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Международная  
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منظمة الطيران  
المدني الدولي

国际民用  
航空组织

Ref.: T 8/12.1 & T 8/12.18 – AP151/20 (CNS)

22 July 2020

**Subject: Seminar on Air Traffic Management Automation System**

*(Teleconference, 27 October 2020);*

**First meeting of the Asia/Pacific Air Traffic Management Automation System Task Force (APAC ATMAS TF/1)**

*(Teleconference, 28 - 30 October 2020)*

**Action required:** Submit nomination and papers/presentations **by 12 October 2020**

Sir/Madam,

I am pleased to invite your State/Administration to a Seminar on Air Traffic Management Automation System and the First Meeting of the Asia/Pacific Air Traffic Management Automation System Task Force (APAC ATMAS TF/1) to be held via teleconference from 27 to 30 October 2020.

The Twenty Third Meeting of CNS Sub-Group (CNS SG/23) of APANPIRG in September 2019 made Decision CNS SG/23/13 for Establishment of ATM Automation System Task Force (ATMAS TF). The Terms of Reference (ToR) adopted by the CNS SG is provided in **Attachment A** to this letter. The objectives of ATMAS TF are to take forward all matters arising in the APAC Regional ATM Automation System Symposium and to address the regional needs, such as developing regional guidance to facilitate the implementation, enhancements, operation and maintenance of ATM automation systems and services in the Region.

The Seminar will provide an opportunity to share information and experience with the industry on the latest developments in ATM automation system solution and implementation in the APAC Region.

The Provisional Agenda of ATMAS TF/1 Meeting is provided in **Attachment B**. The Meeting Bulletin containing useful information of interest to participant(s) is provided in **Attachment C**. The Seminar Programme is being developed in accordance with provisional agenda of the meeting, and will be made available before the event.

States/Administrations are requested to nominate relevant personnel with appropriate ATM automation system expertise in technical, operational, safety and regulatory aspects to participate in work of the Task Force. In addition, International Organizations recognized by ICAO Council are also invited to nominate their representatives to join the work of the Task Force. The Registration/Nomination Form is provided in **Attachments D**.

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252/1 Vibhavadi Rangsit Road  
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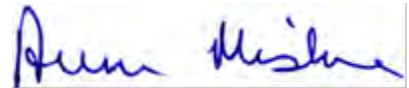
Tel.: +66 (2) 537-8189  
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E-mail: apac@icao.int

Please provide your Presentations, Working/Information Papers containing inputs relevant to the proposed agenda for the Seminar and the Meeting in Word/Power Point format, and nomination(s) with accurate email addresses in the registration form to the ICAO Secretariat at [apac@icao.int](mailto:apac@icao.int) with copy to [ylo@icao.int](mailto:ylo@icao.int); [bsirapongkosit@icao.int](mailto:bsirapongkosit@icao.int) at your earliest convenience, **preferably before 12 October 2020**. All registered participants will receive an email directly from the Secretariat with an invitation link to join the events. The teleconference on the meeting dates would commence at 09:00 Bangkok time (UTC 0200) and end around 12:30 hours (UTC 0530).

All meeting materials including Working/Information papers, Presentations, Meeting Bulletin, Registration/Nomination Form and Seminar/Meeting programme will be posted on APAC meeting webpage at <http://www.icao.int/APAC/Meetings/Pages/default.aspx>.

Yours sincerely,



Arun Mishra  
Regional Director

**Enclosures:**

Attachment A - Terms of Reference of the APAC ATM AS TF

Attachment B - Provisional Agenda of ATMAS TF

Attachment C – Seminar/Meeting Bulletin

Attachment D – Registration/Nomination Form

**TERMS OF REFERENCE OF  
ASIA AND PACIFIC  
ATM AUTOMATION SYSTEM TASK FORCE (ATMAS/TF)**

Consists of objectives and deliverables as follows:

**The Objectives of the APAC ATMAS/TF are to:**

- 1) Keep abreast of the latest developments in ATM automation systems and associated technologies to cope with forthcoming development and implementation of ICAO SARPs, the Global Air Navigation Plan (GANP), the Global Aviation Safety Plan (GASP) and Asia/Pacific Seamless Air Navigation Service (ANS) Plan (APSAP);*
- 2) Facilitate the implementation, enhancements, operation and maintenance of ATM automation systems and services identified in the Aviation System Block Upgrades (ASBU) elements and APSAP elements using the project management principles where appropriate;*
- 3) Ensure continuous and coherent development of the ATM automation systems that is harmonized with adjacent regions to enhance systems robustness, resilience, interoperability and cybersecurity; and*
- 4) Review, identify and address major issues in technical, operational, safety and regulatory aspects to facilitate the implementation or provision of safe, efficient and orderly ATM services.*
- 5) Encourage collaboration among ANSPs in implementing ATM automation systems so as to reduce operating costs and enable quick implementation of new requirements to cope with new challenges.*

**Deliverables to meet the Objectives:**

- 1) To submit progress report to the ICAO CNS Sub-group while keeping ATM Sub-group informed of addressing the APAC ATMAS/TF deliverables (listed in 2 to 7 below);*
- 2) To support the ICAO in making specific recommendations and developing guidance materials, such as minimum functional/performance requirements and additional/local requirements, which aim at facilitating the implementation or provision of robust, safe, efficient and orderly ATM services by the use of existing and/or new procedures, facilities and technologies in relation to ATM automation systems;*
- 3) To review outcome of the AN-Conf., DGCA Conference, APANPIRG, CNS Sub-group, ATM Sub-group, RASMAG, and SURICG related to ATM automation systems, revise and update a tasks list and action items for the ATMAS/WG;*
- 4) To study and identify applicable applications, share experience, and recommend the best industry practice in the Asia and Pacific Regions considering:*
  - Systems planning and design*
  - Open / Service Oriented Architecture*
  - HMI adaptation, data synchronization and operational enhancements*
  - Safety nets*
  - ICAO roadmap in the GANP / ASBU*
  - Systems interoperability*
  - Standardization of information exchange*

- *Operation and maintenance practice*
- *Acceptance and certification*
- *Flight inspection*
- *Cybersecurity*
- *Safety assessment*
- *Training*
- *Transition*

5) *To encourage research and development, trials and demonstrations of applications and technologies, and, as necessary, steer for the sharing of this information and expertise between States/Administrations through organizing educational seminars and symposia to educate States/Administrations and airspace users;*

6) *To formulate draft Conclusions and Decisions relating to matters in the field of ATM automation systems that come within the scope of the APANPIRG, CNS Sub-group, ATM Sub-group, and RASMAG work plan; and*

7) *To collaborate with relevant international organization (such as EuroControl) for harmonisation of ATM system requirements.*

**Timeframe for Deliverables:**

For deliverable item 2 on guidance materials, it is anticipated that a first draft could be made available in 3 years after establishment of the Task Force for seeking endorsement by CNS Sub-group, after which the guidance materials would be updated/enhanced on an on-going basis. For other deliverable items 3-7, they will be made available as appropriate subject to review by the Task Force. The life time of the Task Force would be subject to review after endorsement of the first edition of the guidance materials.

**Meeting:**

*The APAC ATMAS/TF shall convene annually with at least one face-to-face meeting per year, which is supplemented by teleconference meetings (e.g. WebEx) as appropriate.*

**Membership:**

*All APAC member States/Administrations providing air navigation services in the Asia and Pacific Regions. APAC members should nominate Subject Matter Experts from Civil Aviation Authorities, ANSPs, and other organizations with strong background in engineering and operation in relation to ATM automation systems to participate into the Task Force. The Task Force would also invite representatives of International Organizations recognized by the ICAO Council as representing important civil aviation interests to participate in its work in a consultative capacity.*

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ICAO

*International Civil Aviation Organization*

**First Meeting of the Asia/Pacific Air Traffic Management Automation System Task Force (APAC ATMAS TF/1)**

Web-conference, 28 – 30 October 2020

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**PROVISIONAL AGENDA**

- Agenda Item 1: Adoption of agenda
- Agenda Item 2: Review of the Terms of Reference and the election of the APAC ATMAS TF Chairpersons
  - 2.1 Introduction of participants and election of co-chairs
  - 2.2 Review the TOR of the TF and identify Scope of the Work
  - 2.3 Discussion expected output of the TF
- Agenda Item 3: Global and regional ATM Automation System updates
  - 3.1 Outcomes of relevant meetings
  - 3.2 New technologies by Industry
- Agenda Item 4: ATM Automation System implementation by States
  - 4.1 Sharing of States' system plan, design, installation and commissioning
  - 4.2 Systems operations management and maintenance practices
  - 4.3 Operational transition and contingency planning
- Agenda Item 5: Issues and Challenges in implementation
  - 5.1 Architecture of ATM Automation System
  - 5.2 Systems interoperability  
(Operational concepts and flight plan interoperability standards, such as OLDI, AIDC, FF-ICE, SWIM-IOP)
  - 5.3 Integration with ATFM, CDM and A-SMGCS capabilities
  - 5.4 HMI operational enhancements
  - 5.5 New ATM Technologies application (RECAT, TBO, PBN, Extended AMAN)
  - 5.6 UTM/ATM integration
  - 5.7 DAPs applications
  - 5.8 Ground based safety net
  - 5.9 Cyber threats and mitigation measures
- Agenda Item 6: Guidance Material of Implementation of ATM Automation System in Asia/Pacific Region (APAC ATMAS IGD)
- Agenda Item 7: Develop initial list of action items for APAC ATMAS TF
- Agenda Item 8: Next meetings and any other business

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ICAO

*International Civil Aviation Organization*

**Seminar on ATM Automation System and  
the First Meeting of the ATM Automation System  
Task Force (ATMAS TF/1)**

Web-conference, 27 – 30 October 2020

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## SEMINAR & MEETING BULLETIN

### 1. Schedule of the Seminar and the Meeting

1.1 The Seminar on ATM Automation System (via web-conference) will commence at **0900 hrs. ICT (UTC+7) on Tuesday 27, October 2020.**

1.2 The First Meeting of the ATM Automation System Task Force (ATMAS TF/1) will commence at **0900 hrs. ICT (UTC+7) from Wednesday 28 to Friday 30, October 2020.**

1.1. The programme for the events will be available on the Meeting webpage.

### 2. Officer and Secretariat concerned with the Seminar/Meeting

2.1. Secretary of the Meeting:

Mr. Yi LUO, Regional Officer CNS

Tel: +66 (2) 537 8189 Ext. 155

Fax: +66 (2) 537 8199

**E-mail:** [yluo@icao.int](mailto:yluo@icao.int)

2.2. Additional secretarial and administrative support to the Seminar/Meeting:

**Ms. Bhabhinan Sirapongkosit**

ICAO Programme Assistant

Tel: +66 (2) 537 8189 Ext. 49

Fax: +66 (2) 537 8199

**E-mail:** [bsirapongkosit@icao.int](mailto:bsirapongkosit@icao.int)

### 3. Registration of participants

3.1. Each participant should ensure that their respective State/Organization has registered the name and e-mail address of the official, nominated delegate(s), with the Secretariat, **no later than 12 October 2020.**

3.2. To ensure each participant's registration, and subsequent invitation e-mail to join the web-conference sessions is correct, it is essential that each participant ensures their official registration form clearly shows their nominated e-mail address in print, or preferably typed.

#### 4. Meeting materials

4.1. The Secretariat will make the Meeting materials (i.e., documentation, papers, templates, instructions, etc.) available in electronic format prior to the Meeting (web-conference) on the ICAO APAC Office website (at: [www.icao.int/apac](http://www.icao.int/apac) > Meetings > Meeting List – 2020 > ATMAS TF/1

4.2. Each participant should review all working papers and supporting information papers prior to the commencement of the Meeting (web-conference) discussion sessions.

4.3. Participants wishing to submit papers for consideration by the Meeting must do so, via e-mail to the ICAO APAC Office at: [apac@icao.int](mailto:apac@icao.int), as early as possible and in any case **no later than 12 October 2020**.

#### 5. Joining the Seminar/Meeting (web-conference)

5.1. When joining the Meeting (web-conference) sessions, please ensure your **microphone is muted** and **video is turned off**.

5.2. Each participant should ensure that their web-conference display name reflects their respective State or Organization first, followed by their participant name, e.g., “**ICAO – Yi LUO**”, “**AUS – name**”, “**Hong Kong, China – name**”, etc.

5.3. Each registered participant will receive by e-mail from the Secretariat with the “*Join meeting*” link and appropriate instructions about one week before the Meeting (web-conference) sessions.

5.4. Participants should join the Meeting (web-conference) sessions approx. 10- to 15-minutes prior to the scheduled start of each session.

#### 6. Participants’ working environment

6.1 Each participant should ensure they join the web-conference from a location with minimal, or preferably no, background noise.

6.2 To minimize the potential for audio-feedback to hinder the discussions, each participant should join the web-conference using a separate computer/device in a separate room/office. If sharing a single computer/device to join the web-conference with fellow participant/s, please ensure that only one computer/device per room/office has its microphone unmuted and audio speaker on at any one time.

#### 7. During the web-conference

7.1 Participants who wish to address a question, answer or comment to the Meeting should please inform the Chair, Secretary or moderator of the discussion by using the web-conference interface to send a “CHAT” message, e.g. “*Thailand wishes to speak*”, or “*Thailand question*”, etc.

7.2 Participants who wish to address a message only to a specific member of the Meeting, e.g., to the Chair or Secretary (or another participant), should use the web-conference interface to send a private CHAT message. **CAUTION:** When sending a private CHAT message, please exercise care and **avoid inadvertently sending a private CHAT message to “EVERYONE”**.

7.3 Additional information and instructions concerning the web-conferencing tools and applications, will be provided separately at the meeting website.

7.4 Participants should only unmute their microphone and turn on their video when invited to speak by the Chair, Secretary or moderator of the discussion. Please always remember to mute your microphone when finished speaking.

7.5 The Chair and/or Secretary will manage the presentation of meeting material during the web-conference, unless specifically arranged otherwise. Speakers should clearly identify to the meeting the relevant paper, presentation or other meeting material they are speaking to, as well as the specific paragraphs, pages and slides, as appropriate.

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**INTERNATIONAL CIVIL AVIATION ORGANIZATION  
ASIA AND PACIFIC OFFICE**

**SEMINAR ON ATM AUTOMATION SYSTEM  
AND  
THE FIRST MEETING OF THE ATM AUTOMATION SYSTEM TASK FORCE  
(ATMAS TF/1)**

*(Web-conference 27-30 October 2020)*

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**REGISTRATION / NOMINATION FORM**

To confirm attendance, please check

- Seminar on ATM Automation System (27 October 2020)  
 ATMAS TF/1 (28 - 30 October 2020)

1. Name in full:  
(Mr./Mrs./Miss) \_\_\_\_\_  
(as should appear in the official listing)
2. Title or Official Position: \_\_\_\_\_
3. State/Organization: \_\_\_\_\_
4. E-mail: \_\_\_\_\_

**Note 1:** Please download meeting materials from the ICAO APAC Office website ([www.icao.int/apac](http://www.icao.int/apac) > Meetings > Meeting List – 2020 > ATMAS TF/1 prior to the meeting.

**Note 2:** Please return the completed registration form by e-mail (to the ICAO APAC Office at: [apac@icao.int](mailto:apac@icao.int)) no later than 12 October 2020.

**Note 3:** Please print or type clearly. Web-conference joining instructions will only be delivered to the valid, official nominated e-mail address/es at 4, above.

Date \_\_\_\_\_ Signature \_\_\_\_\_

After completing, please send to: ICAO APAC Office, P.O. Box 11, Samsaeng Ladprao, Bangkok 10901, Thailand, or Fax: +66 (2) 537 8199 or e-mail to: [apac@icao.int](mailto:apac@icao.int) cc: [ylo@icao.int](mailto:ylo@icao.int); [bsirapongkosit@icao.int](mailto:bsirapongkosit@icao.int)