



INTERNATIONAL CIVIL AVIATION ORGANIZATION

APIRG Infrastructure and Information Management Sub-Group (IIM/SG)

Terms of Reference

1. Terms of Reference

1.1. The IIM/SG is established and mandated by APIRG to support the implementation of ICAO Standards and Recommended Practices (SARPs) and carry out specific activities aimed to enable APIRG to discharge its functions and responsibilities in the areas of CNS, AIM and MET.

2. Key Functions

2.1. To carry out these functions, the Sub-Group shall, as guided by APIRG:

- a) Foster the implementation of specific Modules of the ICAO Aviation Systems Block Upgrades (ASBUs) assigned by APIRG;
- b) Carry out implementation Projects in support of States, related to the areas of MET, AIM and CNS in accordance with the ASBUs methodology and as guided by the Regional performance objectives, to support States in the implementation of SARPs and regional requirements;
- c) Take necessary action to enable coherent planning and implementation of MET, AIM and CNS programmes in the AFI Region, to facilitate the objective of achieving seamlessness in the air navigation system, interoperability and harmonization within the Region and with other Regions;
- d) Keep under review the adequacy of requirements in the areas of MET, AIM and CNS taking into account changes in user requirements, the evolution in operational requirements and technological developments in accordance with the ASBUs methodology; and
- e) Identify and collect, State by State, information on deficiencies in the areas of MET, AIM and CNS in accordance with the Uniform Methodology approved by Council and the APIRG guidance; analyse and propose solution; report on progress and obstacles beyond the capacity of the sub-group.

3. Tasks

- a) Conduct workshop on the implementation of IAVW programme.
- b) Conduct meeting of AFI ATM/MET Project Team.
- c) Coordinate annual exercises on volcanic ash.

- d) Review and update the list of deficiencies with regard to issuance of aerodrome warnings.
- e) Sensitize States on the importance of issuance of aerodrome warnings
- f) Review and update the list of deficiencies with regard to issuance of wind shear warnings and alerts.
- g) Sensitize States on the importance of issuance of wind shear warnings
- h) Conduct annual SIGMET Tests.
- i) Prepare a consolidated report of the SIGMET Tests including recommendations for improvement.
- j) Post report on SIGMET Tests on the Web and send report to all States in AFI region.
- k) Report outcome of SIGMET tests to APIRG.
- l) Sensitize States on the importance of SIGMETs.
- m) Organize and conduct workshop on encoding and exchange of OPMET data in digital format.
- n) Encourage States to exchange data in digital format through bilateral arrangements.

4. Working Methods

4.1. The Sub-Group shall convene at least once every APIRG cycle of meetings taking into consideration the schedule of other APIRG activities. It shall make use of available means of electronic communication including teleconferencing to prepare and progress its work in between meetings and keep its members up to date on issues of concern, as well as to discuss specific issues.

4.2. Taking into consideration that the SG will be representing the interests of the Region, and that not all APIRG member States will necessarily be represented in an SG, the participating State officials shall be expected to work more as experts in their respective fields, as opposed to delegates attending only in the interests of their States. The SG shall work with minimum formality.

5. Composition

5.1. Details on the composition of the Sub-groups are provided in Part II, §5.11 to §5.17 of the Handbook.

5.2. The LIM AFI (COM/MET/RAC) RAN meeting in 1988 agreed that the participants in APIRG contributory bodies were to be specialists in the subjects concerned and familiar with the areas under consideration. While every State that is likely to make a valid contribution shall be given an opportunity to participate, the group shall be kept as small as possible, to facilitate efficiency on aspects such as consideration of business, cost, logistics and the application of non-formal working methods.

6. WORK PROGRAMME OF THE SUB-GROUPS' MEETINGS

6.1. The Work Programme of the IIM/SG is developed based on the Following generic agenda

Item #	Item
Agenda 1.	Welcome and opening remarks
Agenda 2.	Adoption of the agenda and the work programme <i>Under this item, the meeting will examine and adopt the agenda.</i>
Agenda 3.	Status of the implementation of Conclusions and Decisions of the IIM/SG4 Meeting and APIRG/24 Meeting applicable to the Sub-group <i>Under this agenda item, the meeting will review:</i> <ol style="list-style-type: none"> <i>the status of implementation of the Conclusions and Decisions of the fourth meeting of the Infrastructure and Information Management Sub-Group (IIM/SG4) held virtually, from 31 August to 3 September 2021; and</i> <i>the outcomes of the APIRG/24 meeting Conclusions and Decisions related to the IIM/SG</i>
Agenda 4.	Achievements in AIM, CNS and MET <i>Under this item, States and project teams will report on the implementation of air navigation objectives, targets, and indicators and related challenges.</i> <i>The meeting will provide an update on ongoing activities related to the update of AFI eANP Volume III and discuss issues related to other air navigation initiatives.</i> <i>Emphasis will be placed on the identification of the ASBU element of the 6th edition of GANP for the region and the alignment of the IIM project references with the GANP provisions. This work will be conducted in breakout sessions.</i>
Agenda 5.	Air Navigation Deficiencies <i>Under this item, the meeting will be updated ton the ongoing activities related to the operationalization the AFI ANDD Tool.</i>
Agenda 6.	Review of the Terms of Reference and Work Programme of the Sub-Group <i>Under this agenda item, the meeting will review the Terms of Reference and the Work Programme of the Sub-Group and propose amendments for improvement if necessary</i>
Agenda 7.	Any other business <i>Under this agenda item, the meeting will discuss any other items not covered in the above items of the agenda.</i>

Item #	Item
Agenda 8.	Conclusions/Decisions of the Fifth Meeting of the Infrastructure and Information Management Sub-Group (IIM/SG5) <i>Under this agenda item, participants will review and adopt the draft Conclusions/Decisions of the meeting</i>
Agenda 9.	Activities to be coordinated with the RASG-AFI SSTs <i>This item will discuss and summarize the Conclusions and Decisions and actions calling for the close coordination with RASG-AFI for their implementation</i>
Agenda 10.	Proposed recommendations/actions to be taken by ICAO HQ <i>This item will capture Actions/Conclusions that need the attention of ICAO HQ in terms of support for their implementation</i>
Agenda 11.	Closing ceremony