANJOUAN/Ouani DZAOUZI/Pamanzi, Mayotte I. MORONI/Hahaia
CONGO	BRAZZAVILLE/Maya-Maya POINTE NOIRE/Agostino Neto
CÔTE D'IVOIRE	ABIDJAN/Felix Houphouet Boigny Intl BOUAKE/Bouake
DEMOCRATIC REPUBLIC OF THE CONGO	GOMA/Goma KINSHASA/N'Djili KISANGANI/Bangoka LUBUMBASHI/Luano
DJIBOUTI	DJIBOUTI/Ambouli
EGYPT	ABU-SIMBEL/Abu-Simbel ALEXANDRIA/Alexandria ASWAN/Aswan CAIRO/Cairo Intl HURGHADA/Hurghada LUXOR/Luxor MERSA-MATRUH/Mersa-Matruh SHARM EL SHEIKH/Sharm El Sheikh ST. CATHERINE/St. Catherine TABA/Taba
EQUATORIAL GUINEA	MALABO/Malabo
ERITREA	ASMARA/Asmara Intl ASSAB/Assab

Appendix E

State or Territory État ou territoire Estado o Territorio	AIS aerodrome units required at city/aerodrome Ville/aérodrome où un bureau AIS d'aérodrome doit être établi Dependencias AIS de aeródromo requeridas en ciudad/aeródromo
ETHIOPIA	ADDIS ABABA/Bole Intl DIRE DAWA/Dire Dawa Intl
GABON	FRANCEVILLE/M'Vengue LIBREVILLE/Leon M'ba PORT GENTIL/Port Gentil
GAMBIA	BANJUL/Banjul Intl
GHANA	ACCRA/Kotoka Intl KUMASI/Kumasi TAMALE/Tamale
GUINEA	BOKE/Baralande CONAKRY/Gbessia FARANAH/Badala KANKAN/Diankana LABE/Tata N'ZEREKORE/Konia
GUINEA-BISSAU	BISSAU/Osvaldo Vieira Intl
KENYA	ELDORET/Eldoret Intl MOMBASA/Moi Intl NAIROBI/Jomo Kenyatta Intl
LESOTHO	MASERU/Moshoeshoe I. Intl
LIBERIA	MONROVIA/Roberts Intl
LIBYAN ARAB JAMAHIRIYA	BENGHAZI/Benina SEBHA/Sebha TRIPOLI/Tripoli Intl
MADAGASCAR	ANTANANARIVO/Ivato ANTSIRANANA/Arrachart MAHAJANGA/Amborovy NOSY-BE/Fascene SAINTE-MARIE/Sainte-Marie TOAMASINA/Toamasina TOLAGNARO/Tolagnaro
MALAWI	BLANTYRE/Chileka LILONGWE/Lilongwe Intl
MALI	BAMAHO/Senou GAO/GAO KAYES/Kayes KIDAL/Kidal MOPTI-BARBE/Mopti-Barbe

Appendix E to the Report on Agenda Item 4

State or Territory État ou territoire Estado o Territorio	AIS aerodrome units required at city/aerodrome Ville/aérodrome où un bureau AIS d'aérodrome doit être établi Dependencias AIS de aeródromo requeridas en ciudad/aeródromo
MAURITANIA	NIORO/Nioro TOMBOUCTOU/Tombouctou
MAURITIUS	ATAR/Atar NEMA/Nema NOUADHIBOU/Nouadhibou NOUAKCHOTT/Nouakchott ZOUERATE/Zouerate MAURITIUS/Sir Seewoosagur Ramgoolam Intl
MOROCCO	AGADIR/AI Massira AL HOCEIMA/Cherif Al Idrissi CASABLANCA/Mohammed V ERRACHIDIA/Moulay Ali Cherif FES/Saïss MARRAKECH/Ménara OUARZAZATE/Ouarzazate OUJDA/Angads RABAT/Salé TANGER/Ibnou-Batouta TAN-TAN/Plage Blanche TETOUAN/Saniat-R'mel
MOZAMBIQUE	BEIRA/Beira MAPUTO/Maputo Intl
NAMIBIA	KEETMANSHOOP/Keetmanshoop WALVIS BAY/Walvis Bay WINDHOEK/Windhoek
NIGER	AGADES/Sud NIAMEY/Diori Hamani Intl ZINDER/Zinder
NIGERIA	ABUJA/Nnamdi Azikiwe CALABAR/Calabar ILORIN/Ilorin KADUNA/Kaduna KANO/Mallam Aminu Kano Intl LAGOS/Murtala Muhammed MAIDUGURI/Maiduguri PORT HARCOURT/Port Harcourt Intl SOKOTO/Saddiq Abubakar III Intl
REUNION (France)	SAINT-DENIS/Gillot La Réunion
RWANDA	KIGALI/Gregoire Kayibanda

Appendix E

State or Territory État ou territoire Estado o Territorio	AIS aerodrome units required at city/aerodrome Ville/aérodrome où un bureau AIS d'aérodrome doit être établi Dependencias AIS de aeródromo requeridas en ciudad/aeródromo
SAO TOME AND PRINCIPE	SAO TOMÉ/Sao Tomé
SENEGAL	CAP SKIRING/Cap Skiring DAKAR/Leopold Sedar Senghor Intl SAINT LOUIS/Saint Louis TAMBACOUNDA/Tambacounda ZIGUINCHOR/Ziguinchor
SEYCHELLES	MAHE/Seychelles Intl
SIERRA LEONE	FREETOWN/Lungi
SOMALIA	BERBERA/Berbera BURAO/Burao HARGEISA/Hargeisa KISIMAYU/Kisimayu MOGADISHU/Mogadishu
SOUTH AFRICA	ALEXANDER BAY/Alexander Bay BLOEMFONTEIN/Bloemfontein CAPE TOWN/Cape Town DURBAN/Durban JOHANNESBURG/Johannesburg JOHANNESBURG/Rand LANSERIA/Lanseria UPINGTON/Upington
SUDAN	JUBA/Juba KASSALA/Kassala KHARTOUM/Khartoum PORT SUDAN/Port Sudan Intl
SWAZILAND	MANZINI/Matsapha
TOGO	LOME/Tokoin NIAMTOUGOU/Niamtougou
TUNISIA	DJERBA/Zarzis MONASTIR/Habib Bourguiba SFAX/Thyna TABARKA/7 Novembre TOZEUR/Nefta TUNIS/Carthage
UGANDA	ENTEBBE/Entebbe Intl
UNITED REPUBLIC OF TANZANIA	DAR-ES-SALAAM/Dar-Es-Salaam KILIMANJARO/Kilimanjaro Intl ZANZIBAR/Zanzibar

Appendix E to the Report on Agenda Item 4

State or Territory État ou territoire Estado o Territorio	AIS aerodrome units required at city/aerodrome Ville/aérodrome où un bureau AIS d'aérodrome doit être établi Dependencias AIS de aeródromo requeridas en ciudad/aeródromo
WESTERN SAHARA	EL AAIUN/EI Aaiun SMARA/Smara VILLA CISNEROS/Villa Cisneros
ZAMBIA	LIVINGSTONE/Livingstone Intl LUSAKA/Lusaka Intl MFUWE/Mfuwe NDOLA/Ndola
ZIMBABWE	BULAWAYO/Bulawayo HARARE/Harare VICTORIA FALLS/Victoria Falls

Appendix C-1 to Report on Agenda Item 3

STATUS OF IMPLEMENTATION – AIP (ANNEX 15, 4.1.1)						
	EDITION	GEN	ENR	AD	LAST AMENDMENT (NO/YEAR)	REMARKS
Angola	2001	√	√	√	-	AIP NEW FORMAT
Botswana	1998	√	√	√	2/99	“
Burundi	2001	√	√	√	-	“
Comoros	-	X	X	X	-	AIP NOT PUBLISHED
Djibouti	1996	X	X	X	2/87	OUTDATED AIP
Eritrea	1996	√	√	√	2/00	AIP NEW FORMAT
Ethiopia	1996	√	√	√	1/00	“
Kenya	2002	√	√	√	-	“
Lesotho	1987	X	X	X	3/88	OUTDATED AIP
Madagascar	-	√	√	√	-	AIP NEW FORMAT
Malawi	1977	X	X	X	69/89	OUTDATED AIP
Mauritius	1997	√	√	√	2/00	AIP NEW FORMAT
Mozambique	1987	X	X	X	104/88	OUTDATED AIP
Namibia	1999	√	√	√	-	AIP NEW FORMAT
Réunion (France)	-	√	√	√	-	AIP NEW FORMAT
Rwanda	1982	X	X	X	5/89	OUTDATED AIP
Seychelles	1996	√	√	√	1/00	AIP NEW FORMAT
Somalia	1978	X	X	X	3/86	OUTDATED AIP
South Africa	-	√	√	√	-	AIP NEW FORMAT
Swaziland	2000	√	√	√	-	“
Tanzania	2002	√	√	√	7/02	“
Uganda	1997	√	√	√	2/00	“
Zambia	1996	X	X	X	41/86	OUTDATED AIP
Zimbabwe	1999	√	√	√	1/02	AIP NEW FORMAT

Note: √ means available
X means not available

Appendix C-2 to Report on Agenda Item 3

State/Territory Etat/ Territoire	AIP	AIP AMENDMENT			AIP SUPPLEMENT			AIC	NOTAM			
		REG	AIRAC	NIL	REG	AIRAC	NIL		REG	TRIGGER DECLENCHEU R	CHKLIST LISTE DE CONTRÔLE	SUMMARY SOMMAIRE
1	2	3	4	5	6	7	8	9	10	11	12	13
BURKINA FASO	X	X	X	N	X	X	N	X	X	X	X	X
CAMEROON	X	X	X	N	X	X	N	X	X	X	X	X
CAPE VERDE	X	X	X	N	X	X	N	X	X	X	X	X
CENTRAL AFRICAN REPUBLIC	X	X	X	N	X	X	N	X	X	X	X	X
CHAD	X	X	X	N	X	X	N	X	X	X	X	X
COMOROS	X	X	X	N	X	X	N	X	X	X	X	X
CONGO	X	X	X	N	X	X	N	X	X	X	X	X
CONGO (RDC)	X	N	N	N	N	N	N	X	X	X	X	X
COTE D'IVOIRE	X	X	X	N	X	X	N	X	X	X	X	X
EQUATORIAL GUINEA	X	X	X	N	X	X	N	X	X	X	X	X
GABON	X	X	X	N	X	X	N	X	X	X	X	X
GAMBIA	X	X	X	N	X	N	N	X	X	X	X	X
GHANA	X	N	X	N	X	N	N	X	X	X	X	X
GUINEA	X	N	X	N	X	N	N	X	X	X	X	X
GUINEA-BISSAU	N	N	N	N	X	N	N	X	X	X	X	X
LIBERIA	X	N	N	N	X	N	N	X	X	X	X	X
MALI	X	X	X	N	X	X	N	X	X	X	X	X
MAURITANIA	X	X	X	N	X	X	N	X	X	X	X	X
NIGER	X	X	X	N	X	X	N	X	X	X	X	X
NIGERIA	X	N	N	X	X	X	X	X	X	X	X	X
SAO TOME & PRINCIPE	X	X	X	X	X	X	X	X	X	X	X	X
SENEGAL	X	X	X	X	X	X	X	X	X	X	X	X
SIERRA LEONE	X	N	N	X	X	X	X	X	X	X	X	X
TOGO	X	X	X	X	X	X	X	X	X	X	X	X

Appendix D to Report on Agenda Item 4

Principles Governing Introduction of AIS Automation in AFI Region

- a) each participating State, in developing its National AIS System Centre (NASCC), should closely co-operate in adopting the different elements that will make up an integrated AFI region automated AIS system while taking into account its current and planned degree of development;
- b) States, which have not yet done so, should initially automate NOTAM service within their own AIS while taking into account the users requirements;
- c) optimum use should be made of available communication and public networks as well as of new communication technology for the dissemination, exchange and retrieval of aeronautical information, particularly NOTAM;
- d) ICAO NOTAM Format which contains necessary qualifiers needed to facilitate storing, sorting and retrieval of NOTAM information should be exclusively used;
- e) common, "user friendly", query procedures for the interrogation of AIS or NOTAM databases should be used. These procedures should be in accordance with the different levels of users requirements;
- f) States must establish quality system and procedures which will ensure that the available aeronautical information is of appropriate quality (accuracy, resolution, integrity and timeliness);
- g) Any State, which decides not to automate its AIS may arrange, in the interest of improved efficiency, on the basis of bi- or multi-lateral agreements between States or other non-governmental organization, for the provision of automated services on its behalf. The arrangement must take into account the non-transferable responsibility of States for the provision of aeronautical information as well as other technical and administrative aspects associated with such arrangement.



**INTERNATIONAL CIVIL AVIATION ORGANIZATION
WESTERN AND CENTRAL AFRICAN OFFICE**

**QUESTIONNAIRE DE MESURE DE
SATISFACTION CLIENT**

Dans le cadre de la mise en place d'un système de management de la qualité conformément à la norme internationale (ISO 9001/Version 2000) et pour être à l'écoute de ses clients, le SIA (**ETAT**) sollicite les usagers de l'air de bien vouloir répondre au questionnaire ci-joint.

A la lumière de vos réponses, le SIA (**ETAT**) entreprendra les actions d'amélioration qui s'imposent pour satisfaire ses clients.

N.B : Les réponses peuvent parvenir au SIA par :

**QUESTIONNAIRE OF MEASURING
CUSTOMER SATISFACTION**

As part of setting up a quality management system in compliance with the international standard (ISO 9001/version 2000), and in order to attentive to the needs of its customers, Air users are kindly requested by (**STATE**) AIS to answer the herewith attached questionnaire.

According to your answers, (**STATE**) AIS will undertake improvement actions that are essential to satisfy its customers.

N.B : Answers are to be forwarded to AIS by :

FIN/END

cette circulaire comporte 1 page+ 1 annexe /
This AIC includes 1 page+1 annex



**INTERNATIONAL CIVIL AVIATION ORGANIZATION
WESTERN AND CENTRAL AFRICAN OFFICE**

**QUESTIONNAIRE DE MESURE DE SATISFACTION CLIENT /
QUESTIONNAIRE OF MEASURING CUSTOMER SATISFACTION**

Date : / /2005

Organisme / Organism :
Personne de contact / Person of contact :

Prière de mettre une croix dans la case appropriée / Please to put a cross in the puts fitting.

	1	2	3	4
Degré d'importance/ Degree of importance	Peu important / <i>Not very important</i>	Moyennement important / <i>Fairly important</i>	Important / <i>important</i>	Très important / <i>Very important</i>
Degré de satisfaction/ Degree of satisfaction	Peu satisfaisant/ Not very satisfactory	Moyennement satisfaisant/ Fairly satisfactory	Satisfaisant/ Satisfactory	Très satisfaisant/ Very satisfactory

Service d'Information Aéronautique/Aeronautical Information Service

1/ AIP, SUP AIP et/and AIC :

Degré d'importance / Degree of importance				CRITERES / CRITERIONS	Degré de satisfaction/ Degree of satisfaction			
1 	2 	3 	4 		1 	2 	3 	4
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Degré de conformité de l'AIP (STATE) avec les SARP de l'OACI / <i>Degree of (STATE) AIP compliance with ICAO SARP</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suffisance de l'information aéronautique publiée par AIP, SUP AIP et AIC / <i>Sufficiency of the published aeronautical information (AIP, SUP AIP and AIC).</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exactitude de l'information aéronautique publiée par AIP, SUP AIP et AIC / <i>Accuracy of the published aeronautical information (AIP, SUP AIP and AIC).</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	La fréquence de publication d'amendement d'AIP / <i>Frequency of AIP amendment publication.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nombre de corrections manuscrites figurant dans l'AIP (ETAT) / <i>Number of handwritten corrections appearing in (STATE) AIP.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Degré de compréhension du texte de l'AIP (ETAT) / <i>Degree of comprehension of (STATE) AIP text.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Qualité des cartes aéronautiques / <i>Quality of the aeronautical Charts.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2/ Publication sur support papier / Publication on paper support :

Degré d'importance / Degree of importance				CRITERES / CRITERIONS	Degré de satisfaction / Degree of satisfaction			
1 	2 	3 	4 		1 	2 	3 	4
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	La qualité du papier utilisé pour l'impression des amendements d'AIP, suppléments d'AIP, AIC et listes des NOTAM valides / Quality of paper used for AIP AMDT, SUP AIP, AIC and list of valid NOTAM .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Délais de réception des amendements AIP, SUP AIP, AIC par courrier / Receiving delay of AIP AMDT, SUP AIP and AIC by mail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Qualité de l'emballage / Package quality.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Prix des publications d'information aéronautique / Price of the aeronautical information publications.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Modalités de règlement des factures d'achat des publications / Regulation terms of buying invoices of publication.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3/ Publication sur CD ROM / Publication on CD ROM :









Degré d'importance / Degree of importance				CRITERES / CRITERIONS	Degré de satisfaction / Degree of satisfaction			
1 	2 	3 	4 		1 	2 	3 	4
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fréquence de la mise à jour du CD-ROM renfermant les éléments du système intégré d'information aéronautique / Frequency of up-dating of CD-ROM including Integrated Aeronautical Information Package.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Facilité de l'usage du CD ROM / Easiness of the use of CD-ROM.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Prix du CD ROM / Price of CD-ROM.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Modalités de règlement / Regulation terms.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4/ NOTAM :









Degré d'importance / Degree of importance				CRITERES / CRITERIONS	Degré de satisfaction / Degree of satisfaction			
1 	2 	3 	4 		1 	2 	3 	4
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Degré de conformité des NOTAM (ETAT) avec les SARP de l'OACI / Degree of (STATE)n NOTAM compliance with ICAO SARP.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Annulation ou remplacement à temps des NOTAM "EST" / Cancelling or replacement in time of NOTAM "EST".	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Degré de compréhension des textes des NOTAM (ETAT) / Comprehension of (STATE) NOTAM language.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suffisance de l'information aéronautique publiée par NOTAM / Sufficiency of the aeronautical information published by NOTAM.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exactitude de l'information aéronautique publiée par NOTAM / Accuracy of the aeronautical information published by NOTAM.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Utilisation des codes et abréviations de l'OACI pour la diffusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

				des NOTAM / <i>Use of ICAO Codes and Abbreviations for NOTAM distribution.</i>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Délais de réception des NOTAM pour être exploités/ <i>Delay of reception of NOTAM to be exploited.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Délais d'incorporation par amendement des informations publiées par NOTAM dans l'AIP / <i>Delay of incorporation by amendment of information published by NOTAM in the AIP.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	La production de PIB par le SIA en cas de nécessité / <i>The production of PIB published by (STATE)n AIS in case of necessity.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5/ Information diffusée sur Internet / Information broadcast on Internet :

Degré d'importance / Degree of importance				CRITERES / CRITERIONS	Degré de satisfaction/ Degree of satisfaction			
1 	2 	3 	4 		1 	2 	3 	4 
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Qualité de la rubrique Service de l'Information Aéronautique du Site Web de l'Office de l'Aviation Civile et des Aéroports (OACA) www.oaca.nat.tn / <i>Quality of Item Aeronautical Information Service within the "Office de l'Aviation Civile et des Aéroports" OACA) Web Site (www.oaca.nat.tn).</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	L'information diffusée par le SIA (ETAT) via le Forum AGORA AIS / <i>Information published by (STATE) AIS through the AGORA AIS Forum.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Facilité de l'usage de la rubrique Service de l'Information Aéronautique du Site Web / <i>Easiness of the use of the Item Aeronautical Information Service in the Web-Site.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	L'élément NOTAM sous la rubrique Service de l'Information Aéronautique du Site Web de l'Office de l'Aviation Civile et des Aéroports (OACA) / <i>The NOTAM element under item Aeronautical Information Service within the "Office de l'Aviation Civile et des Aéroports" OACA) Web-Site.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3/ Generalités / Generalities:









Degré d'importance / Degree of importance				CRITERES / CRITERIONS	Degré de satisfaction/ Degree of satisfaction			
1 	2 	3 	4 		1 	2 	3 	4 
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gestions des réclamations et suggestions des clients / <i>Managements of claims and customers' suggestions.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Qualité de l'affichage mural des informations/ <i>Quality of the wall billing of information.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Communication avec les clients / <i>Communication with the customers.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Vos commentaries / Your comments:









Vos suggestions : Your suggestions

Bureau d'Information Aéronautique (BIA)/AIS Briefing Office









1/ AIP, SUP AIP et AIC de (STATE) et de l'étranger : (STATE)n and foreign AIP, SUP AIP and AIC :

Degré d'importance / Degree of importance				CRITERES / CRITERIONS	Degré de satisfaction / Degree of satisfaction			
1 	2 	3 	4 		1 	2 	3 	4 
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Disponibilité des documents dans les BIA/ Availability of documents in Aerodrome AIS Office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Etat des documents/ <i>Keeping of documents.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Présentation des documents/ Presentation of documents.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mise à jour des documents/ Up-dating of documents.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2/ PIB :

Degré d'importance / Degree of importance				CRITERES / CRITERIONS	Degré de satisfaction / Degree of satisfaction			
1 	2 	3 	4 		1 	2 	3 	4 
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Temps de réponse aux demandes d'établissement de <i>Time of answer to requests of establishment of PIB.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Conformité du PIB à la demande <i>Conformity of the PIB with request.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Présentation du PIB/ Presentation of PIB.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	La qualité du papier utilisé pour l'impression du PIB/ <i>The quality of the paper used for the impression of the PIB.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6/ Generalités / Generalities:

Degré d'importance / Degree of importance				CRITERES / CRITERIONS	Degré de satisfaction / Degree of satisfaction			
1 	2 	3 	4 		1 	2 	3 	4 
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gestions des réclamations et suggestions des clients / <i>Managements of claims and customers' suggestions.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Temps de réponse SIA aux demandes des clients / <i>Time of answer of the AIS to requests of customers.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Communication avec les clients / <i>Communication with the customers.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Vos commentaries / Your comments:

Vos suggestions : Your suggestions

Appendix - F to Report on Agenda Item 6

The AIS/MAP Task Force Terms of Reference and Composition

1. Terms of Reference

1.1 The AIS/MAP Task Force was established within the framework of the ATS/AIS/SAR Sub-Group (AFI/7 Rec.12/39) in order to develop a cohesive Air Navigation plan concerning AIS/MAP for the AFI Region, taking into account the following principles:

- a) each participating State, in developing its National AIS System Centre (NASC), should closely co-operate in adopting the different elements that will make up an integrated AFI region automated AIS system while taking into account its current and planned degree of development;
- b) States, which have not yet done so, should initially automate NOTAM service within their own AIS while taking into account the users requirements;
- c) optimum use should be made of available communication and public networks as well as of new communication technology for the dissemination, exchange and retrieval of aeronautical information, particularly NOTAM;
- d) ICAO NOTAM Format which contains necessary qualifiers needed to facilitate storing, sorting and retrieval of NOTAM information should be exclusively used;
- e) common, "user friendly", query procedures for the interrogation of AIS or NOTAM databases should be used. These procedures should be in accordance with the different levels of users requirements;
- f) States must establish quality system and procedures which will ensure that the available aeronautical information is of appropriate quality (accuracy, resolution, integrity and timeliness);
- g) Any State, **unable to meet the AIS/MAP requirements**, may arrange, in the interest of improved efficiency, on the basis of bi- or multi-lateral agreements between States or other non-governmental organization, for the provision of automated services on its behalf. The arrangement must take into account the non-transferable responsibility of States for the provision of aeronautical information as well as other technical and administrative aspects associated with such arrangement.

2. Revision of the Terms of Reference

2.1 ATS/AIS/SAR/SG-8 Meeting, endorsed the following draft decision

DECISION 15/-- AIS / MAP TASK FORCE

THAT:

- a) **THE TASK FORCE NAME BE CHANGED TO AIS/MAP TASK FORCE IN ORDER TO COVER ALL MATTERS RELATING TO AIS/MAP.**
- b) **THE MEMBER FROM TUNISIA WOULD BE THE RAPPOREUR OF THE TASK FORCE; AND**
- c) **THE SECRETARY OF THE ATS/AIS/SAR SUB-GROUP WOULD ENSURE THE NECESSARY CO-ORDINATION WITH THE DIFFERENT MEMBERS OF THE TEAM.**

3. COMPOSITION OF THE TASK FORCE

1. Algeria	5. Morocco	9. Zimbabwe
2. Egypt	6. South Africa	10. ASECNA
3. Kenya	7. Tanzania	11. IATA
4. Nigeria	8. Tunisia	