AFI PLANNING AND IMPLEMENTATION REGIONAL GROUP (APIRG)

INFRASTRUCTURE & INFORMATION (IIM) SUB-GROUP

AIR / GROUND COMMUNICATION PROJECT 5

PROJECT ORGANIZATION OF IIM COM. P5 "ASSESSMENTOF AFI AERONAUTICAL NETWORKS CYBER SECURITY"

Edition 00.00.02

Document information	
APIRG Sub Group	Infrastructure & Information Management APIRG Sub Group
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Task contributors	
Benin, Côte d'Ivoire, Gambia, Ghana, Kenya, Nigeria, South Africa, ASECNA, IATA	

Abstract

This document describes the organization of the IIM (Infrastructure & Information Management) Communication Project N° 5 "Assessment of AFI Aeronautical Networks Cyber Security".
It covers the project framework, the project planning with milestones, the meeting program and the project deliverables.

Authoring & Approval

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Document History

Edition	Date	Status	Author	Justification
00.00.01	23/11/2017	Initial draft	Sandrine GNASSOU	Creation of the document
00.00.02	01/03/2018	Revised Draft	Sandrine GNASSOU	Update of the project member list, the project schedule and the meeting program

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Executive summary

This document provides the description of the project organization for the IIM COM Project N° 5 "Assessment of AFI Aeronautical Networks Cyber Security".
It defines the project framework, the organization of the project team, the project planning with milestones, the meeting program and the project deliverables.

The first meeting of the APIRG Sub-Group on Infrastructure and Information Management (IIM / SG / 1) held in Nairobi, Kenya from 27 to 30 June 2017 approved and included the IIMSG COM Project.5 as a new regional project in the CNS area, namely AFI Aviation Cybersecurity Assessment Project.

The scope of the project contemplates:
- the assessment of the cyber threats on all systems and aeronautical networks;

- the development and implementation of a cyber-security policy over the AFI region. This cyber policy would assess all issues including the definition of common cyber threats scenarios, training, performances, security studies, systematic process of cyber risk evaluation on all new systems, audits and controls.

The project team is composed of experts from Côte d'Ivoire (project coordinator), Benin, Gambia, Ghana, Kenya, Nigeria, South Africa, ASECNA, IATA.

The objective of this document is to provide key elements on the project organization, coordination, the project planning and the results expected (deliverables).

1   Introduction

1.1   Purpose of the document

The Project organization document describes the coordination and arrangement set by the IIM COM 5 project team to successfully achieve the "Assessment of AFI Aeronautical Networks Cyber Security".
It defines the project framework, project planning with milestones, the meeting program and the project deliverables.

1.2   Intended readership

The intended audience for this document are:
- The chair and the vice chair of the IIM Sub group;
- The Secretariat of IIM Sub group;
- The other IIM projects
- The AAO projects;

External to the IIM Sub group, other stakeholders are to be found among:
- National Safety Authority (NSA);
- Affected employee unions;
- Air Navigation Service Providers (ANSP) over the AFI Region;
- Airport owners/providers;
- Airspace users.

1.3   Structure of the document

The structure of the document is as follows:
- Section 1 (this section) introduces the document;
- Section 2 provides a description of the IIM COM project N° 5 "Assessment of AFI Aeronautical Networks Cyber Security".
- Section 3 outlines the key elements of the project framework.
- Section 4 provides the project planning with milestones.
- Section 5 sets the project meeting program.
- Section 6 lists the project deliverables.
- Section 7 lists the applicable and reference documents used in the production of this document.

1.4   Acronyms and Terminology

Term	Definition
AAO	Airspace and Aerodrome Operations
AIM	Aeronautical Information Management
ANSP	Air Navigation Service Provider

Term	Definition
ATM	Air Traffic Management
CNS	Communication Navigation Surveillance
COM	Communication
ESAF	Eastern and Southern African
ICAO	International Civil Aviation Organization
IIM	Infrastructure & Information Management
WACAF	Western and Central African (WACAF)

2   IIM COM Project.5 Overview

The IIM COM project.5 deals with the Assessment of AFI Aeronautical Networks Cyber Security. This new project had been approved during the first meeting of the APIRG Sub-Group on Infrastructure and Information Management (IIM / SG / 1) held in Nairobi, Kenya from 27 to 30 June 2017.

2.1   Project Objectives

The objectives of the project are:
1. To assess and prevent internal and external threats impact the availability, the reliability, the integrity and the continuity of the AFI aeronautical networks, including RFI;
2. To develop and implement a global security policy for aeronautical information systems to prevent that internal and external cyber threats impact the availability, the reliability, the integrity and the continuity of the AFI aeronautical networks.

2.2   Scope of project

The scope of the project contemplates the assessment of the cyber threats on all systems and aeronautical networks. It contemplates the development and implementation of a cyber-security policy over the AFI region. This cyber policy would assess all issues including the definition of common cyber threats scenarios, training, performances, security studies, systematic process of cyber risk evaluation on all new systems, audits and controls.

2.3   Project strategy

All tasks will be carried out by COM/ IT experts nominated by AFI States participating in the project, led by the Project-Team Coordinator and under the supervision of the Project Facilitators (ROs/CNS, Dakar and Nairobi) through the IIM SG working methodology.

Upon completion of the tasks, the results will be sent to the IIM SG Chairman/Vice chairman and Secretariat as a final document for submission to, and if necessary approval by the APIRG Projects Coordination Committee (APCC).

The project will rely on the following main tasks:

Figure 1 : Main tasks of the IIM COM project.5

2.4   Risk management
TBD

3   Project framework

3.1   Communication means

The mediums that will be used to communicate between the project team members and to make the project progress meetings (and working meetings) are the following electronic based means:

- Electronic correspondence (e-mail);
- Teleconference, videoconference;
- Whatapps (working group);
- Skype meetings.

The project coordinator will use the same means for the coordination with the chairman/vice chairman and the secretariat of IIM Sub group.

3.2   Project team

The IIM COM Project.5 is composed of CNS & IT experts from:

Figure 2 : Composition of the project team

The following project team members have been identified to form part of the team that will perform the activities for the IIM COM Project 5.

STATE	NAME	PHONE NUMB	Email	Skype ID
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BENIN	Diop Alioune	22995380436	a.diop@anac.bj	

3.3   Language of work

The deliverables and the working documents will be in English.

Teleconferences/videoconferences meeting may be conducted in English and/or French.

3.4   Budget

N/A

4 Project deliverables

The project deliverables are listed in **Table** *1*.

Project Deliverables	Date of Delivery	Objectives
[D01] Project Description	31/12/2017	To provide a description of the project
[D02] Organization of project team	31/12/2017	To set the basis for the project organization and coordination
[D03] Terms of reference	June 2018	
[D04] « Cybersecurity in Civil Aviation Operational concept description »	October 2018	To share a common understanding of cyber, common definitions of cyber (cyber threats, cyber risks cyber resilience, cyberattacks, cyber culture)
[D05] List of AFI Aeronautical Networks	September 2018	To have a full list of aeronautical networks in AFI Region
[D06] Assessment of the current aeronautical networks cyber security and diagnostic of the potential threats to the safe provision of the air navigation service in the AFI region	November 2018	To assess the current aeronautical networks security and diagnostic the potential threats to the safe provision of the air navigation service in the AFI region
[D07] Global cyber security policy for a secured operation of the AFI systems and networks	February 2019	To define the global cybersecurity policy for aeronautical network in AFI region
[D08] Teleconferences, Workshops/Seminars, working sessions (French and English) on global cyber security policy	TBD	Working Sessions are an essential tool to: • Discuss with main African Stakeholders about key essential aspects of Cybersecurity in Aviation • Network people and contribute to build capacity in Cybersecurity in aviation • Deliver valuable information to decision makers about Cybersecurity • Gather best practices from other regional initiatives on Cyberspace issues for Aviation
[D09] Feasibility study of setting up an AFI Regional Operational Centre for Cybersecurity in Aviation on a long term basis	October 2019	To assess the feasibility of setting up of an AFI regional Centre for Cybersecurity in Aviation

Table 1 : List of Project deliverables

5   Project planning

The following figure provide the project planning and the milestones.

IIM/SG-COM PROJECT N°5
« ASSESSMENT OF AFI AERONAUTICAL NETWORKS CYBER SECURITY »

		Lead	Start	Duration		Due	Progress
1	**Project Description**		01/10/17	92		31/12/17	73%
1.1	Project Description	Sandrine	01/10/17	3	d	31/12/17	100%
1.2	Project Questionnaire		01/11/17	2		31/12/17	100%
1.3	List of updated project members	SANDRINE	30/11/17	5	d	31/12/17	20%
2	**Project organization**		01/11/17	213		01/06/18	97%
2.1	Project Organization description document	SANDRINE	01/11/17	2	d	31/12/17	100%
2.2	Project planning	SANDRINE	01/11/17	2	d	31/12/17	100%
2.3	Terms of reference	SANDRINE	01/11/17	2	d	01/06/18	90%
2.4	Project meeting schedule	SANDRINE	01/11/17	5	d	31/12/17	100%
MS	**Progress meeting n° 1**		15/12/17				
3	**« Cybersecurity in Civil Aviation Operational c**		05/04/18	210		31/10/18	17%
3.1	« Cybersecurity in Civil Aviation Operational concep		05/04/18	210	d	31/10/18	30%
3.1.1	Common definitions on cyber space/ issues		05/04/18	7	d	31/10/18	20%
3.1.2	Concept description document	SANDRINE	05/04/18	2	d	31/08/18	0%
	Progress meeting n° 2		28/02/18				
MS	**MS**		30/04/18				
4	**Assessment of the current aeronautical n**		01/08/18	91		30/10/18	0%
4.1	Analysis of AFI States data gathered through the p		31/10/18	5	d	31/11/2018	0%
4.2	**Milestone**		31/04/2018				
	Progress meeting n° 3		28/03/18				
4.3	List of AFI Aeronautical Networks		30/04/18		d	30/09/18	0%
4.4	Assessment of the current aeronautical networks		15/08/18	47	d	30/09/18	0%
4.5	List of AFI States that have implemented a cyber pr		01/08/18	91	d	30/10/18	0%
	Progress meeting n° 4		28/08/18				
4.7	Diagnostic of the potential cyber threats of air navi		01/08/18	91	d	30/10/18	0%
MS	**Milestone (Deliverable D5)**		31/07/18				

Figure 3 : IIM COM Project.5 planning

6 Project meeting program

The project meeting program is based on four (4) types of meetings (**Figure 4**
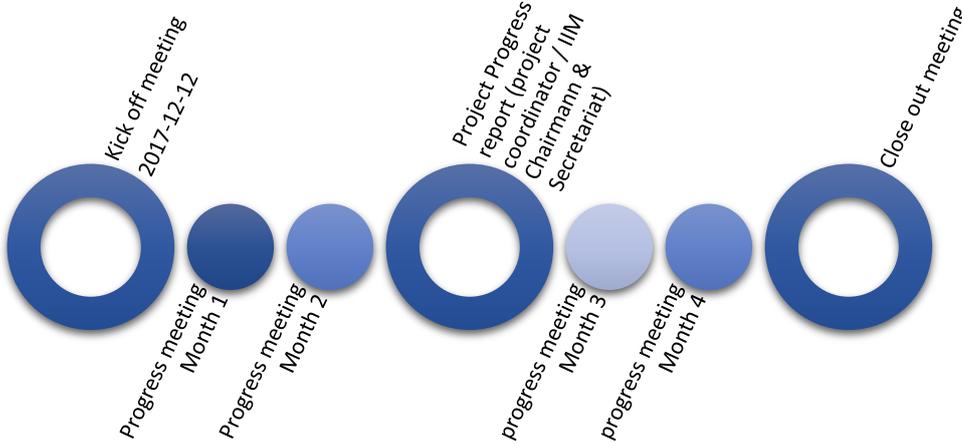**Figure 1**):

Figure 4 : Project meeting program

6.1 Kick off meeting

Meeting Objectives	• To agree on the project organization • To agree on the project planning
Periodicity	Once (February 2018)
Means:	Teleconference / Videoconference/ Skype meeting / WebEx meeting (WebEx, skype)
Report	Minutes of meeting (MoM)

Table 2 : Project Kick off meeting

6.2 Internal Progress meetings (with project team members)

Meeting Objectives	• To capture from time to time all the ongoing critical issues affecting the project • To identify the top issues, • To agree about the actions, the owners, the deadlines and • To review any previously closed items if needed
Periodicity	monthly
Means	Teleconference / Skype meeting / WebEx meeting (WebEx, skype)
Meeting scheduling	Use of "doodle" tool to gather project team members' availabilities (https://doodle.com)

Report	Minutes of meeting (MoM)

Table 3 : Project internal progress meeting

6.3 Progress report to IIM Chairperson and Secretariat (bimonthly)

Objectives	• To report the progress made by the project and the current status of the deliverables • To discuss the potential difficulties of the project
Periodicity	Every two months
Attendees	IIM Chairman and vice chairman IIM Secretariat Project coordinator
Means	Teleconference / Videoconference/ Skype meeting / WebEx meeting (WebEx, skype)
Meeting scheduling	Define by the IIM Secretariat
Report	Minutes of meeting (MOM) Progress report

Table 4 : Project progress report to IIM Chairman/secretariat meeting

6.4 Close out meeting

Meeting Objectives	• To assess, review the project and identify the lessons learned • To get official acceptance of the final deliverable • To officially close the project • To make sure that any potential outstanding activities and tasks are assigned to the right people
Periodicity	Once End 2019
Attendees	All project team members Project coordinator
Means	Teleconference / Videoconference/ Skype meeting / WebEx meeting (WebEx, skype)
Meeting scheduling	Use of "doodle" to gather project team members' availabilities
Report	Minutes of meeting (MOM) Final project report, or close-out report, at the end of the meeting

Table 5 : Close out meeting

7   References

This section identifies the documents (name, reference, source project) the document has to comply to or to be used as additional inputs for the document.

7.1   Applicable Documents

This project organization description document complies with the requirements set out in the following documents:

[1] APIRG Procedural Handbook 5th Edition – 2017

7.2   Reference Documents

[1] IIM COM Project.5 Description, Edition 00.00.01

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