

**INTERNATIONAL CIVIL AVIATION ORGANIZATION**
**Sixth Meeting of the APIRG Airspace and Aerodrome Operations Sub-Group  
(AAO/SG6)  
4 to 8 September 2023**
**Agenda Item 9: Review of the Terms of Reference and Work Programme of the Sub-Group**
**9.1. Review of the terms of reference of AAO/SG**

*(Presented by the Secretariat)*

<b>SUMMARY</b>
<p>This working paper proposes a revision of the terms of reference of the Airspace and Aerodrome Operations sub-group to clearly define the functions and tasks of the subgroup for better alignment with APIRG’s mandate and, to improve the effectiveness of the sub-group.</p> <p><b>Action by the meeting is in paragraph 3.</b></p>
<p><b>REFERENCE(S):</b> -APIRG Procedural Handbook</p>
<p><b>Related ICAO Strategic Objective(s):</b> (B)-Air Navigation Capacity and Efficiency</p>

**1. INTRODUCTION**

1.1 The APIRG is primarily responsible for the determination of regional priorities, the identification and resolution of air navigation deficiencies at the regional level, the development and maintenance of the AFI Air Navigation Plan (ANP, ICAO Doc 7474), and associated work programmes based on the *Global Air Navigation Plan* (GANP, Doc 9750) and relevant ICAO provisions. Through planning and coordination, APIRG plays a significant role in supporting the implementation of Standards and Recommended Practices (SARPs) as well as regional requirements.

1.2 The AAO-SG is one of the contributory bodies that the APIRG has established to assist in fulfilling its functions and responsibilities in airspace and aerodrome operations.

1.3 The terms of reference of the AAO/SG have not been reviewed since the publication of the 5<sup>th</sup> edition of the APIRG procedural handbook on 27 April 2017. Therefore, there is a need to review and update the current terms of reference to ensure alignment with APIRGs mandate.

1.4 This working paper proposes a review of the current terms of reference of the subgroup to clarify its functions and tasks and therefore, improve its effectiveness in contributing to the achievement of APIRG’s objectives.

## **2. DISCUSSION**

2.1 The current version of AAO/SG's terms of reference defines the functions and tasks of the subgroup. The AAO/SG Secretariat performed a thorough review of the terms of reference and observed duplication of certain tasks as well as confusion between some functions and tasks. Some inconsistencies were also noted that required to be clarified to ensure a common understanding of the subgroup's functions and tasks by the members.

2.2 The primary responsibility of the AAO/SG is to assist the APIRG in discharging its functions and responsibilities in the area of airspace and airport operations (AOP, ATM, SAR). However, the current structure of the terms of reference do not provide a clear perspective on how the identified functions and tasks contribute to achieving APIRG's objectives.

2.3 Several changes and developments were made in the global strategy for the modernization of air navigation services, such as the evolution of the ASBU framework. Furthermore, the ICAO Assembly endorsed two consecutive editions of the GANP since the publication of the subgroup's current terms of reference (Sixth and Seventh editions, respectively). Such developments need to be taken into consideration in the terms of reference of the subgroup.

2.4 To effectively assist the APIRG in the discharge of its functions and responsibilities, it is essential that the subgroup clearly defines its functions and tasks. It is also critical that new developments be considered to ensure the relevance and effectiveness of the activities of the subgroup. The proposed terms of reference aim to improve the subgroup's effectiveness by providing a clear definition of its functions and tasks for better alignment with APIRG's objectives and new developments.

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

3.1 The meeting is invited to:

- a) Take note of the information provided in this working paper;
- b) Approve the proposed draft of terms of reference of AAO/SG for endorsement by APIRG provided as attachment A to this working paper;

## ATTACHMENT

### PART VIII-C - Airspace and Aerodrome Operations Sub-Group (AAO/SG)

#### Terms of Reference

#### 1. Mandate

The AAO/SG is established and mandated by APIRG to support the implementation by States of the *Global Air Navigation Plan* (GANP, Doc 9750) and relevant ICAO provisions and carry out specific activities aimed to enable APIRG to discharge its functions and responsibilities in the areas of AOP, ATM, and SAR.

#### 2. Key Functions

2.1 To fulfil its mandate, the Sub-Group shall, as guided by APIRG:

- a) Support the implementation by States of the *Global Air Navigation Plan* (GANP, Doc 9750) provisions, relevant ICAO requirements, and APIRG Conclusions and decisions applicable to the areas of AOP, ATM, and SAR.
- b) Facilitate the continuous and coherent development of the AFI Air Navigation Plan and other relevant regional documentation in the areas of AOP, ATM, and SAR in a manner that is harmonized with adjacent regions, consistent with ICAO SARPs and reflecting global requirements;
- c) Monitor and report the progress of implementation of air navigation systems and services related to AOP, ATM, and SAR as identified in the AFI Air Navigation Plan with due observance to the primacy of air safety and the environment;
- d) Identify specific deficiencies in the area of AOP, ATM, and SAR at the regional level and propose recommendations to address these deficiencies;
- e) Foster cooperation, information exchange, sharing of experiences and best practices among States and stakeholders;
- f) Coordinate with RASG-AFI on safety issues

#### 3. Tasks

3.1. To carry out these functions the sub-group shall perform the following tasks:

##### Coordination

- a) Coordinate and conduct meetings of the AAO Sub-Group;
- b) Provide guidance to project teams under the AAO Sub-Group and monitor their performance;
- c) Facilitate effective coordination and cooperation between all States and stakeholders to support effective implementation by States of the (GANP, Doc 9750) in the area of AOP, ATM and SAR
- d) Coordinate with the IIM/SG on any relevant matter;
- e) Identify safety issues related to AOP, ATM, and SAR fields and communicate progress status and recommendations to RASG-AFI;

##### Planning

- f) Develop and maintain the regional air navigation plan and associated work programme based

on the GANP and relevant ICAO Provisions and regional priorities in the areas of AOP, ATM and SAR;

- g) Carry out periodic reviews of the AFI ANP and identify information to update related to the areas of AOP, ATM and SAR ;
- h) Facilitate the update of the AFI eANP in collaboration with States and all relevant stakeholders in the areas of AOP, ATM and SAR;
- i) Identify security, environmental and economic issues that may affect the operation of the air navigation system in the areas of AOP, ATM and SAR, and inform APIRG secretariat accordingly for action

#### Implementation and monitoring

- j) Collect information from each State on deficiencies in the areas of AOP, ATM and SAR in accordance with the Uniform Methodology approved by the Council and the APIRG guidance;
- k) Review and update the list of deficiencies identified, and propose remedial actions;
- l) Verify the provision of air navigation facilities and services in accordance with global and regional requirements in the areas of AOP, ATM and SAR;
- m) Monitor and report the status of implementation by States on 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 through APIRG;
- n) Provide feedback on the status of implementation by States of ASBU elements in the areas of AOP, ATM and SAR as adopted by APIRG and based on the current edition of the GANP;
- o) Provide feedback on the achievements of the projects related to AOP, ATM and SARP;
- p) Carry out comprehensive reviews and updates of all Conclusions and Decisions within the framework of APIRG that are applicable to the AAO Sub-Group to ensure continued relevance of the Conclusions and Decisions
- q) Monitor and report on the status of implementation of APIRG conclusions and decisions applicable to the AAO/SG.

#### 4. Working Methods

4.1. The Sub-Group shall convene at least once a year taking into consideration the schedule of other APIRG activities. It shall make use of available means of electronic communication, including teleconferencing to prepare and progress its work in between meetings and keep its members up to date on issues of concern, as well as to discuss specific issues.

4.2. Taking into consideration that the SG will be representing the interests of the Region and that not all APIRG member States will necessarily be represented in an SG, the participating State officials shall be expected to work more as experts in their respective fields, as opposed to delegates attending only in the interests of their States. The SG shall, while exercising due professional care and without prejudice to States sovereignty and integrity, work with minimum formality to facilitate effective delivery.

#### 5. Membership

5.1. AAO/SG meetings are open to all member States of the APIRG. Each State/Territory member should be represented by a senior-level delegate nominated by the State/Territory, 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.

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