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Международная
организация
гражданской
авиации

منظمة الطيران
المدنى الدولى

国际民用
航空组织

File Ref.: AN 6/33.1 – 21/243

15 December 2021

**Subject: First Meeting of the MID Region Flight Procedure Programme
Steering Committee (MID FPP SC/1)
(Virtual, 26 – 27 January 2022)**

Action Required: Reply not later than 20 January 2022

Sir/Madam,

I have the honour to invite your Administration/Organization to participate in the First meeting of the MID Region Flight Procedures Programme Steering Committee (MID FPP SC/1) that will be held virtually from **26 to 27 January 2022**.

As you may recall, during the DGCA-MID/5 meeting (Kuwait, 4 – 6 November 2019), Jordan, Kuwait, Lebanon, Syria, UAE (Host) and Yemen signed the Project Document and became official members of the Programme.

I would like to highlight that the ICAO MID Office managed to secure the required funds to support the launching of the Programme and cover the expenses at least of the first year. Accordingly, in coordination with the ICAO Technical Cooperation Bureau (TCB), the MID FPP Manager has been recruited and is expected to report on duty in Abu Dhabi, UAE, beginning of January 2022.

The MID FPP SC/1 meeting is expected to elect a Chairperson for the MID FPP SC, review and agree on the Work Plan for the year 2022, and agree on the necessary mechanism and way forward to ensure the sustainability of the Programme.

You may wish to note that the DGCA-MID/5 meeting re-iterated that the MID FPP is a viable solution to support States in meeting their obligations related to PANS-OPS and in particular the implementation of Performance Based Navigation PBN (regulatory and service provision) through an effective resource sharing approach under an ICAO Framework. The services that will be provided by the MID FPP are listed in the Project Document. These services would support States to overcome the challenges related to the high cost of establishing and running a PANS-OPS Office, as well as ensuring that the competency and qualification of the required PANS-OPS specialists are always maintained. The DGCA-MID/5 meeting urged States to join the MID FPP through the signature of the Project Document (ProDoc).

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The MID FPP SC shall be composed of members nominated by the States that signed the MID FPP ProDoc. However, other States and Organizations that have interest in the Programme are invited to participate in the meeting, as observers. In this respect, I shall be grateful if you could designate your State's Member and Alternate for the MID FPP SC who should be empowered with decision-making authority.

The Provisional Agenda of the meeting is at **Attachment A**. Your comments on the Provisional Agenda, including any amendment you may wish to suggest, would be considered.

The Terms of Reference (ToR) of the MID FPP SC is at **Attachment B**.

This letter and all its relevant attachments, and documentation, will be posted on the ICAO MID Website at <http://www.icao.int/mid/>, as they become available.

I would appreciate if you could, as soon as possible, preferably not later than **20 January 2022**, confirm the participation of your Administration/Organization by submitting the Nomination Form at **Attachment C** to the following email address (icaomid@icao.int) with a copy to (AAmireh@icao.int). The exact timing and joining link will be shared with the confirmed participants in due course.

Accept, Sir/Madam, the assurances of my highest consideration.



Mohamed Smaoui
Acting Regional Director
Middle East Office

Attachments



International Civil Aviation Organization

MID Region Flight Procedure Programme Steering Committee

First Meeting (MID FPP SC/1)
(Virtual, 26 – 27 January 2022)

PROVISIONAL AGENDA

- Agenda Item 1:** Adoption of the Provisional Agenda and Election of Chairperson

- Agenda Item 2:** MID FPP Work Plan for the year 2022

- Agenda Item 3:** Programme sustainability

- Agenda Item 4:** Future Work Programme

- Agenda Item 5:** Any other Business

MID FPP STEERING COMMITTEE (MID FPP SC)

TERMS OF REFERENCE

A) Purpose of the MID FPP SC:

The MID FPP Steering Committee shall meet at least once a year at a venue and time agreed upon by the SC Members.

In order to meet its Terms of Reference, the MID FPP SC shall:

1. elect a Chairperson for a cycle of three years unless re-elected;
2. review regional objectives, plans and users' requirements;
3. monitor and evaluate the Programme activities since the previous meeting;
4. formulate policies and assign priorities for the activities of the MID FPP taking into account the requirements of this Institutional Framework, the provisions of the MID FPP Project document and the availability of funds;
5. review and approve the annual work plan and budget of the MID FPP; taking into account the Host State's and Participating States' in kind-contributions for offsetting their annual financial contribution to the Programme.
6. review plans submitted by the MID FPP Manager;
7. ensure that the business plans are in line with the MID Air Navigation Strategy;
8. oversee the activities of the MID FPP in line with the plans and approved budgets;
9. monitor the financial performance at project level in line with the approved budget;
10. monitor and follow-up the implementation of the MIDANPIRG Conclusions and Decisions related to the MID FPP;
11. follow up with the implementation of the agreed projects and provide regular progress report to the relevant MIDANPIRG subsidiary bodies;
12. coordinate technical issues with the appropriate MIDANPIRG subsidiary bodies; and
13. review and update its terms of reference as deemed necessary.

B) Composition:

The MID FPP SC is composed of:

- a) MID FPP Active States: Directors General of Civil Aviation of the MID FPP Active States, or their designated representatives;
- b) ICAO: Regional Director, Middle East Office, Director, Technical Cooperation Bureau (TCB), and Chief of Programmes Coordination and Implementation Section (ANB/PCI) or their representatives; and
- c) MID FPP Manager, who will act also as the Secretary of the Steering Committee meetings.

The following may participate in the Steering Committee meetings as observers:

- a) MID FPP Users States: Directors General of Civil Aviation of the MID FPP Member States, or their designated representatives;
- b) Donor States, agencies, organizations and industry having made a financial or in-kind contribution (recognized as “Partners” in the implementation of the Programme);
- c) Representatives from observers States, agencies, organizations and industry with an interest in aviation safety or air navigation issues in the MID Region; and
- d) Representatives from the following Partners:
AACO, ACAC, ACI, AIRBUS, BOEING, CANSO, EUROCONTROL/SESAR JU, IATA, IFALPA IFAIMA, and IFATCA.

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

Note 1: The composition of the MID FPP SC may be updated over time to include only States and/or Partners that could participate actively and contribute to the work of the SC.

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
MID REGIONAL OFFICE**

FIRST MEETING OF THE MID REGION FLIGHT PROCEDURE PROGRAMME STEERING COMMITTEE

(MID FPP SC/1)

(Virtual, 26 – 27 January 2022)

NOMINATION FORM

PLEASE PRINT OR TYPE CLEARLY

Name in full: _____
Mr. / Mrs. / Ms. (as should appear in the official listing)

Title/Official Position: _____

State/Organization: _____

Telephone Number: _____

Mobile: _____

E-mail: _____

Date: Signature:

After completing, please send to: ICAO MID Office at the following e-mail address: (icaomid@icao.int) with copy to (AAmireh@icao.int).

Note: Meeting material will be available at ICAO MID Regional Office Website.