Rwanda

Presidential Order determining Responsibilities, Organisation and Functioning of National Air Transport Facilitation Committee

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Presidential Order determining Responsibilities, Organisation and Functioning of National Air Transport Facilitation Committee

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We, KAGAME Paul,

President of the Republic;

Pursuant to the Constitution of the Republic of Rwanda of 2003 revised in 2015, especially in Articles 112, 120, 122 and 176;


Having reviewed the Presidential Order n° 206/10 of 15 July 1977 establishing the National Air Transport Facilitation Committee;

On proposal by the Minister of Infrastructure;

After consideration and approval by the Cabinet, in its session of 11/07/2018;

HAVE ORDERED AND ORDER:

Article One – Purpose of this Order

This Order determines responsibilities, organisation and functioning of the National Air Transport Facilitation Committee hereafter referred to as "Committee".

Article 2 – Definitions

For the purpose of this Order, the following terms are defined as follows:


2° air transport facilitation: a combination of human and material resources availed for the purposes of optimisation of the flow of aircrafts, improvement of services of crew, passengers and cargo at airports in compliance with relevant international and national legislation;

3° NATFP: National Air Transport Facilitation Programme.
**Article 3 – Responsibilities of the Committee**

The Committee has the following responsibilities:

1° to ensure coordination between relevant Ministries, agencies and industry, in order to remove obstacles and delays in service delivery and to improve efficiency and service levels of civil air transport;

2° to consider recommendations to enhance facilitation of civil air transport made by relevant entities;

3° to encourage the development of best practices in all areas of facilitation of civil air transport including immigration and emigration, customs, as well as handling of persons with disabilities;

4° to discuss proposed modifications to regulations concerning facilitation of civil air transport taking into account amendments on Annex 9 to the Convention on International Civil Aviation;

5° to inform other concerned organisations about changes in facilitation developments in the field of civil aviation, including those based on outcomes of the International Civil Aviation Organisation Facilitation Committee;

6° to seek views about changes related to civil aviation;

7° to make recommendations relating to NATFP;

8° to collaborate with the National Civil Aviation Security Committee on security related to civil air transport matters;

9° to approve NATFP developed by Rwanda Civil Aviation Authority;

10° to monitor if relevant organs implement NATFP in accordance with provisions of Annex 9 of the Convention on International Civil Aviation.

**Article 4 – Members of the Committee**

The Committee is comprised of the following members:

1° a representative of the Ministry in charge of infrastructure, Chairperson;

2° a representative of Rwanda Civil Aviation Authority, Vice Chairperson;

3° a representative of airports operators, Rapporteur;

4° a representative of the Ministry in charge of agriculture and animal resources;

5° a representative of the Ministry in charge of foreign affairs and cooperation;

6° a representative of the Ministry in charge of health;

7° a representative of airlines operating in Rwanda;

8° a representative of airline companies operating in Rwanda;

9° a representative of ground handlers;

10° a representative of clearing and forwarding companies for airfreight;

11° a representative of the Directorate General of Immigration and Emigration;

12° a representative of the organ in charge of tourism;

13° a representative of Rwanda Revenue Authority, Customs Department;

14° a representative of Rwanda National Police.
Article 5 – Convening and holding of meetings of the Committee

Ordinary meeting of the Committee is held once every four (4) months and whenever necessary.

Ordinary meeting of the Committee is convened in writing and chaired by the Chairperson of the Committee or by the Vice Chairperson in case of the absence of the Chairperson, at his or her own initiative or upon a written request by at least three (3) members of the Committee.

However, an extraordinary meeting can be convened, any time it is considered necessary, by the Chairperson of the Committee or the Vice Chairperson in case of absence of the Chairperson.

Article 6 – Quorum for the meeting of the Committee

The required quorum for a meeting of the Committee to take place is three fifth \( \left( \frac{3}{5} \right) \) of its members. In case the quorum is not reached, the meeting is postponed. It is convened and held within fifteen (15) days regardless of the number of members present.

Article 7 – Invitation of members of the Committee

Members of the Committee are invited to its meetings at least fifteen (15) days before the date of the meeting through an invitation letter that contains the agenda accompanied with working documents.

The members of the Committee can propose amendments to the agenda prior to the meeting.

Article 8 – Decision making

Decisions of the Committee are made by absolute majority of the members present.

Article 9 – Minutes of the meeting of the Committee

The minutes of the meeting of the Committee is prepared by the Rapporteur and signed by both the Rapporteur and the Chairperson, immediately after the meeting. The minutes of the meeting is kept by the Rapporteur.

Article 10 – Authorities responsible for the implementation of this Order

The Prime Minister, the Minister of Infrastructure, the Minister of Agriculture and Animal Resources, the Minister of Foreign Affairs, Cooperation and East African Community and the Minister of Health are entrusted with the implementation of this Order.

Article 11 – Repealing provision

Presidential Order n° 206/10 of 15 July 1977 establishing the National Air Transport Facilitation Committee and all prior provisions contrary to this Order are repealed.

Article 12 – Commencement

This Order comes into force on the date of its publication in the Official Gazette of the Republic of Rwanda.