



## PROJECT PROPOSAL SUMMARY

### AFRICAN AIR NAVIGATION SERVICE PROVIDERS PEER REVIEW PROGRAMME

### PROJECT PROPOSAL

---

1. **Beneficiary State/Group of States:** All African-Indian Ocean States
  
2. **Project No.:** AFI/2016/006
  
3. **Project Title:** Implementation of African Air Navigation Service Providers Peer Review Programme
  
4. **Project Duration:** 6 months (starting in June 2016)
  
5. **Implementation Agency:** ICAO
  
6. **Source of Funding:** AFI Plan
  
7. **Estimated budget:** \$US 77,931

This is a CONFIDENTIAL DOCUMENT meant only for use by the Project participating States and the International Civil Aviation Organization (ICAO). No part of this document may be reproduced or used in any manner by any individual, company, or organization without the written approval of the ICAO. The deliverables produced by the ICAO experts pursuant to this Project shall be the property of the beneficiary States, provided that ICAO shall retain the right to use the said material for the performance of further assistance to any of the States.

## **AFRICAN AIR NAVIGATION SERVICES PROVIDERS (ANSPS)**

### **SAFETY AND QUALITY ASSURANCE INITIATIVE (ASQA)**

#### **1. Project justification**

- 1.1. The ASQA Initiative was created pursuant to the Coordination meeting between African Air Navigation Services Providers organized by ICAO in Montreal, on 4 February 2015.
- 1.2. The terms of Reference have been adopted during a meeting of the above mentioned ANSPs held in Durban, South Africa on 12 June 2015.
- 1.3. The main goal is to establish a peer review mechanism among and between ANSPs (akin to IOSA for airlines and APEX for airports) to improve the capabilities of the ANSPs and enhance the safety and quality of air navigation services in the African Region.
- 1.4. The ASQA Initiative aims to help ANSPs continuously improve the safety of air navigation in their areas of responsibility, to ensure that a required minimum level of safety and quality of air navigation services is achieved, and to assist ANSPs to reach that level by a process of continuous improvement.

#### **2. End of Project Status/Targets/ Objectives**

- 2.1. The following is expected by the end of the Project:
  - 2.1.1. A uniform and sustainable level of safety which should at least be equal to the international requirements has been established for the African Region;
  - 2.1.2. Increased compliance of States with their obligations under the Chicago Convention with respect to air navigation services, including requirements in A: ATS, the design of flight procedures, AIS, mapping, MET, CNS, SAR, SMS and QMS;
  - 2.1.3. Reduced ANSP safety and quality assurance programme costs through pooling of toolkits, human resources and available training.
  - 2.1.4. Effective preparation of ANSPs in the process towards safety oversight/certification by Civil Aviation Authorities;
  - 2.1.5. Assurance on the continuous improvement of the safety and quality of air navigation services in the AFI region;
  - 2.1.6. Assurance of a minimum level of safety oversight of ANSPs in States where the National Authorities face some difficulties (no ANSP left behind in the oversight process).

### **3. Programme Strategy**

#### **3.1. Establishment of a mechanism of action, including:**

- 3.1.1. Creation of an ASQA Coordination Team (CT) of Executives appointed by the ANSPs;
- 3.1.2. Draft a frame document (MOU) which specifies the terms of cooperation (modalities of assistance and review by peers);
- 3.1.3. Define a standardized frame of reference: all ANSPs will have at their disposal a SMS and a SMQ both integrated (or not);
- 3.1.4. Establish a partnership (MOU) with other organizations (ICAO, RSOO, CAAs, etc.), in order to take advantage of their experts in relevant air navigation fields, if necessary;
- 3.1.5. Identify and establish a database of competent experts in all ANS areas of the AFI region;
- 3.1.6. Development of the ASQA documentation (programme manual, reference standards, review questionnaire, checklists, reviewer qualification requirements).

#### **3.2. Conduct of Reviews**

- 3.2.1. Reviews are carried out by teams of qualified ASQA Reviewers. No Reviewer can be part of the team mandated to review his/her own organization;
- 3.2.2. The review reports are sent to the concerned ANSP which will develop the corrective/preventive action plans accordingly;
- 3.2.3. The corrective/preventive action plans are returned to the CT which will conduct a regular assessment of the status of implementation.

#### **3.3. Organization and conduct of follow-up of corrective actions resulting from the reviews**

- 3.3.1. The CT will conduct, in coordination with the concerned ANSP, a regular assessment of the status of implementation of a corrective action plan (CAP);
- 3.3.2. The CT will develop and update an anonymous database of the findings and opportunities for improvement stemming from the various audits and share them with all ANSPs involved in the initiative, in order to enable them to eventually make corrections to their system and/or adopt the best practices implemented by other ANSPs;
- 3.3.3. The CT will enable ANSPs to have access to a network of Experts in an ANS area who will be able to provide them support in the implementation of their action plan.

### **4. Project Implementation Strategy**

- 4.1.1. The Project will be implemented by the ICAO Regional Offices accredited to African States, and a Team of Experts from among States and Industry that will provide technical support on a needs basis via review missions or remote

documentation review and drafting.

- 4.1.2. The initial stage of the Project will consist of a Three-Day Regional Meeting of all African ANSPs to establish a mechanism of action and a framework of cooperation, and adopt the operational documentation and the modalities for the implementation of the ASQA Programme.
- 4.1.3. Following the establishment of the mechanism of action for the ASQA Programme, the assistance will comprise ANSP Peer Review activities to selected African States/ANSPs.
- 4.1.4. Sensitization actions will also be required at a senior level in States' Civil Aviation Authorities to secure their support and facilitate the successful completion of this Project.

#### A. Major Elements

<b>Objective 1</b>	<b>Establishment of African Air Navigation Service Providers Peer Review Programme</b>	
<b>Key performance indicator(s)</b>	<b>Framework established for African ANSP Peer Review Mechanism</b>	
<b>Result 1.1</b>	<b>An ASQA Coordination Team (CT) established</b>	
<b>Activity #</b>	<b>Description</b>	<b>Actors</b>
Activity 1.1	Creation of an ASQA Coordination Team (CT) of Executives appointed by the ANSPs.	ANSPs CANSO ICAO AFCAC
<b>Result 1.2</b>	<b>Framework of cooperation established</b>	
<b>Activity #</b>	<b>Description</b>	<b>Actors</b>
Activity 1.2.2	Establish a partnership (MOU) with other organizations (ICAO, RSOOs, CAAs, etc.), in order to take advantage of their experts in air navigation field, if necessary.	States RSOOs ICAO AFCAC
<b>Result 1.3</b>	<b>Standardized reference framework for African ANSP Safety and Quality Assurance</b>	
<b>Activity #</b>	<b>Description</b>	<b>Actors</b>
Activity 1.3.1	Develop a reference framework for ANSP SMS	ANSPs CANSO ICAO AFCAC
Activity 1.3.2	Develop a reference framework for ANSP QMS	ANSPs CANSO ICAO AFCAC
<b>Result 1.4</b>	<b>Operational Documentation developed for the Peer Review Programme</b>	
<b>Activity #</b>	<b>Description</b>	<b>Actors</b>
Activity 1.4.1	Develop Review Programme Manual	ANSPs CANSO

		ICAO AFCAC
Activity 1.4.2	Develop Reference Standards	ANSPs CANSO ICAO AFCAC
Activity 1.4.3	Develop Review Questionnaire and Checklists	ANSPs CANSO ICAO AFCAC
<b>Result 1.5</b>	<b>Experience and Qualifications requirements established</b>	
<b>Activity #</b>	<b>Description</b>	<b>Actors</b>
Activity 1.5.1	Establish Reviewer Qualifications Requirements	ANSPs CANSO ICAO AFCAC
Activity 1.5.2	Identify and establish a database of competent experts in all ANS areas of the AFI Region	ANSPs CANSO ICAO AFCAC
<b>Objective 2</b>	<b>Preparation and Organization of a Regional Meeting of African Air Navigation Service Providers Peer Review Programme</b>	
Result 2.1	<b>Regional Meeting of African Air Navigation Service Providers Peer Review Programme held and related Framework endorsed by ANSPs.</b>	ANSPs ASECNA ATNS CANSO ICAO AFCAC
<b>Activity #</b>	<b>Description</b>	<b>Actors</b>
Activity 2.1.1	Coordinate date and venue of the ANSP Regional Meeting	ASECNA ATNS CANSO ICAO
Activity 2.1.2	Prepare documentation for the ANSP Regional Meeting	ASECNA ATNS CANSO ICAO
Activity 2.1.3	Participate and support the ANSP Regional Meeting	ANSPs ASECNA ATNS CANSO ICAO
Activity 2.1.3	Develop and adopt the Framework for African ANSP Peer Review Programme	ANSPs ASECNA ATNS CANSO ICAO

Activity 2.1.4	Finalize and translate reference documents to be available in English and French languages	ASECNA ATNS CANSO ICAO
<b>Objective 3</b>	<b>Implementation of African Air Navigation Service Providers Peer Review Programme</b>	
<b>Key performance indicator(s)</b>	<b>Two African ANSP Peer Reviews conducted in accordance with the established framework</b>	
<b>Result 3.1</b>	<b>Support conduct of two pilot ANSP Peer Reviews in the Region</b>	
<b>Activity #</b>	<b>Description</b>	<b>Actors</b>
Activity 3.1.1	Reviews are carried out by teams of qualified ASQA Reviewers.	ANSPs CANSO ICAO AFCAC
Activity 3.1.2	Review reports are developed sent to the concerned ANSP which will develop the corrective/preventive action plans accordingly.	ANSPs CANSO ICAO AFCAC
Activity 3.1.3	Corrective/preventive action plans are returned to the CT which will conduct a regular assessment of the status of implementation.	ANSPs CANSO ICAO AFCAC

## B. Inputs:

### 1. *Input from States*

- 1.1. **Counterparts:** Focal Points designated by each ANSP will provide assistance in coordination, following up for their respective ANSPs. The coordination will include all participating States' ANSPs.
- 1.2. **Support staff:** ANSPs will provide the Review Team with support staff as necessary.
- 1.3. **Office(s):** ANSPs will provide their Focal Point with the necessary tools (telephone, Internet connection, printer, meeting room, etc.) for an effective coordination.
- 1.4. **Meeting:** Each ANSP will ensure the participation of its Focal Point as well as other key stakeholders to the Regional Meeting and Peer Review related activities by providing travel and per diems.
- 1.5. **Transport:** ANSPs will provide local transportation to Review Team members while on site. The ANSPs will also facilitate obtaining entry visas for the Review Team Members, and will provide any other assistance that may be necessary for the fulfilment of their missions.

### 2. **ICAO Input**

- 2.1. **Funding for the Project:** The Project will be funded by AFI Plan.
- 2.2. **Experts:** ICAO will mainly rely on the Dakar and Nairobi RO ANS, who will coordinate with Headquarters and other Regional Officers accredited to African States.
- 2.3. **International missions:** An allowance is provided to cover the ICAO Staff missions as well as their participation in the Regional Meeting.
- 2.4. **Monitoring and reporting:** The ICAO Regional Office in Dakar will be responsible for the supervision of the Project, and the production of the Project Terminal report. It will also establish and maintain coordination with all the stakeholders during the course of the Project.
- 2.5. **Meeting:** ICAO will cover the costs of participation of two Headquarters officials, AFI Plan Chairperson, and Regional Officers to the Regional Meeting and Pilot ANSP Peer Reviews (as required) using Project funds.
- 2.6. **Miscellaneous expenses,** administrative overhead that may be incurred will be paid by the Project funds.

**C. Project Work plan**

A preliminary work plan is attached as appendix A to this document.

**D. Estimated Cost (USD):77,931**

----- END -----

<b>Appendix A Project Budget</b>																	
No	Venue	Sect.	Fund	Travel					Meeting								Notes
				DSA Rates	Days	DSA	TTA	Travel	Lang.	Particip	Interp.	work days	UNON Room charges	Catering Costs estimated	Total cost		
<b>Lauching Meeting</b>																	
<b>DAKAR SENEGAL</b>																	
	Nairobi -Dakar- <b>Nairobi</b>		Travel	238	4	952	152	2,600		5						18,520	
	Montreal/Paris/Dakar/ Paris/Montreal		Travel	238	5	1,190	152	6,200		3						22,626	
<b>TOTAL</b>																<b>43,203</b>	
<b>ACCRA, GHANA</b>																	
	Dakar-Accra-Dakar		Travel	393	6	2,358	152	800		2						6,620	
	Montreal/Paris/Accra/ Paris/Montreal		Travel	393	7	2,751	152	6,000		1						8,903	
<b>TOTAL</b>																<b>15,523</b>	
<b>Antananarivo, Madgascar</b>																	
	Nairobi-Antananarivo- Nairobi		Travel	200	6	1200	152	1,500		2						5,704	
	Montreal-Paris- Antananarivo-Paris- Montreal		Travel	200	7	1400	152	7,500		1						9,052	
<b>TOTAL</b>																<b>15,494</b>	
<b>TOTAL</b>																	
Sundry and unforeseen expenses (5%) has been added																	
<b>TOTAL</b>																<b>77,931</b>	