International Civil Aviation Organization

MIDANPIRG/19 and RASG-MID/9 Meetings

(Riyadh, Saudi Arabia, 14-17 February 2022)

Agenda Item 5.11:   MIDANPIRG Working Arrangements and Election of Chairpersons

MIDANPIRG WORKING ARRANGEMENTS AND ELECTION OF CHAIRPERSONS

(Presented by the Secretariat)

SUMMARY

The aim of this paper is to review and amend, as deemed necessary, the MIDANPIRG Working arrangements and call for the election of MIDANPIRG Chairpersons in accordance with the MIDANPIRG Procedural Handbook.

Action by the meeting is at paragraph 3.

REFERENCES

- MIDANPIRG/18 Report
- MIDANPIRG Procedural Handbook

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1.   **INTRODUCTION**

1.1   The MIDANPIRG/18 meeting, through Decision18/52, amended the MIDANPIRG Terms of Reference as at **Appendix A,** in line with the PIRGs Generic ToR approved by the President of the Council on 7 August 2020.

1.2   Furthermore, the MIDANPIRG/18 meeting updated the ToRs of all MIDANPIRG SGs (AIM SG, ATM SG, CNS SG, MET SG and PBN SG) to allow the conduct of virtual meetings and keep pace with global developments.

1.3   The meeting may wish to recall that MIDANPIRG/18 meeting agreed, through Decision 18/49, that MIDANPIRG meetings be organized on an annual basis concurrently with the RASG-MID in an in-person setting, unless decided otherwise (the meetings could be organized in a virtual or hybrid setting, if decided so by the Groups, considering the circumstances, availability of host, resources, global and regional developments, feedback from States and progress and outcomes of the Groups).

2. DISCUSSION

2.1   The MIDANPIRG Organization Structure has been updated as agreed by MIDANPIRG/18 meeting as follow:
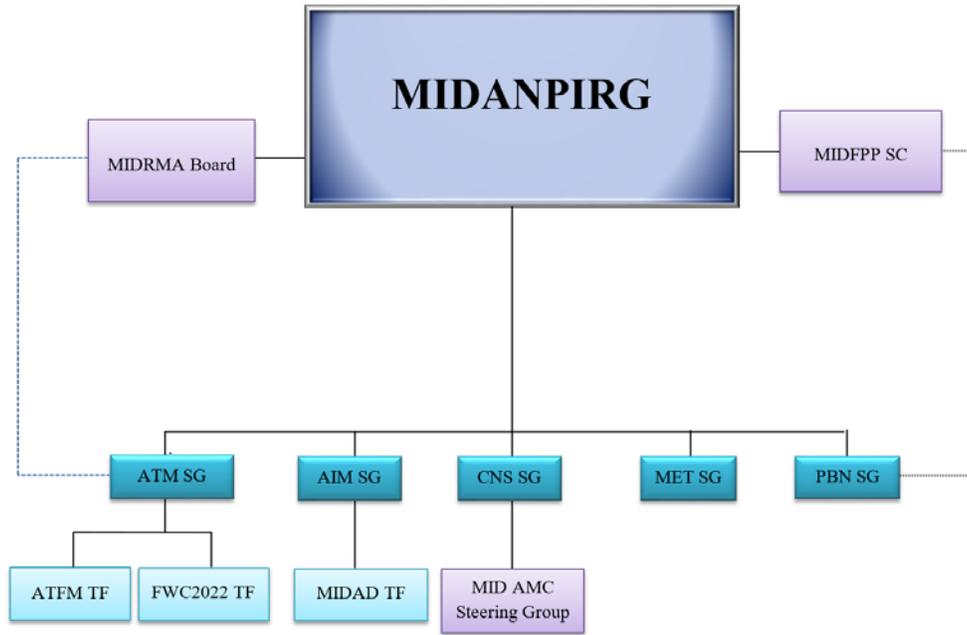
AIM SG	Aeronautical Information Management Sub-Group	ATFM TF	Air Traffic Flow Management Task Force
ATM SG	Air Traffic Management Sub-Group	FWC2022 TF	FIFA World Cup 2022 Task Force
CNS SG	Communication Navigation Surveillance Sub-Group	MIDAD TF	MID Region AIS Database Task-Force
MET SG	Meteorology Sub-Group	MID AMC Steering Group	MID Region ATS Message Management Centre Steering Group
PBN SG	Performance Based Navigation Sub-Group	MIDRMA Board	Middle East Regional Monitoring Agency Board
MIDFPP SC	MID Flight Procedure Programme Steering Committee		

2.2   The meeting may wish to recall that MIDANPIRG/18 meeting agreed to extend one additional term/meeting to the MIDANPIRG Chairperson and the First Vice-Chairperson, and postponed the election to the MIDANPIRG/19 meeting. With respect to the Second Vice-Chairperson, MIDANPIRG/18 meeting elected unanimously Mr. Saleh Al-Harthy, Director of CNS, Oman CAA as the Second Vice-Chairperson of the MIDANPIRG.

2.3   In order to ensure the election of the most suitable candidate(s) for the MIDANPIRG Chairperson positions, the MIDANPIRG/18 meeting agreed to the following Decision:

MIDANPIRG DECISION 18/51: CHAIRPERSONS' ELECTION GUIDELINES

That, the MIDANPIRG Procedural Handbook be updated to include additional Guidelines related to the Chairperson and Vice-Chairpersons responsibilities; and the professional background and personal qualities required for the election of Chairpersons, as at Appendix 5.4A (**Appendix B**).

3. **ACTION BY THE MEETING**

3.1   The meeting is invited to:

    a)   address any subject related to the MIDANPIRG Working Arrangements; and

    b)   elect a Chairperson and First Vice-Chairperson, taking into consideration the adopted Chairpersons Election Guidelines at **Appendix B**.

APPENDIX A

Terms of Reference of MIDANPIRG:

1. **MEMBERSHIP**

    1.1 All ICAO Contracting States, recognized by ICAO, within the area of accreditation of the ICAO MID Regional Office shall be members of the Middle East Air Navigation Planning and Implementation Regional Group (MIDANPIRG).

2. **PARTICIPATION**

    2.1 In addition to States, the importance of a collaborative and proactive role by airspace users, international and regional organizations, and industry should be recognized due to their involvement in the rapid pace of technological development, expertise and other opportunities for sharing of resources.

    2.2 MIDANPIRG meetings are open to all members. Each State member should be represented by a senior-level delegate nominated by the State, preferably from the civil aviation authority (CAA) in order to support related policy-making within the State. A delegate may be supported by an alternate delegate and/or advisers with the requisite technical knowledge in the subject matters under consideration.

    2.3 The CAAs should be supported by service providers (such as air navigation services providers, airport, operators, meteorological service providers, etc.) as advisers.

    2.4 States located outside the area of accreditation of ICAO MID Regional Office can be invited on a case-by-case basis and in accordance with the *Regional Office Manual* to attend as observers.

    2.5 International organizations recognized by the ICAO Council to participate in ICAO meetings should participate, as observers, in the MIDANPIRG meetings, and be encouraged to do so. Other stakeholders may be invited as observers, when required, to contribute to the work of the MIDANPIRG.

    2.6 The participation of industry stakeholders should take into account relevant capabilities such as an involvement in the rapid pace of technological development, specific knowledge and expertise, and other opportunities including sharing of resources.

    2.7 Civil aviation commissions/conferences in particular the Arab Civil Aviation Organization (ACAO), may be invited to participate in the work of the MIDANPIRG.

    2.8 The members and observers will serve as partners in MIDANPIRG, and their joint commitment is fundamental for success in improving implementation and safety worldwide.

    2.9 MIDANPIRG meetings should be live-streamed, to the extent possible, to enable additional State participants to follow the proceedings.

3. WORKING ARRANGEMENTS

3.1 Structure

3.1.1 MIDANPIRG has the obligation to apply the most effective and efficient organizational structure and meeting modalities that best suit the characteristics of the region's implementation work programme while maintaining to the extent possible, alignment with these Terms of Reference, the regional work programme and the Global Air Navigation Plan (GANP).

3.1.2 The ICAO MID Regional Director will serve as the Secretary of the MIDANPIRG.

3.1.3 The organization of the MIDANPIRG should address global and region-specific air navigation-related matters, and meetings should be closely coordinated between the MIDANPIRG and MID-RASG chairpersons and the Secretariat. MIDANPIRG and RASG-MID meetings should be held back-to-back or combined to facilitate coordination and to ensure the efficient use of resources.

3.1.4 The MIDANPIRG shall be administered by a chairperson and one or two vice-chairpersons elected from the State-nominated delegates present. The MIDANPIRG will establish the cycle of elections.

3.1.5 The MIDANPIRG will build on the work already done by States, ICAO Regional Offices and existing regional and sub-regional organizations to support the development, maintenance and implementation of an air navigation plan for the MID region.

3.1.6 MIDANPIRG contributory bodies may be created by the MIDANPIRG to discharge the MIDANPIRG work programme by working on defined subjects requiring detailed technical expertise. A contributory body shall only be formed when it has been clearly established that it is able to make a substantial contribution to the required work. A contributory body will be dissolved by the MIDANPIRG when it has completed its assigned tasks or if the tasks cannot be usefully continued.

3.1.7 Invitations to MIDANPIRG meetings must be issued at least three months in advance of the meeting to assist States to plan participation.

3.1.8 The Secretariat will review and update the MIDANPIRG Handbook periodically, and as required, to ensure a result-oriented approach.

3.1.9 Where the meeting is held in more than one ICAO working language, interpretation services shall be made available to facilitate participation in the deliberations and adoption of the report by all participants.

3.1.10 States, international organizations and industry are invited to submit working papers, research works, etc. in order to enhance the work of the MIDANPIRG

and its contributory bodies. To ensure proper time for consideration and good decision-making, the Secretary should ensure that all working papers are available at least fourteen days prior to the start of the meeting for consideration.

3.1.11   The frequency of the MIDANPIRG meetings will be on an annual basis.

3.2 Venue

3.2.1   MIDANPIRG meetings will be convened in the MID Regional Office, to the extent possible, to facilitate proper access by States. Approval to host MIDANPIRG meetings outside of the MID Regional Office must be obtained from the President of the Council.

3.2.2   The Secretary General will ensure the allocation of the necessary financial resources to host MIDANPIRG meetings.

3.2.3   MIDANPIRG contributory bodies may be convened at a different location, if required, to be determined by the Secretary and Chairperson of the MIDANPIRG, and contributory body. Venues shall be chosen with the primary aim of facilitating maximum State attendance.

3.3 State role

3.3.1   State CAAs, supported by service providers as necessary, should participate in the work of the MIDANPIRG and its contributory bodies to:

a)   ensure the continuous and coherent development and implementation of regional air navigation plans (RANP) and report back on the key performance indicators (KPIs);

b)   support the regional work programme with participation from the decision-making authority with the technical expertise necessary for the planning and implementation mechanism, thus supporting policy decisions at the State level;

c)   enable coordination, at the national level, between the CAA, service providers and all other concerned stakeholders, and harmonization of the national air navigation plans (NANP) in line with the regional and global plans;

d)   facilitate the implementation of GANP goals and targets;

e)   report on the status of implementation, within the State, on a regular basis;

f)   plan for basic services to be provided for international civil aviation in accordance with ICAO Standards within State national plans;

g)   facilitate the development and establishment of Letters of Agreement and

bilateral or multilateral agreements;

h) mitigate deficiencies identified under the uniform methodology for the identification, assessment and reporting of air navigation deficiencies in a timely manner;

i) embrace a performance-based approach for implementation as highlighted in the Global Plans; and

j) ensure the inclusion of the regional priorities in the States' national implementation plans to the extent possible.

3.4 International organization and industry role

3.4.1 Industry, in particular airspace users, professional associations and organizations (such as Airports Council International (ACI), Civil Air Navigation Services Organisation (CANSO), International Federation of Air Line Pilots (IFALPA)' Associations, International Federation of Air Traffic Controllers' Associations (IFATCA), International Air Transport Association (IATA), etc.) should participate in the work of the MIDANPIRG and its contributory bodies, in order to support air navigation implementation and collaborative decision-making processes, taking into consideration the safety aspects of air navigation services.

3.4.2 Their focus should be on identifying regional requirements and ensuring that their available resources are adequately allocated.

3.5 Reporting

3.5.1 The MIDANPIRG reports outcomes to the ICAO Council through the Air Navigation Commission (ANC) as facilitated by the ICAO Secretariat.

3.5.2 MIDANPIRG meeting reports should be provided in a standardized format to the governing bodies of ICAO to identify regional and emerging challenges, and shall include as a minimum:

a) a brief history of the meeting (duration and agenda);

b) a list of meeting participants, affiliation and number of attendees;

c) a list of conclusions and decisions with a description of their rationale (what, when, why and how);

d) common implementation challenges identified amongst MIDANPIRG members and possible solutions, assistance required and estimated timelines to resolve, if applicable, by sub-region;

e) identification of and recommendations on particular actions or enhancements that would require consideration by the ANC and Council

to address particular challenges, including the need for amendment proposals to global provisions and guidance materials submitted by States;

f) a list of issues cross-referenced to actions to be taken by ICAO Headquarters and/or MID Regional Office;

g) based on the GANP, and associated KPIs and tools, report to the extent possible on the status of implementation of air navigation goals, targets and indicators, including the priorities set by the region in their regional air navigation plans exploring the use of regional dashboards to facilitate monitoring regional progress being made;

h) a list of items for coordination with the RASG-MID and a concise summary of the outcome of related discussions;

i) air navigation deficiencies identified and timelines for mitigation thereof; and

j) the work programme and future actions to be taken by the MIDANPIRG.

3.5.3 A technical officer from Headquarters (Air Navigation Bureau) will participate and provide support to the meeting and subsequently arrange for the presentation of reports, in coordination with the MID Regional Office and chairpersons of the MIDANPIRG, to the ANC and Council for review and harmonization.

3.5.4 The Draft MIDANPIRG report will be approved at the end of the meeting.

3.5.5 Headquarters will provide feedback to the MIDANPIRG highlighting the actions taken by the ANC and Council related to their previous meeting outcomes.

3.5.6 The MIDANPIRG will report to Council on an annual basis through the consolidated report on PIRGs and RASGs.

4. GLOBAL PLANS

4.1 In regard to Global Plans, the MIDANPIRG shall:

a) support implementation by States of the *Global Air Navigation Plan* (GANP, Doc 9750) taking into account aspects of the *Global Aviation Safety Plan* (GASP, Doc 10004) and Global Aviation Security Plan (GASeP) by ensuring effective coordination and cooperation between all States and stakeholders;

b) monitor and report the progress on the implementation by States of the GANP, and the regional objectives and priorities;

c) ensure continuous and coherent development of the regional air navigation plan,

Regional Supplementary Procedures (Doc 7030) and other relevant regional documentation, and propose amendments to reflect the changes in operational requirements in a manner that is harmonized with adjacent regions, consistent with ICAO Standards and Recommended Practises (SARPs), Procedures for Air Navigation Services (PANS) and the GANP;

d) provide feedback on the GANP implementation and propose amendments to the Global Plans as necessary to keep pace with the latest developments and ensure harmonization with regional and national plans;

e) in line with the GANP and regional priorities, identify specific deficiencies in the air navigation field, and propose mitigating actions and timelines to resolve deficiencies; and

f) verify the provision of air navigation facilities and services in accordance with global and regional requirements.

5. REGIONAL ACTIVITIES

5.1   In regard to regional activities, the MIDANPIRG shall:

a) serve as a regional cooperative forum that determines regional priorities, develops and maintains the regional air navigation plan and associated work programme based on the GANP and relevant ICAO Provisions;

b) facilitate the development and implementation by States of air navigation systems and services as identified in the regional air navigation plan and Doc 7030;

c) monitor and report on the status of implementation by States of the required air navigation facilities, services and procedures in the region, and identify the associated difficulties and deficiencies to be brought to the attention of the Council;

d) facilitate the development and implementation of Corrective Action Plans (CAPs) by States to resolve identified deficiencies, where necessary;

e) identify and report on regional and emerging air navigation challenges experienced that affect implementation of ICAO global provisions by States and measures undertaken or recommended to effectively address them;

f) facilitate the development and implementation of regional and national air navigation plans by States; and

g) assist Member States with guidance to implement complex aviation systems.

6. MIDANPIRG COORDINATION

6.1   In regard to coordination, the MIDANPIRG shall:

a) coordinate safety issues with the RASG-MID;

b) foster cooperation, information exchange, sharing of experiences and best practices among States and stakeholders;

c) provide a platform for regional coordination and cooperation amongst States and stakeholders for the continuous improvement of air navigation systems in the region with due consideration to harmonization of developments and deployments, intra- and interregional coordination, and interoperability;

d) ensure that all air navigation activities at the regional and sub-regional level are properly coordinated amongst role players to avoid duplication of efforts;

e) identify security, environmental and economic issues that may affect the operation of the air navigation system, and inform ICAO Secretariat accordingly for action; and

f) through the MIDANPIRG Secretary, inform the Directors General of Civil Aviation and related civil aviation commission/conferences of MIDANPIRG meeting results.

7. INTERREGIONAL COORDINATION

7.1 The MIDANPIRG shall:

a) ensure interregional coordination through formal and informal mechanisms, including the participation in meetings established for the purpose of coordinating PIRG and RASG activities, the GANP, regional air navigation plans and regional supplementary procedures (SUPPs); and

b) ensure coordination with informal groups, such as the South Atlantic Group (SAG), Informal South Pacific ATS Coordination Group (ISPACG) and Informal Pacific ATS Coordination Group (IPACG), to assure harmonized planning and smooth transition through regional interface areas.

a. ICAO Headquarters shall arrange a global coordination meeting between all PIRG and RASG chairpersons and secretaries on a biennial basis.

8. EXPANSION OF TERMS OF REFERENCE

8.1 The Terms of Reference above serve as a global basis for PIRG operations and may be further expanded by the MIDANPIRG, as required, to maintain the flexibility and efficiency of its work. Additional terms of reference adopted by the MIDANPIRG must be approved by the President of the Council and be included in the MIDANPIRG Procedural Handbook.

APPENDIX B

**PROPOSED AMMENDMENT OF MIDDLE EAST AIR NAVIGATION PLANNING AND
IMPLEMENTATION REGIONAL GROUP (MIDANPIRG)**
PROCEDURAL HANDBOOK
PART II
WORKING ARRANGEMENTS

3. Administration of the Group

3.1   The Group shall be administered as follows:

a) by a Chairperson elected from the Representatives designated by Member States of
the Group. A First and Second Vice-Chairperson shall also be elected from the said
Representatives; and

b) by a Secretary designated by the Secretary General of ICAO. In the execution of his
duties the Secretary will be supported by the MID Regional Office.

3.2   The Chairperson, in close co-operation with the Secretary, shall make all necessary
arrangements for the most efficient working of the Group and facilitate the work of the meeting so
as to encourage consensus or clearly identify barriers to consensus. The tasks of the Chairperson
include ensuring the efficient conduct of the meeting, ensuring that the tasks associated with the
work programme are addressed or reported upon during the course of the meeting. The Chairperson
may make decisions regarding the conduct of the meeting and, in cases where it is not possible to
reach consensus, determine the recommendation(s) that will be made by the meeting. The Group
shall at all times work with a minimum of formality and paperwork (paperless meetings).

3.3   The Vice-Chairperson will be called upon to preside over the meeting should
circumstances prevent the Chairperson from being present at the meeting. The Vice-Chairperson
may also be requested to support the Chairperson in his/her role, taking over some of the
Chairperson's workload whenever appropriate. The Vice-Chairperson does not automatically
succeed as Chairperson at the conclusion of the term of the incumbent Chairperson.

3.4. Guidelines for chairperson election

3.4.1 Chairperson personal qualities:

a.   *good communicator and listener;*

b.   *impartial and objective;*

c.   *able to speak clearly and succinctly;*

d.   *able to draw together and summarise differing opinions;*

e.   *punctual - start and finish on time;*

f.   *sensitive and shows interest in member's viewpoints;*

g. *tactful and approachable; and*

h. *a clear sense of direction and accountability - ensures that tasks associated with the work programme are addressed and reported upon.*

3.4.2 **Chairperson Professional background***:*

a. *extensive experience in a civil aviation authority, airport, airline, air navigation services or similar aviation-related organization;*

b. *practical experience in the planning and administration of civil aviation programmes rising to an executive level of responsibility; and*

c. *have a good understanding of ICAO's role.*

3.4.3 *Chairperson experience with the MIDANPIRG and its Contributory Bodies:*

a. *have participated and contributed to work of the Group/Task Force for a minimum of 4 meetings;*

b. *have a clear understanding of and adhere to the terms of reference of the Group/Task Force; and*

c. *have sound knowledge of the MIDANPIRG working and reporting structure.*

- END -