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International Civil Aviation Organization
African Flight Procedure Programme

9th Meeting of the African Flight Procedure Programme Steering Committee

(Lomé, Togo, 23 to 25 October 2023)

Agenda Item 3: Review of the implementation status of the Programme

Working Paper 3.2: Status of the AFPP Membership

(Presented by the Secretariat)

EXECUTIVE SUMMARY

This paper describes the status of the signature of the new Management Service Agreement (MSA) and provides information about Active Members who are now considered Users due to their accumulated arrears in annual membership fees of more than three years.

Action: The Steering Committee is invited to

- a) request States and organizations to confirm their membership in the AFPP by signing the new Management Service Agreement (MSA);
- b) urge the members which are in arrears by more than three years to settle their outstanding contributions; and
- c) encourage other States and organizations to join the Programme

REFERENCES

Report of the 7th meeting of the AFPP Steering Committee
Report of the 8th meeting of the AFPP Steering Committee

1. BACKGROUND

- 1.1 In order to simplify the signature process of revised project documents for the AFPP and to reduce the related administrative burden for both Member States and ICAO, the steering committee took the following decisions during its 7th and 8th meetings:

SC/7-Dec07: ICAO to develop a Management Service Agreement (MSA) and programme document for Phase III which reflect the decisions of the present meeting as well as the presented mechanism for future signatures.

SC/8-Dec07: Members of the AFPP Steering Committee are requested to sign the revised MSA for the Programme.

SC/8-Dec08: ICAO shall finalize the MSA and send it to participating members for signature.

- 1.2 In its 8th meeting, the steering committee furthermore approved the project document for Phase III. Appendix D of this project document defines the following types of membership for the AFPP Steering Committee:
- a) Active Members (which pay annual membership fees and can participate in programme activities free of charge);
 - b) Donors (which provide financial or in-kind contributions and can participate in programme activities free of charge);
 - c) Users (which are in arrears with their annual membership fees for more than three years or have not honoured their commitments in terms of financial or in-kind contributions, and which have to pay a fee to participate in programme activities as per SC/7-Dec14);
 - d) Host Administration (provides in-kind contributions and annual membership fees for its member States who are members of the AFPP);
 - e) Cooperating Agency (AFCAC); and
 - f) Implementing Agency (ICAO).

1.3 The present paper provides an overview of the signature status of the new MSA and the list of States and organizations which are in arrears with their annual membership fees by more than three years.

2. **DISCUSSION**

2.1 **Signature of the MSA**

- 2.1.1 As at 15 October 2023, only the host administration of the AFPP (ASECNA) has signed the MSA. The legal status of the AFPP Members is therefore uncertain.
- 2.1.2 During the upcoming 26th meeting of the Africa-Indian Ocean (AFI) Planning and Implementation Regional Group (APIRG), which will be held from 6 to 10 November 2023 in Cotonou, Benin, ICAO will seek the signature of the MSA. The MSA will thereafter be sent to other States and organizations for signature.
- 2.1.3 The revised project document will also be sent to States for their information. To date, it has been signed by ICAO and the Host Administration, the signature of the chairperson of the AFPP steering committee is pending.

2.2 **Arrears in Annual Membership Fees**

- 2.2.1 As at 15 October 2023, eight out of the AFPP's initial 36 Active Members are in arrears with their annual membership fees by more than three years (cf. highlighted items in Appendix 1).
- 2.2.2 As per SC/7-Dec14, these members are considered Users until their arrears of annual membership fees are below three years. Until such time, they:
- a) do not have voting rights in steering committee meetings; and



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- b) have to pay fees for their participation in programme activities such as trainings and workshops.

2.2.3 In order to not penalize Active Members which are on schedule with their annual membership fees, Decision SC/7-Dec14 and the related implications should be strictly followed, i.e. Active Members which become Users due to their accumulated arrears shall not be granted free access to training activities. As it has been the case for other Users, former Active Members who are in arrears by more than three years of annual contributions have to contribute to the programme prior to their participation in any event, i.e.:

- a) settle all or part of the outstanding annual membership fees so that the arrears fall below the threshold of \$30,000; or
- b) pay the regular participation fee for the activity.

2.2.4 To date, the Programme counts eight Users and 28 Active Members, for 54 African States.

2.2.5 As shown in Appendix 1, there are five additional Active Members which are in arrears with their annual membership fees by two to three years¹. These Active Members will become Users by 31 December 2023 if they do not settle at least one outstanding annual membership fee by this date.

2.2.6 Zambia has expressed its interest to join the AFPP with effect from 1 January 2024.

3. CONCLUSION

3.1 The Steering Committee is invited to:

- a) request States and organizations to confirm their membership in the AFPP by signing the new Management Service Agreement (MSA);
- b) urge the members which are in arrears by more than three years of annual membership fees to settle their outstanding payments;
- c) confirm Decision SC/7-Dec14, i.e. the need for previous Active Members to reduce their arrears in annual membership fees to a maximum of three years or to pay participation fees prior to participating in programme activities; and
- d) encourage other States and organizations willing to join the Programme to contact ICAO in this regard.

¹ The table includes eight States with the indicated amount of arrears. However, Comoros, Congo and Senegal are ASECNA Member States for whom the annual membership fee for 2023 was already paid. These States will therefore not accrue additional arrears by the end of this year.

APPENDIX 1

MEMBERS WITH ARREARS AS AT 15 OCTOBER 2023

Entity	Amount
Nigeria – Nigerian Civil Aviation Authority (NCAA)	80,015
Djibouti – Direction de l’Aviation Civile et de la Météorologie	80,000
Mozambique – Aeroportos de Moçambique (ADM)	60,030
Sierra Leone – Sierra Leone Civil Aviation Authority (SLCAA)	60,000
Cabo Verde – Civil Aviation Authority (AAC)	60,000
Guinea – Autorité Guinéenne de l’Aviation Civile (AGAC)	60,000
Democratic Republic of the Congo – Autorité de l’Aviation Civile (AAC)	50,000
Botswana – Civil Aviation Authority of Botswana (CAAB)	50,000
Zimbabwe – Civil Aviation Authority of Zimbabwe (CAAZ)	31,480
Sao Tome and Principe – International Airport of Sao Tome	30,000
Ghana – Ghana Civil Aviation Authority (GCAA)	26,054
Gambia – Gambia Civil Aviation Authority (GCAA)	25,050
Senegal – Agence Nationale de l’Aviation Civile et de la Météorologie (ANACIM)	20,000
Somalia – Somalia Civil Aviation Authority (SCAA)	20,000
Congo – Agence Nationale de l’Aviation Civile (ANAC)	20,000
Comoros – Agence Nationale de l’Aviation Civile et de la Météorologie (ANACM)	20,000
Angola – National Institute of Civil Aviation (INAVIC)	10,127
Gabon – Agence Nationale de l’Aviation Civile (ANAC)	10,025
Mauritania – Agence Nationale de l’Aviation Civile (ANAC)	10,015
Eswatini – Civil Aviation Authority (ESWACAA)	10,000
Uganda – Uganda Civil Aviation Authority (UCAA)	10,000
Total	742,797