



*International Civil Aviation Organization*

**Middle East Air Navigation Planning and  
Implementation Regional Group**

**Fifteenth Meeting (MIDANPIRG/15)**  
**(Bahrain, 8 – 11 June 2015)**

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**Agenda Item 7: Future Work Programme**

**MIDANPIRG PROCEDURAL HANDBOOK**

*(Presented by the Secretariat)*

**SUMMARY**

The aim of this paper is to highlight the amendments that would be introduced to the MIDANPIRG Procedural Handbook, pending the approval by the meeting.

Action by the meeting is at paragraph 3.

**REFERENCES**

- MIDANPIRG Procedural Handbook
- RASG-MID/4 Report

**1. INTRODUCTION**

1.1 The Middle East Air Navigation Planning and Implementation Regional Group (MIDANPIRG) Procedural Handbook is a publication prepared by the ICAO Secretariat and adopted by the MIDANPIRG. Its purpose is to provide, for easy reference of interested parties, a consolidation of material, particularly of a procedural nature, about the work of the MIDANPIRG and its contributory bodies. It contains the Terms of Reference of the MIDANPIRG and certain other provisions approved by the Council of ICAO. It also contains the working arrangements and internal instructions developed by the Group for the practical application of its Terms of Reference.

**2. DISCUSSION**

2.1 The meeting may wish to recall that MIDANPIRG/14, through Decision 14/2, endorsed the Seventh Edition of the MIDANPIRG Procedural Handbook, which included the new MIDANPIRG Organizational Structure and revised version of the Terms of Reference (TORs) of the subsidiary bodies.

2.2 The MSG/4 meeting supported the proposed amendments to the TORs of the MSG, CNS SG and PBN SG, as at **Appendices A, B and C**, respectively; and agreed to the following Draft Decision:

*DRAFT DECISION 4/4: REVISED TORs OF THE MSG, CNS SG AND PBN SG*

*That, the MIDANPIRG Procedural Handbook be updated to include the revised version of the MSG, CNS SG and PBN SG Terms of Reference (TORs) at Appendices 7A, 7B and 7C, respectively.*

2.3 The meeting may wish to recall that, paragraph 6.1 and 6.2 of Part III of the MIDANPIRG Procedural Handbook state the following:

*6.1 In order to ensure the necessary continuity in the work of the Group and unless otherwise determined by special circumstances, the Chairperson, the First Vice-Chairperson and Second Vice-Chairperson of the Group should assume their functions at the end of the meeting at which they are elected and serve for three cycles unless otherwise re-elected, in that case the term would be limited to one additional cycle only.*

*6.2 States designated as Members of the Group may at any time request that the election of the Chairperson and/or Vice-Chairpersons be included on the agenda.*

2.4 The meeting may wish to note that the RASG-MID/4 meeting (Jeddah, Saudi Arabia, 30 March – 1 April 2015) reviewed the RASG-MID Procedural Handbook, which used to have a similar procedure regarding the election of the Chairpersons of RASG-MID and recognized that the above procedure might represent a constraint for the normal proceedings and efficiency of the Group. Accordingly, and in order to ensure better continuity and support to RASG-MID, the meeting agreed that paragraph 4.5.1 of the RASG-MID Procedural Handbook should be amended as follows:

*In order to ensure the necessary continuity in the work of the Group ~~and unless otherwise determined by special circumstances~~, the Chairperson, the First Vice-Chairperson and Second Vice-Chairperson of the Group should assume their functions at the end of the meeting at which they are elected and serve for three ~~cycles~~ **meetings**, unless otherwise ~~decided~~ **re-elected**, in that case the term would be limited to one additional cycle only.*

2.5 In accordance with the outcomes of the Second PIRG-RASG meeting, the RASG-MID/4 meeting and the DGCA-MID/3 meeting, the MIDANPIRG Procedural Handbook should be amended before December 2015 to include the agreed coordination mechanism between MIDANPIRG and RASG-MID (WP/4 refers).

2.6 Considering the increase in the number of documents promulgated by MIDANPIRG (Regional Strategies, Plans, Handbook, Guidance Material, etc), it is proposed to endorse a mechanism for the publication and maintenance of ICAO MID Documents (MID xxx), which provide supplementary reference and guidance material for States, operators and service providers in the ICAO MID Region. Accordingly, it is proposed to add a Section to the MIDANPIRG Procedural Handbook related to the guidelines on the publication and amendment of MID documents as at **Appendix D**.

### **3. ACTION BY THE MEETING**

3.1 The meeting is invited to:

- a) review and approve the TORs of the MSG, CNS SG and PBN at **Appendices A, B and C**, respectively;
- b) agree to amend paragraph 6.1 of Part III of the MIDANPIRG Procedural Handbook as reflected in paragraph 2.4;
- c) review and update as deemed necessary the guidelines in **Appendix D** and agree to their inclusion into MIDANPIRG Procedural Handbook; and

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- d) agree that a new Edition of the MIDANPIRG Procedural Handbook (Eighth Edition) be consolidated by the Secretariat before the end of 2015 to incorporate all the agreed amendments.

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**APPENDIX A****MIDANPIRG STEERING GROUP (MSG)****TERMS OF REFERENCE****1. The Terms of Reference of the MIDANPIRG Steering Group (MSG) are:**

- a) execute its pivotal function as a coordinating and steering organ with highest possible efficiency in accordance with the goals set by MIDANPIRG;
- b) define and keep under review the MID Region Air Navigation Strategy, including the air navigation priorities, targets and associated action plans;
- c) ensure that the planning and implementation of air navigation systems in the Region, is coherent and compatible with systems in adjacent Regions, and that it is carried out within the framework of the ATM Operational Concept (Doc 9854) and the Global Air Navigation Plan (GANP, Doc 9750);
- d) manage the MID Air Navigation Plan (Doc 9708) and ensure its alignment with the GANP (Doc 9750);
- e) direct the work of the MIDANPIRG subsidiary bodies in the best manner, commensurate with the overall MIDANPIRG work programme, with clearly defined tasks, deliverables and target dates;
- f) approve, on behalf of MIDANPIRG, those Draft Conclusions/Decisions emanating from MIDANPIRG subsidiary bodies, which necessitate urgent follow-up action(s);

**2. In order to meet the Terms of Reference, the MSG shall:**

- a) support regional air navigation planning and implementation processes taking into consideration forecasts for major traffic flows from, to and within the MID Region;
- b) develop and continuously update the MID Region performance objectives in the light of new developments, taking into consideration the region priorities and MID States national plans;
- c) provide necessary high level assistance and guidance to the MIDANPIRG subsidiary bodies to ensure harmonization and interoperability in line with the GANP, the MID ANP and Aviation System Block Upgrade (ASBU) methodology;
- d) ensure that the work programmes of the different MIDANPIRG subsidiary bodies are in line with the agreed air navigation priorities;
- e) follow-up the on-going work undertaken within the MIDANPIRG framework and make recommendations for further evolution of the framework;
- f) manage the MID Air Navigation Plan (Doc 9708) and related documentation and facilitate the implementation of the international operational requirements contained therein;

- g) identify the issues related to funding, training and resource requirements necessary to support a safety framework that would lay the foundation for successful implementation of the ASBUs;
- h) develop action plans to address the identified impediments to air traffic management modernization as part of ASBU planning and implementation activities;
- i) develop a mechanism for sharing of best practices for the ASBU implementation;
- j) carry out specific tasks assigned to it by MIDANPIRG to advance its work at the required speed; and
- k) address special issues of strategic and/or financial nature for which no agreement has been reached by the appropriate MIDANPIRG subsidiary body, with a view to facilitate their presentation to MIDANPIRG.

### **3. Composition**

The MSG is composed of:

- a) the Chairperson and in his/her absence the First Vice-Chairperson of MIDANPIRG;
- b) MIDANPIRG Member States;
- c) concerned International and Regional Organizations as observers; and
- d) other representatives from provider States and Industry may be invited on **ad-hoc** basis, as observers, when required.

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## APPENDIX B

## COMMUNICATION, NAVIGATION AND SURVEILLANCE SUB-GROUP

## (CNS SG)

## 1. TERMS OF REFERENCE

## 1.1 The Terms of Reference of the CNS Sub-Group are:

- a) ensure that the implementation of CNS in the MID Region is coherent and compatible with developments in adjacent Regions, and is in line with the Global Air Navigation Plan (GANP), the Aviation System Block Upgrades (ASBU) methodology and the MID Region Air Navigation Strategy;
- b) monitor the status of implementation of the MID Region CNS-related ASBU Modules included in the MID Region Air Navigation Strategy as well as other required CNS supporting infrastructure, identify the associated difficulties and deficiencies and provide progress reports, as required;
- c) keep under review the MID Region CNS performance objectives/priorities, develop action plans to achieve the agreed performance targets and propose changes to the MID Region CNS plans/priorities, modernization programmes through the ANSIG, as appropriate;
- d) seek to achieve common understanding and support from all stakeholders ~~and~~ involved in or affected by the CNS **including GNSS** developments/activities in the MID Region;
- e) provide a platform for harmonization of developments and deployments of CNS facilities and procedures within Region and inter regional;
- f) monitor and review the latest developments in the area of CNS, provide expert inputs for CNS-related issues; and propose solutions for meeting ATM operational requirements;
- g) **monitor and review the latest GNSS developments and activities;**
- h) follow-up the developments of ICAO position for future ITU World Radio Communication (WRC) Conferences and provide expert advises to States;
- i) follow-up the establishment of the MID ATS Message Management Center (MIDAMC);
- j) provide regular progress reports to the ANSIG and MIDANPIRG concerning its work programme; and
- k) review periodically its Terms of Reference and propose amendments, as necessary.

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**1.2 In order to meet the Terms of Reference, the CNS Sub-Group shall:**

- a) provide necessary assistance and guidance to States to ensure harmonization and interoperability in line with the GANP, the MID ANP and ASBU methodology;
- b) provide necessary inputs to the MID Air Navigation Strategy through the monitoring of the agreed Key Performance Indicators related to CNS facilities and procedures;
- c) identify and review those specific deficiencies and problems that constitute major obstacles to the provision of efficient CNS implementation, and recommend necessary remedial actions;
- d) lead the work programme of the MID-AMC including the conduct of trainings and upgrades;
- e) assist, coordinate, harmonize and support in the implementation of CNS facilities and procedures;
- f) seek States support to ICAO Position at WRCs, and encourage States for the proper utilization of the Frequency Spectrum and Interrogation Code Allocations;
- g) monitor the progress of studies, projects, trials and demonstrations by the MID Region States, and other ICAO Regions in CNS and GNSS;
- h) study requirements for GNSS Augmentation Systems in the MID Region, and develop implementation plans as necessary;
- i) update ATN Plan as necessary MID Region and assist in its implementation conduct; and
- j) follow-up surveillance technologies implementation to be in line with the surveillance strategy and MID operational improvements in coordination with other Sub-Groups and coordinate Interrogation Code Allocations.

**2. COMPOSITION**

2.1 The Sub-Group is composed of:

- a) MIDANPIRG Member States;
- b) concerned International and Regional Organizations as observers; and
- c) other representatives from provider States and Industry may be invited on ad-hoc basis, as observers, when required.

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**APPENDIX C****PERFORMANCE BASED NAVIGATION SUB-GROUP  
(PBN SG)****1. Terms of Reference****1.1 The terms of reference of the PBN Sub-Group are:**

- a) ensure that the implementation of PBN in the MID Region is coherent and compatible with developments in adjacent regions, and is in line with the Global Air Navigation Plan (GANP), the Aviation System Block Upgrades (ASBU) methodology and the MID Region Air Navigation Strategy;
- b) monitor the status of implementation of the MID Region PBN-related ASBU Modules included in the MID Region Air Navigation Strategy as well as other required PBN supporting infrastructure, identify the associated difficulties and deficiencies and provide progress reports, as required;
- c) keep under review the MID Region PBN performance objectives/priorities, develop action plans to achieve the agreed performance targets and propose changes to the MID Region PBN plans/priorities, through the ANSIG, as appropriate;
- d) seek to achieve common understanding and support from all stakeholders involved in or affected by the PBN and GNSS developments/activities in the MID Region;
- e) provide a platform for harmonization of developments and deployments of PBN concentrating on PBN for approach and terminal areas;
- f) monitor and review the latest developments in the area of PBN and procedure design, provide expert inputs for PBN-related issues; and propose solutions for meeting ATM operational requirements;
- g) ~~monitor and review the latest GNSS developments and activities;~~
- h) carry out necessary studies for the establishment of a MID Flight Procedure Programme Office;
- i) provide regular progress reports to the ANSIG and MIDANPIRG concerning its work programme; and
- j) review periodically its Terms of Reference and propose amendments, as necessary.

**1.2 In order to meet the Terms of Reference, the PBN Sub-Group shall:**

- a) provide necessary assistance and guidance to States to ensure harmonization and interoperability in line with the GANP, the MID ANP and ASBU methodology;



- b) provide necessary inputs to the MID Air Navigation Strategy through the monitoring of the agreed Key Performance Indicators related to PBN;
- c) identify and review those specific deficiencies and problems that constitute major obstacles to the provision of efficient PBN implementation, and recommend necessary remedial actions;
- d) develop and lead the work programme of the MID PBN Support Team (MPST) including the conduct of MPST visits;
- e) assist States that may require support in the implementation of PBN, through MPST support teams;
- f) conduct study related to the establishment of the MID Flight Procedure Programme office;
- g) monitor the progress of studies, projects, trials and demonstrations by the MID Region States, and other ICAO Regions in PBN; and GNSS;
- ~~h) study requirements for GNSS Augmentation Systems in the MID Region, and develop implementation plans; and~~
- i) foster the implementation of PBN through proper training and qualification of the procedure design personnel and all other personnel involved in PBN implementation.

## **2. COMPOSITION**

2.1 The Sub-Group is composed of:

- a) MIDANPIRG Member States;
- b) concerned International and Regional Organizations as observers; and
- c) other representatives from provider States and Industry may be invited on ad hoc basis, as observers, when required.

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## APPENDIX D

**REFERENCE DOCUMENTATION  
PUBLICATION AND AMENDMENT OF MID DOCUMENTS***Approved by MIDANPIRG/15, June 2015*

MID Documents are issued and maintained in line with the following principles:

1. A MID Document constitutes supplementary reference and guidance material to be used by States, operators and service providers in the Region in support of planning, implementation and operations of air navigation facilities and services.
2. Regular reviews of current MID Documents should be conducted by the responsible MIDANPIRG Contributory Bodies.
3. A document is proposed to receive MID Document status on the basis of scope, content, date and area of applicability.
4. A draft MID Document that is issued by a Contributory Body should be reviewed by the MSG or MIDANPIRG for formal endorsement and designation of the appropriate MID Document number.
5. All amendments to the MID Documents of a technical and non-contentious nature are to be endorsed by the MSG or MIDANPIRG. Such revisions should be of a routine nature of existing MID Documents (through MSG or MIDANPIRG Conclusions).
6. A formal decision by MSG or MIDANPIRG (Conclusion) will be necessary for major revisions and discontinuation of documents or for documents that may contain contentious material.
7. In the event that an amendment requires approval before the upcoming MSG or MIDANPIRG meeting is convened (urgent amendment is required), the responsible MIDANPIRG Contributory Body will request the ICAO Regional Office to circulate the proposal by email to the MIDANPIRG member States and international organizations for their comments.
8. In case of non-contentious amendments and the event that the responsible Contributory Body concludes that the revised version of a document needs to be issued before upcoming MSG or MIDANPIRG meeting is convened, the updated version of the document will be published on the ICAO MID website with the indication “formal MIDANPIRG approval pending”.
9. In the absence of objections at the deadline for comment, the new revision to the MID Document will be considered approved. The ICAO MID Regional Office will inform the MIDANPIRG member States and international organizations of the approval by email.
10. The responsible MIDANPIRG Contributory Bodies and notes on the management of the respective MID Documents are listed under “References” of the MIDANPIRG *Handbook* (MID Doc 001).

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