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International Civil Aviation Organization
African Flight Procedure Programme

11th Meeting of the African Flight Procedure Programme Steering Committee
Lusaka, Zambia, 21 - 23 May 2025

Agenda item 2: Election of the steering committee chairpersons

2.2: Election of the chairperson and vice-chairperson

(Presented by the Secretariat)

EXECUTIVE SUMMARY

This working paper recalls the composition of the steering committee, the conditions for the validity of its deliberations, the conduct of the meeting and the voting rights.

Action by the meeting is indicated in section 3.

REFERENCES

- AFPP Phase III Programme Document
- Steering Committee decisions

1. INTRODUCTION

- 1.1. In accordance with the Programme Document, the participating members of the AFPP consist of the active members, donors, Host Administration, cooperating agencies, implementing agencies and users.
- 1.2. This document recalls the Steering Committee rules, including its roles and responsibilities, composition, the types of membership and voting rights.

2. DISCUSSION

- 2.1 As stipulated in the Programme document “The AFPP steering committee shall meet at least once a year, normally in the country of its current Chairperson or Vice-Chairperson. If it is not possible for the meeting to be held in the country of the steering committee’s current Chairpersons, it shall be hosted by another Project Member having offered to host it, or be held virtually.

- 2.2 The steering committee can only take decisions during a meeting if a quorum of at least one third of the steering committee members with voting rights is reached. The quorum was already checked when reviewing working paper 1.1.
- 2.3 As stated in the Programme document (Appendix D-Steering Committee rules), the Chairpersons are elected for the duration of a Programme Phase, from the Project members by simple majority of all project members with voting rights, unless resolved otherwise by the Steering Committee.
- 2.4 The meeting is chaired by either the chairperson or the vice-chairperson. The Chairperson and the vice-Chairperson of Phase III are respectively the Director General of the Civil Aviation Authority of Tanzania and the Director General of the Civil Aviation Authority of Togo.
- 2.5 Their term will end on 31 July 2025 and new chairs must be elected for the operation of the Programme Phase IV. For easy reference, the list of participants with voting rights is given below in Attachment 2.2-ATT A.

3 ACTION BY THE MEETING

- 3.1 The meeting is invited to:
 - a) Congratulate Tanzania and Togo for having chaired Phase III; and
 - b) Proceed with the election of new chairpersons.

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Attachment 2.2-ATT A

List of active members

#	State	Participation (Checked or not)
1.	AFCAC	<input type="checkbox"/>
2.	Airbus	<input type="checkbox"/>
3.	ANA Conakry	<input type="checkbox"/>
4.	Angola	<input type="checkbox"/>
5.	Benin	<input type="checkbox"/>
6.	Burkina Faso	<input type="checkbox"/>
7.	Cameroon	<input type="checkbox"/>
8.	Central Af. Rep	<input type="checkbox"/>
9.	Chad	<input type="checkbox"/>
10.	Comoros	<input type="checkbox"/>
11.	Congo B.	<input type="checkbox"/>
12.	Côte d'Ivoire	<input type="checkbox"/>
13.	Djibouti	<input type="checkbox"/>
14.	Eq Guinea	<input type="checkbox"/>
15.	Eswatini	<input type="checkbox"/>
16.	France	<input type="checkbox"/>
17.	Gabon	<input type="checkbox"/>
18.	Gambia	<input type="checkbox"/>
19.	Ghana	<input type="checkbox"/>
20.	Guinea Bissau	<input type="checkbox"/>
21.	ICAO ESAF	<input type="checkbox"/>
22.	ICAO EUR/NAT	<input type="checkbox"/>
23.	ICAO MID	<input type="checkbox"/>
24.	ICAO WACAF	<input type="checkbox"/>
25.	Kenya	<input type="checkbox"/>
26.	Madagascar	<input type="checkbox"/>
27.	Mali	<input type="checkbox"/>
28.	Mauritania	<input type="checkbox"/>
29.	Namibia	<input type="checkbox"/>
30.	Niger	<input type="checkbox"/>

31.	Nigeria	<input type="checkbox"/>
32.	Sao Tome & P	<input type="checkbox"/>
33.	Senegal	<input type="checkbox"/>
34.	Sierra Leone	<input type="checkbox"/>
35.	Somalia	<input type="checkbox"/>
36.	Tanzania	<input type="checkbox"/>
37.	Togo	<input type="checkbox"/>
38.	Uganda	<input type="checkbox"/>
39.	Zambia	<input type="checkbox"/>
	Total checke	