



FPL Monitoring Group
Minutes of Teleconference/20
(13 June 2017 1800 UTC)

References:

- 1 Doc. 9965 - Manual on Flight and Flow — Information for a Collaborative Environment (FF-ICE)
- 2 NACC/WG/5 Draft Report

Purpose and agenda:

Statement of purpose: To discuss results of the NACC/WG/5 meeting and review activities accordingly.

- 1 Review and approval of agenda.
- 2 Discuss NACC/WG/5 meeting results and conclusions
- 3 Review terms of reference and work programme in the light of the NACC/WG/5 conclusions.
- 4 Discuss preliminary results of data collection
- 5 Other matters

Participants:

1. Curaçao: Natasha Leonora-Belefanti, Joseph Nicolaas
2. Dominican Republic: Fernando Casso (rapporteur)
3. Haiti: Erns Edmond
4. Mexico: Margarita Rangel (DGAC), Miguel Angel Reyes, Oscar Vargas Antonio, Daniel Conrado Castañeda (SENEAM)
5. United States: Dan Eaves
6. COCESNA: Jenny Lee, Marco Sierra, Alejandro Romero, Yeltsin Mejía
7. IATA: Marco Vidal
8. ICAO: Mayda Avila

Discussions:

Review and approval of agenda

1. The agenda was approved without modification.

Discuss NACC/WG/5 meeting results and conclusions

2. The meeting reviewed the draft conclusions from the last NACC Working Group meeting. These conclusions are detailed below:
 - a) **ARO OFFICE REGIONAL TRAINING FOR FLIGHT PLANS:** That, in order to support the mitigation actions to avoid the flight plan errors, the ANI/WG AIM Task Force develops the standard ARO Office FPL training requirements for regional training centres to serve as a basis for this training by 30 August 2017.
 - b) **PROCEDURE FOR HOMOGENEOUS ISSUANCE OF FLIGHT PLANS:** That, In order to reduce the causes of errors in flight plans, the Task Force AIDC develops a procedure for the homogeneous issuance of flight plans applicable for the NAM/CAR regions by October 2017. As has been commented before, there is a need for procedures in the region to be harmonized. This also stemmed from the Progress Report Of The Scrutiny Working Group (GTE)
 - c) **REFRESHMENT TRAINING ON ICAO FPL COMPLIANCE:** That, in order to support the mitigation actions to reduce the errors in FPLs and to promote the regional collaboration on training provision:
 - a) Dominican Republic and COCESNA inform by 15 June 2017, the 2017 scheduled FPL trainings for its respective promotion to other States as allowed by Dominican Republic and COCESNA; and
 - b) training centres to schedule for 2018 the FPL training on their course catalogue.
 - d) **AIDC IMPLEMENTATION FOR RISK MITIGATION OF LHDs:** That, considering the impact on operational safety due to the implementation of AIDC on those safety hotspots identified by GREPECAS GTE:
 - a) the ANI/WG Chairman prepare a safety case for the lack or erroneous FPLs by July 2017; and



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- b) States and Territories are urged to implement AIDC or alternate strategies (procedures) in the Region, in order to mitigate the risk of LHDs.
- e) **RADAR DATA SHARING FOR IMPROVING SAFETY OF OPERATIONS:** That, to improve the safety of operations on the safety hotspots identified by the GREPECAS GTE, Curaçao-Dominican Republic-Jamaica, COCESNA-Ecuador, Mexico-United States-Cuba begin to share data with the adjacent FIR as soon as possible providing their action plan for this purpose to the ANI/WG by October 2017.
1. Regarding the conclusion on ARO personnel training, this conclusion would help mitigate flight plan errors produced by ATS Units, and was based on the fact that not flight plan processing personnel have had adequate training, as identified during the breakout session discussions. Curaçao commented that they also can provide training in this sense, which is related to the conclusion in literal 1) above with respect to training centers. The training available is to be published on the ICAO website for it to be easily located by States that may need it.
 2. The subject of the joint AIM/AIDC/FPL task forces face to face meeting was discussed. ICAO is working to confirm the date available for these events. The tentative dates and agenda were sent during the NACC/WG/5 meeting, and the rapporteur agreed to distribute this information to the group (ACT 01/20). The rapporteur mentioned that it could be good to include individual operators in the meeting. IATA commented that the date of the meeting should be determined for him to coordinate with the airlines their possible assistance.
 3. Regarding the homogeneous procedure, this discussion came about based on the conclusion of the 16th GTE meeting, which was presented in document NACCWG5P07, the presentation of the progress report from the GTE. In that presentation, on page 16, there is a conclusion from that meeting that affirms: *"That States and International Organizations of CAR / SAM Regions to take urgent steps to Require operators to use the standards correctly Established for processing and coordination Of flight plans based on Provisions of ICAO"*. This was noted during the breakout session discussion and the GTE rapporteur was invited to the table to elaborate. The agreement was to base the homogeneous procedure on what is already specified in ICAO documentation, as this is the requirement.
 4. Following with the above point, the rapporteur presented sequence diagrams representing the flight planning procedure as described in Document 4444, and also the procedure as currently done, in , and looking into the future, the rapporteur presented sequence diagrams from Document 9965, Manual on Flight and Flow — Information for a Collaborative Environment (FF-ICE), which represents the concept that will replace the present day flight plan and associated procedures. These diagrams are included in . The rapporteur indicated the importance of aligning the homogeneous procedure to what is detailed in this document, in order to transition easier in the future. The diagrams for the FF-ICE show how data is verified in each ASP before being accepted and confirmed to the airspace user, which helps avoid errors from being treated in the air traffic control center. IATA, United States and Dominican Republic were tasked with drafting the homogeneous procedure for comment by July 28th (ACT 02/20)
 5. ICAO CNS officer Mayda Avila emphasized that it is important that actions be defined to reduce the occurrence of erroneous flight plans. She mentioned that there is a meeting with the SAM region program for the beginning of next year to treat the flight plan error issue. This can be included in the work programme.

Review terms of reference and work programme in the light of the NACC/WG/5 conclusions.

6. The rapporteur proposed that the group modify its terms of reference to established itself with more of a supervision role, and work on empowering states to do their flight plan data collection and monitoring on their own. The group would receive this input and carry out analysis to follow up on the regional status, and recommend mitigation measures based on the collective experience. The modified terms of reference are presented in . Curaçao commented, in accordance with the ICAO Regional CNS officer, that there should be time frames in the terms of reference to temporally delimit the activities of the group. Curaçao agreed to provide the referred time frames (ACT 03/20).

Discuss preliminary results of data collection

7. The rapporteur presented dome graphs from the recent data collection, which are presented in . The rapporteur indicated the importance submitting the total number of flight plans processed, as this would provide a baseline that



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would allow comparison between States and also between different phases to be more meaningful. Mexico, Trinidad and Tobago and Dominican Republic provided this data, the remaining States had an estimate of the total flight plans calculated. An interesting conclusion was that duplicates represented a small percentage of the total flight plans processed. Another graph showed an increase in the duplicates produced by the operators, in contrast with ATS units, although this graph had to be corrected due to incomplete. The corrected graph is presented in the Appendix.

8. IATA asked to be provided with information from the flight plan in order to correct this in conjunction with each airline. The necessary information, callsign and date, is available from the submitted information, so the rapporteur will send this data to IATA (ACT 04/20).
9. Mexico commented that they have been able to reduce erroneous flight plans by working with the airlines, contacting companies to inform of the mistake. In this manner, they have reduced errors from 10,000 to 4,000. In particular, they were able to reduce a significant number of errors from America Airlines flight plans that were being received in Mexico Control Center that did not correspond to this FIR (route did not pass through this FIR). Route errors were cited as common, as also SID/STAR errors because of the difference in character length.

Other Matters

10. No other matters were discussed.

Review of Previous Action Items

ACT No.	Description	Status	Comments
01/19	COCESNA to provide a contact for American Airlines to rapporteur	Valid	
02/19	Rapporteur to coordinate a teleconference with American Airlines to discuss duplicates	Valid	Due 24-02-2017
03/19	Rapporteur to send follow up emails to Jeppesen and Copa airlines	Complete	Still awaiting feedback from Copa
04/19	Rapporteur to contact ICAO for the face to face meeting request to Honduras	Superseded	Face to face meeting will be in Mexico. Date still being coordinated.

Summary of Action Items from this Meeting

ACT No.	Description	Status	Comments
01/20	Rapporteur to distribute the tentative dates and agendas of the face to face meeting	Valid	
02/20	IATA, United States and Dominican Republic to draft a homogeneous procedure for flight plan processing for comment by July 28 th	Valid	
03/20	Curaçao to provide a time frame for the working methods described in the group's terms of reference	Valid	
04/20	Rapporteur to send IATA the list of callsigns and dates as a reference for correction by the airlines	Valid	

Next meeting: August 31st at 1800 UTC.



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APPENDIX A

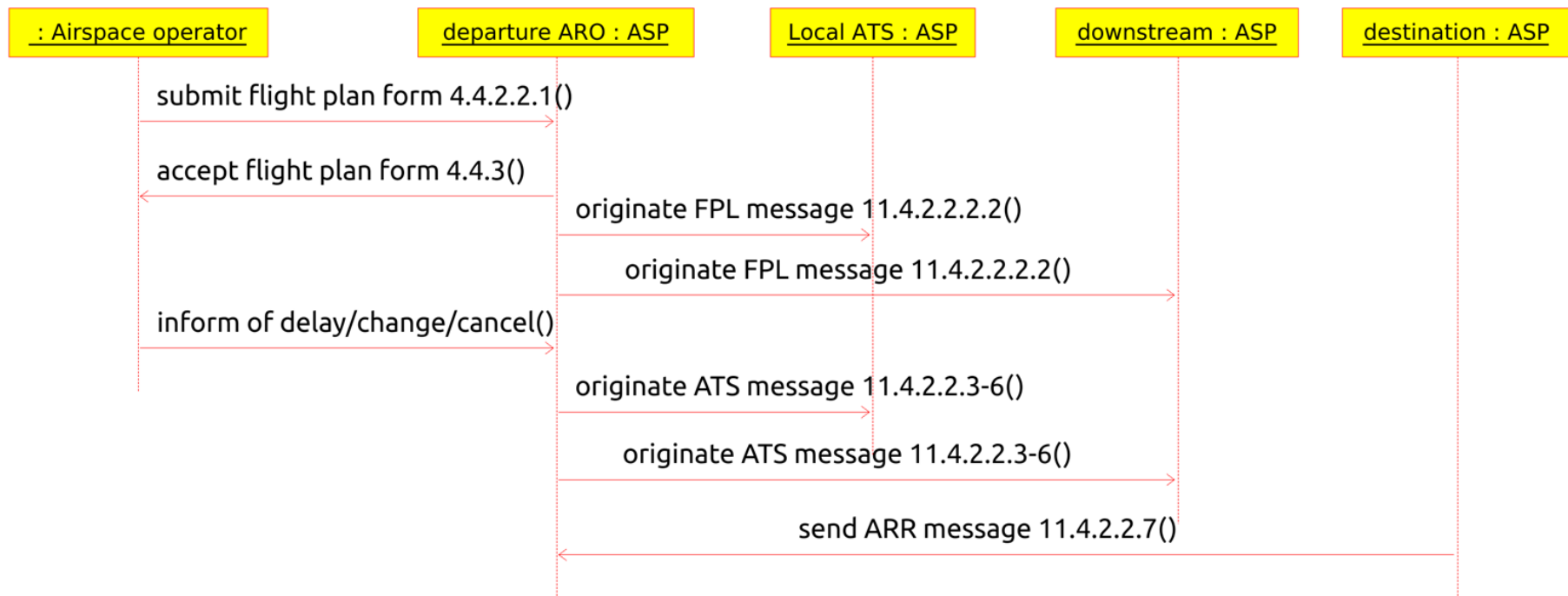


Illustration 1: Flight plan procedure according to Doc. 4444



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APPENDIX A (CONT)

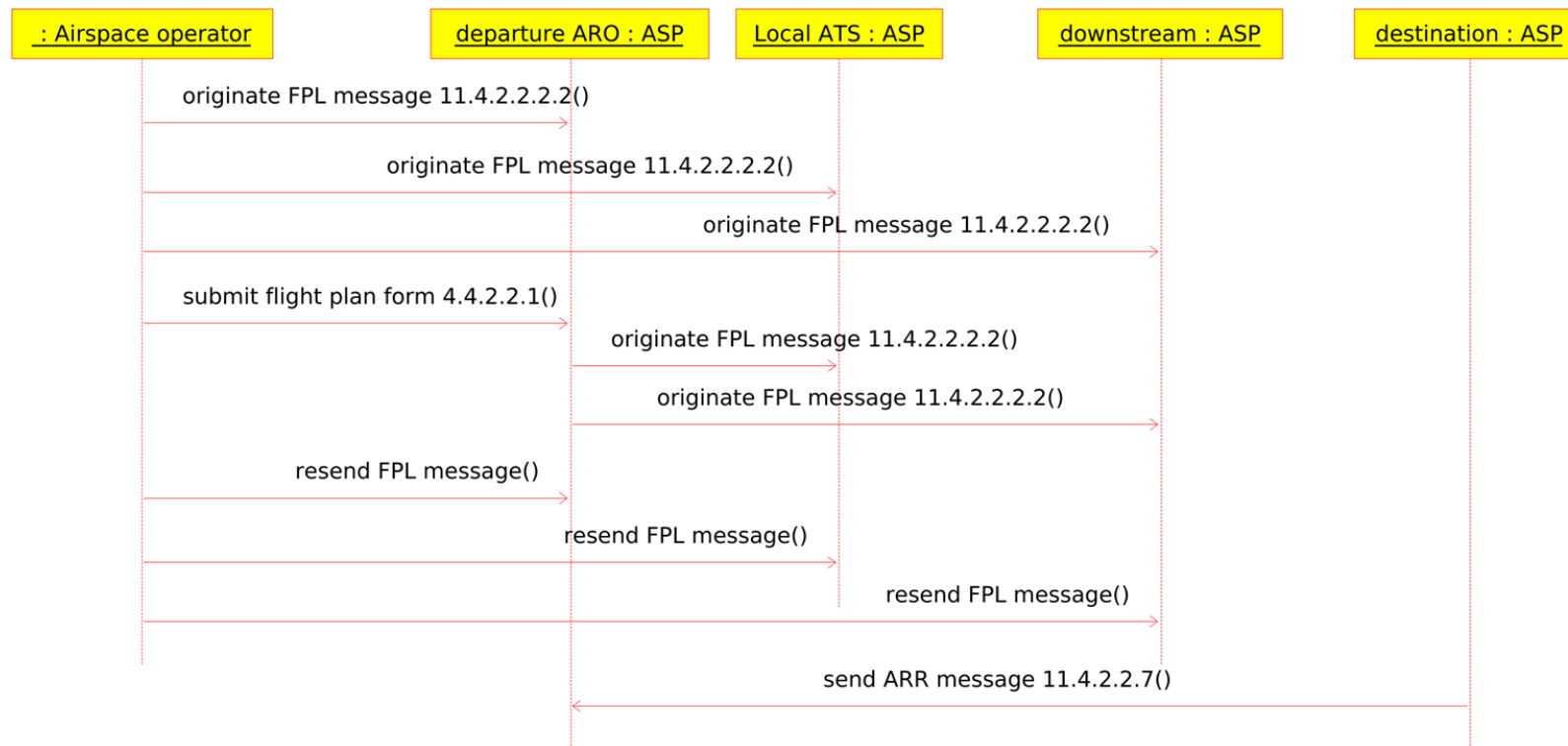


Illustration 2: Current flight plan procedure

APPENDIX B

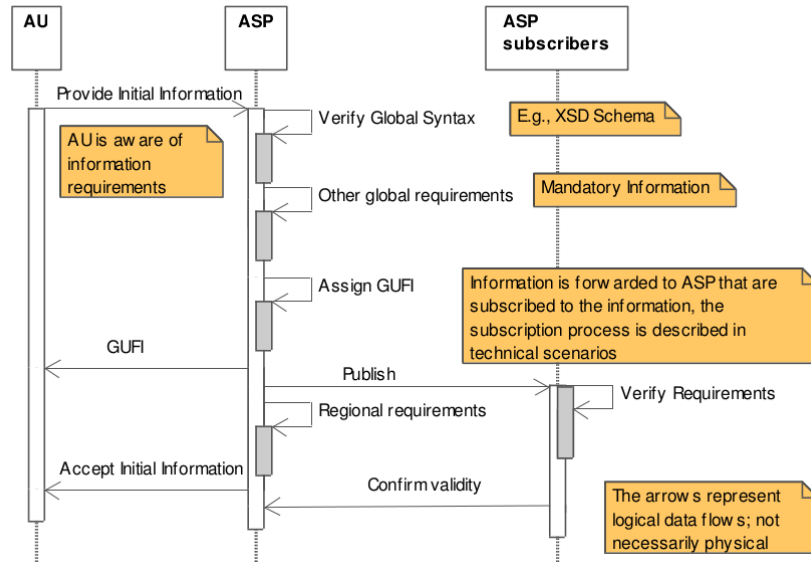


Illustration 3: Verification of initial information

APPENDIX B (CONT)

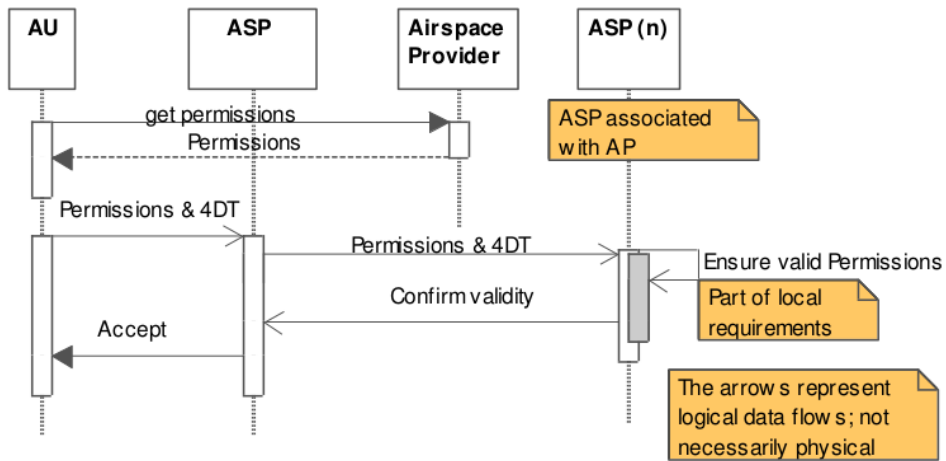


Illustration 4: Permission provision and verification

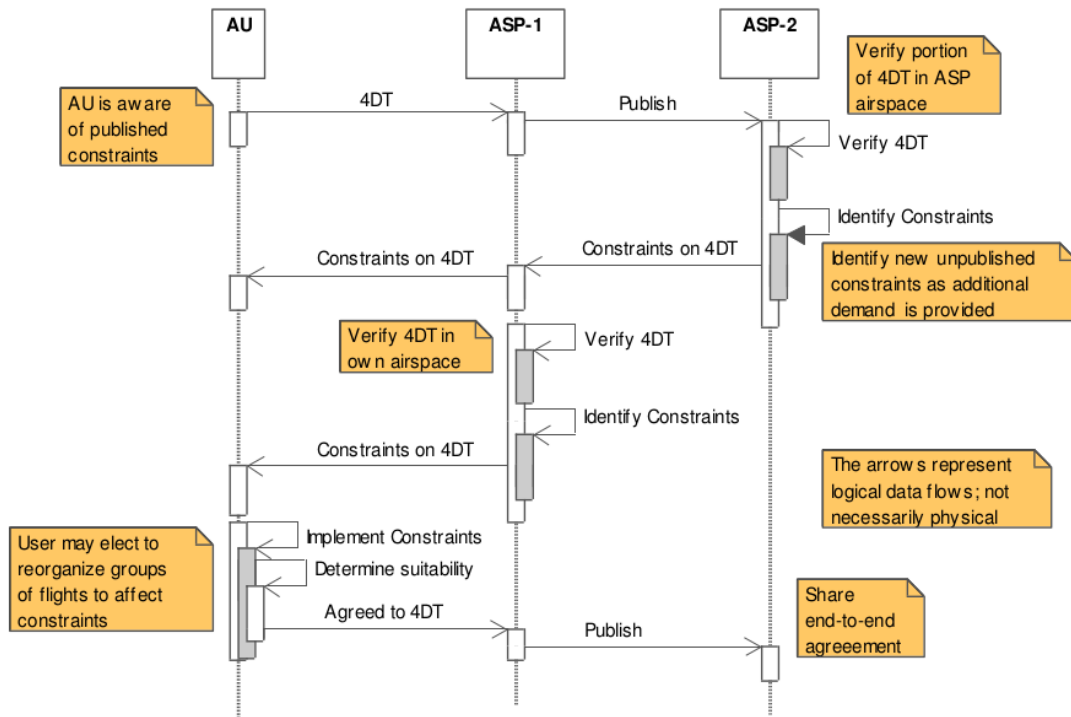


Illustration 5: Determining agreed 4d trajectory



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APPENDIX C

**FPL MONITORING GROUP
TERMS OF REFERENCE**

1. Background

The AIDC Implementation Task Force was formed during the first ANI/WG meeting to streamline related air navigation implementation activities. Among these is analyzing and coordinating mitigation/solution actions for duplicate/missing FPLs. During the 4th teleconference of the Task Force, a document was produced analyzing this issue, and an FPL monitoring group was proposed to report on problems and follow up on their solution in the matter of duplicate and erroneous FPLs. This monitoring group was formed during the 4th NACC/WG meeting in March 2014 as an ad-hoc group of the AIDC Implementation Task Force.

2. Responsibilities

The FPL monitoring group is responsible for:

- a) Reporting FPL duplication/error issues occurring in their State.
- b) Provide guidance to States to regularly collect and report FPL duplication/error issues.
- c) Propose common solutions to flight plan issues in the region based on analysis of data and lessons learned.
- d) Overseeing the execution of the FPL mitigation/solution action plan.
- e) Providing statistical data of the errors detected in the filing of flight plans in their State.

3. Working Methods

The FPL monitoring group will:

- a) Carry out the activities assigned by the AIDC Task Force in accordance to the FPL related tasks.
- b) Conduct periodic teleconferences to review progress of the action plan and propose modifications as needed.
- c) Present periodic reports to the AIDC Task Force on detected errors and corresponding actions undertaken.
- d) Report to the AIDC Task Force Rapporteur.



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APPENDIX C (CONT)

4. Membership

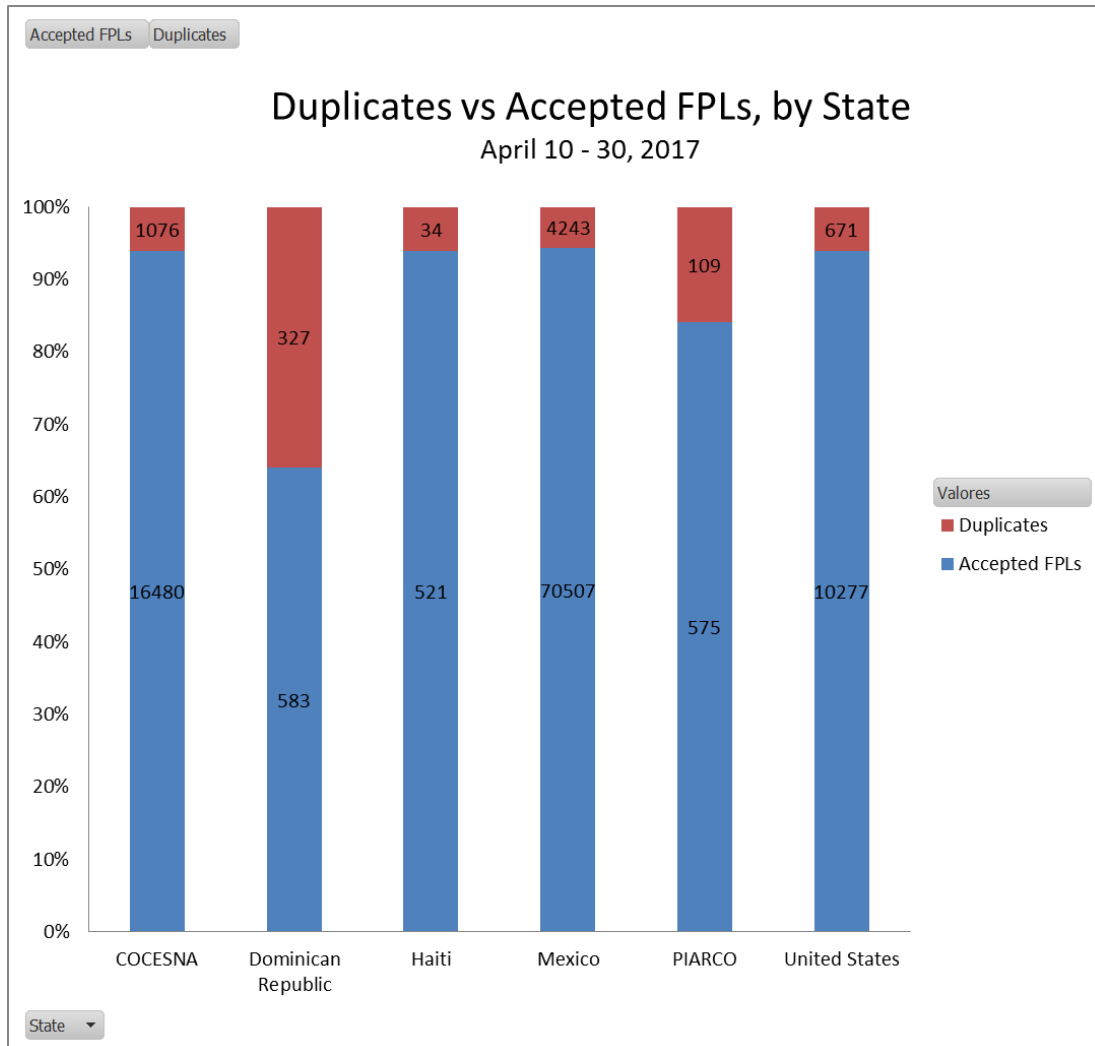
- a) There will be a member representing each FIR in the region, who may be supported by other representatives from each State in the FIR.

Member Name	State/Territory/ International Organization	Email
Lorraine Davis	Antigua and Barbuda	sivad81@hotmail.com
Gilberto Torres	Belize	gilberto.torres@civilaviation.gov.bz
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APPENDIX D





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