



International  
Civil Aviation  
Organization

Organisation  
de l'aviation civile  
internationale

Organización  
de Aviación Civil  
Internacional

Международная  
организация  
гражданской  
авиации

منظمة الطيران  
المدنى الدولى

国际民用  
航空组织

File Ref.: ME 3/2.1.1 & AN 6/3.2-19/014

20 January 2019

**Subject: ACAO/ICAO Air Traffic Flow Management Workshop  
Second Meeting of the MIDANPIRG Air Traffic Flow Management Task Force and  
Second Meeting of the MIDANPIRG FIFA World Cup 2022 Task Force  
(Grand Mogador City Center Hotel-Casablanca, Morocco, 17-20 March 2019)**

**Action required: Reply not later than 25 February 2019**

Sir/Madam,

I have the honour to invite your Administration/Organization to participate in the ACAO/ICAO Joint Air Traffic Flow Management Workshop and the Second meeting of the Air Traffic Flow Management Task Force (ATFM TF/2) and the Second meeting of the FIFA World Cup 2022 Task Force (FWC2022 TF/2) that will be gratefully hosted by the Arab Civil Aviation Organization (ACAO) in Grand Mogador City Center Hotel-Casablanca, Morocco from **17 to 20 March 2019**.

I would like to highlight that the ICAO ATFM and ICAO FIFA World Cup 2022 Task Forces were established by MIDANPIRG/16 meeting (Kuwait, 13-16 February 2017) through Decision 16/16 and Decision 16/18, respectively. The Terms of References of both Task Forces, as endorsed by MSG/6 meeting (Cairo, Egypt, 3-5 December 2018), are at **Attachment A**.

The ATFM Task Force is tasked with the development of a Concept of Operations (CONOPS) for the implementation of ATFM in the MID Region. The FIFA World Cup 2022 Task Force is tasked with the development and follow-up of the implementation of a collaborative action plan to accommodate the expected high increase in traffic due to major events, in a safe and efficient manner, taking into consideration similar experiences.

The main objective of the ATFM Workshop Task Force is to raise awareness about ATFM, share other ICAO Regions and States' experience as well as discuss and agree on recommendations for the implementation of ATFM in the MID Region based on the work carried out by the ATFM Core Team. The outcome of the Workshop will be presented to the ATFM TF/2 meeting for appropriate decisions that would support also the FWC2022 TF/2 meeting.

I have the pleasure to inform you that the above Task Forces are composed of experts from all the MID States and India, USA, AACO, ACAO, AEROTHAI, CANSO, EUROCONTROL, IATA and ICAO.

The Provisional Agendas of the above events and the Bulletin describing administrative arrangements for the meetings and other useful information for participants, are at **Attachment B** and **C**, respectively.

../.

This letter, all its relevant attachments and Working/Information Papers, as they become available, will be posted on the ICAO MID website at <http://www.icao.int/mid/>. Please note that the meetings will be paperless (No hard copies will be available).

Your Administration/Organization is encouraged to participate actively in the work of the workshop and the meetings by submitting presentations and/or working papers related to the subjects contained in the Provisional Agendas. I would be grateful to receive your presentations/papers, prior to **25 February 2019**, in order to allow time for processing and posting on the ICAO MID website.

I would appreciate if you could, as soon as possible, preferably not later than **25 February 2019**, confirm the participation of your Administration/Organization by submitting the Nomination Form at **Attachment D** to the following email address ([icaomid@icao.int](mailto:icaomid@icao.int)) with a copy to ([ekhoury@icao.int](mailto:ekhoury@icao.int)) and ([mohamed.rejeb65@gmail.com](mailto:mohamed.rejeb65@gmail.com)).

Accept, Sir/Madam, the assurances of my highest consideration.



Mohamed Khalifa Rahma  
Middle East Regional Director

**Attachments :**

- Att A: Terms of References of ATFM and FIFA World Cup 2022 Task Forces*
- Att B: Provisional Agendas*
- Att C: Information Bulletin*
- Att D: Nomination Form*

**TERMS OF REFERENCE (TOR) OF THE  
MIDANPIRG AIR TRAFFIC FLOW MANAGEMENT TASK FORCE  
(ATFM TF)**

**I. TERMS OF REFERENCE**

- 1.1 Perform a joint assessment and confirmation of the Pre-requisites for a regional ATFM. This shall include
- 1.2 Assessment of the performance objectives of the individual cooperating States and definition of common performance objectives for a regional ATFM service,
- 1.3 Perform a data collection and analysis to identify the hot-spot areas and critical times in a regional ATFM service area where demand consistently exceeds capacity. The reasons and contributing factors for unbalanced demand and capacity are to be identified.
- 1.4 Analysis of air traffic flows within the designated area of the regional ATFM service that is causing unbalanced demand and capacity. The analysis shall identify the traffic fractions that due to their uniformity are candidates for effective ATFM measures to increase the efficiency without violating the equity principle.
- 1.5
- 1.6 Develop an ATFM Concept of Operations and a Framework which addresses ATFM minimum requirements for the implementation of ATFM in the ICAO MID Region.
- 1.7 Agree on a mechanism to support the phased implementation of ATFM measures in the MID Region, when and where required.
- 1.8 Identify, research and recommend appropriate guidance regarding:
  - a) aerodromes and enroute capacities under the normal circumstances and adjustment factors affecting the capacity;
  - b) regular review for all aerodromes and ATC sectors where traffic demand is expected to reach capacity, or is resulting in traffic congestion;
  - c) mechanisms for ATFM data gathering, collation and sharing between States, Organizations and ICAO, which may include:
    - i. adjusted aerodromes and enroute capacity due to factors affecting capacity such as special use airspace status, runway closures and weather information;
    - ii. traffic demand information which may include flight schedules, flight plan data, repetitive flight plan data as well as associated surveillance updates of flight status; and
    - iii. ATFM Daily Plan.
  - d) compliance by airspace users with ATFM measures; and
  - e) any other guidance relevant to the Regional ATFM Framework.
- 1.9 Consider existing and planned ATFM initiative in the Region, and make specific recommendations to ensure their alignment.
- 1.10 Ensure inter-regional ATFM harmonization with adjacent ICAO Regions.
- 1.11 Recommend appropriate inputs to the ASBU Modules relevant to ATFM such as NOPS, A-CDM, etc.

1.12 Report to the ATM SG.

1.13 Review periodically its Terms of Reference and propose amendments as necessary.

1.14 Coordinate as deemed necessary with the Runway and Ground Safety Working Group (RGS WG) and the Meteorology Sub-Group (MET SG) the issues of mutual interest.

## **II. COMPOSITION**

2.1 The Sub-Group is composed of MID ATFM focal points and experts from:

- a) MIDANPIRG Member States;
- b) India, FAA, AACO, ACAO, AEROTHAI, CANSO, EUROCONTROL, , IATA, and ICAO (Bangkok, Cairo, Paris Offices and HQ); and
- c) other representatives from provider States and Industry may be invited on ad hoc basis, as observers, when required.

2.2 The Task Force shall elect a Chairperson to act as the point of contact on behalf the Task Force.

2.3 The Task Force shall meet at least once a year and when deemed necessary.

2.4 ICAO MID Office will act as the Secretary of the ATFM Task Force meetings.

-----

**TERMS OF REFERENCE (TOR) OF THE  
MIDANPIRG FIFA WORLD CUP 2022 TASK FORCE  
(FWC2022 TF)**

**1. OBJECTIVES AND SCOPE**

- 1.1 The Task Force will be expected to apply the performance-based approach through a collaborative manner to address the most strategic decisions to reach the following:
- a) A sufficient coordination between the Air Navigation Service Providers (ANSPs), airports, airspace users and regulators;
  - b) A sufficient coordination at local, regional and inter-regional levels to accommodate safely and efficiently the expected significant increase of traffic; and
  - c) A defragmented approach from an operational perspective to achieve (gate-to-gate, city pairs, and an oriented track system) which leads to more than optimum flight and airport operations efficiency.
- 1.2 The Task Force shall support the MID Region ATFM System once established.

**2. TERMS OF REFERENCE OF THE TASKFORCE**

- 2.1 Develop and follow-up the implementation of an action plan to accommodate the expected high increase of traffic, in a safe and efficient manner, taking into consideration similar experiences from other regions.
- 2.2 Address other major events such as the EXPO 2020 and develop action plan(s) to accommodate the changes in traffic flows as required.
- 2.3 Define explicit and implicit strategic objectives (e.g. improved safety, increased air traffic capacity, improved efficiency, and mitigation of airspace congestion impact).
- 2.4 Identify operational and technical requirements including proposals for airspace management changes and amendment to the MID ATS Route Network to accommodate the air traffic through the establishment of temporary routes as required.
- 2.5 Develop the concept of collaborative decision-making at the strategic, tactical and pre-tactical levels, which would be implemented before and during the World Cup event.
- 2.6 Suggest methods for increased interaction between airspace providers in order to make sure that the network effects of any trajectory selection are properly incorporated in the decisions.
- 2.7 Develop collaborative regional mechanism for the implementation of ATFM solutions/measures such as Ground Delay Program (GDP), which would be implemented for departures from airports in the region.
- 2.8 Assess the operational performance of the ATM network by its capability to accommodate demand through realistically modeled network nodes, i.e. airports and airspace volumes.
- 2.9 The Task Force shall work in close coordination with the ATFM TF to avoid duplication of efforts.

### **3. COMPOSITION**

- 3.1 The World Cup 2022 Task Force is composed of experts from:
- a) MIDANPIRG Member States;
  - b) India, FAA, AACO, ACAO, AEROTHAI, CANSO, EUROCONTROL and IATA; and
  - c) other representatives from States, Organizations and Industry may be invited on ad-hoc basis, when required.
- 3.2 ICAO MID Office will act as the Secretary of the Task Force.

### **4. WORKING PROCEDURES**

- 4.1 Qatar shall act as the Chairman of the Task Force.
- 4.2 In order to effectively perform its tasks and responsibilities, the Task Force will meet as required in order to achieve its objectives.
- 4.3 Coordination will be carried out among the Task Force members and with concerned State(s) through correspondence and teleconferences and, if required, face-to-face meetings with stakeholders on case-by-case basis.
- 4.4 A Core Team might be established to follow-up with the concerned State(s) and air operators the conduct of safety and operational assessments and provide support as appropriate.

-----



ATTACHMENT B

# ACAO/ICAO

## ATFM Workshop

*(Casablanca, Morocco, 17-18 March 2019)*

### Work Programme



ICAO CAPACITY & EFFICIENCY





### Day 1 – 17 March 2019

Time	Session Title/Presentation(s)
08:30 - 09:30	<b>Registration</b>
09:30 - 10:00	<b>Session 1.1: Opening Ceremony</b>
10:00 – 10:30	<b>Session 1.2: ICAO Provisions related to ATFM:</b> Importance of standardization and harmonization with regard to worldwide ATFM implementation. ICAO Global and Regional development with an overview of ICAO Doc 9971 provisions
<b>Coffee Break &amp; Group Photo – 30 minutes</b>	
11:00 - 12:30	<b>Session 1.3: ATFM Sub-regional/Regional Solutions:</b> Specificities of multi-States solutions. Overcoming hurdles, collaboration within States and with neighboring ATFM units; towards global ATFM.
<b>Lunch – 1 Hour</b>	
13:30 - 14:45	<b>Session 1.3: States' experience related to ATFM:</b> States' national experience with the implementation of ATFM, domestic solution or being part of regional or sub-regional solution, highlighting the advantages, shortcomings and measures undertaken to overcome the challenges.
<b>Coffee Break – 30 minutes</b>	
15:15 – 16:00	<b>Session 1.3: Cont'd</b>
<b>End of Day 1</b>	

### Day 2 – 18 March 2018

Time	Topic/Title
09:00 - 11:00	<b>Session 2.1: Technology in Support of ATFM:</b> Technical existing solutions that support automation and enable more efficient ATFM, with a look on the enablers such as SWIM, AIXM, etc.
<b>Coffee Break – 30 minutes</b>	
11:30 - 12:30	<b>Session 2.2: ATFM in the MID Region:</b> Presentation the outcome of the work carried out by the ATFM Core Team including the recommendations for the implementation of ATFM in the MID Region.
<b>Lunch Break – 1 Hour</b>	
13:30 - 14:30	<b>Session 2.3: Open discussions</b>
<b>Coffee Break – 30 minutes</b>	
15:00 - 15:30	<b>Wrap up and closing</b>

-----





*International Civil Aviation Organization*

**MIDANPIRG Air Traffic Flow Management Task Force**

**Second Meeting (ATFM TF/2)**

*(Casablanca, Morocco, 19 – 20 March 2019)*



---

**PROVISIONAL AGENDA**

**Agenda Item 1: Adoption of the Provisional Agenda**

**Agenda Item 2: Regional ATFM Framework**

- The meeting will review the work carried out by the ATFM Core Team since last meeting.
- The meeting will be apprised of the outcome of the ATFM Workshop 17- 18 March 2019.
- The meeting will agree in the best solutions to be the basis for the development of a Draft Concept of Operations for the implementation of the ATFM in the MID Region.

**Agenda Item 4: Plan of Actions**

- The meeting will agree on detailed tasks/activities with specific timelines for the planning of ATFM implementation in the Region, which will be used also for the monitoring of the progress.

**Agenda Item 5: Future Work Programme**

- The meeting will review and update, as deemed necessary, the Terms of Reference of the ATFM Task Force and agree on the dates and venue of the ATFM TF/3.

**Agenda Item 6: Any other Business**

-----



International Civil Aviation Organization

**MIDANPIRG FIFA World Cup 2022 Task Force**

**Second Meeting (FWC2022 TF/2)**  
*(Casablanca, Morocco, 20 March 2019)*



---

**PROVISIONAL AGENDA**

**Agenda Item 1: Adoption of the Provisional Agenda**

**Agenda Item 2: Overview of Similar Experience**

**Agenda Item 3: Regional Framework**

- Taking into consideration the outcome of the ATFM Workshop and the ATFM TF/2 meetings, the meeting would agree on the concept for the development of collaborative Action Plan to accommodate the expected high increase in traffic due to major events.

**Agenda Item 4: Plan of Actions**

- The meeting will agree on detailed tasks/activities with specific timelines for the finalization and implementation of the Action Plan, which will be used also for monitoring the progress.

**Agenda Item 5: Future Work Programme**

- The meeting will review and update, as deemed necessary, the Terms of Reference of the FWC2022 Task Force and agree on the dates and venue of the FW2022 TF/3.

**Agenda Item 6: Any other Business**

-----



## ACAO/ICAO ATFM Workshop ATFM TF/2 and FWC 2022 TF/2 (Grand Mogador City Center Hotel- Casablanca, Morocco, 17-18 March 2019)

---

### BULLETIN

#### 1. LOCATION

- 1.1 The ACAO/ICAO ATFM Workshop will be held on 17-18 March 2019, in Grand Mogador City Center Casablanca Hotel (Address: Avenue Pasteur, 20000 Casablanca, Morocco). Map location is at page n°3.
- 1.2 The ATFM TF/2 and FWC 2022 TF/2 will be held on 19 – 20 March 2019.

#### 2. SCHEDULE OF THE WORKSHOP

- 2.1 The opening session of the Workshop will be held at 0930 hours on **Sunday 17 March 2019** and the ATFM TF/2 and FWC 2022 TF/2 on **Tuesday 19 March 2019**.
- 2.2 The Workshop and Task Forces will be conducted in English.

#### 3. REGISTRATION OF PARTICIPANTS

- 3.1 Participants are requested to register, at the Registration Desk located at the entrance of the Workshop Hall, between 0830 and 0930 hours on the opening day of the Workshop.

#### 4. PERSONNEL CONCERNED WITH THE EVENT

ACAO: Eng. Mohamed REJEB [mohamed.rejeb65@gmail.com](mailto:mohamed.rejeb65@gmail.com)  
ICAO MID Office : Mr. Elie ELKHOURY [ekhoury@icao.int](mailto:ekhoury@icao.int)

#### 5. DOCUMENTS, PAPERS FOR DISTRIBUTION, ETC.

- 5.1 No documentation in hard copy will be available. However, all presentations related to the Workshop will be available on the ACAO and ICAO MID Websites.

#### 6. HOTEL RESERVATIONS

- 6.1 You will need to arrange your own hotel reservation.

## **7. TRANSPORTATION**

7.1 Participants are requested to make their own transportation arrangements.

## **8. INSURANCE**

8.1 Participants are advised to have insurance coverage for any unexpected contingency and Medical Coverage.

## **9. SOME USEFUL TRAVEL INFORMATION**

### **PASSPORT**

9.1 All foreign nationals entering the Kingdom of Morocco must possess valid passports or other valid documents for travel.

### **VISA**

9.2 It is mandatory that all required participants obtain official visas from the Moroccan's Embassy or Consulate in their country prior to their departure for Casablanca.

## **10. CURRENCY, CREDIT CARDS AND BANKING SERVICES**

10.1 The unit of currency in Morocco is Moroccan Dirham (MDH) with notes of 10, 20, 50, 100 and 200 and coins of 1, 2 & 5.

10.2 International Credit Cards, such as American Express, Visa, Master Charge, etc. are usually accepted at most hotels, department stores and restaurants.

10.3 All commercial banks exchange major foreign currencies and are open 0830-1200 hours and 1430-1600 hours Monday through Friday.

## **11. OTHER USEFUL INFORMATION**

### **SHOPPING**

11.1 Be prepared to bargain in small shops, sidewalk vendors etc. However, in large stores, the prices are fixed.

## **12. WEATHER CONDITIONS**

12.1 The main daily maximum and minimum temperatures for the month of March are between 14°C to 19°C.

## Venue Location MAP

# Grand Mogador CITY CENTER - Casablanca ★★★★★

Avenue Pasteur, Casablanca, 1-866-599-6674

[Photos](#) · [Rooms](#) · [Amenities](#) · [Reviews](#) · [Policies](#)



## Grand Mogador CITY CENTER - Casablanca

★★★★★

Avenue Pasteur, Casablanca, 1-866-599-6674

[Close Map](#)

### Points Of Interest

- Place Mohammed V - 0.9 miles
- La Sqala - 1 miles
- Marina Casablanca - 1.2 miles
- Port of Casablanca - 1.2 miles
- Casablanca Twin Center - 1.9 miles
- Hassan II Mosque - 2 miles
- Jewish Museum - 3.8 miles
- Art Deco Buildings - 3.8 miles
- Casablanca Technopark - 5.7 miles
- Morocco Mall - 7.3 miles

### Location Highlights

- In city center
- In business district
- Train station nearby

### Nearest Major Airport:

Casablanca, Morocco (CMN-Mohammed V)

### Area:

The preferred airport for Grand Mogador

