

Asia/Pacific

ATFM Daily Plan (ADP) Exchange Procedure

To facilitate network-wide situational awareness, ATFM Units (ATFMUs) in the Asia/Pacific region shall exchange the **ATFM Daily Plans (ADPs)** in accordance with the following procedure:

1. ADP Content and Format

The ADP is a document outlining situations and possible issues affecting ATC capacities at various ATM resources within the ATFMU's area of responsibilities for the upcoming day (24 hours). It should also include planned and/or expected ATFM measures that will be activated to manage excessive traffic demand. The purpose of exchanging ADP is to ensure that all ATFMUs and stakeholders are aware of the situation and can plan their operations accordingly.

For the purpose of ADP exchange within Asia/Pacific, the ADP should include, at minimum, information contained in **Appendix A** to this procedure.

2. ADP Exchange Protocols

In the absence of digital information exchange model for ADP, ATFMUs shall distribute their active ADP as **a PDF file attached to an email disseminated to all other ATFMUs in the network with the following specifications:**

- E-Mail Subject:
ADP_[FIR Name 1][FIR Name 2]...[FIR Name n]_[Effective Date, yyyyymmdd]_[Version]
- PDF File Name:
ADP_[FIR Name1][FIR Name 2]...[FIR Name n]_[Effective Date, yyyyymmdd]_[Version]
- Example:
ADP_VTBB_20191122_1
ADP_YBBBYMMM_20191122_1

where *FIR Name* refers to the FIR(s) for which the ATFMU is responsible and *Effective Date* refers to the date on which information in the ADP applies.

The use of common email subject and file name will enable ADP recipients to develop or procure a system to automatically process the ADPs if necessary.

In the future, when digital information exchange model for ADP is developed and SWIM infrastructure is implemented, the exchange of ADPs may be moved to a SWIM-based service accordingly.

3. ADP Exchange Frequency

ATFMUs with capability to activate ATFM measure should **disseminate ADPs at least once (1x) per day** regardless of **whether an ATFM measure is required**.

4. Dissemination of ADP to Local Stakeholders

To facilitate common situational awareness among stakeholders (airspace users, airport operators, ground handling agencies, etc.), **it is the responsibility of ATFMUs to determine whether the ADPs received should be further disseminated to local stakeholders**. In general, whenever an ATFM measure is expected to be active, stakeholders with expected impact should be provided with the information.

5. Contact Information for ADP Exchange

The contact information for ADP exchange is included in **Asia/Pacific ADP Exchange Contact List**. This includes, where available, direct ATFM unit or other ATS unit contact details of respective States/Administrations. The Contact List is maintained by ICAO Asia/Pacific Regional Office separately, and States/Administrations wishing to update the contact details can send email to ICAO APAC office at apac@icao.int.

Asia-Pacific ATFM Network ATFM Daily Plan (ADP) Template

ADP Template

ORIGINATOR	ICAO 4 LETTER CODE [E.G. VTBB]
DATE / TIME OF ISSUANCE	DD MMM YYYY / HHMM UTC [E.G. 14 OCT 2024 / 0800 UTC]
VERSION	1

CONSTRAINTS AND IMPACT				
LOCATION	APPLICABLE PERIOD (UTC)		DESCRIPTION	CAPACITY IMPACT
	START	END		
AD or FIR ICAO 4 LETTER CODE	DD MMM YYYY HHMM	DD MMM YYYY HHMM	[FREE TEXT]	[FREE TEXT]
VTBS	14 OCT 2024 2300	15 OCT 2024 1100	TFC CONGESTION	AAR = 32
VTBB SECTOR 1S	15 OCT 2024 0200	15 OCT 2024 1100	TFC CONGESTION	(Nil)

ATFM MEASURE			
LOCATION	APPLICABLE PERIOD (UTC)		DESCRIPTION
	START	END	
AD or FIR ICAO 4 LETTER CODE	DD MMM YYYY HHMM	DD MMM YYYY HHMM	[FREE TEXT]
VTBS	14 OCT 2024 2300	15 OCT 2024 1100	GDP FOR FLT DEST VTBS
VTBB SECTOR 1S	15 OCT 2024 0200	15 OCT 2024 1100	GDP FOR FLT INTO 1S DEST VTBD, VTBS, VTBU DURING CONGESTION (FLOW RATE: MINIT = 4)

OTHER INFORMATION
ANY OTHER PERTINENT INFORMATION AS FREE TEXT E.G. ATFMU CONTACT INFORMATION

ADP Field Description

Field	Format	Description
Header		
Originator	ICAO 4-letter FIR code	FIR code representing the originator of the ADP
Date/Time of Issuance	DD MMM YYYY / HH MM UTC	Date and time, in UTC, of the issuance of the ADP
Version	Integer	Version number of the ADP, starting from 1
Constraints and Impact		
Location	ICAO 4-letter FIR and sector/waypoint name or aerodrome code	Location of the constrained ATM resource, which could be an aerodrome, a waypoint or sector of an airspace, or an ATS route or route segment
Applicable Period	DD MMM YYYY HHMM	Date and time, in UTC, corresponding to the anticipated start and end of the constraint
Description	Free Text	Description of the constraint at the associated location and time period
Capacity Impact	Free Text	Anticipated impact to the capacity; this can be in the form of capacity number or flow rate or percent reduction. Note: this can be left blank if the issue is traffic congestion with no capacity shortfall
ATFM Measure		
Location	ICAO 4-letter FIR and sector/waypoint name or aerodrome code	Location of the ATM resource for which the ATFM measure is activated, which could be an aerodrome, a waypoint or sector of an airspace, or an ATS route or route segment
Applicable Period	DD MMM YYYY HHMM	Date and time, in UTC, corresponding to the anticipated start and end of the ATFM measure
Description	Free Text	Description of the ATFM measure to be implemented, with affected traffic flows specified
Other Information		
Other Information	Free Text	Any other pertinent information that will be helpful for readers of the ADP, e.g. contact information of the originating ATFMU/ANSP