



*International Civil Aviation Organization*

**The Third Meeting of the Air Traffic Flow Management Task Force  
(ATFM/TF/3)**

Bangkok, Thailand, 6 to 9 September 2005

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**Agenda Item 8: Review and Update ATFM/TF Task List**

**ATFM/TF TASK LIST**

(Presented by the Secretariat)

**SUMMARY**

This paper presents the ATFM/TF Task List for review by the meeting.

**1 INTRODUCTION**

1.1 The ATFM Task List was drafted by the Special Coordination Meeting for the Bay of Bengal area (SCM/BOB), held in conjunction with the Sixteenth Meeting of the Bay of Bengal ATS Co-ordination Group (BBACG/16) which was held at the ICAO Asia and Pacific Regional Office, Bangkok from 31 January to 4 February 2005.

1.2 The ATFM Task List was subsequently reviewed and updated during ATFM/TF/1 (April 2005) and ATFM/TF/2 (June/July 2005).

**2 DISCUSSION**

2.1 The ATFM Task List is the primary tool for progressing the work of the task force and the meeting is invited to review and update the tasks that need to be completed in order for ATFM to be successfully implemented in the Bay of Bengal and South Asia areas.

**3. ACTION BY THE MEETING**

3.1 The Meeting is invited to review and update the Task List at **Attachment A**.

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**TASK LIST FOR THE IMPLEMENTATION OF AN ATFM ADVISORY SYSTEM TRIAL IN THE BAY OF BENGAL (VERSION 2.0)**

ID	Task Name	Start Date	Finish Date	Completion Date	Action By	Resource Names/Remarks
<b>1.0</b>	<b>Operational Issues</b>					
1.1	Identify Operational Needs		9 Sep 2005			
1.2	Co-ordinate and update Operational Concept		9 Sep 2005			
1.3	Define ATFM airspace/States involved		9 Sep 2005			
1.4	Define data collection plan	01 May 2005				Regional data captured Apr 05; India provided additional data 9 – 15 May 2005
1.5	Examine the operational factors and workload associated with implementation	22 Apr 2005				
1.6	Determine required ATFM tools		1 July 2005			AEROTHAI BOBCAT system to commence ATFM system trial by 31 December 2005
1.7	Develop, coordinate and submit necessary international and regional documentation					Refer to ATM/AIS/SAR/SG for guidance/advice on multi-lateral agreements required.
<b>2.0</b>	<b>Develop ATFM Operations Manual and Procedures</b>	1 Jul 2005	9 Sep 2005			
2.1	Develop ATFMU procedures					
2.2	Develop ATS Unit(s) procedures					
2.3	Develop Airline procedures					
2.4	Develop contingency procedures					(e.g ATFM system/comm. outage)
<b>3.0</b>	<b>Establishment of an ATFMU</b>					
3.1	Determine operating hours, manning and equipment requirements		9 Sep 2005			
3.2	Coordination and communications requirements with ATS Unit(s) and Airlines	1 July 2005				
3.3	Assess workload and procedures for ATFMU and Airlines					

ID	Task Name	Start Date	Finish Date	Completion Date	Action By	Resource Names/Remarks
<b>4.0</b>	<b>Financial considerations</b>					
4.1	Determine funding arrangements for operation of ATFM service					Not required for trial – will be discussed prior to acceptance of ATFM system
<b>5.0</b>	<b>Determination of Communication and Interface links</b>					
5.1	Establishment of communication/interface links between ATFMU and ATS Unit(s)	1 Jul 2005	15 Dec 2005			Further discussions at ATFM/TF/3
5.2	Establishment of communication/interface links between ATFMU and Airlines	1 Jul 2005	15 Dec 2005			Further discussions at ATFM/TF/3
<b>6.0</b>	<b>Complete coordination with adjoining States and Industry organisations</b>					
6.1	Publish AIC on the ATFM trial	1 Jul 2005	4 Aug			
6.2	Publish necessary AIP Supplement					
6.3	Publish Trigger NOTAM		24 Dec 2005			7 days prior to implementation
<b>7.0</b>	<b>SMS requirements as per Annex 11</b>					Satisfy requirements of ATFM against Annex 11 SMS
<b>8.0</b>	<b>Training</b>					
8.1	Conduct training for Air Traffic Controllers and Airline Dispatchers					
8.2	Information dissemination to Airlines					
<b>9.0</b>	<b>Perform system verification</b>					
9.1	Conduct verification of ATFM system tool					
9.2	Conduct and review paper exercise					

ID	Task Name	Start Date	Finish Date	Completion Date	Action By	Resource Names/Remarks
<b>10.0</b>	<b>Decision for the commencement of operational trial</b>					
10.1	Review all factors affecting implementation decision					
10.2	Declare full operational trial capability					
<b>11.0</b>	<b>Decision to proceed to full implementation of ATFM Phase One for Bay of Bengal using BOBCAT system</b>					
<b>12.0</b>	<b>Post implementation review of operational trial</b>					
12.1	Carry out post implementation review					
<b>13.0</b>	<b>Monitor System Performance</b>					
13.1	Perform follow-on monitoring					