



ICAO

*International Civil Aviation Organization*

**Sixteenth Meeting of the ICAO Aeronautical Information Services – Aeronautical Information Management Implementation Task Force (AAITF/16)**

Video Teleconference, 07 – 11 June 2021

**Agenda Item 7: Review of the Task List**

**REVIEW THE AAITF TERMS OF REFERENCE AND TASK LIST**

(Presented by Secretariat)

**SUMMARY**

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

**1. INTRODUCTION**

1.1 This working paper provides the AAITF Terms of Reference (TOR) and Task List for review and update by the meeting.

**2. DISCUSSION**

2.1 The current AAITF TOR are provided in **Attachment A**. The meeting may recall that AAITF/15 proposed minor amendments to the TOR to include, where relevant, references to ICAO Doc 10066 – Procedures for Air Navigation Services – Aeronautical Information Management (PANS-AIM), and to update the reference to the Asia/Pacific Seamless ATM Plan to the now renamed Seamless ANS Plan.

2.2 The Task List, last updated by AAITF/15 (Video Teleconference, 01 to 05 June 2020) is provided at **Attachment B**.

**3. ACTION BY THE MEETING**

3.1 The meeting is invited to:

- a) Review the AAITF TOR and
- b) Update the Task List.

.....

Terms of Reference of the AIS-AIM Implementation Task Force (AAITF)

The objectives of the Task Force are to:

- a) study means of aeronautical data management by civil aviation authorities and/or ATS providers in other regions including the aeronautical information exchange model (AIXM) and the electronic AIP (eAIP), promote the implementation of these methods/models in the Asia/Pacific Region;
- b) examine the means of aeronautical data exchange used in other regions and application in the Asia/Pacific Region;
- c) assist States to implement Quality Management Systems for aeronautical information in an expeditious manner;
- d) develop training material and conduct workshops on the Guidance Manual for AIS in the Asia/Pacific Region;
- e) develop guidance material for Static Data Procedures and the AIS Automation Plan;
- f) review and update the Guidance Manual taking into account amendments to ICAO SARPs, procedures and guidance material;
- g) monitor and review technical and operating developments in the AIS field especially in the area of automation and database management; and
- h) monitor the transition from AIS to AIM, and in particular monitor development of the replacement of Annexes 4 & 15, PANS-AIM (Doc 10066) and guidance documents under development by ICAO.

To achieve the above objectives, the Task Force shall consider:

1. results of the ICAO Information Management Panel (IMP);
2. amendments to Annex 4, Annex 15, PANS-AIM, the AIS Manual (Doc 8126), and the Aeronautical Chart Manual (Doc 8697); and
3. revisions to the EUROCONTROL *Operating Procedures for AIS Dynamic Data* (OPADD); and
4. implementation of the regional priorities and the performance objectives of the Asia/Pacific Seamless ANS Plan.

The Task Force will report to the ATM Sub-Group of APANPIRG

*(Adopted by the 14<sup>th</sup> Meeting of the Asia/Pacific Air Navigation Planning and Implementation Regional Group (APANPIRG/14), 2003, and most recently amended by APANPIRG/31, 2020)*

## AAITF TASK LIST

(Last updated 05 June 2020)

	<b>ACTION ITEM</b>	<b>TIME FRAME</b>	<b>RESPONSIBLE PARTY</b>	<b>Status</b>	<b>REMARKS</b>
10.	Update AIS – AIM implementation status	Ongoing	All States/Secretariat	Open	
12.	Explore what opportunities or resources may be available for seminars or workshops on AIS – AIM	Ongoing	Secretariat	Closed	Ongoing routine activity Closed at AAITF/15
14.	Ensure States have minimum 2 registered ICARD_5LNC_PLANNERS	Ongoing	All States	Open	
10/1	States to register on and provide contact details for their focal point for the AIM information sharing website (Mongolia), and provide implementation status information.	Ongoing	States/Mongolia/Secretariat	Open	As at AAITF/13 – 20 Administrations provided POC.
11/3	Review SNOWTAM provisions in OPADD	AAITF/15	Japan/Secretariat	Closed	Cross-reference with new Annex 15 and PANS-AIM applicable effective November 2018. Closed at AAITF/15. New SNOWTAM guidance provided pending routine update of OPADD.
11/4	Review systems and local procedures/manuals used for NOTAM service and Pre-Flight	AAITF/16	APAC Administrations	Open	Updated AAITF/15 To be closed at AAITF/16 if no

AAITF/16 – WP/20  
Attachment B

	<b>ACTION ITEM</b>	<b>TIME FRAME</b>	<b>RESPONSIBLE PARTY</b>	<b>Status</b>	<b>REMARKS</b>
	Information Service against Guidance Manual for AIS in the Asia/Pacific Region Report issues to Secretariat				information received
11/5	Check status of close proximity duplicated 5LNC within 1000NM	Ongoing	APAC Administrations/ Secretariat	Open	AAITF/11 WP/8 Updated AAITF/15
11/8	Report on the outcome of the AIM Prescribed Working Group of the Information Management Panel (IMP) and the AIM Steering Group	Ongoing	Secretariat	Open	AAITF/13 Updated to include AIM Steering Group
11/9	Review amendments to Annexes 4 and 15, new PANS/AIM and new or amended guidance material, and report to AAITF.	Ongoing	States/Secretariat	Open	
12/3	Update AIM Points of Contact details	Ongoing	States	Open	
13/3	Follow-up with ICAO HQ on finalization of Doc 9881 and other AIM-related guidance documents.	AAITF/16	Secretariat	Open	AAITF/13 5.49 Updated AAITF/15
13/4	Periodic sampling of NOTAM PIB to examine the proliferation of PERM and long-term temporary NOTAMs	Ongoing	Secretariat, Viet Nam, USA	Open	AAITF/13 6.7
14/1	Check and report on progress in development of specifications for Digital NOTAM	AAITF/16	Secretariat	Open	AAITF/14

	<b>ACTION ITEM</b>	<b>TIME FRAME</b>	<b>RESPONSIBLE PARTY</b>	<b>Status</b>	<b>REMARKS</b>
14/2	Engage with Pacific Island States on NOTAM management	Ongoing	Secretariat/Fiji	Open	AAITF/14 – Fiji provides a NOTAM promulgation service for Pacific Island States. Address Management of PERM NOTAM and any other noted issues.
14/3	Collect data on circumstances for which there is no suitable NOTAM Code, propose suitable codes, forward to ICAO HQ technical panel Secretary.	30 November 2019	Hong Kong China, India, Secretariat	Closed	Secretariat to provide spreadsheet for data collection Updated AAITF/15 New Action Item 15/5 refers.
14/4	Register ATS routes in ICARD	Open	All APAC Administration	Open	Subject to State Letter notification.
15/1	Coordinate on evidence to support deletion of ANS Deficiencies	30 September 2020	Secretariat, Thailand	Open	AAITF/15 Report 4.12
15/2	Coordinate on evidence to support deletion of ANS Deficiency	30 September 2020	Secretariat, Indonesia	Open	AAITF/15 Report 4.13
15/3	Coordinate with ICAO HQ on the matter of military-only (non-published) 5LNCs included in global list of 5LNCs (2018)	12 June 2020	Secretariat	Open	AAITF/15 Report 5.24
15/4	Provide April checklist of valid NOTAM to Regional Office by 30 April each year	Ongoing	All APAC Administrations	Open	AAITF/15 Report 5.41
15/5	Provide supporting information, references and number of cases	31 August 2020	APAC Administrations	Open	AAITF/15 Report 5.51

AAITF/16 – WP/20  
Attachment B

	<b>ACTION ITEM</b>	<b>TIME FRAME</b>	<b>RESPONSIBLE PARTY</b>	<b>Status</b>	<b>REMARKS</b>
	observed for proposed NOTAM Codes				
15/6	Draft Guidance for Postponement of Changes of Aeronautical Information Distributed under AIRAC	AAITF/16	China, India, Indonesia, Maldives, Nepal, Pakistan, Singapore, Thailand, Viet Nam, IATA.	Open	AAITF/15 Report 6.3
15/7	Explore means of registering 5LNC already published in AIP that are not listed in the ICARD database (i.e. not listed anywhere among registered, reserved or available codes)	AAITF/16	Secretariat	Open	AAITF/15 WP/11