



International Civil Aviation Organization
ICAO Eleventh Meeting of the Asia/Pacific Air Traffic Flow Management Steering Group (ATFM/SG/11)

Video Teleconference, 02 – 06 August 2021

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 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). Noting the proposal to revise the TOR to incorporate Airport Collaborative Decision-Making (A-CDM) activities in the ATFM/SG work programme (Agenda Item 2, WP/3), a copy of the TOR including the proposed revisions is appended as **Attachment A**.

2.2 The Task List as updated by ATFM/SG/10 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/10. Previous Task Lists retaining the historical information remain available in earlier meeting reports.

2.3 The Task List now includes residual action items from the Task List of the Asia/Pacific A-CDM Task Force (APA-CDM/TF), pending APANPIRG agreement to the proposed revision of the ATFM/SG TOR.

3. ACTION BY THE MEETING

3.1 The meeting is invited to:

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

DRAFT AMENDMENT -Terms of Reference

AIR TRAFFIC FLOW MANAGEMENT STEERING GROUP (ATFM/SG)

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 and aerodromes 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 and A-CDM 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 and aerodrome users with ATFM and A-CDM measures; and
 - e. any other guidance relevant to the Regional ATFM Framework and Asia/Pacific A-CDM Implementation Plan.
3. Maintain an overview of CDM/ATFM and A-CDM programs being conducted within the Region, with a view to facilitating their coordination and alignment, and to promote;
 - a. harmonized procedures;
 - b. Implementation of the performance expectations of the Regional ATFM Framework and Asia/Pacific A-CDM Implementation Plan;
 - c. Interoperability of A-CDM with ATFM
4. Review the effectiveness of existing and planned ATFM and A-CDM 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)~~, Airport Operations and Planning Sub-Group, 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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Air Traffic Flow Management Steering Group

Task List

(last updated ATFM/SG/10, 08 May 2020)

ACTION ITEM	DESCRIPTION	TIME FRAME	RESPONSIBLE PARTY	STATUS	REMARKS
5/1	<p>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:</p> <ul style="list-style-type: none"> 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	<p>Transferred to ATFM/SG by SAIOACG/5</p> <p>Poor punctuality performance is actively being monitored and rectified where possible by IATA/States.</p> <p>SAIOACG/5: this is still problematic.</p> <p>TASK 6/2 also refers</p> <p>Reviewed by ATFM/SG/10</p> <p>The task should be actioned further after traffic recovery (COVID-19)</p>

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	Closed	<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/12	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	Completed	<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>
5/13	Research ATFM for long range flights	Ongoing	Australia/India/Japan/New Zealand /Singapore/Thailand/CANSO/IATA	Open	Updated ATFM/SG/8

ACTION ITEM	DESCRIPTION	TIME FRAME	RESPONSIBLE PARTY	STATUS	REMARKS
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/10
7/1	Investigate and Develop a draft PfA for Doc 7030 Regional Supplementary Procedures for Cross-border ATFM	ATFM/SG/12	China/Japan/Singapore/Thailand/Secretariat	Open	Final Decision on this yet to be made. Update ref ATFM/SG/9 report ADEXP and EET in FPL First draft provided Action Item updated at ATFM/SG/10
7/8	Finalize APAC FIXM Extension Version 1	ATFM/SG/10	SWIM TF	Completed	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 ICD incl. Extension to be reviewed by SWIM/TF/3 May 2019 Draft Conclusion ATFM/SG/9-2 Updated at ATFM/SG/9

ACTION ITEM	DESCRIPTION	TIME FRAME	RESPONSIBLE PARTY	STATUS	REMARKS
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 ATFM/SG/12	Indonesia Chair/Secretariat	Open	Refer also ATFM/SG/9 IP/13
8/5	ATFM Points of Contact for Implementation Status Reporting	Ongoing	States	Open	Reports to be submitted by end of April each year
9/1	Draft regional guidance for advance notice of ATFM measures	ATFM/SG/11	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)	ATFM/SG/11	China, Hong Kong China, India, Japan, Mongolia, Singapore, Thailand, USA	Open	First draft to be provided at ATFM/SG/11 (planned Video Teleconference Q3 or Q4 2020)
9/3	Develop operational scenario for CTO for airborne flights	ATFM/SG/11	Australia, Japan, New Zealand, Singapore, Thailand	Open	FIXM use case included in APAC FIXM Version 4.1 ATFM Extension. First draft of operational scenario/guidance to be included in draft revision to Regional ATFM Framework document ATFM/SG/11. Action Item 5/13 LR ATFM also refers
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	Completed	

ACTION ITEM	DESCRIPTION	TIME FRAME	RESPONSIBLE PARTY	STATUS	REMARKS
9/5	Missing DEP messages follow-up multi-State analysis	24 July 2020	Australia, China, India, Japan, Mongolia, Singapore, Thailand	Open	To be coordinated/confirmed, depending on level of traffic recovery post-COVID-19 pandemic
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	Closed	
9/8	Provide CADENA post-ops analysis model (spec. stakeholder feedback mechanisms) for post-ops analysis framework finalization	01 July 2019	CANSO/USA	Closed	
9/9	Analysis of MET requirements to support Non-ASBU elements of Seamless ATM Plan	ATFM/SG/12	Secretariat/MET R WG Chair	Open	To be discussed by MET/R WG/9
10/1	Streamline Status Reporting requirements	ATM/SG/8	Secretariat	Open	Shifting meeting schedules, and ICAO requests for status reports to SAIOACG/SEACG, which were usually held before the annual due date for implementation status reports.
10/2	Additional case studies for inclusion in Post Operations Analysis Recommended Framework	24 July 2020	Australia/Thailand	Open	To be included in the document for consideration by ATM/SG/8
10/3	Nomination of ATFM Experts to participate in MET/R WG Ad Hoc Group	11 May 2020	Australia, Hong Kong China, Singapore, Thailand, CANSO, IATA	Open	Email to secretariat ssummer@icao.int ;
10/4	Communication strategy and enhanced work plan for ATFM/IR/SWG	15 May 2020	Chair/Secretariat	Open	Action Item 5/10 also refers

ACTION ITEM	DESCRIPTION	TIME FRAME	RESPONSIBLE PARTY	STATUS	REMARKS
10/5	Develop agenda and offline work schedule for ATFM/SG/11	15 May 2020	Chair/Secretariat	Open	Agenda focused on Review of Regional ATFM Framework Work schedule to include frequent VTC progress meetings.
10/6	Nominate experts to work on offline tasks for Review of Regional ATFM Framework	15 May 2020	States/IOs	Open	Email to Secretariat ssumner@icao.int
10/7	Respond to survey on MET services for ATM, to be distributed by State Letter	TBC State Letter	All Administrations	Open	
11/1	<p><i>APA-CDM/TF Action Item 5/2 - included in ATFM/SG Task List pending APANPIRG decision on re-assignment of responsibility for A-CDM.</i></p> <p>Develop joint operational procedure guidance for the integration of ATFM and A-CDM operations, focusing the integration between A-CDM and "cross-border" ATFM in collaboration with Experts from ATFM/SG and SWIM TF</p>	Hong Kong China to lead China, India, Republic of Korea, Thailand, Group of Experts, CANSO	(APA-CDM/TF/6)	In progress	APA-CDM/TF/6 WP/03 Task to be carried out by the APANPIRG technical body assigned ongoing responsibility for oversight of A-CDM.
11/2	<p><i>APA-CDM/TF Action Item 5/3 -Included in ATFM/SG Task List pending APANPIRG decision on re-assignment of responsibility for A-CDM.</i></p> <p>Identify any other data attributes which are necessary to support the A-CDM and ATFM integrated operations (from A-CDM perspective), in addition to the ones already included in the current version of the FIXM v4.1 Extension in collaboration with Experts from ATFM/SG and SWIM TF.</p>	Thailand to lead Hong Kong China, India, Group of Experts, CANSO	(APA-CDM/TF/6)	To be commenced	Task to be carried out by the APANPIRG technical body assigned ongoing responsibility for oversight of A-CDM.