



Agenda Item 7: Review of the Task List

ATFM/SG TERMS OF REFERENCE AND TASK LIST

(Presented by the Secretariat)

SUMMARY

This paper presents the ATFM/SG Terms of Reference and Task List for review and update by the meeting.

1. INTRODUCTION

1.1 The ATFM/SG Terms of Reference (TOR) and Task List are presented for review and update by the meeting

2. DISCUSSION

2.1 The ATFM/SG Terms of Reference (TOR) were last updated by the Twenty-Eighth Meeting of the Asia/Pacific Air Navigation Planning and Implementation Regional Group (APANPIRG/28, Bangkok, Thailand, September 2017). A copy of the TOR is appended as **Attachment A**. Any amendment proposed by the meeting will require that a supporting Draft Decision is formulated, for consideration by the ATM Sub-Group of APANPIRG (ATM/SG) at its next meeting in August 2020.

2.2 The Task List as updated by ATFM/SG/9 (Bangkok, Thailand, April 2019) is provided at **Attachment B**, for update by the meeting. The Task List has been rationalized to remove historical tasks that were closed or completed prior to ATFM/SG/9. Previous Task Lists retaining the historical information remain available in earlier meeting reports.

3. ACTION BY THE MEETING

3.1 The meeting is invited to:

- a) review the ATFM/SG TOR; and
- b) Update the Task List.

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Terms of Reference

AIR TRAFFIC FLOW MANAGEMENT STEERING GROUP (ATFMSG)

1. Having considered relevant documents such as the *Manual on Collaborative Air Traffic Flow Management* (Doc 9971), regional air traffic data and the Asia/Pacific Region city pairs and associated airspace and ATS routes experiencing the most significant traffic demand, and noting the Asia/Pacific Seamless ATM Plan provisions for structural airspace capacity increasing measures, develop an Asia/Pacific Regional ATFM Framework which addresses ATFM implementation and ATFM operational issues in the Asia/Pacific Region;
2. Identify, research and recommend appropriate guidance regarding:
 - a. capacity assessment and adjustment mechanisms;
 - 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, International Organizations and ICAO, which may include:
 - i. capacity assessments, including 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.
3. Maintain an overview of CDM/ATFM programs being conducted within the Region, with a view to facilitating their coordination and alignment.
4. Review the effectiveness of existing and planned ATFM programs in the Asia and Pacific Region, and make specific recommendations regarding ATFM, including any adjacent airspace affecting the Asia and Pacific Regions, and research and recommend appropriate mechanisms for the on-going review of such programs.
5. The Group coordinates closely with other relevant bodies such as the Airport Collaborative Decision-Making Task Force (APA-CDM/TF), the Meteorological Requirements Working Group (MET R/ WG and System-Wide Information Management Task Force (SWIM/TF).
6. The Group reports to the ATM Sub-Group.

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Approved by APANPIRG/28, September 2017

Air Traffic Flow Management Steering Group

Task List

(last updated ATFM/SG/9, 26 April 2019)

ACTION ITEM	DESCRIPTION	TIME FRAME	RESPONSIBLE PARTY	STATUS	REMARKS
2/2	Research guidance material on ATFM compliance analysis and improvement	ATFM/SG/9	Secretariat Participating States to be confirmed by Secretariat coordination (ATFM/SG/8)	Closed	Can be sourced from EUROCONTROL Updated ATFM/SG/8 Transferred to Task 9/2
5/1	Poor on time performance of BOBCAT aircraft subject to ATFM procedures has direct impact on efficiency of ATFM procedures. All parties to undertake investigation as to reason for poor on-time performance including: a) Non compliance with BOBCAT CTOT– early and late departures b) Non compliance with BOBCAT Kabul FIR CTO– early and late at Kabul entry fix.	Ongoing	Affected States, IATA	Open	Transferred to ATFM/SG by SAIOACG/5 Poor punctuality performance is actively being monitored and rectified where possible by IATA/States. SAIOACG/5: this is still problematic. TASK 6/2 also refers

ATFM/SG/10 – WP/17
Attachment B

ACTION ITEM	DESCRIPTION	TIME FRAME	RESPONSIBLE PARTY	STATUS	REMARKS
5/4	Cross-boundary restrictions on flights through the Sanya FIR (several States)	Ongoing	China/Hong Kong China/Singapore/Thailand/RSO	Open	<p>Transferred to ATFM/SG by SEACG/22</p> <p>The SEACG/21 meeting was apprised of concerns that the Sanya FIR was occasionally imposing increased longitudinal spacing requirements. The parties to meet and discuss a resolution plan.</p> <p>Updated ATFM/SG/8. Reviewed/retained ATFM/SG/9</p>
5/10	Develop First Draft Operational Requirements Document	ATFM/SG/10	ATFM/IR/SWG	Open	<p>Dependent on meeting schedule cycle</p> <p>Updated ATFM/SG/8</p>
5/11	In cooperation with the SWIM/TF, develop a first draft interface control document (ICD) for cross border ATFM described in the Regional Framework for Collaborative ATFM	ATFM/SG/10	ATFM/IR/SWG	Open	<p>Dependent on meeting schedule cycle</p> <p>ICD ADEXP completed, referred to ACSICG</p> <p>ICD SWIM to be presented to SWIM/TF/3</p> <p>Updated ATFM/SG/9</p>

ACTION ITEM	DESCRIPTION	TIME FRAME	RESPONSIBLE PARTY	STATUS	REMARKS
5/12	Research and Development (from Framework)	ATFM/SG/9	Secretariat to coordinate	Closed	Dependent on meeting schedule cycle Updated ATFM/SG/8 Transferred to task 9/2
5/13	Research ATFM for long range flights	Ongoing	Australia/India/Japan/New Zealand /Singapore/Thailand/CANSO/IATA	Open	Updated ATFM/SG/8
5/14	Review of Regional Collaborative Framework for ATFM	Ongoing	ATFM/SG	Closed	Transferred to task 9/2
6/1	Analysis of non-receipt of FPL and DEP messages, and State Letter/follow-up	ATM/SG/6	ICAO, States, IATA	Completed	Subject to Agreement of APANPIRG to DC ATFM/SG/6-2 States to provide data, ICAO to conduct analysis and follow-up. Analysis conducted. Follow up actions and outcomes to be reported to ATM/SG/6 Updated at ATFM/SG/8 Refer supplementary Task 9/5
6/2	Detailed list of non-compliance with BOBCAT entry times	Ongoing	Thailand	Open	To be provided in conjunction with BOBCAT update papers, with a link to where the list is available. Task 5/1 also refers. Updated at ATFM/SG/8

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ACTION ITEM	DESCRIPTION	TIME FRAME	RESPONSIBLE PARTY	STATUS	REMARKS
7/1	Investigate and Develop a draft PfA for Doc 7030 Regional Supplementary Procedures for Cross-border ATFM	ATFM/SG/10	China/Japan/Singapore/Thailand/Secretariat	Open	Final Decision on this yet to be made. Update ref ATFM/SG/98 report ADEXP and EET in FPL Updated at ATFM/SG/8 First draft provided
7/2	Review Doc 9971 – Manual on Collaborative ATFM and propose changes to Regional Framework for Collaborative ATFM to ensure alignment or identify acceptable differences and develop a proposal for amendment of the Framework	ATFM/SG/9	China/Hong Kong China/Secretariat	Closed	Thailand provided an analysis of differences. Updated at ATFM/SG/8 Transferred to task 9/2
7/3	Get information on planned implementation of surveillance-based separation, current capacity limitations and any planned capacity improvements in Kabul FIR and examine any outcomes for BOBCAT	ATFM/SG/9	IATA/Secretariat/Thailand	Closed	Review being undertaken by SAIOACG (BOBTFRG) Updated at ATFM/SG/9
7/7	Develop operational scenarios for FIXM Extension	31 July 2018	China/Hong Kong China/Japan/Singapore/Thailand/Secretariat	Completed	Subject to further scenario development as Regional ATFM matures. Updated at ATFM/SG/8

ACTION ITEM	DESCRIPTION	TIME FRAME	RESPONSIBLE PARTY	STATUS	REMARKS
7/8	Finalize APAC FIXM Extension Version 1	ATFM/SG/10	SWIM TF	Open	<p>Changed to reflect the responsibility for development of exchange models, as assigned by APANPIRG, and the likely need for future Regional ATFM and A-CDM FIXM attributes To be submitted to FIXM CCB</p> <p>ICD incl. Extension to be reviewed by SWIM/TF/3 May 2019 Draft Conclusion ATFM/SG/9-2</p> <p>Updated at ATFM/SG/9</p>
8/1	Follow-up with MET R WG on Asia/Pacific Regional Guidance for Meteorological Information Supporting ATM.	21 May 2018	Secretariat	Completed	
8/2	Coordinate use of IATA A-CDM Brochure in development of Regional A-CDM implementation plan, and uploading to Regional Office web-page	APA-CDM/TF/3	Secretariat	Completed	
8/3	Investigate and report on reasons for high rates of non-compliance with received CTOT at Jakarta. Report to ATM/SG/7 and Multi-Nodal/18	Multi-Nodal/18 ATM/SG/7	Indonesia	Open	Refer also ATFM/SG/9 IP/13
8/4	Research State requirements for and implications of different qualification schemes for ATFM personnel	ATFM/SG/9	India, Japan, Secretariat	Closed	Included in Task 9/2

ATFM/SG/10 – WP/17
Attachment B

ACTION ITEM	DESCRIPTION	TIME FRAME	RESPONSIBLE PARTY	STATUS	REMARKS
8/5	ATFM Points of Contact for Implementation Status Reporting	31/05/2019	States	Open	Reports to be submitted by end of April each year
8/6	Refinement of suite of ATFM coordination phrases	25 May 2018	CANSO/Secretariat	Completed	Clarify call/reply communication procedure-related items only. Conclusion ATFM/SG/9-4
8/7	Review and provide comment to SWIM TF on FIXM scenarios	31 May 2018	States	Closed	ATFM/SG/8 Meeting Report 5.19
8/8	First Draft of ATFM Post-Operations Analysis Framework	ATFM/SG/9	Australia, Hong Kong China, India, Japan, Singapore, Thailand, USA	Completed	Conclusion/SG/9-4
9/1	Draft regional guidance for advance notice of ATFM measures	ATFM/SG/10	China/Japan/Singapore/Thailand/Secretariat	Open	
9/2	Review and Update Regional ATFM Framework per ATFM/SG/9 Report para 4.11 (maximum achievable airborne delay) para 4.16 (ATFM qualification schemes) para 4.30 (use case for CTO) para 5.7 (example post-ops analysis) para 5.11 (example demand analysis) para 6.23 (DLA messages) para 6.29 (major review)		China, Hong Kong China, India, Japan, Mongolia, Singapore, Thailand, USA	Open	
9/3	Develop operational scenario/use case for CTO for airborne flights	ATFM/SG/10	Australia, Japan, New Zealand, Singapore, Thailand	Open	
9/4	Revise ATFM Implementation Status Report Form Question 24 (report para 4.54) and remove duplicated question in Tier B.	03 May 2019	Secretariat	Open	
9/5	Missing DEP messages follow-up multi-State analysis	30 June 2019	Australia, China, India, Japan, Mongolia, Singapore, Thailand	Open	
9/6	Provide input on ATFM-specific information that requires a stand-alone information exchange model (report para 5.29 ref. future ATFM Exchange Model under dev.)	ATMRPP/37 (July 08 2019)	All States/IOs	Open	
9/7	Provide list of disruption scenarios for FIXM extension testing	26 April 2019	IATA	Completed	

ACTION ITEM	DESCRIPTION	TIME FRAME	RESPONSIBLE PARTY	STATUS	REMARKS
9/8	Provide CADENA post-ops analysis model (spec. stakeholder feedback mechanisms) for post-ops analysis framework finalization	01 July 2019	CANSO/USA	Open	
9/9	Analysis of MET requirements to support Non-ASBU elements of Seamless ATM Plan	MET R/WG 9	Secretariat/MET R WG Chair	Open	