



*International Civil Aviation Organization*

**MIDANPIRG Steering Group**

**Fourth Meeting (MSG/4)**

*(Cairo, Egypt, 24 - 26 November 2014)*

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**Agenda Item 4: MID Region Air Navigation Planning**

**MID REGION ATM ENHANCEMENT PROGRAMME  
(MAEP)**

*(Presented by the Secretariat)*

**SUMMARY**

This paper presents the outcome of the first meeting of the MID Region ATM Enhancement Programme Board (MAEP Board/1).

Action by the meeting is at paragraph 3.

**REFERENCES**

– MAEP Board/1 Report

**1. INTRODUCTION**

1.1 The meeting may wish to recall that the Second meeting of the Directors General of Civil Aviation for Middle East Region (DGCA-MID/2), held in Jeddah, Saudi Arabia, 20-22 May 2013, recognized that there is an increasing need for cooperation between the different ATM stakeholders for the enhancement of ATM capacity and efficiency in the MID Region.

1.2 The DGCA MID/2 meeting agreed in principle on the necessity for a MID Region ATM Enhancement Programme (MAEP) to be established within the framework of MIDANPIRG (under the ICAO umbrella). The DGCA MID/2 meeting, through DGCA Conclusion 2/4, agreed that a MAEP Board composed of high level representatives from concerned States and Organizations, be established to be responsible for overall supervision, direction, and management of the Programme.

1.3 The meeting may wish note that the ICAO MID Regional Office convened a MAEP Special Coordination Meeting (MAEP-SCM), Cairo, Egypt, 18-20 February 2014 to discuss and agree on the scope, strategic objective, the list of objectives to be achieved, in addition to the organizational structure of the MAEP, taking into consideration all the previous successful initiatives. The outcome of the MAEP-SCM was presented and reviewed by the MAEP Board/1 meeting, which was held at the ICAO MID Regional Office, Cairo, Egypt, 23-25 June 2014.

**2. DISCUSSION**

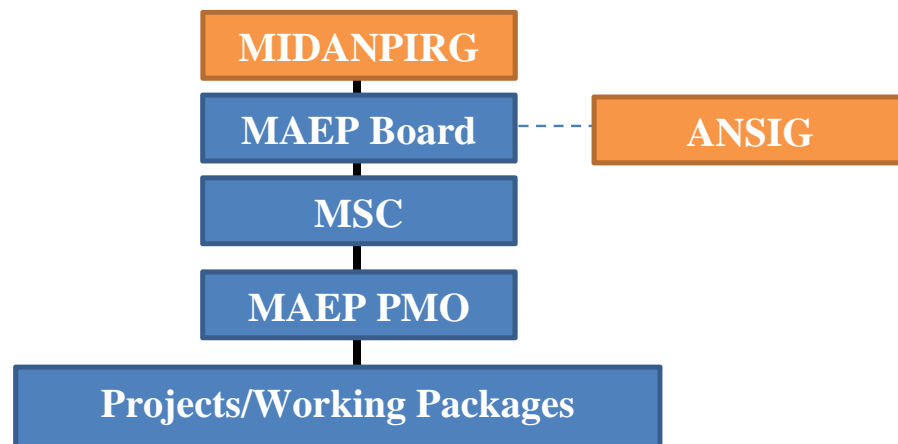
2.1 The MAEP Board/1 meeting agree to the following Scope and Strategic Objective of the MAEP:

*The MID Region ATM Enhancement Programme (MAEP) is a Regional platform that provides the basis for a collaborative approach towards planning and implementing projects in support of the MID Air Navigation Strategy, taking into consideration previous initiatives. This includes the following:*

- 1) Maximize Air Traffic Management performance in the MID Region through project management and within the time frame (2014-2028).*
- 2) Improve efficiency and increase capacity to safely accommodate air traffic growth.*
- 3) Support the implementation of ATM projects in the MID Region in a harmonized and collaborative manner in line with the MID Air Navigation Strategy and Global Air navigation Plan (GANP), taking into consideration the users' requirements.*
- 4) Addresses ATM community expectations in a cost-effective and environmentally sustainable manner.*

2.2 Taking into consideration the agreed Scope and Strategic Objective of MAEP, as well as the successful experiences of the MIDRMA project and the RASG-MID, the MAEP Board/1 meeting agreed to the following MAEP Organizational Structure:

- a) MAEP Board;
- b) MAEP Steering Committee (MSC);
- c) MAEP Project Management Office (PMO); and
- d) Projects/Workings Packages



2.3 The MAEP Board/1 meeting was apprised of the ICAO Technical Cooperation Bureau (TCB) activities and the successful regional TCB projects in other ICAO Regions. Accordingly, the meeting agreed that the MAEP be established as an ICAO TCB project with a PMO hosted by the ICAO MID Regional Office. Accordingly, the meeting is invited to agree on the following Draft Conclusion emanated from the MAEP Board/1 meeting:

<b>Why</b>	To establish MAEP as an ICAO TCB project with a PMO hosted by the ICAO MID Regional Office
<b>What</b>	MAEP establishment
<b>Who</b>	MSG/4 on behalf of MIDANPIRG
<b>When</b>	November 2014

***DRAFT MSG CONCLUSION 4/XX: MAEP ESTABLISHMENT***

*That, MAEP be established as an ICAO TCB project with a Project Management Office (PMO) hosted by the ICAO MID Regional Office.*

2.4 Taking into consideration the outcome of its discussions, the MAEP Board/1 meeting agreed to a draft MAEP Memorandum of Agreement (MOA), which includes the agreed MAEP Board Terms of Reference (TOR). Accordingly, the meeting agreed to the following Draft Conclusion:

***DRAFT CONCLUSION 1/2: MAEP MEMORANDUM OF AGREEMENT (MOA)***

*That, States be urged to review the Draft MAEP Memorandum of Agreement (MOA) at Appendix 2A and provide their comments to the ICAO MID Regional Office by 30 September 2014.*

2.5 The ICAO MID Regional Office, as a follow-up action to the above Draft Conclusion, circulated the Draft MAEP MOA through the State Letter Ref AN 6/31-14/202 dated 22 July 2014, requesting States to provide their comments related to the MAEP MOA before 30 September 2014. Few States replied with “no further comments” to the draft MAEP MOA. The final version of the MAEP MOA will be circulated to the States for signature after the ICAO Legal Bureau final review. It is to be highlighted that the ICAO MID Regional Office is coordinating with ICAO TCB and Legal Bureaus the development of the proper documentation related to the establishment of the MAEP as a TCB project, a draft version will be presented to the States in due course.

2.6 The MAEP Board/1 meeting agreed that a MAEP Steering Committee (MSC) be established to act as an advisory body to the MAEP Board, guide its work and ensure that MAEP objectives are accomplished in a timely, effective and efficient manner. In this regard, it was agreed that the MSC be co-chaired by two Chairpersons: one from the Member States and one from the Organizations. Accordingly, the meeting is invited to agree to the following Draft Decision emanated from the MAEP Board/1 meeting:

<b>Why</b>	To establish the MAEP Steering Committee (MSC) to act as an advisory body to the MAEP Board
<b>What</b>	MSC TORs
<b>Who</b>	MSG/4
<b>When</b>	November 2014

***DRAFT MSG DECISION 4/XX: MAEP STEERING COMMITTEE (MSC)***

*That, the MAEP Steering Committee (MSC) be established with Terms of Reference as at **Appendix A**.*

2.7 In connection with the above, Mr. Saleem Mohamed Hassan, Chief Air Traffic Management, Civil Aviation Affairs, Bahrain and Mr. Achim Bauman, Director, Safety and Flight Operations, IATA, MENA, were elected unanimously as Co-Chairpersons of the MSC.

2.8 The MAEP Board/1 meeting agreed that the first milestone to get the programme running is the establishment of the MAEP PMO. Accordingly, the meeting agreed that the process of appointing a PMO Manager should start as soon as the MAEP MOA is signed by at least eight (8) Member States. In this regard, the meeting delegated the authority for signature of any document with the ICAO TCB necessary for the advancement of the Project, to the MAEP Chairperson on behalf of the MAEP member States.

2.9 The MAEP Board/1 meeting agreed that the duties and responsibilities of the MAEP PMO should include the following:

- Responsible for the implementation of MAEP funded regional projects in accordance with approved plans.
- Coordinate and support the implementation of MAEP projects/working packages at national level.
- Develop and amend business plans (deliverables, timeline, budget and concerned entities) for each project and recommend them to the Steering Committee
- Develop Key Performance Indicators (KPIs) for tracking the implementation of the projects and to assess and measure the effectiveness of MAEP
- Submit progress reports for each project to the Steering Committee, as appropriate and when required.
- Identify and report projects risk to the MSC and maintain a risk database.

2.10 The MAEP Board/1 meeting agreed that in order to ensure the sustainability of the Programme, the running cost of the PMO should be covered through annual contribution from the Member States. It was also agreed that the funding of the projects/working packages should be addressed case by case by the MSC for endorsement by the MAEP Board.

2.11 The MAEP Board/1 meeting agreed that for the funding of the PMO running cost, the contribution of States should be based on the volume of traffic and the Gross Domestic Product per capita (GDP). Accordingly, it was agreed that States be divided in three groups as follows:

*Group 1: Bahrain, Iran, Oman, Qatar, Saudi Arabia and UAE;*

*Group 2: Egypt, Iraq, Kuwait and Libya; and*

*Group 3: Jordan, Lebanon, Sudan, Syria and Yemen.*

2.12 Based on the above, the meeting is invited to agree to the following Draft Conclusion emanated from the MAEP Board/1 meeting:

<b>Why</b>	To ensure the sustainability of the MAEP
<b>What</b>	MAEP Funding Mechanism
<b>Who</b>	MSG/4 on behalf of MIDANPIRG
<b>When</b>	November 2014

**DRAFT MSG CONCLUSION 4/XX: MAEP FUNDING MECHANISM**

*That,*

- a) the running cost of the MAEP PMO be ensured through contributions from all MAEP Member States;*
- b) the annual amounts to be paid by the MAEP Member States are, as follows:*
  - i. Bahrain, Iran, Oman, Qatar, Saudi Arabia and UAE annual contribution is US\$ 30,000 each;*
  - ii. Egypt, Iraq, Kuwait and Libya annual contribution is US\$ 20,000 each; and*
  - iii. Jordan, Lebanon, Sudan, Syria and Yemen annual contribution is US\$ 10,000 each.*
- c) the funding of the projects/working packages:*
  - i. be addressed by the Board, case by case; and*
  - ii. be ensured through contribution (cash or in-kind) by concerned States, stakeholders and sponsors/donors.*
- d) the MAEP funding mechanism be revised by the MAEP Board, when necessary.*

2.13 In connection with the above, the meeting agreed that, as soon as the MAEP MOA is signed by eight (8) member States, the ICAO TCB will issue the invoices for the 2015 contributions to MAEP.

2.14 The meeting is invited to note that the first meeting of the MAEP Steering Group (MSC/1) will be held in Dubai, UAE from 20 to 22 January 2014. The MSC/1 meeting is expected to discuss and agree on some projects/working packages and recommend the necessary actions to the MAEP Board/2 meeting.

2.15 In connection with the above the meeting may wish to note that the MAEP Board/1 meeting supported the proposal of the PBN SG/1 meeting related to the inclusion of the MID Flight Procedure Programme (MID FPP) as one of the MAEP projects/working packages. Other projects will be presented in separate working papers.

**3. ACTION BY THE MEETING**

3.1 The meeting is invited to:

- a) agree, as appropriate, to the proposed Draft Conclusions at para. 2.3, 2.6 and 2.12;
- b) encourage States and concerned Organizations to support MAEP and attend the MSC/1 meeting, Dubai, UAE, 20-22 January 2015, ensuring that their delegations are composed of experts able to decide on the proposed projects; and
- c) take appropriate actions related to the projects that will be presented in separate working papers

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## APPENDIX A

### MAEP STEERING COMMITTEE (MSC)

#### TERMS OF REFERENCE

**A) Purpose of the MSC:**

The MSC is established to act as an advisory body to the MAEP Board, guide its work and ensure that MAEP objectives are accomplished in a timely, effective and efficient manner.

In order to meet its Terms of Reference, the MSC shall:

1. Review regional objectives, plans and users' requirements, and recommend priorities to the MAEP Board.
2. Review plans submitted by the PMO, and recommend priorities, projects/working packages and associated funding arrangements to the MAEP Board.
3. Ensure that the business plans are in line with the MID Air Navigation Strategy.
4. Oversee the activities of the PMO in line with the plans and budgets approved by the MAEP Board.
5. Monitor the financial performance at project level in line with the Board approved budget for each project/working package.
6. Monitor and follow-up the implementation of the MAEP Board Conclusions and Decisions related to the projects/working packages management.
7. Follow up with the PMO the implementation of the agreed projects/working packages and provide regular progress report to the Board.
8. Coordinate technical issues with the appropriate MIDANPIRG subsidiary bodies;
9. Establish Task Forces and implementation bodies, as deemed necessary, provided that:
  - i. the MSC ensure harmonization and avoidance of duplication of efforts;
  - ii. the MSC assumes the role of maintaining accountability for the established task forces and implementation bodies ensuring that they meet their deliverables; and
  - iii. all ATM stakeholders, including Industry and International Organizations, have an active participation in the established task forces and implementation bodies.
10. Monitor the progress of work and provide guidance to the established Task Forces and implementation bodies.

**B) Composition:**

- a) The MSC Co-Chairpersons
- b) MAEP Board Chairperson
- c) Members/Alternates from the MAEP member States
- d) MAEP Representatives/Alternates from the following Partners:  
AACO, ACAC, ACI, AIRBUS, BOEING, CANSO, EUROCONTROL/SESAR JU, FAA-USA, IATA, IFALPA.

Other representatives from States and industry may be invited on ad-hoc basis, as required.

***Note 1:** The MSC meetings are organised by the PMO. The PMO Manager will act as the Secretary of the MSC meetings.*

***Note 2:** ICAO will attend the MSC meetings as Observer and would provide support as appropriate.*

***Note 3:** The composition of the MSC might be updated over time to include only Member States and Partners that could participate actively in the MSC and contribute to its work.*

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