

### APPENDIX E

<b>ACTION PLAN FOR THE IMPLEMENTATION OF ATFM AT SAM AIRPORTS</b>				
<b>A: AIRPORT</b>				
Task description	Start	End	Responsible party (designate individual or organisation in charge)	Remarks
<b>1. Airport demand/capacity analysis</b>	<b>Sep 2008</b>	<b>Apr 2010</b>		
1.1 Prepare ATFM survey	N/A	Aug 2008	Project RLA/06/901 RO	<b>Finalised</b>
1.2 Send survey to the States of the Region	Aug 2008	SAM/IG/2	RO	<b>Finalised</b>
1.3 Analyse the methodology presented by Brazil for estimating airport capacity	June 2008	SAM/IG/2	ATFM/IG	<b>Finalised</b> and analyzed through WP/8, WP/16.
1.4 Send response to survey	N/A	SAM/IG/2	E	<b>Finalised</b> Except for French Guyana, Guyana, and Suriname.
1.5 Assess survey results	N/A	SAM/IG/3	ATFM/IG	<b>Finalised</b>
1.6 Course offered by Brazil on Airport Capacity Estimate	Mar 2009	Mar 2009	Brazil	<b>Finalised</b> The course was carried out from 23 – 27 March 2009, as planned
1.7 Development of the Methodology for the Calculation of Airport and Airspace Capacity in the SAM Region	Nov 2008	Jan 2009	Brazil and USA RLA/06/901	<b>Finalised</b> Result to be presented at SAM/IG/4
1.8 Carry out exercise of Calculation of Airport and Airspace Capacity in the SAM Region as per the Course offered by Brazil	Sept 2009	SAM/IG/4	E	<b>Finalised</b>
1.9 Carry out Calculation of Airport and Airspace Capacity of main airports by States.	Sept 2009	SAM/IG/5	E	
1.10 Identify airports where periods exist where the demand is greater than existing capacity including simulations, if necessary, by States.	Sept/Oct 2009	SAM/IG/5	E	

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1.11 Determine operational factors affecting airport demand and capacity to optimise utilisation of existing capacity, including simulations, is necessary.	Sept/Oct 2009	SAM/IG/5	E	
<b>2. Coordination with the ATM community</b>	<b>Sep 2008</b>	<b>Jun 2009</b>		
2.1 Present initial AIC model	SAM/IG/2	SAM/IG/2	ATFM/IG	<b>Finalised</b>
2.2 Publish initial AIC	SAM/IG/2	Next AIRAC date/2009 after SAM/IG/3	E	<b>Finalised</b>
2.3 Promote seminars to the ATFM community, taking into account the CDM concept for ATFM implementation, and begin the relevant coordination		Second half 2010	E	
2.4 Inform the GREPECAS ATM Subgroup			RO	
<b>3. Infrastructure and database</b>		<b>Aug 2008</b>		
3.1 Send the results of the survey developed by the hired expert to the Automation Group.		Dec 2008		<b>Finalised</b>
3.2 Send to the Automation Group the information obtained by the expert hired on the data bases used in the Brazil, United States and Eurocontrol units	Jan 2009	TBD		
3.3 Coordinate implementation activities with the Automation Group			ATFM/IG	Permanent
<b>4. Policy, standards, and procedures</b>			<b>Nov 2008</b>	
4.1 Hire expert to draft the manuals on ATFM measures for airports and FMU and FMP procedures			N/A	Task included in 4.2
4.2 Hiring of an expert for the elaboration of the ATFM Manual		February 2009	RO	<b>Finalised.</b> Task developed from 6 to 17 July 2009
4.3 Detailed development of ATFM Manual chapters	Dec 2008	SAM/IG/5	RO	Valid Approved partial draft, including ATFM concepts for airspace and airports at SAM/IG/2 Meeting

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				To acknowledge status of implementation at SAM/IG/4. The initial task shall be developed from 6-17 Jul 2009.
4.4 Detailed development of the second part of ATFM Manual Chapters.	Dec 2009	Jun 2010	RO (RLA/06/901)	
4.5 Present the model AIC Supplement		SAM/IG/6	ATFM/IG	
4.6 Approve the AIC Supplement		SAM/IG/6	ATFM/IG	
4.7 Publish the AIP Supplements		AIRAC date prior to SAM/IG/7	E	
4.8 Develop CDM Manual		SAM/IG/5	RO (RLA/06/901)	
<b>5. Training</b>	<b>Sep 2008</b>			
5.1 Draft ATFM training plans and submit them		SAM/IG/5	E	RO shall request this requirement to States.
5.2 Train the team on decision-making at airports		Aug 2009	E	Permanent
5.3 Hire expert to draft Manual on the Introduction to ATFM for the ATM Community		TBD	RO	Guidelines to inform ATM community on ATFM and CDM general concepts. These guides may be provided in courses, seminars or others TBD.
5.4 Present and assess the Manual for the Introduction to ATFM for the ATM Community		First half of 2010	RLA/06/901	
5.5 CDM Course/Workshop for ATFM planners. 5.6				
5.6 Train the members of the ATM community in the CDM and ATFM concepts		TBD	E	

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5.7 Train the staff in ATFM measures for airports			E	Permanent
5.8 Monitor the training of the ATM community			E	Permanent
<b>6. Final implementation decision</b>				
6.1 Identify and review factors that may affect the implementation decision		SAM/IG/6	ATFM/IG	
6.2 Declare the pre-operational implementation in the defined area		TBD	E	
6.3 Declare the final operational implementation in the defined area		TBD	E	
<b>7. Monitor system performance</b>				
7.1 Draft the ATFM post-implementation follow-up programme at airports	SAM/IG/7	SAM/IG/8	ATFM/IG	
7.2 Implement the ATFM post-implementation follow-up programme at airports	SAM/IG/7	SAM/IG/X	E	
<b>Tentative pre-operational implementation date</b>				
		N/A	Oct 2010	
<b>Tentative definitive implementation date</b>				
		N/A	Dec 2010	

**Note:**

E	States
SAM/IG	SAM Implementation Group
ATFM/IG	ATFM Implementation Group
OR	Regional Office

<b>ACTION PLAN FOR ATFM IMPLEMENTATION IN THE SAM REGION</b>				
<b>B- AIRSPACE</b>				
<b>Task description</b>	<b>Start</b>	<b>End</b>	<b>Responsible party (designate individual or office in charge)</b>	<b>Remarks</b>
<b>1. Airspace demand and capacity analysis</b>				
1.1 Analyse the methodology to estimate ATC sector airspace capacity presented by Brazil	Jun 2008	SAM/IG/2		<b>Finalised</b>
1.2 Prepare an airspace demand survey	TBD	TBD		
1.3 Attend the course on Airspace Capacity Estimate	<b>TBD</b>	<b>TBD</b>		
1.4 Carry out the States estimate airspace ATC sector capacity at the major airports	<b>TBD</b>	<b>TBD</b>		
1.5. Identify airspace sectors where demand sometimes exceeds capacity, including simulations by the States, if necessary	<b>TBD</b>	<b>TBD</b>		
1.6 Identify factors affecting airspace demand and capacity in order to optimise the use of existing capacity, including simulations if necessary and present conclusions	<b>TBD</b>	<b>TBD</b>		
<b>2. Coordination with the ATM community</b>				
2.1 Coordinate with the ATM community considers the implementation of ATFM in the airspace	Sep 2008	Sep 2010		
2.2 Review the flexible use of restricted, dangerous and prohibited airspaces.		SAM/IG/6	E	Consider the results of the civil/military coordination meeting carried out in Montreal in October 2009.
<b>3. Infrastructure and database</b>				
3.1 Send requirements to the Automation Group, as stipulated in Appendix B of the ATFM CONOPS	TBD	TBD		
3.2 Coordinate implementation activities with the Automation Group	N/A	Dec 2013		
<b>4. Policy, standards, and procedures</b>				
4.1 Develop ATFM policies, taking into account the	<b>TBD</b>	<b>TBD</b>		

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objectives and principles established in the CAR/SAM ATFM CONOPS				
4.2 Develop Draft CDM Manual		SAM/IG/5	RO Regional Project RLA/06/901	
<b>5. Training</b>	<b>TBD</b>	<b>May 2013</b>		
5.1 Train the team on airspace data collection	Jun 2009			Permanent
5.2 Air Traffic Flow Management Course/Workshop			Brazil	Hosted by RLA/06/901
5.3 Train personnel in ATFM strategic measures for airspace	<b>TBD</b>	TBD		
5.4 Prepare plans and ATFM training material	TBD	TBD		
5.5 Conduct training of personnel involved.				
<b>6. Final implementation decision</b>	<b>N/A</b>	<b>Sep 2013</b>		
6.1 Analyse factors affecting the implementation decision	<b>N/A</b>	<b>TBD</b>		
6.2 Declare pre-operational implementation in the area defined	<b>N/A</b>	<b>TBD</b>		
6.3 Declare definitive operational implementation in the area defined	<b>N/A</b>	<b>TBD</b>		
<b>7. Monitor system performance</b>	<b>TBD</b>	<b>N/A</b>		
7.1 Draft ATFM post-implementation follow-up programme	TBD	Aug 2013		
7.2 Implement ATFM post-implementation follow-up programme	Dec 2013	N/A		
<b>Tentative pre-operational implementation date</b>	<b>N/A</b>	<b>Jul 2013</b>		
<b>Tentative definitive implementation date</b>	<b>N/A</b>	<b>Dec 2013</b>		

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