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Международная
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منظمة الطيران
المدنى الدولى

国际民用
航空组织

File Ref.: ME 3/2.1.1 – 26/152

20 July 2026

Subject: **Tenth Meeting of the MIDANPIRG Air Traffic Flow Management Task Force (ATFM TF/10)**
(Virtual, 3 – 4 August 2026)

Action required: **Reply not later than 30 July 2026**

Sir/Madam,

I have the honour to inform you that the Tenth meeting of the Air Traffic Flow Management Task Force (ATFM TF/10) will be held virtually on **3 and 4 August 2026**. Your Administration/Organization is kindly invited to participate in this meeting. Female candidates are strongly encouraged to be nominated, aligned with the ICAO Gender Equality Programme promoting the participation of women in the global aviation sector.

The Provisional Agenda for the meeting and the Terms of References of the ATFM Task Force are at **Attachments A and B**, respectively. Your comments on the attached Provisional Agenda, including any amendment you may wish to suggest, would be appreciated. The main objective of this meeting is to present the Global and Regional developments related to ATFM implementation.

This letter, all its relevant attachments and Working/Information Papers/Presentations (as they become available) will be posted on the ICAO MID Website at <http://www.icao.int/mid/>, as they become available.

I would appreciate it if you could, as soon as possible, preferably not later than **30 July 2026**, confirm the participation of your Administration/Organization by completing [this online form](#). Details on the exact timing of the sessions will be sent to your nominated delegates in due course.

Accept, Sir/Madam, the assurances of my highest consideration.



Mohamed Khalifa Rahma
Officer in Charge
ICAO MID Regional Office

Attachments

PROVISIONAL AGENDA

Agenda Item 1: Adoption of the Provisional Agenda

Agenda Item 2: ATFM Framework:

- Status of ATFM related items in Air Navigation Report 2025
- Criteria for the Applicability Area of ATFM implementation
- Review of MID Doc 014: MID ATFM Implementation plan
- Update and review the MID ATFM Implementation Action Plan

Agenda Item 3: Future Work Programme

Agenda Item 4: Any other Business

**TERMS OF REFERENCE (TOR) OF THE
MIDANPIRG AIR TRAFFIC FLOW MANAGEMENT TASK FORCE
(ATFM TF)**

I. TERMS OF REFERENCE

- 1.1 Perform a joint assessment and confirmation of the Pre-requisites for a regional ATFM solution, this shall include:
 - a) Assessment of the performance objectives of the individual participating States and definition of common performance objectives for a regional ATFM service.
 - b) Perform a data collection and analysis to identify hot-spot areas and critical times in a regional ATFM service area where demand consistently exceeds capacity. The reasons and contributing factors for unbalanced demand and capacity are to be identified.
 - c) Analysis of air traffic flows within the designated area of the regional ATFM service that is causing unbalanced demand and capacity. The analysis shall identify the traffic fractions that due to their uniformity are candidates for effective ATFM measures to increase the efficiency without violating the equity principle.
- 1.2 Develop an ATFM Concept of Operations and a Framework which addresses ATFM minimum requirements for the implementation of ATFM in the ICAO MID Region.
- 1.3 Agree on a mechanism to support the phased implementation of ATFM measures in the MID Region, when and where required.
- 1.4 Identify, research and recommend appropriate guidance regarding:
 - a) Aerodromes and Airspace capacity under the normal circumstances and adjustment factors affecting the capacity;
 - b) regular review for all aerodromes and ATC sectors where traffic demand is expected to reach capacity, or is resulting in traffic congestion;
 - c) regular review of the implemented ATFM measures and the related publications; to support implementation of the required measures and reflection by the data houses (such as: Flight Planning Systems) and compliance of the airspace users;
 - d) mechanisms for ATFM data gathering, and exchanging operational data related to airspaces/aerodromes availability and air operation data between States, ANSPs, Airspace users, Organizations and ICAO, which may include:
 - i. adjusted aerodromes and enroute capacity due to factors affecting capacity such as:
 - Amid and after crisis management measures (mainly related to ANS Business Continuity Plans and recovery);
 - special use airspace status, runway closures; or
 - weather phenomena.
 - 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.

- e) measure compliance of airspace users with the applicable ATFM measures; and
- f) any other guidance relevant to the Regional ATFM Framework.

- 1.5 Consider existing and planned ATFM initiative in the Region and make specific recommendations to ensure their alignment.
- 1.6 Ensure inter-regional ATFM harmonization with adjacent ICAO Regions.
- 1.7 Recommend appropriate inputs related to the implementations of ASBU Elements / Threads relevant to ATFM such as NOPS, A-CDM, etc.
- 1.8 Report to the ATM SG.
- 1.9 Review periodically its Terms of Reference and propose amendments as necessary.

Coordinate as deemed necessary with the relevant MIDANPIRG Sub-Groups and the Regional initiatives, matters of mutual interest.

II. COMPOSITION

- 2.1 The Task Force is composed of MID ATFM focal points and experts from:
 - a) MIDANPIRG Member States;
 - b) India, FAA, AACO, ACAO, AEROTHAI, CANSO, EUROCONTROL, IATA, and ICAO (Bangkok, Cairo, Paris Offices and HQ); and
 - c) other representatives from provider States and Industry may be invited on ad hoc basis, as observers, when required.
- 2.2 The Task Force shall elect a Chairperson to act as the point of contact on behalf the Task Force.
- 2.3 ICAO MID Office will act as the Secretary of the ATFM Task Force meetings.

III. WORKING ARRANGEMENTS

- 3.1 The Chairperson, in close co-operation with the Secretary, shall make all necessary arrangements for the most efficient working of the Task Force. The Task Force shall at all times conduct its activities in the most efficient manner possible with a minimum of formality and paperwork (paperless meetings). Permanent contact shall be maintained between the Chairperson, Secretary and Members of the Task Force to advance the work. Best advantage should be taken of modern communications facilities, particularly videoconferencing (Virtual Meetings) and e-mails.
- 3.2 Face-to-face meetings will be conducted when it is necessary to do so.