



International Civil Aviation Organization

**The Fifth Meeting of the Regional ATM Contingency Plan Task Force
(RACP/TF/5)**

Bangkok, Thailand, 1 – 4 December 2015

Agenda Item 5: RACP/TF Task List

RACP/TF TASK LIST

(Presented by the SECRETARIAT)

SUMMARY

This paper presents the RACP/TF Task List and Terms of Reference for review and update by the Meeting.

1. INTRODUCTION

1.1 This working paper provides the RACP/TF Terms of Reference (TOR) and Task List for review and update by the meeting.

2. DISCUSSION

2.1 The RACP/TF TOR are appended as **Attachment A**.

2.2 The Task List is appended as **Attachment B**.

3. ACTION BY THE MEETING

3.1 The meeting is invited to:

- a) Review the TOR, and make recommendations for any update;
- b) Review and update the Task List; and
- c) discuss any relevant matters as appropriate.

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Terms of Reference

Regional ATM Contingency Plan Task Force **(RACP/TF)**

1) The objective of the Regional ATM Contingency Plan Task Force is:

In collaboration with affected stakeholders and ensuring inter-regional harmonization, develop and implement a Regional ATM Contingency Plan that:

- i) provides a contingency response framework for States;
- ii) ensures a timely, harmonised and appropriate response to events that affect the provision of Air Traffic Services (ATS), or which ATS is involved in; and
- iii) provides a greater degree of certainty for airspace and aerodrome users during contingency operations.

2) To meet this objective the Task Force shall:

- a) Review the current status of ATM Contingency Plans and the contingency preparedness of Asia and Pacific Region States;
- b) Identify areas where ATM contingency planning requires improvement in terms of compliance with Annex 11 and accepted best practice, and to make recommendations on those areas of improvement;
- c) Analyse contingency procedures in use in other ICAO Regions, and cooperate with other groups which are involved with similar work in adjacent airspaces, in order to achieve harmonized inter-regional solutions;
- e) Develop a Regional ATM Contingency Plan that:
 - i) takes into account the varying levels of contingency response necessary, commensurate with precipitating events;
 - ii) takes into account the varying levels of State contingency capability;
 - iii) provides principles for Regional ATM Contingency planning;
 - iv) details recommended Regional contingency practices to events such as severe meteorological and geological phenomena, health emergencies (pandemics, etc), military conflicts and industrial relations issues; and
 - v) where practical, provides contingency planning templates for States.

The Task Force reports to APANPIRG through the ATM Sub-Group for planning, coordination and implementation of a regional ATM contingency plan, with a link to the MET/H Task Force.

RACPTF - TASK LIST

ID	Activity	Start Date	Complete Date	Status	Group Responsible
1/1	Develop Basic Plan Elements	19 Apr 2012	RACP/TF/4 30 April 2015	Final update to be completed before RACP/TF/5	Secretariat (RACP/TF/1 WP05)/Regional ATM Contingency Plan Review Team
1/2	Develop key principles and practices	19 Apr 2012	RACP/TF/4 30 April 2015	Final update to be completed before RACP/TF/5	Secretariat/Regional ATM Contingency Plan Review Team
1/3	Draft Regional ATM Contingency Plan	19 Apr 2012	Ongoing 30 April 2015	Final update to be completed before RACP/TF/5	Secretariat/Regional ATM Contingency Plan Review Team
1/4	Form Regional ATM Contingency Plan Review Team	17 Apr 2012	19 Apr 2013	Completed	RACP/TF
1/5	Develop Contingency Plan Review Questionnaire	19 Apr 2012	30 Jun 2012	Completed	Secretariat
1/6	Update Regional Office Contingency Plan Status Record	17 Apr 2012	19 Apr 2012	Completed	Secretariat
1/7	All States to develop Contingency Plan	19 Apr 2012	Ongoing		States
1/8	Contingency Plan template based on Indonesian model	19 Apr 2012	RACP/TF/4 30 April 2015	Some further refinement by RACP/TF/5	Secretariat/Regional ATM Contingency Plan Review Team
1/9	Review State ATM Contingency Plans and identify areas for improvement	19 Apr 2012	Ongoing	Completed	Secretariat/Regional ATM Contingency Plan Review Team
1/10	Review Terms of Reference for meeting timeline and suitability	RACP/TF/1	RACP/TF/2	Completed	RACP/TF
1/11	Development of a Level 2 Contingency Arrangement Template	19 Apr 2012	RACP/TF/5	Closed. Template developed under task 1/8 for both Level 1 and 2	Secretariat/Regional ATM Contingency Plan Review Team
1/12	RACP/TF/1 17 – 19 April 2012	17 Apr 2012	19 Apr 2012	Completed	Secretariat
1/13	RACP/TF/2 25 - 29 March 2013	25 Mar 2013	29 Mar 2013	Completed	Secretariat
1/14	RACP/TF/3 2013	12 Nov 2013	15 Nov 2013	Completed	Secretariat

ID	Activity	Start Date	Complete Date	Status	Group Responsible
2/1	Forward preliminary Contingency Route and FLAS structures to the- Secretariat for collation.	14 Mar 2013	RACP/TF/5	Closed. Included in 2/2	RACP/TF SWG
2/2	Circulate relevant finalized/agreed current Contingency Route and FLAS structures to neighbouring non-RACP/TF/2 attending States, and request they provide route and FLAS information by 27 March 2015. RACP/TF/4-participant States need only provide any amended information.	15 Apr 2013	15 Jan 2014 14 Feb 2015	(Will be included in Regional ATM Contingency Plan).	Secretariat
3/1	Explore the establishment of a linkage between the Regional ATM Contingency Plan and the Regional Framework for Collaborative ATFM	15 November 2013	RACP/TF/4	Closed. Linkage established in ATFM/SG TOR.	Secretariat
3/2	Re-circulate contingency questionnaire to non-respondent States	15 November 2013	15 Jan 2014	Closed.	Secretariat
3/2	RACP/TF/4	29 Apr 2014	2 May 2014	Completed	Secretariat
3/3	Standardize contingency route table	15 Nov 2013	15 Dec 2013 Ongoing		Contingency Plan Review Team/Secretariat
3/3	Contact non-SWG States with request to forward contingency route and FLAS to Regional Office by RACP/TF/5	15 Nov 2013	15 Jan 2014	Closed. Included in 2/2	Secretariat
3/4	Consolidated contingency route/FLAS map	15 Nov 2013	31 May 2014	Completed	Singapore/Secretariat
3/5	Confirmation of Contingency Plan Review Team replacements	15 Nov 2013	22 Nov 2013 6 Feb 2015		India/Thailand
4/1	Qualitative summary of Current Situation information in Draft Plan	29 Jan 2015	28 Feb 2015		Chair/Secretary
4/2	Draft contingency guidance for Volcanic Ash, Radioactive Cloud, Toxic Chemical	29 Jan 2015	28 Feb 2015		Review Team/Secretary
4/3	Update Regional Contingency Routes and FLAS table and map	29 Jan 2015	30 April 2015		Singapore
4/4	Develop naming convention for contingency routes	29 Jan 2015	28 Feb 2015		Review team/Secretary

ID	Activity	Start Date	Complete Date	Status	Group Responsible
4/5	Further information on Action Plans (RACP/TF/4 WP/11 refers	29 Jan 2015	RACP/TF/5		Secretariat
4/6	RACP/TF/5	29 Jan 2015	June 2015		Secretariat