

FPLT TF/3-REPORT

INTERNATIONAL CIVIL AVIATION ORGANIZATION



THE AFI PLANNING AND IMPLEMENTATION REGIONAL GROUP (APIRG)

**REPORT OF THE THIRD MEETING OF THE AFI FLIGHT PLAN TRANSITION
TASK FORCE**

FPLT TF/3

(Dakar, Senegal, 15 – 16 September 2011)

The views expressed in this Report should be taken as those of the APIRG Flight Plan Transition Task Force and not of the Organization. This Report will, however, be submitted to the APIRG and any formal action taken will be published in due course as a Supplement to the Report.

The designations employed and the presentation of material in this publication do not imply the expression of any opinion whatsoever on the part of ICAO concerning the legal status of any country, territory, city or area or of its authorities, or concerning the delimitation of its frontier or boundaries.

TABLE OF CONTENTS

Page

PART I - HISTORY OF THE MEETING

1.	Place and Duration	1
2.	Opening	1
3.	Attendance	1
4.	Officers and Secretariat	1
5.	Language	1
6.	Agenda	2
7.	Conclusions and Decisions - Definition	2

PART II - REPORT ON AGENDA ITEMS

Report on Agenda Item 1	1-1
Report on Agenda Item 2	2-1
Report on Agenda Item 3	3-1
Report on Agenda Item 4	4-1

List of Participants Attachment A

List of Conclusions and Decisions Attachment B

FPLT TF/3 Meeting Report
History of the Meeting

PART I – HISTORY OF THE MEETING

1. PLACE AND DURATION

1.2 The Third meeting of the AFI Flight Plan Transition Task Force (FPLT TF/3) was held at the Conference hall of ASECNA Headquarters in Dakar, Senegal, from 15 to 16 September 2011.

2. OPENING

2.2 The FPLT TF/3 meeting was officially opened on 12 September 2011 together with the *Workshop on ICAO 2012 Flight Plan Provisions* (12-14 September 2011), by Mr. Mam Sait Jallow, Regional Director, Western and Central African (WACAF) Regional Office.

2.3 In his opening remarks, Mr. Jallow welcomed all delegates to Dakar, to the Workshop and to the FPLT TF/3 meeting and recalled how the implementation of the ICAO new Flight Plan provisions can lead to the realization of enhanced safety, efficiency and environmental benefits. He indicated that, in consequence, all States without exception are expected to implement the new flight format by the target date of 15 November 2012.

2.4 Mr. Jallow however highlighted that success in this process will require close coordination between States, amongst ANSPs, and with all stakeholders as a whole. He also expressed his fervent wish that the deliberations of the Task Force will lead you to a strong commitment, collectively and individually, for the timely and effective implementation of the new flight plan provisions.

2.5 The Regional Director on behalf of ICAO and all the participants, expressed his sincere gratitude and thanks to ASECNA for once again accepting to provide the facilities for holding these two important events.

2.6 Finally, Mr. Jallow wished the participants successful deliberations and an enjoyable stay in Dakar and declared the events formally open.

3. ATTENDANCE

3.1 The Task Force meeting were attended by a total of 72 participants from twenty four (24) States, three (3) organisations and one system provider. The list of participants is at the **Attachment A** to the Report.

4. OFFICERS AND SECRETARIAT

4.1 The meeting was chaired by Madame Aïchatou Sow, Chief of Air Navigation Department (ANACS) of Senegal who had been elected as Chairperson of the Task Force since the second meeting in Nairobi. Mr. Seboeso Machobane, Regional Officer, ATM/SAR (ICAO ESAF Office) was the Secretary of the meeting. He was supported by Messrs. Sadou Marafa, Regional Officer, ATM/SAR (ICAO WACAF Office) Prosper Zo'o-Minto'o, Regional Officer CNS (ICAO ESAF Office), François Salambanga, Regional Officer CNS (ICAO WACAF Office) and Tom Brady, Consultant (ICAO Headquarters).

5. LANGUAGE

5.1 Discussions were conducted in the English language and documentation was issued in the same.

FPLT TF/3 Meeting Report
History of the Meeting

6. AGENDA

6.1 The following Agenda was adopted:

STRATEGIC OBJECTIVES	AGENDA ITEM NO.	SUBJECT
A	1	Adoption of the Agenda and Election of Chairperson and Rapporteur
A	2	Update on the latest developments in the preparation for 2012 implementation.
A	3	Review of implementation implications and development of implementation strategy, plan and guidance
A	4	Review of Terms of Reference (TOR) of the FPLT Task Force and Work Programme
A	5	Any other business

7. CONCLUSIONS AND DECISIONS

DEFINITION

7.1 All APIRG Sub-Groups and Task Forces record their actions in the form of Conclusions and Decisions with the following significance:

- a) **Conclusions** deal with the matters which, in accordance with the Group's terms of reference, merit directly the attention of States on which further action will be initiated by ICAO in accordance with established procedures; and
- b) **Decisions** deal with matters of concern only to the APIRG and its contributory bodies.

LIST OF CONCLUSIONS AND DECISIONS

7.2 The list of FPLT TF/3 Conclusions and Decisions is at **Attachment B** to this Report.

FPLT TF/3 Meeting Report
Report on Agenda Item 1

PART II: REPORT ON AGENDA ITEMS

REPORT ON AGENDA ITEM 1: ADOPTION OF PROVISIONAL AGENDA AND ELECTION OF THE CHAIRPERSON AND RAPPORTEUR

The meeting reviewed and agreed on the proposed agenda for the Third Meeting of the AFI Flight Plan Transition Task Force (FPLT TF/3), copy of which had been forwarded to States and international organizations as an attachment to the invitation State Letter. The agenda was adopted as indicated in paragraph 6 of the History of the Meeting.

On the issue of electing the chairman for the AFI Flight Plan Transition Task Force, the meeting recalled that the FPLT TF/2 meeting in Nairobi in February 2011 had agreed that the elected Chairperson should chair two meetings in order to enable him/her to actively support the work of the Task Force in between meetings, and to provide a progress report to the second meeting that he/she chairs. Accordingly, Madame Aïchatou Sow, Chief of Air Navigation Department (ANACS) of Senegal, continued as chairperson.

Madame Aïchatou Sow acknowledged the continuing confidence in her by the Task Force for servicing its proceedings as Chairperson, and promised to continue doing her utmost in her tasks.

The meeting also endorsed the continuation of Ms. Lise Rita Morel, General Manager, Telecommunications and Information Systems, Seychelles Civil Aviation Authority, as Rapporteur to the Task Force.

FPLT TF/3 Meeting Report
Report on Agenda Item 2

**REPORT ON AGENDA ITEM 2: UPDATE ON LATEST DEVELOPMENTS IN THE PREPARATION
FOR 2012 IMPLEMENTATION**

2.1. The meeting noted that the second AFI ICAO 2012 Flight Plan Seminar/Workshop was successfully held in Dakar 12-14 September 2011, just before the Task Force meeting. It was noted that while the Seminar/Workshop presented and discussed some material similar to what was discussed at the Nairobi Seminar/Workshop in February 2011, there was also considerable new information on developments concerning preparation for implementation of the new (2012) flight plan provisions.

2.2 It was noted that among the facilitators of the Seminar/Workshop was a representative from Eurocontrol who presented considerable information on implementation preparations in Europe. Information was also provided on facilities available in Eurocontrol for testing as well as areas for cooperation on testing in the future. Further information was provided to the meeting by the representative.

2.3 The meeting was presented with salient points from the Seminar/Workshop, and noted there were a number of issues on which the Seminar/Workshop participants were of the view that FPLT Task Force could take necessary action to address. The meeting reviewed the list of salient points from the Seminar/Workshop and agreed issues from the list that are to be include in its work programme for further consideration. In particular, the Task Force noted the following from the Seminar/Workshop:

- (a) From information collected during the Seminar/Workshop, many States have plans for upgrading of flight plan processing systems or part thereof (e.g. FDPS, RDPS, AFTN etc.) in the AFI Region during the transition period. In many cases however, solution delivery dates are yet to be finalized with vendors;
- (b) States need to review their regulatory provisions to assess the need for enhancement or additional provisions to enable effective implementation and enforcement.
- (c) Some States are in need of sensitization at decision-making/managerial levels in order to support decisions for implementation. ICAO support is still required to highlight:
 - Requirements and implications of Amendment 1 to Doc 4444 15th Edition;
 - Rigidity of implementation dates, and preparation to meet deadlines;
 - Implications of non-implementation;
 - Any other issues that may be specific to a State.
- (d) There is a need to develop additional guidance to run the switchover from PRESENT to NEW, based on developments in other ICAO regions. ICAO will address such guidance which needs to be harmonized at global level.
- (e) There is a need to share information related to safety assessment between ANSPs, including safety targets, identification of hazards and mitigation solutions; etc.

2.4 The meeting was also presented with a proposed model structure for management of the project for implementation of the provision in Amendment No. 1 to the Fifteenth Edition of the Procedures for Air Navigation Services — Air Traffic Management (PANS-ATM, Doc 4444). It was noted that the structure would, *inter alia*, facilitate:

- clarity in the roles and responsibilities at appropriate levels of the organization (ANSPs);
- identification and use of funds;
- delegation of authority for implementation, from Director General/Chief Executive Officer level to technical management level.

FPLT TF/3 Meeting Report
Report on Agenda Item 2

2.5 The meeting acknowledged that many ANSPs had already set up project structures/ to address the ICAO 2012 Flight Plan issues. However, it was also agreed that the model could serve a useful purpose as a benchmark. Accordingly, the Task Force agreed to adopt the model structure at **Appendix 2A** to the report on agenda item 2, as part of guidance material available to States for them to consider and apply at own discretion.

2.6 The meeting noted that further information could be obtained from the Flight Plan Implementation Tracking System (FITS) website, <http://www2.icao.int/en/FITS/Pages/home.aspx> which has been established by ICAO to monitor the implementation of the new FPL in all ICAO Regions.

FPLT TF/3 Meeting Report
Report on Agenda Item 3

**REPORT ON AGENDA ITEM 3: REVIEW OF IMPLEMENTATION IMPLICATIONS
AND DEVELOPMENT OF IMPLEMENTATION
STRATEGY, PLAN AND GUIDANCE**

3.1 The meeting recalled that the ICAO 2012 Flight Plan Seminar/Workshop was successfully used to share information and exchange views on latest developments in the preparation for implementation of the 2012 flight plan provisions. The meeting noted progress and planned action by ASECNA reflecting development in the organization's member States/FIRs. The meeting was also provided with an update from Cape Verde reflecting ongoing efforts towards preparedness.

3.2 **Regional Strategy** - The meeting recalled that at its first meeting (Johannesburg, 13-14 September 2010,) the Task Force developed an initial draft Strategy for the New ICAO flight plan form and for supporting ATS messages, which was further reviewed at the second Task Force meeting (Nairobi, 16-18 February 2011), for adoption by States when implementing the New ICAO flight plan format. The Task Force reviewed the Draft Regional Strategy based on the continuous assessment of available information, outcome of the 2012 Flight Plan Workshop (12-14 September 2011), other developments as discussed under agenda item 2 of this meeting, as well as impact of the implementation of Amendment 1 to Doc 4444 15th Edition, and agreed that the Strategy continues to adequately support progress towards implementation.

3.3 The meeting also confirmed the applicable "NEW" to "PRESENT" Conversion Table as adopted by the last meeting of the Task Force as part of States' guidance for the Implementation of 2012 Flight Plan Form (see **Appendix 3A to this report**).

3.4 The meeting noted that IATA is carrying out a survey to assess the status of preparedness of its member airlines to participate in the trials/tests that will be carried out as part of the transition period before 15 November 2012. Although the survey is not yet completed, information collected hitherto is that the airlines are already in the process of reconfiguring/upgrading their systems and will be ready.

3.5 It was noted that EUR Region is finalizing its test plan document. It was envisaged that arrangement could be made so that the AFI Region could participate in a test *week* that includes inter-regional activity. Such an arrangement will require close coordination. It was agreed that FPLT TF/4 should review status of preparedness and agree on the week to be coordinated with the EUR Region. It however, imperative that States and their ANSPs provide information regarding progress to the Regional Offices as previously agreed.

3.6 **Regional Performances Objectives** - The meeting noted that the content of the Performance Framework Form (PFF) had been reviewed and adopted by the APIRG 17 meeting in August 2010 under its Conclusion 17/41 (ATM Performance Framework), and by the FPLT Task Force at its First Meeting in September 2010, and its Second Meeting in February 2011. In light of developments, the PFF objectives were amended as shown at **Appendix 3.B** to the report on agenda item 3.

3.7 The meeting noted however, that a large portion of the required information was to be provided by States and that in order to gather essential planning information, the ICAO Regional Offices had been circulating questionnaires requesting States to provide necessary information for planning and to assess progress in preparations for implementation. States were therefore requested to fully cooperate by responding and providing relevant information in timely manner.

FPLT TF/3 Meeting Report
Report on Agenda Item 3

3.8 **Survey on Missing FPL** - The meeting recalled that the Twelfth Meeting of APIRG Air Traffic Management, Aeronautical Information Management and Search and Rescue Sub-group (ATM/AIM/SAR/SG/12) and the Fourth Meeting of APIRG Communications, Navigation and Surveillance Sub-group (CNS/SG/4) (Dakar, Senegal, 25 - 29 July 2011) noted that APIRG Conclusion 17/42 on the resolution of missing flight plans had not been addressed by States, and accordingly requested the ICAO Regional Offices to coordinate a three-day regional survey as a matter of urgency in order to address this safety critical issue. The two sub-groups therefore called for *a regional survey* that took place as scheduled on 15-17 August 2011. The preliminary results of the survey confirm the extent of the missing flight plan problem, transit time issues as well as availability issues. A detailed analysis of the survey results will be circulated to States and air navigation service providers by 31st of October 2011.

3.9 With respect to transit times, the survey results showed transit times exceeding the prescribed values in many cases. They also show negative values indicating situations where the time on the origin line was after the time indicated on the reception line, implying that flight plans were received before they were sent. This was believed to be a result of an incorrect system time in the originating centre.

3.10 It was noted that the EUR Region is also experiencing the problem of missing flight plans. However, of importance for the AFI Region, is that a significant number of missing flight plans that the EUR Region is experiencing, originates from the AFI Region. In this regard, as the AFI Region continues to make surveys for missing flight plans, it was recommendable that the CFMU be invited to participate.

3.11 It was agreed that a systematic risk assessment and mitigation, with respect to the missing flight plans should be undertaken by each ANSP, as well as the Region. However, the meeting recognized that there is an immediate available Regional mechanism for addressing safety issues, i.e. the AFI Tactical Action Group (TAG). In this regard it was agreed that trends should be developed from the surveys and forwarded to the TAG take up with the concerned States/ANSPs.

3.12 Concerns were expressed at the risk of jeopardizing States efforts in implementing Amendment 1 to PANS-ATM (Doc 4444) if the problem of missing flight plans was not addressed in a timely manner. Accordingly, the meeting formulated the following draft conclusion:

DRAFT CONCLUSION 3/1: ADDRESSING MISSING FLIGHT PLANS

That AFI States should:

- a) *address the loss of ATS messages using AFTN - including missing flight plans - as a matter of urgency;*
- b) *continuously monitor missing flight plans through:*
 - 1) *the AFI Tactical Action Group (TAG); and*
 - 2) *the conduct of regular surveys on missing flight plans on a longer period (e.g. 30 days), or at regular intervals, under the coordination of the ICAO Regional Offices;*
- c) *ensure that their ATC systems' clocks are synchronized with the GPS time in order to meet Annexes 2 and 11 relevant provisions.*

(This Draft Conclusion is to supersede APIRG/17 Conclusion 17/42)

FPLT TF/3 Meeting Report
Report on Agenda Item 3

3.13 Furthermore, indications were that:

- many addresses were missing for some flight plans disseminated via the CFMU;
- when RPLs were used by an airline, the airline did not inform non - automated centres for them to perform manual updating;
- although the airspace restructuring was duly published by ANSPs, this was not properly reflected by airlines in FPL addressing.

3.14 The meeting also noted that part of the challenges that could be contributing to missing flight plan, amongst other implications, was the lack of training of staff employed or engaged by air operator to file or submit flight plans (filers) to the ANSPs. Reported cases of the lack of training include filers who could not respond to queries from ANSPs when submitted flight plans were found to have inconsistencies. In this regard, the meeting agreed that States be urged to take necessary measures to ensure that persons engaged in filing and processing flight plans are adequately trained. Accordingly, the meeting agreed on the following Draft Conclusion:

Draft Conclusion 3/2: Training of air operators personnel on airspace organization

That, in order to reduce risks of missing flight plan, enhance safety and efficiency, States and concerned international organizations including IATA take necessary measures to ensure that flight planning personnel is adequately trained on the tasks for which they are engaged in the processing of flight plans.

3.15 ***Guidance for non- automated FPL processing systems*** – The meeting recalled that as part of its work programme, the ICAO 2012 FPL Seminar/Workshop in Nairobi worked on issues that affect ANSPs that are operating manual/non-automated flight plan processing systems. Building on such initiative, the Task Force developed specific guidance for ANSPs, as at **Appendix 3C** to the report on agenda item 3. The Secretariat was requested to circulate these guidelines to AFI States.

3.16 The meeting was presented with an update on the ASECNA Safety Assessment and mitigation efforts, and was of the view that while safety management is a standard requirement in Annex 11 to the Chicago Convention, States and ANSPs should take concerted effort to ensure that specifically safety assessments are carried with the regard to implementation of flight plan provisions.

3.17 The meeting discussed the concept of a “Support Team” to provide targeted support to States/ANSPs that are faced with implementation difficulties. It was noted however, that such a mechanism, which would be coordinated by ICAO, could not be effective without information on progress and challenges being provided to the Regional Offices.

FPLT TF/3 Meeting Report
Report on Agenda Item 3
APPENDIX 3A

**INTERIM AFI STRATEGY FOR THE IMPLEMENTATION OF
NEW ICAO FLIGHT PLAN FORMAT AND SUPPORTING ATS MESSAGES**

Recognizing that:

- The Global Air Traffic Management Operational Concept (Doc 9854) requires information management arrangements that provide accredited, quality-assured and timely information to be used to support ATM operations;
- ATM Requirement 87 in the Manual of Air Traffic Management System Requirements (Doc 9882) provides that 4-D trajectories be used for traffic synchronization applications to meet ATM system performance targets, explaining that automation in the air and on the ground will be used fully in order to create an efficient and safe flow of traffic for all phases of flight;
- The amended ICAO Flight Plan and associated ATS Message formats contained in Amendment 1 to the Fifteenth Edition of the PANS ATM (Doc 4444, applicable 15 November 2012) have been formulated to meet the needs of aircraft with advanced capabilities and the evolving requirements of automated air traffic management systems;
- The complexities inherent in automated computer systems preclude the adoption of a single regional implementation date and transitions to the new flight plan format will therefore occur in accordance with the declared transition period described in this document.
- All States shall implement all provisions of Amendment 1 to the Fifteenth Edition of the PANS ATM (Doc 4444, applicable 15 November 2012).
- APIRG 17 established the AFI FPLT TF under Decision 17/61 to facilitate and guide the transition and implementation.

The AFI implementation of Amendment 1 to the PANS-ATM shall:

- Ensure that all States and airspace users implement all the provisions of Amendment 1 from 15 November 2012, not just selected aspects of the Amendment;
- Acknowledge that States, having taken all practical efforts to fully implement all the Amendment 1 provisions in accordance with guidelines, are obliged, in event of any non-implemented provisions, to inform ICAO about the "significant difference" in accordance with established ICAO procedures by 30 June 2011 and publish such difference in their State AIPs. However, that such action may not be taken before interested stakeholders including international organizations have been given an opportunity to intervene in pre-empting the "significant difference."
- Note:** *The "significant difference" in this context does not relate to Standards and the obligation imposed by Article 38 of the Convention. It however, relates to provisions of Annex 15 to the Convention, inter alia, under section 4.1 thereof, regarding publication of significant differences between State practices and SARPs and procedures.*
- Ensure that, from 15 November 2012, all States and airspace users accept and disseminate the 'NEW' flight plan and associated ATS message formats only, and capabilities for 'PRESENT' flight plan provisions are forthwith discontinued.

(Note: In the context of the implementation, 'PRESENT' refers to the existing flight planning and ATS message formats as defined in the current version of the PANS-ATM and 'NEW' refers to the amended provisions as contained in Amendment 1 to the PANS-ATM.)

FPLT TF/3 Meeting Report
Report on Agenda Item 3
APPENDIX 3A

The AFI transition to the PANS-ATM Amendment 1 provisions shall:

Comply with the regional guidance provided by APIRG's FPLT TF;

Preserve global consistency in implementation by basing implementation activities, to the extent possible, on Guidelines 1 to 6 as described in the ICAO guidance material circulated under cover of State Letter AN 13/2.1-09/9 dated 6 February 2009;

Ensure that the FPLT TF undertakes coordination to facilitate harmonization with implementations in neighbouring regions;

Ensure that State specific constraints are reduced, if not eliminated;

Declare a transition period from 1 January 2012 until 14 November 2012, comprising:

- 1 January to 31 March 2012 - ANSPs software delivery and internal testing,
- 1 April to 30 June 2012 – ANSPs implementation, and
- 1 July to 14 November 2012 – airspace users testing and implementation.

Encourage States :

- To commence with implementation process as soon as practical, and not await the transition period;
- Not to implement 'NEW' capability by States before the commencement of the ANSPs external testing and implementation period.
- Insofar as possible, to complete ANSP implementation of 'NEW' capability by the end of the ANSPs external testing and implementation period.

Recognizing the risk to automated systems of having all airspace users simultaneously commencing 'NEW' on the common implementation date (15 November 2012), encourage users to take full advantage of the airspace users testing and implementation period to ensure operational readiness of flight planning systems;

Encourage States (ANSPs) and airspace users to coordinate appropriate implementation methodologies in order to ensure a staggered migration of airspace users to 'NEW' during the airspace users testing and implementation period (i.e. 1 July – 14 November 2012);

Encourage States (ANSPs) and airspace users to immediately commence preparations to implement Amendment 1 provisions in accordance with the declared transition period and report progress to the Regional Offices quarterly (i.e., January, April, July and September).

Require States to inform the Regional Offices of scheduled transition dates immediately (not later than 30 June 2011);

Require States to make necessary preparations in order to accommodate up to 120 hours prior to Estimated Off Blocks Time (EOBT) as of 15 November 2012; and

Require that States retain capability to simultaneously support 'PRESENT' and 'NEW' provisions (flight plan and ATS message format) from the activation of their 'NEW' capabilities until the end of the transition period (i.e. until, and inclusive of 14 November 2012), at which point 'PRESENT' capability shall be discontinued.

3-6
FPLT TF/3 Meeting Report
Report on Agenda Item 3
APPENDIX 3A

APPENDIX 3A

NEW TO PRESENT CONVERSION TABLE

NAV/COM 10a	NEW Item 18	10a	PRESENT Item 18
N		N	
S		S	
SF		SF	
A		Z	NAV/GBAS
B		Z	NAV/LPV
C		C	
D		D	
E1		Z	COM/FMC WPR ACARS E1
E2		Z	COM/DFIS ACARS E2
E3		Z	COM/PDC ACARS E3
F		F	
G		G	
H		H	
I		I	
J1		J	DAT/V COM/J1
J2		J	DAT/H COM/J2
J3		J	DAT/V COM/J3
J4		J	DAT/V COM/J4
J5		J	DAT/S COM/J5
J6		J	DAT/S COM/J6
J7		J	DAT/S COM/J7
K		K	
L		L	
M1		Z	COM/INMARSAT M1
M2		Z	COM/MTSAT M2
M3		Z	COM/IRIDIUM M3
O		O	
P1-P9	RESERVED for RCP		Reserved- should not be present. Remove items if present (i.e. do not make information part of the PRESENT format plan).
R	PBN/A1	RZ	NAV/RNAV10 RNP10 A1
R	PBN/B1	RZ	NAV/RNAV5 B1
R	PBN/B2	RZ	NAV/RNAV5 B2
R	PBN/B3	RZ	NAV/RNAV5 B3
R	PBN/B4	RZ	NAV/RNAV5 B4

FPLT TF/3 Meeting Report

Report on Agenda Item 3

APPENDIX 3A

NAV/COM		NEW		PRESENT	
10a		Item 18		10a	Item 18
R		PBN/B5		RZ	NAV/RNAV5 B5
R		PBN/B6		RZ	NAV/RNAV5 B6
R		PBN/C1		RZ	NAV/RNAV2 C1
R		PBN/C2		RZ	NAVRNAV2 C2
R		PBN/C3		RZ	NAV/RNAV2 C3
R		PBN/C4		RZ	NAV/RNAV2 C4
R		PBN/D1		PRZ	NAV/RNAV1 D1
R		PBN/D2		PRZ	NAV/RNAV1 D2
R		PBN/D3		PRZ	NAV/RNAV1 D3
R		PBN/D4		PRZ	NAV/RNAV1 D4
R		PBN/L1		RZ	NAV/RNP4 L1
R		PBN/O1		PRZ	NAV/RNP1 O1
R		PBN/O2		PRZ	NAV/RNP1 O2
R		PBN/O3		PRZ	NAV/RNP1 O3
R		PBN/O4		PRZ	NAV/RNP1 O4
R		PBN/S1		RZ	NAV/RNP APCH S1
R		PBN/S2		RZ	NAV/RNP APCH BARO VNAV S2
R		PBN/T1		RZ	NAV/RNP AR APCH RF T1
R		PBN/T2		RZ	NAV/RNP AR APCH T2
T				T	
U				U	
V				V	
W				W	
X				X	
Y				Y	
Z		COM/nnnn		Z	COM/nnnn
Z		NAV/nnnn		Z	NAV/nnnn
Z		DAT/nnnn		Z	COM/nnnn

SUR		NEW		PRESENT	
10b		Item 18		10b	Item 18
N				N	
A				A	
C				C	
E				SD	COM/E
H				S	COM/H
I				I	

FPLT TF/3 Meeting Report
Report on Agenda Item 3
APPENDIX 3A

SUR 10b		NEW Item 18		PRESENT Item 18	
L		SD	COM/L		
P		P			
S		S			
X		X			
B1		D	COM/B1		
B2		D	COM/B2		
U1		D	COM/U1		
U2		D	COM/U2		
V1		D	COM/V1		
V2		D	COM/V2		
D1		D	COM/D1		
G1		D	COM/G1		
NEW Item 18		PRESENT Item 18			
STS/		STS/ copy text over Except change "ATFMX" to "ATFMEXEMPTAPPROVED"			
SUR/		RMK/ SUR < text after SUR/ >			
DOF/		Maintain data in DOF/ if possible,otherwise remove. While not a documented PRESENT indicator, it is currently in use.			
DAT/		COM/			
DLE/		RMK/ DLE < text after DLE/ >			
ORGN/		RMK/ORGN			
TALT/		RMK/TALT < text after TALT/>			
PBN/		See table above			
NOTE: No Conversion needed for items with shaded background.					

3-9
FPLT TF/3 Meeting Report
Report on Agenda Item 3
APPENDIX 3B

APPENDIX 3B**ATM PERFORMANCE OBJECTIVES**

NATIONAL PERFORMANCE OBJECTIVE - IMPLEMENTATION OF THE NEW ICAO FPL PROVISIONS BY 15 NOVEMBER 2012

Benefits

Environment Efficiency	<ul style="list-style-type: none"> • reductions in fuel consumption • ability of air navigation service providers to make maximum use of aircraft capabilities • ability of aircraft to conduct flights more closely to their preferred trajectories • facilitate utilization of advanced technologies thereby increasing efficiency • optimized demand and capacity balancing through the efficient exchange of information
Safety	<ul style="list-style-type: none"> • increase airspace capacity • enhance safety by use of modern capabilities onboard aircraft • enhance the success of SAR operations • generally enable PBN and other advanced navigation capabilities

Strategy Short term (2010-2012)

ATM OC COMPO-NENTS	TASKS	TIMEFRAME START-END	RESPONSIBILITY	STATUS
Airspace User Organizations (AUO) Service Delivery and Management (SDM)	<ul style="list-style-type: none"> • Negotiation and Approval - Acceptance and agreement of the changes to the flight plan form 	May 2010	States	Completed
	<ul style="list-style-type: none"> • Assembly of Focus Team <ul style="list-style-type: none"> ○ Composition of Team ○ Appoint Members ○ Issue Identification ○ 	Until 31 December 2010	States / ANSP's	Complete
	<ul style="list-style-type: none"> • Compilation of Action Plan <ul style="list-style-type: none"> ○ GAP Analysis ○ Identify actions and assign responsibilities ○ Assign Target Dates & Milestones 	Until 31 December 2010	States / ANSP's	Completed

3-10
FPLT TF/3 Meeting Report
Report on Agenda Item 3
APPENDIX 3B

ATM OC COMPO- NENTS	TASKS	TIMEFRAME START-END	RESPONSIBILITY	STATUS
	<ul style="list-style-type: none"> • Impact Assessment and Requirements <ul style="list-style-type: none"> ○ Identify affected systems ○ Identify operational impact • Analyse impact and change required (operational & technical) ○ Determine critical path (Modify, upgrade, replace ?) ○ Identify training needs ○ Identify actions and assign responsibilities ○ Assign Target Dates & Milestones 	2009 until June 2011	ANSP's	Work in Progress
	<ul style="list-style-type: none"> • Risk Assessment and mitigation 			
	<ul style="list-style-type: none"> • Quality Control/Assurance 			

FPLT TF/3 Meeting Report

Report on Agenda Item 3

APPENDIX 3B

ATM OC COMPONENTS	TASKS	TIMEFRAME START-END	RESPONSIBILITY	STATUS
	<ul style="list-style-type: none"> • Ensure Regulatory compliance <ul style="list-style-type: none"> ○ Identify Activities ○ Promulgate regulatory requirements to enable aspects of Amendment 1 as well as Regional Strategy ○ Identify actions and assign responsibilities ○ Update regulatory requirements including issue of AIC's as applicable ○ Ensure relevant plans are in place. ○ Development and implement an collaborative airspace design and management (CDM) (Close co-ordination between Regulator, ANSP) process of safety oversight. ○ Co-ordination of all Stakeholder and Regulator activities 	2008 until June 2012 2009 till Dec 2011	States / ANSP's States (Regulator) States States	Ongoing Should have started
	<ul style="list-style-type: none"> • Maintain awareness of impact of changes <ul style="list-style-type: none"> ○ Regional task force meetings ○ Regional seminars and workshops ○ National awareness campaigns and stakeholder meetings 			2009

FPLT TF/3 Meeting Report
Report on Agenda Item 3
APPENDIX 3B

ATM OC COMPO- NENTS	TASKS	TIMEFRAME START-END	RESPONSIBILITY	STATUS
	<ul style="list-style-type: none">• Solution Production- Inventory of ATM Systems.- Audit the inventory of the ATM systems and identify those impacted and the changes required e.g. flight data processing systems (FDPs), AMHS, AFTN, Flight Planning etc- Solution identification- Determine specifications- Solution production- Factory Acceptance testing- Identify actions and assign responsibilities	Until 31 December 2011	States / ANSP's	Ongoing

ATM OC COMPONENTS	TASKS	TIMEFRAME START-END	RESPONSIBILITY	STATUS
	<ul style="list-style-type: none"> • Solution Implementation and Testing <ul style="list-style-type: none"> - Site Acceptance Test - Testing with interfaced systems (Internal and External) - Testing - Assign specific timelines to each activity - Identify actions and assign responsibilities - Verify that the systems implemented are compliant and that interoperability between internal and external systems are maintained. - The verification process should include but are not limited to: <ul style="list-style-type: none"> * Ensure that the accepting ATS Reporting Office accepts and disseminates all aircraft capabilities and flight intent to all the downstream ACCs as prescribed by the PANS-ATM provisions * Analyze each individual data item within the various fields of the new flight plan form, comparing the current values and the new values to verify any issue regarding the provision of service by the flight planning facility itself or downstream units <p>(Note this list is far from exhaustive and should be expanded.)</p>	January 2012 to March 2012	States / ANSP's ANSP's	Planning of activities to start as soon as possible Planning of activities to start as soon as possible

3-14
FPLT TF/3 Meeting Report
Report on Agenda Item 3
APPENDIX 3B

ATM OC COMPO- NENTS	TASKS	TIMEFRAME START-END	RESPONSIBILITY	STATUS
	<ul style="list-style-type: none"> • ANSP Implementation • Solution delivery and testing <ul style="list-style-type: none"> - Development - Offline - Training • Identify key translation entry criteria <ul style="list-style-type: none"> - Safety assurance - Training (ongoing beyond Mar 2012) - Documentation production, distribution - Operational interface checks - Transition rehearsals - Transition plans (Document) - Reversion plan development - Operational readiness demonstrations (ORD) (Note this list is far from exhaustive and should be expanded based on the GAP analysis) 	February 2011 – 31 Mar 2012	States/ANSP's	Planning of activities to start as soon as possible
	<ul style="list-style-type: none"> • Transition into operations 	1 April 2012 - 30 June 2012	States	
	<ul style="list-style-type: none"> • In order to reduce the change of double indications it is important that any State having published a specific requirement(s) which are now addressed by the amendment should <u>withdraw those requirements</u> in sufficient time to ensure that aircraft operators and flight plan service providers, after 14 November 2012, use only the new flight plan indications <ul style="list-style-type: none"> o <u>withdraw requirements</u> o <u>issue notification of withdrawal</u> 	2010- December 2011	States/ANSP's	Ongoing
	<ul style="list-style-type: none"> • Review SUPPS and align (remove any items which have become obviated by Amendment 1) <ul style="list-style-type: none"> o Review Doc 7030 and identify procedures that need action o Identify recommendable implementation dates o Develop and circulate amendment proposal 	Feb 2011 to June 2012	FPLT TF and Regional Offices	Review to start immediately.

ATM OC COMPO- NENTS	TASKS	TIMEFRAME START-END	RESPONSIBILITY	STATUS
	<ul style="list-style-type: none"> Inform on the implementation status to the ICAO regional offices on an ongoing basis (Quarterly, at end of each quarter) 	2010-2012	States/ANSP's	Ongoing
	<ul style="list-style-type: none"> Keep the Flight Plan Implementation Tracking System (FITS) up to date based on the information provided by the States 	2010-2012	ICAO Regional Offices	Ongoing
	<ul style="list-style-type: none"> Airspace users implementation (Present and New) 	1 July 2012 - 14 November 2012	Airspace users	
	<ul style="list-style-type: none"> Only filing of new flight plans 	15 November 2012 onwards.	States Airspace users	
Linkage to GPIs	GPI/5 RNAV and RNP (Performance-based navigation) GPI-12 Functional integration of ground systems with airborne system GPI/18 Aeronautical Information GPI/8 Collaborative Airspace Design and Management			

3-16
FPLT TF/3 Meeting Report
Report on Agenda Item 3
APPENDIX 3C

APPENIX 3C
FPL 2012 Programme

1 Manual Programme Phases

1.1 Negotiation and Approval Phase

1.1.1 Acceptance and agreement of the changes to the Flight Plan Form by States

All State differences to be identified in the AIP

All Regional differences to be identified in the SUPPs so long as they do not conflict with the Amendment 1

1.1.2 Approval of the amendment by the ICAO Council

1.1.3 This Phase is complete (01/May/2010)

1.2 Impact Assessment and Requirements Phase

1.2.1 Awareness of impact of changes

Regional Task Force meetings

All regions have now had several Task Force meetings with others planned throughout the duration of the programme

Regional Seminars and Workshops

Many have commenced and all regions are planning future events.

All regions are now conducting advanced Seminars and workshops

ICAO HQ guidelines and amendment changes identification

1.2.2 This Phase is still ongoing in some States and was planned to complete end of Dec 2010

1.3 Solution Production Phase

1.3.1 Identify manual processes. Who uses the process? and is the process written in a document?

Source of incoming Flight Plan message

AFTN

AMHS

Telephone

Any other method of incoming Flight Plan?

Data checking of the Flight Plan

Who checks the flight plan has been filed correctly?

Correct addressing

Route Checking

Format checking

Is the flight plan rejected if incorrectly filed

If the Flight Plan is rejected how is this done?

Do you return a typed AFTN message to the originator saying FPL rejected

FPLT TF/3 Meeting Report
Report on Agenda Item 3
APPENDIX 3C

Do you return a typed AFTN message to the originator saying what changes are required to make the Flight Plan acceptable to your Facility

Do you telephone the originator?

To advise that the Flight Plan has been rejected

To advise which changes are required to make the flight plan acceptable to your Facility

Do you do nothing and ignore the message

Is the received Flight plan manually modified by your staff if it requires changes?

Who makes the changes to the received Flight Plan?

AFTN Operator

Air Traffic Controller

Do you inform the originator that the flight plan was modified?

Does the flight plan now have a new Number/ ident?

Is the Flight Plan information manually written on a Flight Strip?

Is the Flight plan information manually printed on a flight strip?

Does the printing machine require modification?

Does the format of the flight strip require modification?

Metrics/statistics information systems

Route Charges

1.3.2 Identify which of your processes will be affected by the Amendment 1.

From the Inventory identify those Systems and Interfaces which will require a change.

1.3.3 Solution Identification

Will this be done In-house?

Will the changes to your processes be identified by someone else?

Ensure all other systems, interfaces or operations which use Flight Plan data are identified

Local Airport

Local Airline

1.3.4 Will the changes to your processes have any safety impact on your operation

1.3.5 Do you need to conduct a safety hazard analysis of the changes

1.3.6 Solution Production (new documents produced)

Will this be done In-house?

Will the changes to your documents be provided by someone else?

1.3.7 Ensure there is sufficient time to review and proof-read the new documents

1.3.8 This Phase should complete by 31st Dec 2011

1.4 Transition Phase 1

1.4.1 ANSP Implementation

Practice your changes to the processes offline

Development system

Offline system

Training system

Identify Key Transition Entry criteria

All safety assurances available

All training complete

All documentation produced and distributed

Operational Interfaces checked with adjacent centres using FPL data of NEW, PRESENT and NEW to PRESENT

Transition rehearsals complete on Operational Systems

Produce a Transition Plan

walk-through the Plan

Produce and validate a reversion Plan

walk-through the Plan

Operational Readiness Demonstration (ORD)

to Users

to Management

to Regulators

to any other Key Stakeholders

FPLT TF/3 Meeting Report
Report on Agenda Item 3
APPENDIX 3C

Produce a training Plan

Conduct the training

Test the changes offline with your neighbours or other stakeholders

1.4.2 Guideline 5: use the FITS database

1.4.3 1 Jan 2012- 31 March 2012

1.5 Transition Phase 2

1.5.1 Transition into Operations

Guideline 1 : ANSPs will support PRESENT and NEW as they Transition

Guideline 2: Coordinated regional transitions. New information may not be coordinated with ANSPs who have yet to transition

Guideline 5: use the FITS database

1.5.2 01 April 2012 -30 June 2012

1.6 Transition Phase 3

1.6.1 Airspace User Implementation

Guideline 3: Airspace users can file PRESENT or NEW

Guideline 4: ANSP accepting NEW will not be able to coordinate NEW with ANSP using PRESENT

Guideline 5: use the FITS database

1.6.2 01 July 2012 - 14 Nov 2012

1.7 Closure phase

1.7.1 Only NEW Flight Plans filed

Guideline 6: PRESENT flight Plans will be rejected.

1.7.2 From 15 Nov 2012 onwards

FPLT TF/3 Meeting Report
Report on Agenda Item 4
APPENDIX 4A

REPORT ON AGENDA ITEM 4: REVIEW OF TERMS OF REFERENCE (TOR) OF THE FPLT TASK FORCE AND WORK PROGRAMME

4.1 The Task Force recalled that APIRG 17 meeting in Ouagadougou, Burkina Faso, 2-6 August 2010, established the FPLT task force with the objective to coordinate States preparedness, facilitate coordination in the AFI Region and with other ICAO Regions, and provide guidance, in order to enable harmonized implementation of the provisions of Amendment 1 to the 15th Edition of PANS-ATM (Doc 4444), as part of the overall requirement for a regional and global implementation of the new ICAO model flight plan and in order to facilitate effective and successful transition. Accordingly APIRG 17 formulated Decision 17/61: *Establishment of the AFI Flight Plan Transition Task Force (FPLT TF)*.

4.2 The FPLT TF/2 meeting in February 2011 reviewed and updated the TOR of the Task Force and accordingly formulated Draft Decision 2/2: *Revised Terms of Reference of the AFI Flight Plan Transition Task Force (FPLT TF)*

Taking into consideration latest regional and global developments, and other factors relating to implementation in the AFI Region, outcome of the 2012 FPL Seminar/Workshop convened in the previous two days, as well as experience within the Task Force regarding preparations for implementation of Amendment 1 to the 15th Edition of Doc 4444 (2012 flight plan), the Task Force reviewed and updated its TOR in order to facilitate its work to best meet its mandate. Furthermore, in order to facilitate its work and to deliver on its terms of reference, the Task Force reviewed and updated its work programme and included action items identified the salient points for the Seminar/Workshop.

4.4 In the view of the above, the meeting formulated the following Draft Decision to update the Draft Decision from FPLT TF/2:

DRAFT DECISION 3/1: REVISED TERMS OF REFERENCE OF THE AFI FLIGHT PLAN TRANSITION TASK FORCE (FPLT TF)

That, in order to enable the work of the FPLT TF, the Terms of Reference and Work Programme of the Task Force are revised as at Appendix 4A and Appendix 4B to the report on agenda item 4.

(This Draft Decision is to supersede APIRG/17 Decision 17/61)

4.5 As part of its work programme, the Task Force considered dates, venue and tentative agenda for its next meeting. In this regard, it was agreed that the next meeting would be in the week of the week of 20-24 February 2012 in the Eastern and Southern African Office area of accreditation. Moreover, it was recalled that the FPLT TF/1 meeting was of the view that the ANSPs, as the ones implementing the 2012 flight plan provisions, should host the Task Force meetings as part of facilitating their contribution of professional and technical contribution. In this regard, it recalled that Seychelles had made an offer to host the Task Force meeting after ASECNA hosted. Accordingly, the meeting agreed that the next meeting in February 2012 would be hosted by the Seychelles ANSP. With regard to agenda for the next meeting, it was agreed that the secretariat should, based on, inter alia, latest developments and outcome of assessments on status of readiness for implementation, draft the provisional agenda which will be included in the invitation state letter for FPLT TF4 meeting.

4-2
FPLT TF/3 Meeting Report
Report on Agenda Item 4
APPENDIX 4A

APPENDIX 4A

AFI FLIGHT PLAN TRANSITION TASK FORCE
Revised Terms of Reference

Terms of reference:

- 1) Conduct a comprehensive review of Amendment 1 to the Fifteenth Edition of the PANS ATM Doc 4444, effective 15 November 2012, in order to identify, study and address implementation complexities arising from the adoption of amended PANS ATM Chapter 4, Chapter 11, Appendix 2 and Appendix 3 provisions relating to the ICAO Flight Plan and associated ATS Message formats;
- 2) Collect and analyze information on the status of AFI ANSP flight plan processing systems including ongoing upgrades to such systems;
- 3) On the basis of the above, and in accordance with relevant additional ICAO provisions and the SP AFI/08 RAN Recommendation 6/5, develop a coordinated AFI transition strategy and plan with associated timelines to enable the streamlined coordinated implementation of the amended Flight Plan and ATS Message provisions contained in Amendment 1 to the Fifteenth Edition of the PANS ATM; and
- 4) Periodically review the status of preparedness and propose solutions

Considerations:

In addressing these terms of reference, the Task Force should consider, *inter alia*, the following aspects:

- a) Likelihood that changes within the systems in the AFI Region could differ from systems in other ICAO Regions and accordingly provide recommendable Regional action with global goals;
- b) Inter and intra regional issues;
- c) Impact on inter-system co-ordination messaging;
- d) Impact on non-automated flight plan processing systems;
- e) Systems that transition early will need to be capable of handling both "New" and "PRESENT" instruction sets;
- f) Inter-system exchanges need to take account of differing automation capabilities in order to avoid excessive message rejection;
- g) Establishment of an Information Management system to track implementation timelines for various States/systems;
- h) Management of Repetitive Flight Plans;
- i) Implications for presentation formats, including paper & electronic flight progress strips;
- j) Impact to users (flight planning systems etc);
- k) Appropriately timed withdrawal of existing State or Regional specific requirements to ensure consistency with new (global) instruction set; and
- l) Existing ICAO guidance material.

FPLT TF/3 Meeting Report
Report on Agenda Item 4
APPENDIX 4A

Membership

Core members:

- ATM specialist and systems engineering experts (CNS) from AFI States and ANSPs with existing and planned automated flight plan processing systems;
- ASECNA, IATA, IFALPA, IFATCA.

Note:

Algeria, Kenya, Senegal, Seychelles, South Africa and Tanzania have offered their expertise as core members.

Other members

AFI States and ANSPs other than the above;

Expertise from States, ANSPs outside the AFI Region that may be invited by the Task Force based on beneficial inputs they may contribute.

Note:

Industry participation including systems providers, if required, is to be included under responsibility of State delegations. The Task Force may however, invite specific expertise from international organizations and relevant aviation industry entities (including vendor organizations) in order to enhance information available for the Task Force to progress its work. Such invitations shall be managed to exclude promotion commercial interests.

Reporting

The Task Force shall report progress to the ATM/AIM/SAR Sub-Group in coordination with CNS Sub-Group. However, owing to the limited time available for planning and in some cases acquisition of systems, valuable planning information emanating from the Task Force may, after coordination with Secretary of APIRG, be provided to States without waiting for forthcoming meetings of the AFI ATM/AIM/SAR Sub-Group.

Work Programme

No.	Task Description	Priority	Target Date
1.	Review the individual State implementation plans to ensure that there is consistency with Regional planning	A	ongoing
2.	Analyze the status of Implementation preparedness from information provided by States through surveys, FITS and other sources with a view to facilitating progress monitoring and necessary action.	A	ongoing
3.	Review impact of issues raised/emanating from other Regions with the objective of identifying commensurate action.	A	ongoing
4.	Consider problems experienced in States and make specific recommendations relating to State specific and general technical and operational aspects.	A	ongoing
5.	Identify the need for development of Regional guidance material and training (including seminars/workshops)	A	ongoing
6.	Develop specific guidelines for ANSPs that are operating manual (non-automated) flight plan processing.	A	FPLTTF/3 (Sept. 2011)
7.	If applicable (see item 5 above) develop guidance material and Recommend training including further seminars/workshops	A	Start immediately as identified in item 5, till October 2011
8.	Carry out periodic review of the Regional strategy and Implementation plan, and update/adjust as necessary	A	Every TF meeting
9.	<p>Develop mechanism for receiving test reports during the transition period of July to 14 November 2012 as well response plan for issues that require Regional intervention.</p> <p>Develop guidance on required Aeronautical Publications and dates with regard to:</p> <p>(a) latest AIRAC date/s for AIP Supplement on implementation requirement of Amendment 1 to Doc 4444 15th Edition</p> <p>(b) latest date that FPL on PRESENT format can be submitted, and to inform users that changes for departures from before 15/November 2012 to 15/November or later will require cancellation of FPL and filing as new format</p>	A	<p>February 2012</p> <p>February 2012</p>

Includes Salient points from the workshop

FPLT TF/3 Meeting Report
List of Participants
ATTACHMENT A



**INTERNATIONAL CIVIL AVIATION ORGANIZATION
WESTERN AND CENTRAL AFRICAN OFFICE**

AFI ICAO 2012 Flight Plan Transition Task Force (Dakar, Senegal, 15 - 16 September 2011)

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FPLT TF/3 Meeting Report
List of Participants
ATTACHMENT A

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FPLT TF/3 Meeting Report
List of Participants
ATTACHMENT A

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FPLT TF/3 Meeting Report
List of Participants
ATTACHMENT A

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FPLT TF/3 Meeting Report
List of Participants
ATTACHMENT A

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FPLT TF/3 Meeting Report
List of Participants
ATTACHMENT A

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FPLT TF/3 Meeting Report
List of Participants
ATTACHMENT A

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FPLT TF/3 Meeting Report
List of Participants
ATTACHMENT A

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FPLT TF/3 Meeting Report
List of Participants
ATTACHMENT A

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FPLT TF/3 Meeting Report
List of Participants
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FPLT TF/3 Meeting Report
List of Conclusions and Decisions
ATTACHMENT B

THIRD MEETING OF THE AFI FLIGHT PLAN TRANSITION TASK FORCE (FPLT TF/3)
CONCLUSIONS & DECISIONS

Conclusions/Decisions No. Strategic Objectives	Title of Conclusion /Decision	Text of Conclusion/Decision
DRAFT CONCLUSION 3/1 A	ADDRESSING MISSING FLIGHT PLANS	<p>That AFI States should:</p> <ul style="list-style-type: none"> d) address the loss of ATS messages using AFTN - including missing flight plans - as a matter of urgency; e) continuously monitor missing flight plans through: <ul style="list-style-type: none"> 3) the AFI Tactical Action Group (TAG); and 4) the conduct of regular surveys on missing flight plans on a longer period (e.g. 30 days), or at regular intervals, under the coordination of the ICAO Regional Offices; f) ensure that their ATC systems' clocks are synchronized with the GPS time in order to meet Annexes 2 and 11 relevant provisions. <p><i>(This Draft Conclusion is to supersede APIRG/17 Conclusion 17/42)</i></p>
DRAFT CONCLUSION 3/2 A	TRAINING OF AIR OPERATORS PERSONNEL ON AIRSPACE ORGANIZATION	<p>That, in order to reduce risks of missing flight plan, enhance safety and efficiency, States and concerned international organizations including IATA take necessary measures to ensure that flight planning personnel is adequately trained on the tasks for which they are engaged in the processing of flight plans.</p>
DRAFT DECISION 3/1 A	REVISED TERMS OF REFERENCE OF THE AFI FLIGHT PLAN TRANSITION TASK FORCE (FPLT TF)	<p>That, in order to enable the work of the FPLT TF, the Terms of Reference and Work Programme of the Task Force are revised as at Appendix 4A and Appendix 4B to the report on agenda item 4.</p> <p><i>(This Draft Decision is to supersede APIRG/17 Decision 17/61)</i></p>

Note 1: ICAO has established the following Strategic objectives for the period 2011-2012-2013

A: Safety: Enhance global civil aviation safety;

B: Security: Enhance Global civil aviation security;

C: Environmental Protection and Sustainable Development of Air Transport: Foster harmonised and economically viable development of international civil aviation that does not unduly harm the environment.