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Международная
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منظمة الطيران
المدنى الدولى

国际民用
航空组织

File Ref.: ME 3/2.1.1 – 21/052

14 April 2021

Subject: Fifth Meeting of the MIDANPIRG Air Traffic Flow Management Task Force (ATFM TF/5) (Virtual, 25 – 27 May 2021)

Action required: Reply not later than 15 May 2021

Sir,

I have the honour to inform you that the Fifth meeting of the Air Traffic Flow Management Task Force (ATFM TF/5) will be held virtually from **25 to 27 May 2021**. Details on the exact timing of the sessions will be provided at a later stage. Your Administration/Organization is kindly invited to participate in this virtual meeting.

The Provisional Agenda for the meeting and the Terms of References of the ICAO ATFM Task Force are at **Attachments A and B**, respectively. Your comments on the attached Provisional Agenda, including any amendment you may wish to suggest, would be appreciated.

Your Administration/Organization is encouraged to participate actively in the work of the meeting by submitting working papers and/or PowerPoint presentations related to the subjects contained in the Provisional Agenda. I would be grateful to receive your presentations/papers, prior to **11 May 2021**, 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 **15 May 2021**, confirm the participation of your Administration/Organization by submitting the Nomination Form at **Attachment C** to the following e-mail address (icaomid@icao.int) with a copy to (aamireh@icao.int). A Zoom or MS Team invitation will be sent to your nominated delegates in due course.

Accept, Sir, the assurances of my highest consideration.



Mohamed Smaoui
Acting Regional Director
Middle East Office

Attachments:

- **Att A:** Provisional Agenda
- **Att B:** Terms of References of ATFM Task Force
- **Att C:** Nomination Form



International Civil Aviation Organization

MIDANPIRG Air Traffic Flow Management Task Force

Fifth Meeting (ATFM TF/5)

(Virtual, 25 – 27 May 2021)

PROVISIONAL AGENDA

Agenda Item 1: Adoption of the Provisional Agenda

Agenda Item 2: Regional framework:

- Follow-up on the MID ATFM CONOPS Version 1.0 (MID Doc 014)
- ATM Operational data exchange model
- FIFA World Cup 2022 Framework:
 - o RVSM Airspace assessment results
 - o FWC 2022 ATFM CONOPS
- Follow-up on MIDANPIRG CART Implementations “Plan of Actions”

Agenda Item 3: Future Work Programme

Agenda Item 4: Any other Business

**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:
- a) Assessment of the performance objectives of the individual cooperating States and definition of common performance objectives for a regional ATFM service.
 - b) 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.
 - c) 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.
- 1.2 Develop an ATFM Concept of Operations and a Framework which addresses ATFM minimum requirements for the implementation of ATFM in the ICAO MID Region.
- 1.3 Agree on a mechanism to support the phased implementation of ATFM measures in the MID Region, when and where required.
- 1.4 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.

- 1.5 Consider existing and planned ATFM initiative in the Region, and make specific recommendations to ensure their alignment.
- 1.6 Ensure inter-regional ATFM harmonization with adjacent ICAO Regions.
- 1.7 Recommend appropriate inputs to the ASBU Modules relevant to ATFM such as NOPS, A-CDM, etc.
- 1.8 Report to the ATM SG.
- 1.9 Review periodically its Terms of Reference and propose amendments as necessary.
- 1.10 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.

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
MID REGIONAL OFFICE**

**FIFTH MEETING OF THE MIDANPIRG AIR TRAFFIC FLOW MANAGEMENT TASK FORCE
(ATFM TF/5)**

(Virtual, 25 – 27 May 2021)

NOMINATION FORM

PLEASE PRINT OR TYPE CLEARLY

Name in full: _____
Mr. / Mrs. / Ms. (as should appear in the official listing)

Title/Official Position: _____

State/Organization: _____

Telephone Number: _____

Mobile: _____

E-mail: _____

Date: Signature:

After completing, please send to ICAO MID Office at the following e-mail address: (icaomid@icao.int) with copy to (aamireh@icao.int).

Note: Meeting material will be available at the ICAO MID Office.

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