



ICAO

International Civil Aviation Organization

Fifteenth Meeting of the Asia/Pacific Air Traffic Flow Management Steering Group (ATFM/SG/15)

Bangkok, Thailand, 28 April – 02 May 2025

Agenda Item 6: Regional ATFM Framework, A-CDM Plan and related Guidance Material

USE OF DIGITAL FORM FOR STATUS AND IMPLEMENTATION PROGRESS REPORT

(Presented by the Secretariat)

SUMMARY

This paper presents feedback on using digital form as the data collection platform for the trial Asia/Pacific Regional A-CDM Monitoring and Reporting Scheme and the proposal to extend the use of digital form for other Asia/Pacific (APAC) regional monitoring and reporting forms annual return.

1. INTRODUCTION

1.1 The Twelfth Meeting of the Air Traffic Management Sub-Group (ATM/SG/12) of the Asia/Pacific Air Navigation Planning and Implementation Regional Group (APANPIRG) agreed to include the *Asia/Pacific Regional A-CDM Monitoring and Reporting Scheme* as part of the routine reporting for the year 2025, on trial basis.

1.2 To simplify data collection and enhance the analysis, monitoring, and reporting processes, digital form over the Microsoft Form platform was used to replace the conventional paper-form or excel sheets.

1.3 Currently, the implementation status of annual air navigation services (ANS)-related plans is reported using Microsoft Excel sheets (i.e. [Regional AIM Plan Monitoring and Reporting Form](#), [Regional ATFM Plan Monitoring and Reporting Form](#), [Regional ATM Contingency Plan Monitoring and Reporting Form](#) and [Regional SAR Plan Monitoring and Reporting Form](#)), submitted via email for data collection. Upon the annual reporting due date of 28 February, tremendous work for the Secretariat was required to consolidate all the data. During the process, the data would be prone to human errors, such as duplicate entries, inconsistent formatting and data entry mistakes which can affect the accuracy of the subsequent analyses.

1.4 This paper promotes the use of digital form to enhance efficiency and accuracy in processing the collected data and at the same time reduces the Secretariat workload.

2. DISCUSSION

Feedback from Trial A-CDM Monitoring and Reporting Scheme

2.1 A total of 30 responses from 13 Point of Contacts (POCs) were received for the trial A-CDM Monitoring and Reporting Scheme. Follow-up questions were sent via email to survey the effectiveness and difficulties in navigating over the Microsoft Forms platform; the area to be improved for both the form content and modality were also surveyed.

2.2 In the responses, all POCs agreed that Microsoft Forms were easy to use and encountered no issues in navigating through the digital form. The ability to access the form via different devices provided enhanced flexibility.

2.3 POCs also provided suggestions to improve user experience by providing a copy of the completed form for record purposes. In addition, query has been raised about how numeric data could be reported effectively through the Microsoft Forms platform.

2.4 All the responded POCs recommended using Microsoft Forms as primary means to report ANS-related plans implementation status, provided the questions be published in document format so that they can gather the required information before inputting the data into the digital form.

Using Microsoft Forms for Annual ANS-related Plans Implementation Status Report

2.5 With the benefits of using digital form, the secretariat transformed the current Forms in Excel format into the sample Microsoft Forms as below:

a) [SAMPLE] Regional AIM Plan Monitoring and Reporting Form:

<https://forms.office.com/r/BENsq4FA4F> (PDF version in **Attachment A**).



Figure 1: QR Code to Sample Regional AIM Plan Monitoring and Reporting Form

b) [SAMPLE] Regional ATFM Plan Monitoring and Reporting Form:

<https://forms.office.com/r/PPz8z81Xk6> (PDF version in **Attachment B**).



Figure 2: QR Code to Sample Regional ATFM Plan Monitoring and Reporting Form

c) [SAMPLE] Regional ATM Contingency Monitoring and Reporting Form:

<https://forms.office.com/r/K5bJ5WQc7i> (PDF version in **Attachment C**).



Figure 3: QR Code to Sample Regional ATM Contingency Monitoring and Reporting Form

d) [SAMPLE] Regional SAR Plan Monitoring and Reporting Form:

<https://forms.office.com/r/fw1ZmCwypG> (PDF version in **Attachment D**).



Figure 4: QR Code to Sample Regional SAR Plan Monitoring and Reporting Form

2.6 These sample forms replicated the details of the original forms in Microsoft Excel format but limited the choice of answers to minimize the human inputting error. Upon completing the form, users with a Microsoft account would be allowed to save a copy of the completed form; users without a Microsoft account would be able to print the completed form into a PDF file.

2.7 Proposals to use digital forms as the primary means of collecting annual ANS-related plans' implementation status reports will also be presented for discussion and agreement by the respective contributory bodies.

2.8 The use of digital form is expected to be online for the 28 February 2026 reporting period subject to endorsement by ATM/SG.

3. ACTION BY THE MEETING

3.1 The meeting is invited to:

- a) note the feedback and benefits of using digital form to collect annual ANS-related plans implementation status report;
- b) endorse using the digital form (Microsoft Forms) as the primary data collection modality for regional ATFM implementation status reporting and Regional A-CDM Monitoring and Reporting; and
- c) discuss any relevant matters as appropriate.

Draft Conclusion/Decision ATFM/SG/15-X: The Use of Digital Form to Collect Annual Regional ATFM plan Monitoring and Reporting Form and Regional A-CDM Monitoring and Reporting Scheme		
What: Adopt the use of digital form (Microsoft Forms) as the primary means to collect annual Regional ATFM Monitoring and Reporting Form and Regional A-CDM Monitoring and Reporting Scheme.		Expected impact: <input type="checkbox"/> Political / Global <input type="checkbox"/> Inter-regional <input type="checkbox"/> Economic <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Ops/Technical
Why: To streamline and enhance efficiency in processing the Regional Plans' Implementation Status Monitoring	Follow-up: <input checked="" type="checkbox"/> Required from States	
When: 29-Aug-25	Status: Draft to be adopted by Subgroup	
Who: <input checked="" type="checkbox"/> Sub groups <input checked="" type="checkbox"/> APAC States <input checked="" type="checkbox"/> ICAO APAC RO <input type="checkbox"/> ICAO HQ <input type="checkbox"/> Other:		

[SAMPLE] Regional AIM Plan Monitoring and Reporting Form

The following indicators are based on the Performance Improvement Plan of the Asia/Pacific Regional Framework for Collaborative AIM, which should be read in conjunction with this form. The information provided will be used by the relevant regional bodies to assess individual Administration and overall regional compliance with the AIM Plan and may be used by Administrations to internally evaluate their implementation status.

Section 1 - Respondent Information

APAC Member State/Administration		
(Select from drop down list)		
<ul style="list-style-type: none"> • Afghanistan • Australia • Bangladesh • Bhutan • Brunei Darussalam • Cambodia • China <ul style="list-style-type: none"> ○ Hong Kong China ○ Macao China • Cook Island • Democratic People's Republic of Korea • Fiji • French Polynesia • India 	<ul style="list-style-type: none"> • Indonesia • Japan • Kiribati • Lao People's Democratic Republic • Malaysia • Maldives • Marshall Islands • Micronesia • Mongolia • Myanmar • Nauru • Nepal • New Caledonia • New Zealand • Pakistan 	<ul style="list-style-type: none"> • Palau • Papua New Guinea • Philippines • Republic of Korea • Samoa • Singapore • Solomon Islands • Sri Lanka • Thailand • Timor Leste • Tonga • Tuvalu • United States • Vanuatu • Viet Nam

Name of POC
(Free text entry)

POC Email Address
(entry for valid email address)

Section 2 – Regional AIM Capacity Phase I

To be implemented immediately

Question 1a

Q1. Developed policy and enacted primary legislation and supporting regulations for Annex 4 and Annex 15 SARPS, and PANS-AIM Procedures including:

- a) establishment of an organizational structure for the safety oversight of aeronautical information service providers;

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 1b

Q1. Developed policy and enacted primary legislation and supporting regulations for Annex 4 and Annex 15 SARPS, and PANS-AIM Procedures including:

- b) requirements for monitoring of differences from Annex 4 and Annex 15 SARPS;

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 1c

Q1. Developed policy and enacted primary legislation and supporting regulations for Annex 4 and Annex 15 SARPS, and PANS-AIM Procedures including:

- c) requirements for aeronautical information/data originators;

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 1d

Q1. Developed policy and enacted primary legislation and supporting regulations for Annex 4 and Annex 15 SARPS, and PANS-AIM Procedures including:

- d) requirement for AIS quality management systems and processes to be established by all entities in the end-to-end AIS data chain.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 2

Ensured National Air Navigation Plans include implementation planning for each of the performance expectations of the Regional Plan for Collaborative AIM.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 3

Established AIS either as a separate entity within, or separated from the civil aviation administration.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 4

Developed competency requirements for AIS personnel, including English language proficiency requirements, supported by a program of regular performance assessment.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 5

Established regular programs of engagement with all stakeholders.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 6

Established quality management processes for aeronautical information.

(Select 1 of the choices)										
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0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 7

Established formal agreements between AIS providers and aeronautical data originators.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 8

Provided full access to relevant ICAO Annexes and Documents to all personnel having responsibility for the reception, management, publication and/or distribution of aeronautical information and aeronautical data.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 9

Ensured compliance of all aeronautical products with common reference systems WGS-84, MSL/EGM-96 and UTC.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Section 3 - Regional AIM Capability Phase II

To be implemented by 7 November 2019

Question 10

Adapted policy, primary legislation and supporting regulations to support digital data sets of aeronautical information and associated products.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 11

Adapted training, competency and performance assessment of AIS personnel for digital data sets and eAIP.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 12

Implemented and maintained quality management systems encompassing all functions of the AIS.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 13

Established and maintained digital databases of aeronautical information (PANS-AIM Appendix 1).

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 14a

Managed terrain, obstacle and aerodrome mapping data through the establishment of:

- a) a terrain database, from which terrain data sets conforming with Annex 15 Section 5.3.3.3 may be generated

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 14b

Managed terrain, obstacle and aerodrome mapping data through the establishment of:

- b) an obstacle database, from which obstacle data sets conforming with Annex 15 Section 5.3.3.4 may be generated

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 14c

Managed terrain, obstacle and aerodrome mapping data through the establishment of:

- c) an aerodrome mapping database, from which aerodrome mapping data sets conforming with Annex 15 Section 5.3.4 may be generated

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 15

Implemented internet-accessible electronic AIP generated from digital database of aeronautical information

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 15

Implemented internet-accessible electronic AIP generated from digital database of aeronautical information

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Section 4 - Regional AIM Capability Phase III

To be implemented by 27 November 2025

Question 16

Adapted policy, primary legislation and supporting regulations to support automated exchange of aeronautical data in a SWIM environment

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 17

Adapted competency development and performance assessment of AIS personnel to support the automated exchange of aeronautical data and production of electronic charts in a SWIM environment

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 18

Commenced aeronautical information exchange through digital data sets, integrated briefing and electronic charts in a SWIM environment

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Link

Link to the sample Microsoft Form: <https://forms.office.com/r/BENsq4FA4F>



[SAMPLE] Asia/Pacific Regional ATFM Plan Monitoring and Reporting Form

The following indicators are based on the Performance Improvement Plan of the Asia/Pacific Regional Framework for Collaborative ATFM, which should be read in conjunction with this form. The information provided will be used by the relevant regional bodies to assess individual Administration and overall regional compliance with the Framework, and may be used by Administrations to internally evaluate their implementation status.

Phase 3B Regional ATFM capabilities, with expected implementation by November 2025, will not be considered for evaluation and compliance. Therefore, response for the implementation status of such elements will be voluntary in nature.

Section 1 - State Information

Select your State/Administration		
(Select from drop down list)		
<ul style="list-style-type: none"> • Afghanistan • Australia • Bangladesh • Bhutan • Brunei Darussalam • Cambodia • China <ul style="list-style-type: none"> ○ Hong Kong China ○ Macao China • Cook Island • Democratic People's Republic of Korea • Fiji • French Polynesia • India 	<ul style="list-style-type: none"> • Indonesia • Japan • Kiribati • Lao People's Democratic Republic • Malaysia • Maldives • Marshall Islands • Micronesia • Mongolia • Myanmar • Nauru • Nepal • New Caledonia • New Zealand • Pakistan 	<ul style="list-style-type: none"> • Palau • Papua New Guinea • Philippines • Republic of Korea • Samoa • Singapore • Solomon Islands • Sri Lanka • Thailand • Timor Leste • Tonga • Tuvalu • United States • Vanuatu • Viet Nam

Name of POC
(Free text entry)

POC Email Address
(entry for valid email address)

Section 2 - State/Administration Status

Status of your Administration under the terms of the Performance Improvement Plan of the APAC Regional Framework for Collaborative ATFM.	
(Select 1 of the choices)	
<ul style="list-style-type: none"> i. has implemented ATFM and distributing ATFM measures; or ii. has plan to implement and distribute ATFM measures <i>(Jump to Section A – Administrations Distributing ATFM Measures)</i>	<ul style="list-style-type: none"> is NOT planning to implement ATFM measures <i>(Jump to Section B – Administrations Facilitating ATFM Measures)</i>

Section A - Administrations Distributing ATFM Measures

Not implemented = 0% Partial Implementation = 25%,50%,75% Full Implementation = 100%

Question 1 Enacted regulations for the implementation of ATFM S7 Para 7.11 Phase 1A	
(Select 1 of the choices)	
<ul style="list-style-type: none"> 0% State has not enacted any ATFM-related regulations. 	<ul style="list-style-type: none"> 100% State has enacted ATFM regulations governing the provision of ATFM service with associated ATFM-related procedure in AIP.

Question 2 Implemented a program of annual or bi-annual strategic airport and airspace capacity, and strategic demand analysis S7 Para 7.12 Phase 1A	
(Select 1 of the choices)	
<ul style="list-style-type: none"> 0% State has not implemented any strategic demand and capacity analysis; 50% State has implemented either strategic demand analysis or strategic capacity analysis capability; 	<ul style="list-style-type: none"> 100% State has implemented both strategic demand analysis and strategic capacity analysis capabilities

Question 3

Performed an analysis of current traffic demand and expected growth for the next 5 years (rolling)

S7 Para 7.13
Phase 1A

(Select 1 of the choices)

- | | |
|---|---|
| <ul style="list-style-type: none"> • 0% State does not have a capability of assessing current and expected traffic demand; • 25% State has a capability of analyzing the current traffic demand through information such as FPLs and/or flight schedules; | <ul style="list-style-type: none"> • 50% State has a capability of analyzing the current traffic demand and the traffic demand for the upcoming (6-month/ 12-month) season; • 100% State has a capability of analyzing current and seasonal traffic demand, as well as demand prediction/forecasting capability for the next 5 years. |
|---|---|

Question 4

Commenced daily pre-tactical airport and airspace capacity-demand analysis for ATFM Program airports and associated terminal airspace as well as enroute ATC sectors supporting the homogeneous ATM areas and major traffic flows identified in the Asia and Pacific Regions

S7 Para 7.13, 7.14
Phase 1A

(Select 1 of the choices)

- | | |
|---|---|
| <ul style="list-style-type: none"> • 0% State does not have a capability of assessing pre-tactical demand-capacity imbalance; • 50% State has a capability of assessing pre-tactical demand-capacity imbalance but has not implemented a procedure to perform daily assessment; | <ul style="list-style-type: none"> • 100% States has a capability and a procedure to perform pre-tactical demand-capacity imbalance assessment daily. |
|---|---|

Question 5

Made arrangements for relevant ATFMU to chair and/or participate in regularly scheduled ATFM conferences for pre-tactical ATFM planning

S7 Para 7.16
Phase 1A

(Select 1 of the choices)

- | | |
|---|---|
| <ul style="list-style-type: none"> • 0% State has not made any arrangement for relevant ATFMU to chair and/or participate in ATFM conferences for pre-tactical ATFM planning; • 50% States has made ad-hoc/non-regular arrangements for ATFMU to chair and/or participate ATFM conferences for pre-tactical ATFM planning | <ul style="list-style-type: none"> • 100% State has made the arrangement per the requirement. |
|---|---|

Question 6

Commenced ATFM post-operations analysis and rectification, taking guidance from the Asia/Pacific ATFM Post-Operations Analysis Recommended Framework as starting point

S7 Para 7.17
Phase 1A

(Select 1 of the choices)

- | | |
|---|---|
| <ul style="list-style-type: none"> • 0% State has no capability to conduct ATFM post-operations analysis. • 50% State has capability to conduct ATFM post-operations analysis but has no procedures to do it regularly. | <ul style="list-style-type: none"> • 100% State has the capability and procedures to conduct regular ATFM post-operations analysis. |
|---|---|

Question 7

Ensured the origination, distribution and processing of FPL and ATS messages in accordance with ICAO Doc 4444 PANS-ATM and the Regional Framework for Collaborative ATFM

S7 Para 7.18
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State's FPL and ATS message regulation is not in compliant with ICAO Doc 4444. 	<ul style="list-style-type: none"> • 100% State's FPL and ATS message regulation is in compliant with ICAO Doc 4444.
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Question 8

Enacted requirements to ensure FPL is submitted no less than 3 hours prior to EOBT except where necessary for operational or technical reasons

S7 Para 7.19
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State's FPL regulation does not stipulate a requirement for 3-hour advance FPL filing. 	<ul style="list-style-type: none"> • 100% State's FPL regulation has a requirement for 3-hour advance FPL filing.
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Question 9

Enacted requirements to ensure a DLA message is transmitted when the departure of an aircraft for which basic FPL has been sent is delayed by more than 15 minutes after the EOBT specified in that basic FPL

S7 Para 7.21
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State's ATS message regulation does not stipulate a requirement for 15-min DLA message. 	<ul style="list-style-type: none"> • 100% State's ATS message regulation has a requirement for 15-min DLA message.
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Question 10

Ensured that, when there is a delay from a GDP, CTOT and other slot allocation information originated from the ATFMU is communicated to all relevant stakeholders

S7 Para 7.20
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State's ATS message regulation does not stipulate a requirement for 15-min DLA message. • 50% State's ATFMU is able to deliver CTOT to some relevant stakeholders, but not all, e.g. only delivering to ATFMU but not airline. 	<ul style="list-style-type: none"> • 100% State's ATFMU is able to deliver CTOT to all relevant stakeholders.
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Question 11

Implemented or designed systems to ensure that FPL are not discarded from relevant ATM systems as a consequence of ATFM delay.

S7 Para 7.23
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State's FPL management system is unable to retain FPLs when flights are delayed due to ATFM measure. 	<ul style="list-style-type: none"> • 100% State's FPL management system is able to retain FPLs when flights are delayed due to ATFM measure.
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Question 12

Implemented common fixes, terminology and communications in ATFM, AMAN/DMAN and A-CDM systems

S7 Para 7.24, 7.39
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • NOT APPLICABLE - State does not have AMAN/DMAN and A-CDM Systems. • 0% Terminologies in ATFM, AMAN/DMAN, and A-CDM systems do not match. 	<ul style="list-style-type: none"> • 50% Terminologies in ATFM and A-CDM systems are harmonised. • 100% Terminologies in ATFM and A-CDM systems are aligned or able to be translated across systems
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Question 13

Optimized ATC separation and reduced runway occupancy times at all ATFM program airports and in associated terminal airspace

S7 Para 7.25
Phase 1B

(Select 1 of the choices)

- | | |
|--|---|
| <ul style="list-style-type: none"> • 0% State has not begun an initiative to optimize ATC separation and reduce runway occupancy time. • 25% State has begun an initiative to assess runway occupancy times or efficiency of terminal ATC separation • 50% (i) State has implemented reduced runway occupancy time operations at airports or optimized terminal ATC separation; (ii) State has begun an initiative to assess runway occupancy times and efficiency of terminal ATC separation. | <ul style="list-style-type: none"> • 75% State has implemented reduced runway occupancy time operations at airports/optimized terminal ATC separation and has begun an initiative to assess efficiency of terminal ATC separation/runway occupancy times. • 100% State has fully implemented reduced runway occupancy time operations at airports with connection to optimized terminal ATC separation. |
|--|---|

Question 14

Implemented strategic airport slot allocation at all international airports where demand significantly exceeds airport capacity

S7 Para 7.26
Phase 1B

(Select 1 of the choices)

- | | |
|--|--|
| <ul style="list-style-type: none"> • NOT APPLICABLE - State does not have any airports that need strategic airport slot allocation. • 0% State has not begun any initiative on strategic airport slot allocation | <ul style="list-style-type: none"> • 50% State has begun an initiative to implement strategic airport slot allocation process, e.g., has formed or is forming airport slot committee. • 100% State has enacted strategic airport slot allocation regulation and process. |
|--|--|

Question 15

Implemented pre-tactical modelling of airport and airspace configuration and traffic demand, and the effect of ATFM measures

S7 Para 7.27
Phase 1B

(Select 1 of the choices)

- | | |
|---|--|
| <ul style="list-style-type: none"> • 0% State has no capability to model airport and airspace configuration, taking into account traffic demand and ATFM measure impact. • 25% State has a capability to pre-tactically assess traffic demand level at airports and in airspace sectors. • 50% State has a capability to pre-tactically assess traffic demand and simulate/model the impact of ATFM measures on the demand level. | <ul style="list-style-type: none"> • 75% State has a capability to pre-tactically model airport and airspace configuration that best respond to traffic demand. • 100% State has implemented a procedure to pre-tactically adjust airport and airspace configuration to best respond to traffic demand |
|---|--|

Question 16

Implemented tactical ATFM measures for flights inbound to ATFM program airports

S7 Para 7.30
Phase 1B

(Select 1 of the choices)

- | | |
|--|--|
| <ul style="list-style-type: none"> • 0% State has no capability to use tactical ATFM measures to manage traffic demand. • 50% State has a capability to anticipate excessive traffic demand and a procedure to use proactive ATC techniques to tactically respond. | <ul style="list-style-type: none"> • 100% State has a capability and procedure to use tactical ATFM measures during periods of excessive demand in airspace sectors. |
|--|--|

Question 17

Enabled sharing of relevant information between all stakeholders through implementation of CDM

S7 Para 7.28
Phase 1B

(Select 1 of the choices)

- | | |
|--|--|
| <ul style="list-style-type: none"> • 0% State has not implemented CDM process between ATFM stakeholders. | <ul style="list-style-type: none"> • 100% State has implemented CDM process, e.g. teleconferences or direct communication channels between operational units, among stakeholders |
|--|--|

Question 18

Implemented dynamic updating of airport and airspace capacity constraints, capacity calculations and demand information

S7 Para 7.29
Phase 1B

(Select 1 of the choices)

- | | |
|---|--|
| <ul style="list-style-type: none"> • 0% State has no procedure to dynamically update airport and airspace capacity constraints nor demand information. • 50% State has a capability to dynamically update either traffic demand or capacity information at airports and airspace. | <ul style="list-style-type: none"> • 100% State has a capability to dynamically update traffic demand and capacity information at airports and airspace. |
|---|--|

Question 19

Implemented local procedures for ATFM operations and communication, including phraseology and terminology for ATFM Units, ATS Units, airspace users, and airport operators, drawn from ICAO Doc. 9971

S7 Para 7.31
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has not developed any local ATFM communication procedure. • 50% State is in the process of developing and implementing local ATFM communication procedures for stakeholders. 	<ul style="list-style-type: none"> • 100% State has fully established (developed and published) local ATFM communication procedures with phraseologies based on the recommendations in Doc 9971 that are adhered to by stakeholders.
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Question 20

Established ATFM capability with appropriately trained staff and operating procedures

S7 Para 7.31
Phase 2

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has not implemented ATFM capability and function. • 50% State is in the process of implementing ATFM function. 	<ul style="list-style-type: none"> • 100% State has completed the implementation of ATFM function, with operational ATFM unit/function staffed by trained personnel.
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Question 21

Developed procedures for ATFMU, ATS Units, airspace users, and airport operators when ATFM program is active

S7 Para 7.31
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has not developed any local ATFM procedure. • 50% State is in the process of implementing ATFM function. 	<ul style="list-style-type: none"> • 100% State has fully established (developed and published) local ATFM procedures that are adhered to by stakeholders.
--	--

Question 22

Implemented local ATC procedures and, where available, CDM processes facilitating compliance with received CTOT

S7 Para 7.31
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has not developed a procedure to facilitate CTOT compliance. • 50% State is in the process of developing a procedure to facilitate CTOT compliance, e.g. has a procedure that is not yet formally published. 	<ul style="list-style-type: none"> • 100% State has fully established (developed and published) procedures to facilitate CTOT compliance.
--	---

Question 23

Implemented tactical ATFM measures for flights inbound to constrained airspace

S7 Para 7.33, 7.42
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • NOT APPLICABLE State does not have any constrained airspace that requires tactical ATFM measures. • 0% State has no capability to use tactical ATFM measures to manage traffic demand. 	<ul style="list-style-type: none"> • 50% State has a capability to anticipate excessive traffic demand and a procedure to use proactive ATC techniques to tactically respond. • 100% State has a capability and procedure to use tactical ATFM measures during periods of excessive demand in airspace sectors.
---	---

Question 24

Ensured tactical ATFM measures are only applied during periods of constraint

S7 Para 7.23
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has no procedure to ensure ATFM measures are only applied during constraint. 	<ul style="list-style-type: none"> • 100% State has a procedure to ensure ATFM measures are only applied during constraint.
--	---

Question 25

Promulgated procedures to avoid subjecting individual flights to more than one tactical ATFM measure

S7 Para 7.34
Phase 1B

(Select 1 of the choices)

- | | |
|--|---|
| <ul style="list-style-type: none"> • 0% State has no procedure to avoid subjecting flights to more than one tactical ATFM measure at a time. | <ul style="list-style-type: none"> • 100% State has a procedure, manual or automated, to avoid subjecting flights to more than one tactical ATFM measure at a time. |
|--|---|

Question 26

Developed procedures and agreements for post-operational analysis of cross-border ATFM with stakeholders

S7 Para 7.35
Phase 1B

(Select 1 of the choices)

- | | |
|--|---|
| <ul style="list-style-type: none"> • 0% State has no ATFM post-operations analysis capability. • 50% State has an ATFM post-operations analysis capability but has not exchanged the information with cross-border/international stakeholders. | <ul style="list-style-type: none"> • 100% State has an ATFM post-operations analysis capability and has a procedure to exchange the information across borders. |
|--|---|

Question 27

Ensured post-operations analyses are used for planning ATFM, airspace and ATS route improvements

S7 Para 7.36
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has no ATFM post-operations analysis capability. • 50% State regularly conducts ATFM post-operations analysis but has not established procedure to use the result for airspace improvements. 	<ul style="list-style-type: none"> • 100% State regularly conducts ATFM post-operations analysis and has a procedure to use the result for airspace improvements.
--	---

Question 28

Commenced daily preparation and sharing of an ATFM Daily Plan (ADP) for all ATFM Program airports and associated terminal airspace

S7 Para 7.15, 7.38
Phase 2

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State does not have an ADP preparation and distribution procedure. • 50% State prepares and distributes ADP when required, but not daily. 	<ul style="list-style-type: none"> • 100% State prepares and distributes ADP daily.
---	---

Question 29

Promulgated procedures for tactical management of ATFM measures, including revision, cancellation where necessary

S7 Para 7.31, 7.32
Phase 2

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State does not have capability to conduct tactical ATFM measures. • 50% State has a capability to conduct static tactical ATFM measures which cannot be amended once published. 	<ul style="list-style-type: none"> • 100% State has a capability to conduct dynamic tactical ATFM measures which can be amended as capacity situation changes.
---	--

Question 30

Ensured interoperability of implemented ATFM, A-CDM, AMAN, DMAN, ATM automation systems and airspace user systems where operational interfaces exist or are planned

S7 Para 7.39
Phase 2

(Select 1 of the choices)

- | | |
|--|--|
| <ul style="list-style-type: none"> • NOT APPLICABLE State does not have A-CDM and AMAN/DMAN systems. • 0% State has not planned interoperability at the interfaces between the systems. • 50% State has started on the process of implementing the interoperability at the interfaces between the systems. | <ul style="list-style-type: none"> • 75% State has partial interoperability at the interfaces between the systems. • 100% State has full interoperability at the interfaces between the systems. |
|--|--|

Question 31

Implemented meteorological services to support ATM in the terminal area (e.g. Meteorological Service in Terminal Area - MSTA)

S7 Para 7.41
Phase 2

(Select 1 of the choices)

- | | |
|---|---|
| <ul style="list-style-type: none"> • 0% State has not planned the implementation of MSTA. • 25% State has begun an initiative to implement MSTA, e.g. has developed initial coordination between MET service provider and ANSP. | <ul style="list-style-type: none"> • 50% State is in the process of implementing MSTA. • 100% State has implemented MSTA. |
|---|---|

Question 32

Implemented distributed multi-nodal ATFM information distribution capability

S7 Para 7.38
Phase 2

(Select 1 of the choices)

<ul style="list-style-type: none"> • NOT APPLICABLE State currently does not need to implement Cross-Border ATFM measure • 0% State has not implemented the capability. 	<ul style="list-style-type: none"> • 100% State has implemented the information distribution capability that ensures ATFM information are distributed to all stakeholders.
---	--

Question 33

Ensured ATFM systems take long haul flights into account in demand predictions

S7 Para 7.44
Phase 2

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State's ATFM system is not able to take into account long-haul flights when pre-tactically and tactically assessing and predicting demand. 	<ul style="list-style-type: none"> • 100% State's ATFM system takes into account long-haul flights when pre-tactically and tactically assessing and predicting demand.
--	--

Question 34

Ensured ATM and ATFM systems provide timely update of estimate information for airborne aircraft

S7 Para 7.45
Phase 2

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has no capability to receive or provide timely update of airborne aircraft. • 50% State has a capability to receive or provide timely update of airborne aircraft in either ATM or ATFM system. 	<ul style="list-style-type: none"> • 100% State has a capability to receive or provide timely update of airborne aircraft in both ATM and ATFM system.
---	--

Question 35

Implemented A-CDM at international aerodrome and integrated with ATFM operations with appropriate information exchange between the two systems and processes

S7 Para 7.48
Phase 3A

(Select 1 of the choices)

<ul style="list-style-type: none"> • NOT APPLICABLE State has not implemented A-CDM system • 0% State has not implemented A-CDM at any international aerodrome. • 50% State has implemented A-CDM at appropriate* international aerodromes but has not integrated with ATFM operations. 	<ul style="list-style-type: none"> • 75% State has implemented A-CDM and has begun the integration with ATFM operations, e.g. has some information exchange but not complete. • 100% State has implemented A-CDM and integrated with ATFM operations with automated information exchange between the systems at appropriate* international aerodromes.
<p><i>* Appropriate international aerodromes refer to international aerodromes with high traffic density and are subjected to subject to cost benefit analysis. Rationale: The inclusion of cost benefit analysis is aligned with the recommendations in the APAC A-CDM implementation plan*</i></p>	

Question 36

Established national civil-military ATM coordination body to enable strategic, pre-tactical, and tactical airspace management (ASM)

S7 Para 7.49
Phase 3A

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has not established a national civil-military ATM coordination body/authority. 	<ul style="list-style-type: none"> • 100% State has established a national civil-military ATM coordination body with appropriate authority to enable ASM function.
--	--

Question 37

Established a civil-military ATM coordination body to regularly review the use of Special Use Airspace (SUA) to ensure optimal usage all airspaces based on the FUA concept

S7 Para 7.50
Phase 3A

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has not implemented a civil-military ATM coordination body (e.g. airspace management cell) to coordinate airspace use per FUA concept. • 50% State has implemented a coordination body that enables strategic and pre-tactical coordination of airspace use per FUA concept. 	<ul style="list-style-type: none"> • 100% State has implemented a coordination body that enables strategic, pre-tactical, and tactical airspace use coordination per FUA concept.
--	---

Question 38

Established regulations to support a safe integration of UAS operations in non-segregated airspace

S7 Para 7.51
Phase 3B

(Select 1 of the choices)

<ul style="list-style-type: none"> • NOT APPLICABLE State has no formal requirement or provision for UAS operations. • 25% State has a provision for UAS operations in a segregated airspace. • 50% State has begun an initiative to integrate UAS operations into the airspace, e.g., has commissioned a feasibility study. 	<ul style="list-style-type: none"> • 75% State is in the process of integrating UAS operations into the airspace in a non-segregated manner, e.g. a trial operation zone. • 100% State has fully integrated UAS operations into the airspace that is not segregated from manned aircraft operations
--	---

Question 39

Implemented ATFM information distribution capability utilizing FIXM v4.2 (or later), extended where necessary, to enable the exchange of flight-specific ATFM information

S7 Para 7.52
Phase 3B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has not implemented SWIM-based ATFM information exchange capability. • 50% State has implemented SWIM-based capability but uses an older version of FIXM, e.g. FIXM v3.0. 	<ul style="list-style-type: none"> • 100% State has implemented SWIM-based capability with FIXM v4.2 or later.
---	--

Question 40

Integrated ATFM, AMAN/DMAN, and A-CDM systems through cross-platform information exchange based on FIXM v4.2 (or later) with appropriate extension

S7 Para 7.53
Phase 3B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has not integrated ATFM, AMAN/DMAN, and A-CDM systems. • 50% State has integrated the systems but is not using SWIM-based technology or using the technology but with an older version of FIXM. 	<ul style="list-style-type: none"> • 100% State has integrated the systems using SWIM-based technology with FIXM v4.2 or later as the information exchange model.
---	---

Question 41

Established research and development programs to explore novel capacity enhancement techniques such as free route airspace, extended arrival metering, dynamic airspace configurations, target time operations, and collaborative trajectory options, with an emphasis on needs, safety case, and cost-benefit analysis

S7 Para 7.54, 7.56
Phase 3B

(Select 1 of the choices)

<ul style="list-style-type: none"> • NOT APPLICABLE State has no capacity enhancement research and development programs. • 50% State has initiated research and development programs for advance aviation concepts; 	<ul style="list-style-type: none"> • 100% State has research and development programs that focus on capacity enhancement, among other aviation-related topics.
---	--

Question 42

Implemented Meteorological information exchange with ATM and ATFM systems using IWXXM v3.0 (or later)

S7 Para 7.55
Phase 3B

(Select 1 of the choices)

- | | |
|---|---|
| <ul style="list-style-type: none"> • 0% State has not implemented MET information exchange on IWXXM v 3.0 protocol. • 50% State has implemented IWXXM v 3.0 MET information exchange. | <ul style="list-style-type: none"> • 100% State has integrated the systems using SWIM-based technology with IWXXM 3.0 or later as the information exchange model. |
|---|---|

Section B - Administrations Facilitating ATFM Measures

Not implemented = 0% Partial Implementation = 25%,50%,75% Full Implementation = 100%

Question 43

Implemented a program of annual or bi-annual strategic airport and airspace capacity, and strategic demand analysis

S7 Para 7.12, 7.46
Phase 1A

(Select 1 of the choices)

- | | |
|---|--|
| <ul style="list-style-type: none"> • 0% State has not implemented any strategic demand and capacity analysis. • 50% State has implemented either strategic demand analysis or strategic capacity analysis capability. | <ul style="list-style-type: none"> • 100% State has implemented both strategic demand analysis and strategic capacity analysis capabilities. |
|---|--|

Question 44

Performed an analysis of current traffic demand and expected growth for the next 5 years (rolling)

S7 Para 7.13, 7.46
Phase 1A

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State does not have a capability of assessing current and expected traffic demand. • 25% State has a capability of analyzing the current traffic demand through information such as FPLs and/or flight schedules. 	<ul style="list-style-type: none"> • 50% State has a capability of analyzing the current traffic demand and the traffic demand for the upcoming (6-month/12-month) season. • 100% State has a capability of analyzing current and seasonal traffic demand, as well as demand prediction/forecasting capability for the next 5 years.
---	--

Question 45

Made arrangements for relevant personnel from ATSU to participate in regularly scheduled ATFM conferences for pre-tactical ATFM planning

S7 Para 7.16
Phase 1A

(Select 1 of the choices)

<ul style="list-style-type: none"> • NOT APPLICABLE State currently does not require any pre-tactical ATFM planning. • 0% State has not made the arrangement per the requirement. 	<ul style="list-style-type: none"> • 100% State has made the arrangement per the requirement.
---	---

Question 46

Ensured the origination, distribution and processing of FPL and ATS messages in accordance with ICAO Doc 4444 PANS-ATM and the Regional Framework for Collaborative ATFM

S7 Para 7.18
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State's FPL and ATS message regulation is not in compliant with ICAO Doc 4444. 	<ul style="list-style-type: none"> • 100% State's FPL and ATS message regulation is in compliant with ICAO Doc 4444.
--	--

Question 47

Enacted requirements to ensure FPL is submitted no less than 3 hours prior to EOBT except where necessary for operational or technical reasons

S7 Para 7.19
Phase 1B

(Select 1 of the choices)

- | | |
|--|---|
| <ul style="list-style-type: none"> • 0% State's FPL regulation does not stipulate a requirement for 3-hour advance FPL filing. | <ul style="list-style-type: none"> • 100% State's FPL regulation has a requirement for 3-hour advance FPL filing. |
|--|---|

Question 48

Enacted requirements to ensure a DLA message is transmitted when the departure of an aircraft for which basic FPL has been sent is delayed by more than 15 minutes after the EOBT specified in that basic FPL

S7 Para 7.21
Phase 1B

(Select 1 of the choices)

- | | |
|---|--|
| <ul style="list-style-type: none"> • 0% State's ATS message regulation does not stipulate a requirement for 15-min DLA message. | <ul style="list-style-type: none"> • 100% State's ATS message regulation has a requirement for 15-min DLA message. |
|---|--|

Question 49

Ensured local stakeholders are able to access CTOT information readily, either directly from the ATFMU distributing it or through local dissemination

S7 Para 7.20
Phase 1B

(Select 1 of the choices)

- | | |
|--|--|
| <ul style="list-style-type: none"> • 0% State has not implemented a procedure to ensure CTOT accessibility among local stakeholders. | <ul style="list-style-type: none"> • 100% State has implemented a procedure to ensure CTOT accessibility among local stakeholders. |
|--|--|

Question 50

Implemented or designed systems to ensure that FPL are not discarded from relevant ATM systems as a consequence of ATFM delay.

S7 Para 7.23
Phase 1B

(Select 1 of the choices)

- | | |
|--|--|
| <ul style="list-style-type: none"> • 0% State's FPL management system is unable to retain FPLs when flights are delayed due to ATFM measure. | <ul style="list-style-type: none"> • 100% State's FPL management system is able to retain FPLs when flights are delayed due to ATFM measure. |
|--|--|

Question 51

Optimized ATC separation and reduced runway occupancy times at all ATFM program airports and in associated terminal airspace

S7 Para 7.25
Phase 1B

(Select 1 of the choices)

- | | |
|--|--|
| <ul style="list-style-type: none"> • NOT APPLICABLE State does not have an ATFM program airport. • 0% State has not begun an initiative to optimize ATC separation and reduce runway occupancy time. • 25% State has begun an initiative to assess runway occupancy times and efficiency of terminal ATC separation. | <ul style="list-style-type: none"> • 50% State is in the initial phase of an initiative to reduce runway occupancy times at airports, e.g., has begun consultation with airspace users. • 75% State is in the mature phase of an initiative to reduce runway occupancy times at airports, e.g., has developed a procedure and is in trial. • 100% State has fully implemented reduced runway occupancy time operations at airports with connection to optimized terminal ATC separation. |
|--|--|

Question 52

Enabled sharing of relevant information between all stakeholders through implementation of CDM

S7 Para 7.28
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has not implemented CDM process between ATFM stakeholders. 	<ul style="list-style-type: none"> • 100% State has implemented CDM process, e.g. teleconferences or direct communication channels between operational units, among stakeholders.
--	---

Question 53

Implemented local procedure with regards to ATFM operations and communication, including phraseologies, among ATFMU, ATS Units, airspace users, and airport operators drawn from ICAO Doc 9971

S7 Para 7.31
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has not developed any local ATFM communication procedure. • 50% State is in the process of developing and implementing local ATFM communication procedures for stakeholders. 	<ul style="list-style-type: none"> • 100% State has fully established (developed and published) local ATFM communication procedures with phraseologies based on the recommendations in Doc 9971 that are adhered to by stakeholders.
--	--

Question 54

Developed procedures for ATS units, airspace users, and airport operators when ATFM program is active

S7 Para 7.31
Phase 1B

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has not developed any local ATFM procedure. • 50% State is in the process of developing and implementing local ATFM procedures for stakeholders. 	<ul style="list-style-type: none"> • 100% State has fully established (developed and published) local ATFM procedures that are adhered to by stakeholders.
--	--

Question 55

Implemented local ATC procedures and, where available, CDM processes facilitating compliance with received CTOT

S7 Para 7.31
Phase 1B

(Select 1 of the choices)

- | | |
|--|---|
| <ul style="list-style-type: none"> • 0% State has not developed a procedure to facilitate CTOT compliance. • 50% State is in the process of developing a procedure to facilitate CTOT compliance, e.g. has a procedure that is not yet formally published. | <ul style="list-style-type: none"> • 100% State has fully established (developed and published) procedures to facilitate CTOT compliance. |
|--|---|

Question 56

Developed ATFM post-operations analysis workflow among ATFMU, ATS units, airspace users, and airport operators to ensure proper and timely feedback mechanism can be distributed to ATFMU originating the ATFM measures

S7 Para 7.35
Phase 2

(Select 1 of the choices)

- | | |
|--|--|
| <ul style="list-style-type: none"> • 0% State has no ATFM post-operations analysis workflow. • 50% State has local ATFM post-operations analysis workflow but does not have a linkage with ATFMU originating the measures to share data. | <ul style="list-style-type: none"> • 100% State has local ATFM post-operations analysis workflow and shares the data/result with ATFMU originating the measures. |
|--|--|

Question 57

Developed procedures and agreements for post-operational analysis of cross-border ATFM with stakeholders

S7 Para 7.35
Phase 2

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State has no ATFM post-operations analysis capability. • 50% State has an ATFM post-operations analysis capability but has not exchanged the information with cross-border/inter stakeholders. 	<ul style="list-style-type: none"> • 100% State has an ATFM post-operations analysis capability and has a procedure to exchange the information across borders.
--	---

Question 58

Ensured post-operations analyses are used for planning ATFM, airspace, and ATS route improvements

S7 Para 7.36
Phase 2

(Select 1 of the choices)

<ul style="list-style-type: none"> • NOT APPLICABLE State has not implemented ATFM measure, and post-operations analysis from other ATFMUs are not relevant • 0% State has no ATFM post-operations analysis capability. 	<ul style="list-style-type: none"> • 50% State regularly conducts ATFM post-operations analysis but has not established procedure to use the result for airspace improvements. • 100% State regularly conducts ATFM post-operations analysis and has a procedure to use the result for airspace improvements.
---	---

Question 59

Ensured capability to receive ATFM Daily Plan (ADP) from Administrations distributing the ATFM measures and to distribute it among local stakeholders for situational awareness

S7 Para 7.15, 7.38
Phase 2

(Select 1 of the choices)

<ul style="list-style-type: none"> • 0% State is not able to receive ADP from foreign administrations distributing it. • 50% State is able to receive the ADP but does not have a procedure to distribute it among local stakeholders. 	<ul style="list-style-type: none"> • 100% State is able to receive the ADP and has a procedure to distribute it among local stakeholders.
--	---

Question 60

Ensured ATM systems provide timely update of estimate information for airborne aircraft

S7 Para 7.45
Phase 2

(Select 1 of the choices)

- | | |
|---|--|
| <ul style="list-style-type: none"> • 0% State has no capability to receive or provide timely update of airborne aircraft. | <ul style="list-style-type: none"> • 100% State has a capability to receive or provide timely update of airborne aircraft in their ATM system. |
|---|--|

Question 61

Educated ATM staff and stakeholders on the basic of ATFM and its connection with ATS

(Select 1 of the choices)

- | | |
|--|---|
| <ul style="list-style-type: none"> • 0% State does not have ATFM training included in their operational personnel development program. • 50% State provides ATFM training for their operational personnel on a non-regular basis, and ATFM is not included in the standard training program. | <ul style="list-style-type: none"> • 100% State has ensured ATFM is included in the standard training program for relevant operational personnel. |
|--|---|

Link

Link to the sample Microsoft Form: <https://forms.office.com/r/PPz8z81Xk6>



[SAMPLE] Asia/Pacific Regional ATM Contingency Plan Monitoring and Reporting Form

The following indicators are based on the Performance Improvement Plan of the Asia/Pacific Regional Contingency Plan, which should be read in conjunction with this form. The information provided will be used by the relevant regional bodies to assess individual Administration and overall regional compliance with the Contingency Plan and may be used by Administrations to internally evaluate their implementation status.

Please indicate implementation status with either 0% (not implemented), or partial implementation may be indicated (e.g. 10%, 20%, 30%, 50%, etc) or 100% (fully implemented).

Section 1 - State Information

Select your State/Administration		
(Select from drop down list)		
<ul style="list-style-type: none"> • Afghanistan • Australia • Bangladesh • Bhutan • Brunei Darussalam • Cambodia • China <ul style="list-style-type: none"> ○ Hong Kong China ○ Macao China • Cook Island • Democratic People's Republic of Korea • Fiji • French Polynesia • India 	<ul style="list-style-type: none"> • Indonesia • Japan • Kiribati • Lao People's Democratic Republic • Malaysia • Maldives • Marshall Islands • Micronesia • Mongolia • Myanmar • Nauru • Nepal • New Caledonia • New Zealand • Pakistan 	<ul style="list-style-type: none"> • Palau • Papua New Guinea • Philippines • Republic of Korea • Samoa • Singapore • Solomon Islands • Sri Lanka • Thailand • Timor Leste • Tonga • Tuvalu • United States • Vanuatu • Viet Nam

Name of POC
(Free text entry)

POC Email Address
(entry for valid email address)

Section 2 - Asia/Pacific Region Contingency Plan Implementation Status

Question 1

Established an ATM contingency Central Coordinating Committee, its terms of reference and procedures for activating the ATM Operational Contingency Group function.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 2

Developed contingency plans for Category A, B and C contingency events, for all ATS units.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 3

Developed human performance-based training and procedures for response to ATM contingency operations, for all ATS staff.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	------

Question 4

Implemented a program of regular desktop and inter-unit coordinated contingency exercises of all Level 1 contingency plans.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	------

Question 5

Implemented process to review and analyze the outcomes of any testing, pre-activation or activation of a contingency plan, or any contingency exercise.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	------

Question 6

Published details of ATS contingency routes and flight level allocation schemes in AIP.

(Choose Other and provide justification if this element is considered not applicable)

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	------

Other : _____

Question 7

Made relevant sections of contingency plans available on the public internet website of the ANSP.

(Choose Other and provide justification if this element is considered not applicable)

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	------

Other : _____

Question 8

Formalized Level 2 (inter-State) contingency arrangements for all relevant Level 1 contingency plans.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	------

Question 9

Harmonized, where practicable, contingency ATS routes and flight level allocation schemes with those of neighbouring States.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	------

Question 10

Ensured regulatory provisions relating to flight into airspace affected by volcanic ash are in accordance with the guidance provided in ICAO Doc 9974 - *Flight Safety and Volcanic Ash*.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	------

Question 11

Developed airspace and airport management policies and procedures for response to volcanic ash cloud, in accordance with the provisions of Doc 9974 and ICAO Doc 4444 - PANS-ATM 15.8.1c and Note 2.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	------

Question 12

Developed and maintained a list of relevant volcanoes as specified in the Smithsonian Institution *List of Volcanoes of the World for VAAC Use*, available at <http://www.volcano.si.edu/projects/vaac-data/>.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 13

Made available a series of templates for different stages of volcanic activity, to assist Meteorological Watch Office (MWO) and Aeronautical Information Service (AIS) staff in expediting the issuance of relevant MET and AIS messages.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 14

Conducted, at least annually, multi-lateral volcanic ash cloud exercises.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 15

Established a mechanism to provide regular and timely updates of information to all stakeholders during a volcanic eruption and/or ash cloud event.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 16

Established an internal crisis management centre to support the collaborative and timely sharing of information such as volcanic eruptions that will have a significant impact on airport and/or airspace management.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 17

Reported the status of contingency planning and contingency points-of-contact to the ICAO APAC Regional Office.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Link

Link to the sample Microsoft Form: <https://forms.office.com/r/K5bJ5WQc7i>



[SAMPLE] Asia/Pacific Regional SAR Plan Monitoring and Reporting Form

Following is a bank of indicators based on the Asia/Pacific Plan's performance improvement section (which should be read in conjunction with these questions), that can be used to assess whether an administration is either compliant or not and to internally evaluate their implementation status of the Asia/Pacific SAR Plan.

Please indicate implementation status with either 0% (not implemented), or partial implementation may be indicated (e.g. 10%, 20%, 30%, 50%, etc) or 100% (fully implemented).

Section 1 - State Information

Select your State/Administration		
(Select from drop down list)		
<ul style="list-style-type: none"> • Afghanistan • Australia • Bangladesh • Bhutan • Brunei Darussalam • Cambodia • China <ul style="list-style-type: none"> ○ Hong Kong China ○ Macao China • Cook Island • Democratic People's Republic of Korea • Fiji • French Polynesia • India 	<ul style="list-style-type: none"> • Indonesia • Japan • Kiribati • Lao People's Democratic Republic • Malaysia • Maldives • Marshall Islands • Micronesia • Mongolia • Myanmar • Nauru • Nepal • New Caledonia • New Zealand • Pakistan 	<ul style="list-style-type: none"> • Palau • Papua New Guinea • Philippines • Republic of Korea • Samoa • Singapore • Solomon Islands • Sri Lanka • Thailand • Timor Leste • Tonga • Tuvalu • United States • Vanuatu • Viet Nam

Name of POC
(Free text entry)

POC Email Address
(entry for valid email address)

Section 2 - SAR Performance Indicators

Question 1

Enacted legislation that incorporates or is aligned to applicable international Conventions.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 2

Unless delegated, established an entity that provides H24, SAR services within its area of responsibility/SRR.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 3

Established a national SAR committee.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 4

Empowered SAR Mission Coordinators with the authority to adequately carry out their responsibilities.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 5

Established an Administrative Single Point of Contact for SAR (ASPOCS) for non-urgent, administrative matters.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 6

Conducted studies to integrate aviation and maritime SAR, and as far as practicable, civil and military activities.

(Choose Other and provide justification if this element is considered not applicable)

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Other : _____

Question 7

Conducted studies to align, as far as practicable, aeronautical and maritime SRRs, and SRRs and FIRs.

(Choose Other and provide justification if this element is considered not applicable)

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Other : _____

Question 8

Established a single State SAR Plan.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 9

Established aerodrome emergency plans that provide for co-operation and co-ordination with RCCs.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 10

Established SAR agreements with States having adjoining SRRS or FIRs.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 11

Provided up to date cross-border information on SAR capability to adjoining States.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 12

Pre-arranged procedures for cross-border SAR responses.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 13

Established RCC plans for response to Mass Rescue Operations (MROs) integrated with national disaster plans.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 14

Established operational plans and procedures for SRUs, provision of support, communication and reporting.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 15

Established SAR Alerting procedures which are tested, integrated and include civil/military protocols.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 16 [NEW]

Establishment of arrangements to conduct SAR operations at the same time as the accident investigation authority needs to conduct search & recovery operations (in accordance to Annex 13)

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 17

Provided a fully equipped RCC of sufficient size with adequate provision for operational positions and human factors.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 18

Provided adequate supervisory ATC resources to allow timely SAR alerts and information to RCCs.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 19

Provided sufficient RCC staffing.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 20

Provided a sufficient number of trained specialist RCC officers including SMCs and A/SMCs.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 21

Availability of a pool of RCC support staff who are familiar with RCC operations, but not trained as coordinators.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 22

Developed SAR personnel position descriptions detailing responsibilities and eligibility criteria.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 23

Developed a comprehensive training programme that includes SAR training for SAR Coordinators and SRU staff.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 24

Facilitated RCC staff to be proficient in the English language.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 25

Facilitated a programme of regular liaison visits between relevant RCCs, ATC units and airline operating centres.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 26

Established additional oceanic SAR capability as far as practicable to ensure a timely and adequate SAR response.

(Choose Other and provide justification if this element is considered not applicable)

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Other : _____

Question 27

Established sufficient SRU capabilities (crews, availability, military assets, communications, authority, etc.).

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 28

Established procedures and necessary infrastructure to coordinate distress beacon alert responses.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 29

Established a reliable distress beacon registration system.

(Choose Other and provide justification if this element is considered not applicable)

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Other : _____

Question 30

Planned and prepared for the implementation of next generation beacons.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 31

Established an appropriate nationwide means of disposal for old distress beacons.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 32

Established contingency facilities, or procedures for the temporary delegation of SAR to another body or State.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 33

Established a centralised information source publishing all AIP information required on SAR.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 34

Established an Internet-based SAR information sharing system.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 35

Established systems for the maximum practicable cooperation between State entities for information when required.

(Select 1 of the choices)										
0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

Question 36

Developed and maintained a current, comprehensive electronic list of State SAR Facilities, SAR Equipment, and SRUs.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 37

Established an Internet-based SAR Library, or cooperate by contributing to an Internet-based Asia/Pacific resource.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 38

Provided each RCC and SAR Authority with ready access to a current copy of SAR reference documents.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 39

Conducted regular SAREX to test and evaluate coordination procedures, data and information sharing and SAR responses.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 40

Implemented SAR System Improvement and Assessment measures, including Safety Management and QA systems.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 41

Conducted an annual or more frequent analysis of their current State SAR system to identify specific gaps in capability.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Question 42

Conducted SAR promotional programs.

(Select 1 of the choices)

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
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Link

Link to the sample Microsoft Form: <https://forms.office.com/r/fw1ZmCwypG>

