



Fifth Meeting of the Steering Committee (SC/5) of the Cooperative Development of Aeronautical Meteorology Services Project in the Africa- Indian Ocean Region

Abidjan, Côte d'Ivoire, 30 September - 2 October 2024

Agenda Item 3: Update on the Revision C of the Project Document as approved by the SC/4

SC5 wp3.1 Revision C of the Project Document as approved by the SC/4

(Presented by the Secretariat).

SUMMARY	
<p>This paper presents the key features of the revision of the CODEVMET-AFI Project Document (ProDoc) as well as the mechanism set up for implementing the project activities.</p> <p>Action by the Meeting is provided in paragraph 3</p>	
REFERENCES <ul style="list-style-type: none"> ▪ Project Management Service Agreement (MSA) ▪ CODEVMET-AFI SC/1 Report ▪ CODEVMET-AFI SC/2 Report ▪ CODEVMET-AFI SC/3 Report ▪ CODEVMET-AFI SC/4 Report ▪ RAF16802 revised ProDoc A, B and C. 	
<i>Strategic Objectives</i>	<i>A – Safety, B – Air Navigation Capacity and Efficiency</i>

1 INTRODUCTION

1.1. The Project for the Cooperative Development of the Aeronautical Meteorology Services in AFI Region (CODEVMET-AFI) was developed in 2016, aiming at:

- a) enhancing the capability of the CAAs in carrying out safety oversight of MET services; and

- b) establishing a basic and on-demand system aimed at enabling MET Service Providers in Member States to achieve compliance with international aviation safety standards as these relate to the provision of timely, reliable and accurate meteorological information to aviation users in an efficient manner.

- 1.2. In 2018, the first meeting of the Steering Committee of the CODEVMET-AFI Project took Decision 1/04 adopting the Core Services to be included in the Project Work Plan, with the aim of a continuous enhancement of capability of the States' regulatory authority in carrying out their safety oversight functions of MET services through the adoption of a comprehensive system approach as an integrated part of air navigation services (ANS). It also adopted the "Services on request" for a Member State or group of Member States which will be undertaken under an ad hoc work plan upon deposit of the estimated cost of the service in the CODEVMET-AFI Trust Fund in ICAO.
- 1.3. In 2021, the Second Meeting of the Steering Committee which was held virtually, deliberated on the continuation of the project as it was down from 2019 to 2020, and took Decision 2/3 adopting the revised MSA of the Project and called States and Organizations to join the Project through the signature of the revised MSA. The meeting also adopted the new mechanism put in place to implement project activities through a pool of experts made up of subject matter experts in relation to the project objectives. The Meeting through the Decision 2/5 approved as well the revised Project Document (ProDoc) as Annex 1 to the MSA.
- 1.4. In 2022, the Third Meeting of the Steering Committee of the CODEVMET-AFI Project held in Yaounde (Cameroon), deliberated on Codevmet SC/3 Decision 3/4 stating the arrears from the project's previous phase are no longer applicable; and States will owe their annual contributions from the date of signature of the revised Management Service Agreement of the project. The meeting also took Decision 3/5 requesting to charge non-Member States /Organizations for the use of the project services (assistance, workshops, ...), which related costs, should be determined by the Secretariat.
- 1.5. In 2023, the fourth Meeting of the Steering Committee of the Project held in Freetown, Sierra Leone, approved the Revision C of the ProDoc of the CODEVMET-AFI Project through Decision 4/5.

2 DISCUSSIONS

Key features of the Revision C of the ProDoc

- 2.1. The SC/4 meeting of the CODEVMET-AFI project in Freetown, Sierra Leone, reviewed and approved the Revision C of the ProDoc extending the scope of the of the Project to include the assistance to participating States/organizations in the implementation of the ASBU AMET-B1/1, AMET-B1/2 and AMET-B1/4.
- 2.2. The meeting also introduced the development of the Capacity-Building Resources as part of the on-demand services. The meeting requested the Secretariat to coordinate with States and organizations to collect relevant needs of competency development to be included in the

catalogue; and identify competent subject-matter experts to assist in developing the capacity building materials.

2.3. In accordance with the provisions of the ProDoc revision C, the project is targeting the following deliverables:

2.3.1.Objective 1 : Assist States in strengthening the capacity of their regulatory authority to provide oversight of MET service safety and help MET service providers in implementing a quality management system in MET.

- Deliverable 1.1 : Generic regulations, guidance material, operational procedures, technical tools, QMS related guidance and procedures (Q4 2023; Q1 to Q4 2024)
- Deliverable 1.2 : States assisted with the submission of Plan of actions, monitoring and assistance for the implementation of project planned activities (Q4 2023; Q1 to Q4 2024)

2.3.2.Objective 2 : Updating/establishing a pool of competent subject matter experts (SMEs) to carry out project activities

- Deliverable 2.1 : Project expert teams (SME) updated on the project methodology, and tasks assigned (Q1 to Q2 2024).
- Deliverable 2.2 : Project Work Plans reviewed and approved, including steering committee meetings (Q3 to Q4 2024).

2.3.3.Objective 3 : Collection of data on the current status of AMET-B1/1, AMET-B1/2 and AMET-B1/4 at the State MET service providers

- Deliverable 3.1: States assisted with documented data on the status of the AMET-B1 scoped element at States MET Service providers (Q3 2024)

2.3.4.Objective 4 : Develop generic documentation required to implement AMET-B1/1, AMET-B1/2 and AMET-B1/4

- Deliverable 4.1: Implementation packages of the scoped AMET-B1 elements (Q1 2025)
- Deliverable 4.2: Update the AFI Meteorological Bulletins Exchange (AMBEX) Handbook and the Interface Control Document (ICD) for AFI Regional OPMET Database Access Procedures (Q2 2025)

2.3.5.Objective 5 : Conduct a comprehensive assessment of the current status of implementation of AMET-B1 elements by the State's MET service provider.

- Deliverable 5.1: States with approved plan of actions (Q3 2025)

2.3.6.Objective 6 : Assistance to beneficiary States in the implementation of approved action plans, monitoring and reporting on the implementation

- Deliverable 6.1: Beneficiary States assisted (Q4 2025 – Q2 2026)

2.3.7.Objective 7 : Project completion, lessons learned and recommendations to improve project outcomes

- Deliverable 7.1: States/MET service providers assisted with handover guidance the to maintain and continuously improve the project results (Q3 2026)

Implementation mechanism

2.4. The Project activities are implemented through the support of a pool of subject matter experts organized in for groups in relation to the project objectives. These groups are as follow:

- Codevmet Project Team on the IWXXM (CPT-IWXXM);
- Codevmet Project Team on the QMS (CPT-QMS);
- Codevmet Project Team on Safety (CPT-SAFE);
- Codevmet Project Team on Capacity Building (CPT-CAB).

2.5. The overall activities are coordinated by the ICAO WACAF and ESAF Offices.

3 ACTION BY THE MEETING

2.1. The meeting is invited to:

- a) Take note of the information presented in this working paper; and
- b) Take ownership of the Revision C of the ProDoc and encourage States and Organizations to leverage the project as a primary channel for addressing outstanding MET issues in the region.

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