



**CENTRAL FUND FOR INFLUENZA ACTION**  
**ANNUAL PROGRAMME NARRATIVE PROGRESS REPORT**  
**REPORTING PERIOD: 1 JANUARY – 31 DECEMBER 2010**

**Programme Title & Number**

**Programme Title:** Cooperative Arrangement for the Prevention of Spread of Communicable Disease through Air Travel (CAPSCA)  
Programme Number (if applicable) 200703, CFIA/A-14  
MDTF Office Atlas Number:

**UNCAPAHI Objective(s) covered:**

Contingency Planning for operational continuity during a pandemic  
Programme Coverage/Scope: Americas

**Participating UN or Non-UN Organization(s)**

International Civil Aviation Organization (ICAO)

**Implementing Partners**

- Participating UN or Non-UN Organizations; WHO/PAHO, OCHA/PIC, UNWTO, IOM
- Other International Organizations: IATA, ACI, IFALPA, IAMA
- National counterparts (government, private, NGOs & others): Civil Aviation Authorities and Public Health Authorities of participating Governments, Airports, Airlines, Air Navigation Service Providers

**Programme/Project Cost (US\$)**

CFIA Contribution:	399,960
Agency Contribution:	Resources in-kind
Government Contribution (if applicable)	Resources in-kind
Other Contribution (donor) (if applicable)	Resources in-kind
<b>TOTAL:</b>	<b>399,960</b>

**Programme Duration (months)**

Overall Duration:	45 months
Start Date <sup>1</sup>	December 2008
End Date or Revised End Date (if applicable)	September 2012
Operational Closure Date <sup>2</sup>	
Expected Financial Closure Date	

**Programme Assessments/Mid-Term Evaluation**

**Submitted By**

<sup>1</sup> The start date is the date of the first transfer of the funds from the MDTF Office as Administrative Agent. Transfer date is available on the [MDTF Office GATEWAY](http://mdtf.undp.org) (<http://mdtf.undp.org>).

<sup>2</sup> All activities for which a Participating Organization is responsible under an approved MDTF programme have been completed. Agencies to advise the MDTF Office.

Assessment Completed - if applicable *please attach*

Yes  No Date: \_\_\_\_\_

Mid-Evaluation Report – if applicable *please attach*

Yes  No Date: \_\_\_\_\_

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○ Participating Organization (Lead): ICAO

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## Narrative Report

### 1. Purpose

1.1 The main outcomes and outputs of the programme are:

- a. The aviation sector will be capable of taking appropriate measures for preventing and managing the spread of communicable diseases of international public health concern through air transport, in case an outbreak is declared.
- b. Airports and airlines in participating States and administrations will have developed the necessary aviation preparedness plans in compliance with WHO International Health Regulations (2005) and ICAO Standards and Recommended Practices and associated guidelines on prevention of spread of communicable disease by air transport and will have incorporated them in their national general preparedness plans.
- c. The preparedness plans and arrangements in place at major airports for dealing with a pandemic will have been reviewed and their effectiveness assessed by project experts.
- d. Guidance and on the job training will have been provided, to aviation regulators to airport and airline personnel as well as to health officials, on the implementation of the aviation preparedness plan in case of a pandemic. A team of experts is thus established to provide ongoing advice on the subject and supply their expertise for the development of similar preparedness plans for other airports and airlines.
- e. Improved global harmonization of plans and procedures concerned with the prevention of the spread of communicable disease.
- f. Development of continuity planning in the aviation sector during a public health emergency of international concern

1.2 The programme falls under objective 6 (continuity under pandemic conditions) of the UN Consolidated Action Plan and more specifically paragraph 6.1 “Contingency planning for continuity of operations during a pandemic including preparation for humanitarian actions under pandemic conditions (WHO alert phases 5 and 6).” The programme is in line with the CFIA TOR and has received a grant of US\$399,960.

1.3 The main implementing UN and non-UN partners in this programme and their respective roles and responsibilities are:

- a. International Civil Aviation Organization (ICAO) which is the lead coordinator of preparedness planning effort in the aviation sector. It arranges seminars, workshops, Steering Committee and Regional Aviation Medicine Team (now termed *Regional Aviation Medicine and Public Health Team*) meetings, conducts evaluation of State aviation and airport preparedness plans and facilities and promotes cross organizational communication and collaboration.
- b. World Health Organization (WHO) which assists in the development of pandemic preparedness guidelines for aviation and ensures harmonization with the International Health Regulations (2005) as well as participates in regional training workshops for the aviation sector and in airport evaluations (now termed airport *assistance visits* to better reflect their purpose).
- c. Airports Council International (ACI) which facilitates the development and implementation of

detailed pandemic preparedness guidelines for airport operators and participates in related regional training workshops.

- d. International Air Transport Association (IATA) which facilitates the development and implementation of detailed pandemic preparedness guidelines for airlines and participates in related regional training workshops.

## **2. Resources**

### **2.1 Financial Resources:**

CFIA has allocated US\$399,960 for the project.

### **2.2 Human Resources:**

- a. Dr. Anthony Evans, Chief, Aviation Medicine Section in ICAO Headquarters is designated as the Project Manager and is supported in this regard by the ICAO Technical Cooperation Bureau. In addition WHO, IATA, ACI and other personnel from governmental organizations have participated in the meetings, workshops and assistance visits of the Programme.
- b. The Chairman, Civil Aviation Medical Board, Civil Aviation Authority of Singapore has been seconded on part-time basis by his administration, at no salary cost to the project, to undertake the duties of Global Technical Advisor to the programme. In this capacity he has been coordinating and participating in meetings and workshops and in the evaluation and assessment of airport preparedness plans as well as providing guidance and on the job training to personnel concerned in the participating countries. He also provides technical guidance and advice to the CAPSCA project.
- c. The Deputy Regional Director, ICAO Regional Office for North America, Central America and the Caribbean has been nominated as the Global Coordinator. This role has been established to facilitate the global administration of the four CAPSCA regional projects, to avoid duplication and improve harmonization.
- d. The Regional Officers Aerodromes in the ICAO North American, Central American and Caribbean, and the South American, Regional Offices have been assigned the Regional Coordinator roles for the CAPSCA Americas project.

## **3. Implementation and Monitoring Arrangements**

### **3.1 The implementation mechanisms primarily utilized to achieve maximum impact include:**

- a. Organizing and conducting, with the participation of WHO, IATA, ACI and other parties concerned, seminars and workshops on aviation preparedness planning for civil aviation, airports, airlines and health personnel of participating countries.
- b. Providing technical guidance and explanations to the authorities concerned on the application of related ICAO Standards and Recommended Practices and guidelines and on International Health Regulations (2005).
- c. Undertaking missions to States and administrations to help them develop preparedness plans at major airports and in airlines for prevention of the spread of communicable diseases through air transport.
- d. Promoting harmonization, coordination and cooperation among all stakeholders within each country and among the participating States and Administrations.

### **3.2 No procurements are involved.**

- 3.3 Monitoring of the Programme is done by the following:
- a. The Project Manager at ICAO Headquarters, the Global Coordinator and the Technical Advisor.
  - b. The Steering Committee is comprised of representatives of civil aviation and public health authorities in participating States and administrations and other interested parties. It meets about once a year and discusses any difficulties encountered, lessons learned and further actions to be undertaken. The Second Meeting of the Steering Committee (SCM/2) of the CAPSCA Americas was held at Dallas Fort Worth International Airport, United States, from 22 to 23 June 2010. The Meeting was attended by 46 participants from 12 States and 7 International Organizations. State participants included representatives of civil aviation authorities, public health authorities, airports and airlines (<http://www.mexico.icao.int/Meetings/CAPSCASCM2.html>). The next Steering Committee Meeting is planned for May 2011.
  - c. The Regional Aviation Medicine and Public Health Team (RAMPHT) was established by the first Steering Committee Meeting. The RAMPHT reviews ICAO, State and Airport Specific Guidelines and checklists from the operational point of view and proposes for adoption by the Steering Committee appropriate measures and procedures that may need to be applied by airports and airlines in their preparedness plan. The Second Meeting of the Regional Aviation Medicine and Public Health Team (RAMPHT/2) of the CAPSCA Americas was held at Lester B. Pearson International Airport in Toronto, Canada, from 16 to 17 November 2010. The Meeting was attended by 45 participants from 13 States and 6 International Organizations (<http://www.mexico.icao.int/Meetings/RAMT2.html>). The next RAMPHT meeting will be held in conjunction with the SC meeting in May 2011.
  - d. The first CAPSCA Global Coordination meeting was held in Singapore from 15 to 16 October 2010 (<http://www.capsca.org/RAMTGlobal2010.html>). The Global Meeting reviewed and assessed the methodology, guidelines, missions to States and lessons learned, as well as adopted 13 conclusions and actions. These conclusions included modifying the title of RAMT to become RAMPHT (Regional Aviation Medicine and Public Health Team), combining future RAMPHT meetings with their respective Steering Committee meetings and holding an annual Global RAMPHT meeting together with Regional CAPSCA Steering Committee Meeting for Africa in 2011 and for the Americas in 2012. It also agreed that the term “airport evaluation” would be replaced with the words “State assistance visit”.

## 4. Results

4.1 The results achieved in 2010 by the CAPSCA Americas are best referenced on the following web site: <http://www.capsca.org/Americas.html>.

4.2 The programme has created awareness of the need to develop a contingency aviation preparedness plan for implementation in case of an outbreak or pandemic, not only in the its participating States and Administrations but also in other States in the Region as well as in their major airports and airlines. The Steering Committee and RAMPHT meetings as well as the assistance missions have created greater understanding of the relevant ICAO requirements and WHO International Health Regulations (2005) that can contribute to the prevention of the spread of communicable diseases by air transport and the measures that need to be taken.

4.3 Twenty-four States have joined the Project, an addition of eight to the total at the end of 2009. These are: Argentina, Bahamas, Barbados, Bolivia, Brazil, Canada, Chile, Colombia, Costa Rica, Cuba, Dominican Republic, El Salvador, Guatemala, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Panama, Peru, Suriname, United States, Uruguay and Venezuela.

4.4 In addition to the ICAO Regional Coordinators, twenty-one officers from twelve States have been trained as technical advisers to participate in State and Airport Assistance Visits, of which seven have received On-the-Job Training (OJT) and are available as members of the assistance visit teams.

4.5 Eleven States and fifteen international airports have received assistance visits. These are Barbados, Canada, Colombia, Dominican Republic, Guatemala, Jamaica, Mexico, Panama, Peru, and United States. Further assistance visits are planned in 2011.

4.6 The assistance visits evaluated whether aviation preparedness plans are in compliance with ICAO requirements and guidelines as well as with WHO International Health Regulations (2005). In addition, on the job training was provided to national personnel in the development and implementation of pandemic preparedness plans and for maintaining their validity.

4.7 The RAMPHT brings together experts, operational and medical personnel from several countries in the Region and from multinational agencies. It provides the Steering Committee and the participating States and their airports and airlines a professional source of advice and guidance on arrangements and procedures applied under the preparedness plans in the region. The Global CAPSCA meeting held in Singapore has allowed the sharing of experiences and harmonization of methods, procedures and nomenclature in the different Regions.

4.8 Other states, regional and international agencies and organizations, major airlines and airports as well as Public Health Departments have also participated in the workshops, Steering Committee and RAMPHT meetings or in visits to States. The involvement of these different entities and the assistance visits to States and airports have had a catalytic effect in bringing together interested parties from many countries and regions of the world as well as the aviation and public health sectors within the participating states that has created awareness and promoted the production of harmonized preparedness plans that are in compliance with ICAO requirements and with WHO International Health Regulations (2005).

## **5. Future Work Plan**

The future work plan includes the following:

- Increasing the number of States participating in the project.
- Reviewing and assessing Pandemic Preparedness Plans in States and at major international airports and airlines of participating States that are not yet evaluated.
- Providing professional guidance and advice to States on the effectiveness of arrangements and procedures adopted in the preparedness plans.
- Ensuring that national experts on the development and application of Pandemic Preparedness Plans are kept informed of relevant new developments and regulations.
- Conducting the development of business continuity guidelines for the aviation sector
- Enhancing cooperation and coordination among all parties and states involved and harmonization of their Preparedness Plans.
- Encouraging the exchange of relevant information between airports, airlines, civil aviation authorities and public health authorities.
- Assisting the implementation of a generic template for a National Aviation Plan for a Communicable Disease Outbreak.
- No additional funds are required under the present situation, although the project has been extended to 30 September 2012.

*Abbreviations and acronyms that are used in the report.*

CAPSCA: Cooperative Arrangement for the Prevention of Spread of Communicable Disease through Air Travel

IATA: International Air Transport Association

ACI: Airports Council International

## VI. INDICATOR BASED PERFORMANCE ASSESSMENT

	Performance Indicators	Indicator Baselines	Planned Indicator Targets	Achieved Indicator Targets	Reasons for Variance (if any)	Source of Verification	Comments (if any)
<b>UNCAPAH I Objective 1<sup>3</sup></b>							
<b>UNCAPAH I Output 1.1</b>	Indicator 1.1.1						
	Indicator 1.1.2						
<b>UNCAPAH I Output 1.2</b>	Indicator 1.2.1						
	Indicator 1.2.2						
<b>UNCAPAH I Objective 2</b>							
<b>UNCAPAH I Output 2.1</b>	Indicator 2.1.1						
	Indicator 2.1.2						
<b>UNCAPAH I Output 2.2</b>	Indicator 2.2.1						
	Indicator 2.2.2						

<sup>3</sup> From UNCAPAH I (see <http://mdtf.undp.org/document/download/4117>).

