International Civil Aviation Organization
Western and Central African Office

Third Meeting of the AFI Flight Plan Transition Task Force
(FPLT TF/3)
(Dakar, Senegal, 15 - 16 September 2011)

Agenda Item 4:   **Review of the FPLT Task Force Terms of Reference (TOR)**

REVIEW AND UPDATE OF THE TASK FORCE TOR

(Presented by the Secretariat)

SUMMARY
This paper presents the TOR of the FPLT Task Force as adopted by APIRG 17 for review, and if necessary, updating and refinement by the meeting in order to facilitate work programme of the Task Force to best meet its mandate. The paper also calls for development of a work programme based on identified tasks, as well as convening of the next meeting of the Task Force. Action by the meeting is at **paragraph 3.**
REFERENCES
APIRG17 Report
This Working Paper is related to Strategic Objectives: **A**

1.   **INTRODUCTION**

1.1   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)*

2.   **DISCUSSION**

2.1   The FPLT TF/1 in February 2011 reviewed the TOR of the Task Force as at **Appendix A** to this working paper and accordingly formulated the following Draft Conclusion:

DRAFT DECISION 2/2: 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)

2.2   Taking into consideration latest regional and global developments, and other factors relating to implementation in the AFI Region, 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 may wish to review, and if deemed necessary update and refine its TOR in order to facilitate its work to best meet its mandate. In order to facilitate its work and to deliver on its terms of reference, the Task Force may wish to also review the its work programme.

2.3   As part of its work programme, the FPLT Task Force may wish to identify the dates, venue and tentative agenda for its next meeting.

3.   ACTION BY THE MEETING

3.1   The meeting is invited to:

   a)   review, and if necessary refine and enhance the FPLT Task Force TOR;

   b)   update the work programme; and

   c)   agree on the tentative dates, venue and tentative agenda for the next meeting.

AFI Flight Plan Transition Task Force (FPLT TF)
Terms of Reference (TOR)

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/8 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 (e.g. ATS AIDC);

     d)   Systems that transition early will need to be capable of handling both "NEW" and "PRESENT" instruction sets;

     e)   Inter-system exchanges need to take account of differing automation capabilities in order to avoid excessive message rejection;

     f)   Establishment of an Information Management system to track implementation timelines for various States/systems;

     g)   Management of Repetitive Flight Plans;

     h)   Implications for presentation formats, including paper & electronic flight progress strips;

     i)   Impacts to users (flight planning systems etc);

     j)   Appropriately timed withdrawal of existing State or Regional specific requirements to ensure consistency with new (global) instruction set; and

     k)   Existing ICAO guidance material.

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, Sudan 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 AFI ATM/AIM/SAR 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.

AFI Flight Plan Transition Task Force (FPLT TF)

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. as necessary	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	FPLT TF/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.	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.	A	September 2011

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