

INTERNATIONAL CIVIL AVIATION ORGANIZATION



REPORT

FIRST MEETING OF THE APIRG PROJECT COORDINATION COMMITTEE (APCC/1)

(Nairobi, Kenya, 30-31 January 2017)

PREPARED BY THE SECRETARY OF APIRG

12 MAY 2017

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- Conclusion 1/05:** Reduced Vertical Separation Minimum (RVSM) Focal Points
- Conclusion 1/07:** Nomination of officials to the Airspace and Aerodrome Operations Sub-Group (AAO/SG)
- Conclusion 1/08:** Facilities to Support Effective Participation by Members of the Airspace and Aerodrome Operations Sub-Group (AAO/SG)
- Conclusion 1/09:** APIRG Projects applicable to the AAO/SG
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LIST OF DECISIONS

- Decision 1/04:** Training on Reduced Vertical Separation Minimum (RVSM) Standards and Recommended Practices (SARPS)
- Decision 1/06:** Membership of the APIRG Airspace and Aerodrome Operations Sub- Group (AAO/SG)
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PART I - HISTORY OF THE MEETING

1. VENUE AND DATE

1.1 The First Meeting of the APIRG Project Coordination Committee (APCC/1) was held in the conference room of the ICAO ESAF Regional Office, Nairobi, Kenya, from 30 to 31 January 2017.

2. LANGUAGE AND DOCUMENTATION

2.1 The discussions were conducted in English language only, and the meeting documentation was also issued in one language.

3. OFFICERS AND SECRETARIAT

3.1 The meeting was chaired by Mr. John Tsubira Kagoro, Chairman of the APIRG.

3.2 Mr. Barry Kashambo, Regional Director, ESAF Regional Office, Nairobi and Secretary of the APIRG served as Secretary of the meeting. He was assisted by Mr. Prosper Zo'o Minto'o, DRD, WACAF Regional Office, and the following Officers from the ICAO WACAF and ESAF Regional Offices:

| | |
|--------------------------------|------------------------------|
| Mr. Arthemon Ndikumana | RO/AGA, ESAF Office, Nairobi |
| Mr. Seboeso Machobane | RO/ATM, ESAF Office, Nairobi |
| Mr. Benoit Okossi | RO/MET, WACAF Office, Dakar |
| Mr. François-Xavier Salambanga | RO/CNS, WACAF Office, Dakar |
| Mr. Vitalis Ahago | RO/MET, ESAF Office, Nairobi |
| Mr. Harvey Lekamisy | RO/CNS, ESAF Office, Nairobi |

4. ATTENDANCE

4.1 The list of participants is provided at **Appendix 1** to this report.

5. OPENING OF THE MEETING

5.1 Mr. Barry Kashambo, Regional Director, ESAF Regional Office welcomed the participants to the APCC meeting to ICAO ESAF Office, and wished a nice stay in Nairobi to those who came from outside Kenya. Mr. John Tsubira Kagoro officially opened the First Meeting of the APIRG Project Coordination Committee (APCC/1).

6. AGENDA

6.1 The meeting adopted the following Agenda:

Agenda Item 1: Adoption of the Agenda and Work Programme of the Meeting

Agenda Item 2: Status of implementation of APIRG/20 Conclusions and Decisions related to the transition to the New Structure

Agenda Item 3: Status of implementation of the AFI e-ANP

Agenda Item 4: Adoption of APIRG Procedural Handbook

Agenda Item 5: Establishment and Operationalization of APIRG New Structure and its auxiliary bodies

5.1 Review of the outcome of the APIRG Bureau Meeting (2 – 3 June 2016)

5.2 Review of the outcome of the Joint Meeting of the APIRG ATM/AIM/SAR and AOP Sub-groups (5-9 July 2016)

5.3 Review of the outcome of the Meeting on the Establishment of the APIRG IIM/SG (28-30 November 2016)

5.4 Review and prioritization of projects

5.5 Project formulation standardization

Agenda Item 6: Implementation Monitoring and Annual Reporting – Strategy for the development of APIRG First Annual Air Navigation Report.

Agenda Item 7: Future work programmes and schedule of next meetings of APIRG and its auxiliary bodies.

Agenda Item 8: Any other business.

PART II - REPORT ON AGENDA ITEMS

AGENDA ITEM 1: Adoption of the Agenda

1.1 The meeting adopted the Agenda as attached to the invitation letter to the APCC/1 Meeting.

AGENDA ITEM 2: Status of implementation of APIRG/20 Conclusions and Decisions related to the transition to the New Structure

2.1 Under this agenda item, the meeting reviewed the status of implementation of APIRG/20 Meeting conclusions and decisions related to the transition of APIRG activities to the New Structure as presented by the Secretariat at **Appendix 2** to this report.

AGENDA ITEM 3: Status of implementation of the AFI e-ANP

3.1 The APCC recalled specific action to be taken by the ICAO Regional Offices and Air Navigation Bureau (ANB), APIRG and members States for the development and subsequent approval of the three volumes of the AFI, mindful of *APIRG Conclusion 20/47: Application and Development of the AFI eANP*, which required the Secretariat to finalize the AFI eANP Volumes I, II and III and initiate the corresponding proposals for amendment as per applicable procedures. The APCC noted that a Proposal for Amendment of the ICAO AFI ANP, Volume I was subsequently approved on 19 August 2016 by the President of ICAO, on behalf of the Council, and requested the Secretariat to take the necessary steps in coordination with the Air Navigation Bureau (ANB) towards a proposal for amendment (PfA) related to Volume II of the AFI eANP.

AGENDA ITEM 4: Adoption of APIRG Procedural Handbook

4.2 Adoption of APIRG Procedural Handbook

4.2.1 Under this agenda item, the meeting recalled that APIRG/20 meeting, through conclusion 20/48, requested the Secretariat to circulate the revised APIRG Procedural Handbook for their comments and inputs, and that it was circulated to States in December 2016 for their inputs by not later than 31 January 2017.

4.2.2 The meeting reviewed the draft Handbook circulated to States and agreed to further clarify the role of ‘champion’ in the context of an APIRG project team. In this regard, the meeting adopted the following text, as additional guidance, on the role of the ‘Champion’

“A champion in a Project Team should be a State participating in the delivery of the specific activity, sharing implementation experiences, offering assistance or tools, or any combination of similar contributions”

Following discussions, it was agreed that the fifth edition of the APIRG Procedural Handbook should be published and circulated to States by 28 February 2017.

AGENDA ITEM 5: Establishment and Operationalization of APIRG New Structure and its auxiliary bodies

5.1 Review of the outcome of the APIRG Bureau Meeting (2 – 3 June 2016)

5.1.1 The meeting noted that pending the designation of all APCC members as per the APIRG Procedural Handbook, a meeting of APIRG Bureau composed of the Chairperson, the APIRG Secretariat and Sub-group Secretaries was held in Nairobi in June 2016, in order to strategize on the steps towards operationalization of the new structure of APIRG. The meeting identified priorities such as the completion of the revision of the APIRG Procedural Handbook, the amendment of the regional air navigation plan in coordination with ICAO Headquarters, finalization of Sub-groups' and project teams' membership, and preparation of the first APIRG Annual report.

5.2 Review of the outcome of the Joint Meeting of the APIRG ATM/AIM/SAR and AOP Sub-groups

Outcome the APIRG/EO and APIRG/20 meetings

5.2.1 The meeting recalled that the APIRG *Bureau* of elected APIRG Officials met in Nairobi, 2-3 June 2016 and, inter alia, provided guidance to the Sub-Groups on the operationalization of the new APIRG structure and working methodology. Accordingly a Joint Meeting of the APIRG ATM/AIM/SAR SG and AOP/SG (JMAASG) was held in Nairobi, Kenya from 5 to 8 July 2016 with the primary objective of facilitating implementation of the new APIRG organizational structure.

5.2.2 In reviewing outcome of the JMAASG, the APCC noted that a need had been identified for the AAO/SG, which will be taking over most of the APIRG work programme that had been assigned to the AOP/SG and ATM/AIM/SAR SG, to be guided by the AFI Air Navigation Performance Indicators and Targets adopted by the APIRG/20 meeting under Decision 20/04. In this regard, the APCC agreed on the dissolution of the AOP/SG and the ATM/AIM/SAR SG and accordingly adopted the following Decisions:

Decision 1/01: Dissolution of the Aerodrome Operations Planning Sub-Group (AOP/SG)

That the APIRG AOP/SG and subsidiary bodies thereunder are dissolved as of 31 January 2017.

Decision 1/02: Dissolution of the Air Traffic Management/Aeronautical Information Management/Search and Rescue Sub-Group (ATM/AIM/SAR/SG)

That the APIRG ATM/AIM/SAR/SG and subsidiary bodies thereunder are dissolved as of 31 January 2017.

5.2.3 **RVSM.** The meeting recalled APIRG Conclusion 20/18 *Comprehensive measures to improve the AFI RVSM safety levels* and the Group's discussion leading to the Conclusion, with regard to the RVSM Target Level of Safety (TLS) which had deteriorated significantly and agreed that the following measures should be prioritized in order to address the situation as a matter of urgency:

- nomination and formalization of RVSM National Programme Managers (NPMs);
- training to re-establish the necessary levels of proficiency in States and ANSPs;
- communication with the ARMA; and
- sensitization of civil aviation authorities (CAAs) on their roles and obligations under Annexes 6 and 11 of the Chicago Convention ;

5.2.4 In addition, the APCC endorsed the following Conclusion and Decision:

Conclusion1/03: Reduced Vertical Separation Minimum (RVSM) National Programme Managers (NPMs)

That, in order to ensure effective maintenance of RVSM operational and regulatory provisions, States are urged to:

- a) provide updated information on the nomination of appropriately qualified officials as National RVSM Programme Managers (NPMs);*
- b) assign the NPMs to carry out tasks provided in the NPM Terms of Reference at **Appendix 5.2A to** this report; and*
- c) facilitate the functions of RVSM NPMs as the focal points responsible for communication with the AFI Regional Monitoring Agency (ARMA), and other concerned parties.*

Decision 1/04: Training on Reduced Vertical Separation Minimum (RVSM) Standards and Recommended Practices (SARPS)

That, as additional support to States and Air Navigation Service Providers to effectively facilitate RVSM System Monitoring and address the AFI RVSM collision risk, ICAO and the ARMA is requested to provide as soon as possible, training on RVSM requirements focused on RVSM National Programme Managers (NPMs), Focal Points and regulatory approvals officials.

Conclusion 1/05: Reduced Vertical Separation Minimum (RVSM) Focal Points

That, where a State wishes to establish separate focal points for RVSM airspace data processing and communication on RVSM regulatory matters, the concerned State regulatory authority:

- a) formally inform the ARMA of such arrangement in writing providing copy the related correspondence to the ICAO Regional Office accredited to the States; and*
- b) ensure the closest possible coordination between the two focal points, in addition to other regulatory obligations regarding compliance with ICAO provisions.*

5.2.4 **Membership of the APIRG Airspace and Aerodrome Operations Sub-Group (AAO/SG).** The Committee noted that pursuant to guidance by the APIRG Bureau the JMAASG identified States and Organizations to be requested to formally nominate officials in accordance with the APIRG Procedural Handbook, to be members of the AAO Sub-Group. Furthermore, the Committee acknowledged the prominent role to be fulfilled by service providers in the work of APIRG in its new structure and working methodology which emphasized the need for expertise.

5.2.5 It was also noted that, in many States, correspondence from ICAO, which formally is channeled through the regulatory authority (CAAs), had a challenge in reaching service providers at the right time and encouraging necessary participation in APIRG activities therefrom. In this regard, the Committee requested ICAO Regional Offices to address this matter in the invitation State Letters as well as sensitize States on the new working methodology of APIRG and its implications. Accordingly, the Committee endorsed the following Decisions/Conclusions

Decision 1/06: Membership of the APIRG Airspace and Aerodrome Operations Sub-Group (AAO/SG)

*That, States and Organizations listed in **Appendix 5.2B** to the report under Agenda Item 3 are identified to form core of the membership of the APIRG AAO/SG.*

Conclusion 1/07: Nomination of officials to the Airspace and Aerodrome Operations Sub-Group (AAO/SG)

That,

- a) ICAO is requested to issue State Letters to the concerned States and Organizations, inviting them to nominate officials with applicable qualifications, experience and job responsibilities, as members of the AAO/SG, in accordance with APIRG Procedural Handbook; and*
- b) In nominating the officials to the Sub-Group, the concerned States and Organizations do so as soon as possible, taking into consideration all relevant provisions of the APIRG Procedural Handbook, in particular the need for consistent participation.*

Conclusion 1/08: Facilities to Support Effective Participation by Members of the Airspace and Aerodrome Operations Sub-Group (AAO/SG)

That, in order to support work of the AAO/SG and Project Teams thereunder, States and Organizations nominating officials as members thereto, be urged to ensure that:

- a) necessary measures are taken pursuant to Section 5 of the APIRG Procedural Handbook, to facilitate effective participation; and*
- b) such measures include the provision of reliable electronic conferencing systems to enable effective teleconference participation by their nominate members.*

Review and update of APIRG projects

5.2.6 SSR Code Allocation and Assignment. The APCC recalled that at its Nineteenth meeting APIRG had identified the need for update of the AFI Air Navigation Plan (ANP Doc 7474) in order to ensure adequate availability of SSR codes to all FIRs. The Committee also noted the need arising from progress made in the East African Community (EAC) *Unified Upper Airspace System (UUAS)* and similar initiatives in the Region, and accordingly agreed that the update of the *AFI SSR Code Allocation and Assignment* scheme should be prioritized.

5.2.7 Competence of ATS staff. The Committee recalled information relating to airspace safety, which includes aircraft proximity incidents (AIRPROXs) and noted that ATS staff competence continued to feature significantly as a causal and/or contributing factor. It was thus agreed that the APIRG Project to study the issue of ATS staff competence should also be prioritized.

Conclusion 1/09: APIRG Projects applicable to the AAO/SG

That:

- a) the APIRG Projects applicable to the AAO/SG are at **Appendix 5.2C** to this report; and*
- b) the APIRG Sub-Groups are to ensure that the prioritization of projects is aligned with the priorities in the Regional Air Navigation System Implementation Plan, as well as in the RPOs*

Conclusion 1/10: Membership of the APIRG Project Teams

That:

- a) States and Organizations listed in **Appendix 5.2D** are identified to take leading roles in the APIRG Project Teams;*

- b) *ICAO is requested to issue State Letters to the concerned States and Organizations, inviting them to nominate officials with applicable qualifications and experience, in accordance with APIRG Procedural Handbook, to contribute to the implementation of the applicable projects; and*
- c) *In nominating the officials to the various Project Teams, the concerned States and Organizations do so as soon as possible, taking into consideration all relevant provisions of the APIRG Procedural Handbook, in particular the need for consistent participation.*

Decision 1/11: Initial orientation of Project Team Members

That:

ICAO be requested to provide guidance on the consistent application of project approach processes and consider the need for an orientation workshop for Project Team members, as soon as possible but without delaying progress of the Projects implementation.

Terms of reference and work programme of the AAO/SG

5.2.8 The meeting reviewed the terms of reference of the AAO Sub-Group and in this context recalled, amongst others, APIRG Decision EO/03: *Transition to new APIRG Organization* and outcome of APIRG/20 with regard to expediting the establishment and operationalization of the contributory bodies of the new APIRG structure, and accordingly adopted the following Decision:

Decision 01/12: Terms of Reference and Work Programme of the AAO/SG

*That, the terms of reference and work programme of the AAO/SG is updated as at **Appendix 5.2E** to this report.*

5.3 Review of the outcome of the Meeting on the Establishment of the APIRG IIM/SG

5.3.1 The meeting reviewed the outcome of the meeting on the Establishment of the APIRG Infrastructure and Information Management Subgroup (IIM/SG), held from 28-30 November 2016 in Dakar, Senegal. The APCC meeting noted that that meeting was a precursor to the formalized IIM SG meeting and hence, comprised the MET, CNS and AIM subgroups.

5.3.2 The APCC meeting was updated on the recent developments in the ICAO Global Air Navigation Plan (GANP Doc 9750). In this regard a summary of the 5th edition of the Global Air Navigation Plan (Doc. 975 5th Ed.) adopted by the ICAO 39th Assembly was presented to the meeting. It was noted that this updated document provides clear guidance on the operational targets and supporting technologies, avionics, procedures, standards and regulatory approvals needed to realize them. The GANP additionally establishes a framework for incremental implementations based on the specific operational profiles and

traffic densities of each State. The meeting agreed that States, Service providers and airspace users should update their Priorities, Targets and related implementation plans consistent with the GANP objectives as well as the needs of the AFI Region.

5.3.3 The IIM establishment meeting also noted the low pace of development of National ASBU Plans in the region and urged States to conduct with the assistance of ICAO, appropriate actions aimed at developing, updating and maintaining their national ASBU Plan before end of July 2017.

5.3.4 In the framework of the Project Management Approach defined by APIRG and consistent with the provision of the GANP and the AFI plan of Action for the implementation of the ICAO ASBU modules, the APCC meeting endorsed the list of IIM projects (Three AIM Projects, Six CNS projects and Two MET Projects) reviewed by the IIM Sub Group.

5.3.5 The APCC meeting noted the Project Teams proposed by the IIM/SG as well as the Projects coordinators identified to lead the implementation.

5.3.6 The List of IIM Projects with their Team and coordinators are presented in **Appendices 5.2 F , 5.2 G and 5.2 H** to this report.

5.3.7 The meeting reviewed the working methodology and agreed that in order to be cost effective and to save time, Project Teams should preferably carry out their tasks through electronic correspondences and teleconferences, except for those defined by the IIM/SG which may require physical presence, pointed out the key role of the Project coordinators and the importance of their collaboration with the Secretariat in the conduct of the projects.

5.3.8 The meeting discussed the issues on the leadership of the IIM/SG and noted that coordination with the Aerodrome and Airspace operation Sub Group (AAO/SG) was essential for the appointment of the Chairperson of the IIM/SG.

5.3.9 The meeting discussed issues related to the linkages between projects (IIM/IIM & IIM/AAO projects). In this regard the template submitted to the meeting aiming at identifying the linkage amongst IIM projects in order to ensure a proper coordination and minimize duplication was approved. It was agreed that the linkage between projects should be identified by the project Teams. The template summarizing the linkage amongst IIM/SG Projects and between them and AAO/SG Projects is attached at **Appendix 5.2J** to this report.

5.3.10 The meeting noted the review of the Terms of Reference, Composition, Working Methods and Work Programme by the IIM Sub-Group and tasked the Sub-Group to finalize these ToRs by incorporating the Projects Teams.

5.3.11 The detailed report on the Meeting for the establishment of the IIM Sub Group is available on the ICAO public website.

5.4 Review and prioritization of projects

5.4.1 The meeting reviewed the lists of the projects adopted by APIRG/20 as compiled by the Joint Meeting of the ATM/AIM/SAR and AOP Sub-groups held in July 2016, in Nairobi, Kenya and the Meeting on the Establishment of the Infrastructure and Information Management held in November 2016, in Dakar, Senegal.

5.4.2 The meeting was then presented with the categorization and prioritization of the ICAO Aviation System Block Upgrades (ASBU) Block 0 modules established by the APIRG in accordance with the AFI Air Navigation System Implementation Plan adopted by APIRG under its Conclusion 19/06. The criteria for the categorization and prioritization of ASBU modules are as follows:

Categorization

- **Essential (E):** These are the ASBU modules that provide substantial contribution towards global interoperability, safety or regularity. The nine (9) Modules for all States of the AFI Region are: ACAS, APTA, ACDM, AMET, CCO, CDO, DATM, FICE, and FRTO.
- **Desirable (D):** These are the ASBU modules that, because of their strong business and/or safety case, are recommended for implementation almost everywhere. The four (4) Modules for all States of the AFI Region are NOPS, ASUR, SNET, and TBO.
- **Specific (S):** These are the ASBU modules that are recommended for implementation to address a particular operational environment in specific countries of the AFI Region (for example South Africa). The three (3) modules are OPFL, ASEP and WAKE (*elements and targets to be developed by APIRG*).
- **Optional (O):** These are the ASBU modules that address particular operational requirements in specific countries of AFI region and provide additional benefits that may not be common everywhere. The two (2) Modules are SURF and RSEQ.

Prioritization

Criteria for priority allocation

- **Priority 1** = Immediate Implementation
- **Priority 2** = Recommended Implementation

Summary of the categorization and prioritization of the ASBU Block 0 modules

| PI | Module Description | Module | Categor | Priority |
|-----------|---|----------------|----------------|-----------------|
| PI | Improve Traffic flow through Runway Sequencing (AMAN/DMAN) | B0-RSEQ | O | 2 |
| | Optimization of Approach Procedures including vertical guidance | B0-APTA | E | 1 |
| | Increased Runway Throughput through optimized Wake Turbulence Separation | B0-WAKE | S | 2 |
| | Safety and Efficiency of Surface Operations (A-SMGCS Level 1-2) | B0-SURF | O | 2 |
| | Improved Airport Operations through Airport-CDM | B0-ACDM | E | 1 |
| PI | Increased Interoperability, Efficiency and Capacity through Ground-Ground Integration | B0-FICE | E | 1 |
| | Service Improvement through Digital Aeronautical Information Management | B0-DAIM | E | 1 |
| | Meteorological information supporting enhanced operational efficiency and safety | B0-AMET | E | 1 |
| PI | Improved Operations through Enhanced En Route Trajectories | B0-FRTO | E | 1 |
| | Improved Flow Performance through Planning based on a Network-Wide view | B0-NOPS | D | 2 |
| | Initial capability for ground surveillance | B0-ASUR | D | 2 |
| | Air Traffic Situational Awareness (ATSA) | B0-ASEP | S | 2 |
| | Improved access to Optimum Flight Levels through Climb/Descent Procedures using ADS-B | B0-OPFL | S | 2 |
| | ACAS Improvements | B0-ACAS | E | 1 |
| | Increased Effectiveness of Ground-Based Safety Nets | B0-SNET | D | 2 |
| PI | Improved Flexibility and Efficiency in Descent Profiles (CDO) | B0-CDO | E | 1 |
| | Improved Safety and Efficiency through the initial application of Data Link En-Route | B0-TBO | D | 2 |
| | Improved Flexibility and Efficiency Departure Profiles - Continuous Climb Operations (CCO) | B0-CCO | E | 1 |

5.4.3 With respect to regional performance objectives, the meeting recalled the Uniform methodology for the identification, assessment and reporting of air navigation deficiencies as approved by the Council on 30 November 2001. According to this methodology, there are three levels of priority organized on the basis of safety, regularity and efficiency assessment as follows:

- **“U” priority** = Urgent requirements having a direct impact on safety and requiring immediate corrective actions.
- Urgent requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is urgently required for air navigation safety.
- **“A” priority** = Top priority requirements necessary for air navigation safety. Top priority requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is considered necessary for air navigation safety.
- **“B” priority** = Intermediate requirements necessary for air navigation regularity and efficiency. Intermediate priority requirement consisting of any physical, configuration, material, performance, personnel or procedures specification, the application of which is considered necessary for air navigation regularity and efficiency.

5.4.4 Following the discussions, the meeting requested APIRG sub-groups to apply the above criteria established for all projects addressing implementation of ASBU modules or regional performance objectives.

5.5 Project formulation standardization

5.5.1 The meeting recalled APIRG Conclusion 20/49 requesting the Secretariat to develop a consolidated catalogue of all identified projects, using a standard format, to be endorsed by the APCC and that, in doing so; the Secretariat should ensure that these projects are structured according to applicable areas of routing.

5.5.2 Accordingly, the meeting discussed a proposal prepared by the Secretariat based on benchmarking and the experience of other ICAO regions, and agreed to the standard format to be used for all projects provided as **Appendix 5.2K** to this report, to facilitate interregional coordination.

5.5.3 It was also agreed that the Secretariat should develop an appropriate executive format to facilitate communication related to APIRG projects with other stakeholders such as regional economic communities, international organizations, development partners, financial institutions, etc.

5.6 Traffic Forecast Strategy

5.6.1 The APCC recognized that the data provided by the APIRG Traffic Forecasting Group (TFG) were critical to the aviation community planning activities, and confirmed that its activities should continue to be integrated in the new structure of the APIRG. The meeting also recalled APIRG Conclusion 19/07, and reiterated the need for the

work of the TFG to be aligned with APIRG requirements for traffic forecast data for the homogeneous ATM areas and major traffic flows/routing areas defined in the AFI Region, and the work of the ICAO Aviation Data and Analysis Panel (ADAP).

5.6.2 The meeting therefore requested the Secretariat to update the membership of the AFI TFG as part of the operationalization of APIRG bodies, and coordinate related working arrangements with the Air Transport Bureau of ICAO.

AGENDA ITEM 6: Implementation Monitoring and Annual Reporting – Strategy for the development of APIRG First Annual Air Navigation Report.

6.1 The meeting was reminded of the requirement of the Global Air Navigation Plan (GANP) and Global Aviation Safety Plan (GASP) for PIRGs and RASGs to produce annual report on implementation progress in their respective regions. It was agreed that, learning from the experience gained by the RASG-AFI with the publication of the first and second editions of its annual reports in May 2015 and June 2016, similar steps should be taken by APIRG to initiate the publishing of its first annual report in 2017. Accordingly, an Annual Air Navigation Report Team involving industry will be established.

6.2 The Secretariat provided a detailed presentation of the Air Navigation Report Form (ANRF), which is the revised version of the previous Performance Framework Form that was being used by Planning and Implementation Regional Groups (PIRGs). The ANRF is a customized tool for Aviation System Block Upgrades (ASBU) Modules which is recommended for application for:

- setting planning targets;
- monitoring implementation;
- identifying challenges; and
- measuring implementation/performance and reporting.

6.3 The report format can be used by PIRGs and States for any other air navigation improvement programmes. The results of the report form will be analyzed by ICAO and aviation partners and utilized in contributing to the Regional Performance Dashboard and the Annual Global Air Navigation Report.

AGENDA ITEM 7: Future work programmes and schedule of next meetings of APIRG and its auxiliary bodies.

7.1 The meeting discussed the future work programmes of the APIRG, APCC and Sub-groups, and agreed that Sub-groups would be meeting preferably during the first Quarter of 2017, followed by an APCC meeting to learn from the first sub-group meetings. Another APCC may be considered in preparation for APIRG/21 meeting to be held in November/December 2017.

7.2 Based on the APIRG Procedural Handbook and other information and guidance pertaining to Membership and expected roles of the APIRG Project Teams, the APCC agreed on States and Organizations to be approached to contribute to the core of Project Teams thereunder. Accordingly, the Secretariat was requested to approach the identified States in order to finalize the nomination of officials as soon as possible and to kick

start the work on selected projects via electronic means as per the Procedural Handbook.

AGENDA ITEM 8: Any other business.

8.1 The meeting was briefed of an on-going study through consultancy, on improving the efficiency of the APIRG in delivering on its assigned mandate. It was recommended that the study uses the relevant and updated information contained in APIRG reference documentation. The Secretariat will share the outcome of this study when available.
