



ICAO

*International Civil Aviation Organization*

**Twentieth Meeting of the ICAO Aeronautical Information Services – Aeronautical Information Management Implementation Task Force (AAITF/20)**

Chitose, Japan, 9 – 13 June 2025

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## **Agenda Item 4: AIS-AIM Updates**

### **KNOWLEDGE DEVELOPMENT TO THE ORIGINATORS**

(Presented by Japan)

#### **SUMMARY**

This paper presents the necessary support to enable originators to provide accurate and complete information required for aircraft operations. In moving forward for transition from AIS to AIM, it is essential that originators, who are at the very beginning of the information flow, submit data in a timely and appropriate manner.

## **1. INTRODUCTION**

1.1 Regarding the provision of aeronautical information, it is essential that the originators submit NOTAM and AIP in a timely manner. To achieve this, originators must possess adequate knowledge of the relevant procedures and content in order to submit their requests accurately and correctly.

1.2 If originators lack a proper understanding of these procedures, the quality of aeronautical information and data may be compromised. Furthermore, there is a significant risk that errors with potential implications for the safety of navigation could be introduced. Therefore, it is recommended that AIS organizations implement measures to ensure that originators properly understand their roles, the procedures for submitting aeronautical information requests, and the importance of maintaining high data quality.

## **2. DISCUSSION**

### Issues

2.1 Originators must be familiar with the aeronautical information publication procedures. However, many airports do not have opportunities to publish aeronautical information very often, so some originators may have little experience in submitting NOTAM requests. In addition, for new employees, there is a large amount to learn, so it is difficult to understand the detailed aeronautical information contents and procedures. In such cases, there is concern that the request procedures to publish aeronautical information may not be carried out smoothly.

2.2 In addition, moving forward toward digitization, it will be necessary to further understand knowledge regarding ensuring data quality, such as “Accuracy” and “Resolution” for each data. In order to ensure data quality throughout the data chain, it is important to input data correctly at the upstream stage, so it is also necessary to become familiar with system input methods.

2.3 It is important for AIS organizations to engage in activities that provide originators with the necessary knowledge to understand the basics of aeronautical information, its role and importance, the role of the originator in AIM, the specific procedures for submitting NOTAM requests, and the content of the information that should be requested. Furthermore, it is necessary to clearly specify the detailed procedures required for data updates with ensured data quality.

#### Case studies in Japan

##### *Training for airport administrators*

2.4 Among originators who submit NOTAM requests, particularly at regional airports managed by local governments, there are frequent transfers of staff from non-aviation fields, making effective and efficient acquisition of aviation knowledge by new staff a significant challenge. For this reason, AIS organization participates in introductory training for airport administrators and give lectures on basic knowledge of aeronautical information. The main training topics in this training are as follows;

- i) Outline of aeronautical information
- ii) Introduction of the AIS organization (AIS center)
- iii) Format of aeronautical information, AIRAC
- iv) Procedures for requesting to publish aeronautical information
- v) Digitalization of aeronautical information
- vi) Information about airports that should be reported to AIS organization and its procedures

2.5 In addition to the above, for the past four years, we have been holding meetings with airport administrators in Japan to exchange opinions, explain recent amendments to domestic aeronautical regulations and ICAO regulations, and share information on non-conformities caused by airport administrators as well as feedback from aircraft operators.

##### *Digitalization Initiatives*

2.6 The introduction of digitalization requires the understanding and cooperation of originators. To address them, the necessary knowledge items have been organized as follows

- i) Overview of digitalization (AIS to AIM)
- ii) Role of originators
- iii) Required accuracy of data to be submitted and its impact on aircraft operations
- iv) Necessity of submitting accurate information in a timely manner and its impact on aircraft operations, etc.
- v) System operations for SWIM portal (knowledge related to use SWIM service)
- vi) System operations related to submitting digital NOTAM requests, etc.
- vii) Data quality and procedures
- viii) Regulations related to NOTAM requests procedures
- ix) Required accuracy of data to be submitted, etc.

2.7 Since the knowledge required of originators varies greatly depending on the types and content of aeronautical information to be handled, originators were first categorized according to the types such as airport administrators, air traffic controller, navaid facility operators, etc. Then, briefings

and information sessions were conducted to cover the aforementioned topics. According to the questionnaire after the meeting with airport administrators, 53% of response shows that they are willing to start using the new service from an early stage. As a result, appropriate knowledge was successfully provided to the upstream processes in preparation for the upcoming introduction of digital data-based information services.

### **3. ACTION BY THE MEETING**

3.1 The meeting is invited to:

- a) note the information contained in this paper;
- b) promote the establishment of environments in which originators can acquire the appropriate knowledge; and
- c) discuss any relevant matters as appropriate.

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