



International
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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 – 22/087

16 May 2022

**Subject: Second Meeting of the MID Region Flight Procedure Programme
Steering Committee (MID FPP SC/2)
(Abu Dhabi, United Arab Emirates, 15 – 16 June 2022)**

Action Required: Reply not later than 1 June 2022

Sir/Madam,

I have the honour to invite your Administration/Organization to participate in the Second meeting of the MID Region Flight Procedures Programme Steering Committee (MID FPP SC/2) that will be held at Sheikh Zayed Air Navigation Center, Abu Dhabi, UAE on **15 – 16 June 2022**. The meeting will be graciously supported by the host of the MID FPP, the UAE General Civil Aviation Authority (GCAA).

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 initially assumed his duties remotely as of 17 January 2022 and arrived to Abu Dhabi, UAE, on 13 May 2022 in order to report physically on duty in the MID FPP premises starting 17 May 2022.

The MID FPP SC/1 meeting has elected the Chairperson for the MID FPP SC, reviewed and agreed on the Work Plan for the Year 2022 and agree on the necessary mechanism and way forward to ensure the sustainability of the Programme.

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; additionally, some other States showed the interest and intention to participate, subject to the financial contribution and the discussion during SC/2 meeting. I shall be grateful if you could empower your State's participants with decision-making authority related to joining the Programme.

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**.

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This letter and all its relevant attachments as well as the administrative arrangements and other useful information for participants i.e. Bulletin of the MID FPP SC/2 meeting will be posted on the ICAO MID website at <https://www.icao.int/mid/>, in due course.

I would appreciate if you could, as soon as possible, preferably not later than **1 June 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 (raissaoui@icao.int and sonitiu@icao.int).

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



for/ Mohamed Abubaker Farea
Regional Director
ICAO Middle East Office

Attachments



International Civil Aviation Organization

MID Region Flight Procedure Programme Steering Committee

Second Meeting (MID FPP SC/2)

(Abu Dhabi, UAE, 15 - 16 June 2022)

PROVISIONAL AGENDA

- Agenda Item 1:** Adoption of the Provisional Agenda
- Agenda Item 2:** MID FPP Work Plan for the Year 2022
- Agenda Item 3:** Programme sustainability
- MID FPP services classification proposal
 - funding mechanism, contributions & fees for Year 2022
- Agenda Item 4:** Future Work Programme
- review of the MID FPP SC Terms of Reference (ToRs)
 - dates and venue of MID FPP SC/3 and MID FPP SC/4 meetings
- 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**

SECOND MEETING OF THE MID REGION FLIGHT PROCEDURE PROGRAMME STEERING COMMITTEE

(MID FPP SC/2)

(Abu Dhabi, UAE, 15 – 16 June 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: _____

Hotel: _____

Date: Signature:

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

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