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**International Civil Aviation Organization  
UNDP/ICAO Regional Project RLA/98/003  
Transition to CNS/ATM systems in the CAR and SAM Regions**

**SECOND MEETING OF THE GREPECAS ATM/CNS SUBGROUP ATM COMMITTEE AIR  
TRAFFIC MANAGEMENT TASK FORCE – (ATFM/TF/2)**

(Bogotá, Colombia, 6 - 8 July 2006)

**Agenda Item 2: Caribbean/South American flow management operational concept  
(CAR/SAM ATFM CONOPS)**

**POSSIBLE MISSION, ORGANISATIONAL STRUCTURE, AND RESPONSIBILITIES OF A  
CENTRAL FLOW MANAGEMENT UNIT**

(Presented by Roberto Arca)

**Summary**

This working paper presents, in a summarised and basic manner, the possible mission, organisational structure, and responsibilities of a Central Flow Management Unit, which could be the starting point for a more thorough development as the project progresses.

**1. Introduction**

1.1 The Central Flow Management Unit, hereinafter called CFMU, is based on the ICAO concept of a centralised flow management organisation (CTMO), which foresees a CFMU supported by flow management positions (FMPs) in each control centre (ACCs).

## 2. Analysis

### The mission of the CFMU

2.1 The mission of the CFMU is to attain and maintain the highest level of quality in ATFM service to support ATS services and aircraft operators, in keeping with agreed principles and policies.

2.2 For ATS services: the provision of planned flight data (FPD), optimum use of capacity, smooth traffic flows, and overload protection.

2.3 For aircraft operators: advance notice of flight plans, and reduction of penalties due to congestion.

### CFMU responsibilities

2.4 Based on the above, the CFMU is responsible for providing an efficient ATFM service within the area of responsibility of the States, Territories, and International Organisations that participate in the Project.

2.5 It will also be responsible for maintaining and improving the cost-effectiveness of all its operations, increasing automation and making use of the best technology available.

2.6 Furthermore, it must adapt its procedures and systems to the evolution of its scenario of operations, particularly to developments within ICAO and, more precisely, within its own region.

2.7 Another important responsibility to bear in mind is the periodical provision of reports and statistics on ATFM operations and delayed operations, in order to facilitate the analysis and implementation of measures to mitigate the impact on air traffic flow.

2.8 Lastly, the CFMU has a big responsibility *vis-a-vis* ATS service providers and users in the sense of improving the procedures and the evolution of the system.

### Basic organisation of a CFMU

2.9 The description given here of a CFMU is not intended to be all-encompassing, but rather sets forth a possible basic organisation to encourage a synergic discussion at this meeting.

2.10 In this sense, we believe that members of the States that participate in the Project should be represented in the Organisational Structure, from top management to the various less specialised positions.

2.11 For purposes of planning, coordinating, and implementing the strategic, pre-tactical, and tactical ATFM, it is necessary to have a **Flow Management Department (FMD)**, which shall also assist in the development and management of ATFM Programme components for the Region under consideration, providing advice and submitting detailed reports to the GREPECAS ATM Committee and, periodically, to other GREPECAS contributory bodies when so required.

2.12 It is also envisaged that there will be a need to have data on the available CNS infrastructure in the area of responsibility and to maintain and provide flight operational data. This could be managed by a **Flight Operations and Infrastructure Data Department (FOID)**, and would involve:

- Updating information on available CNS infrastructure
- Managing flight plan processing systems
- Updating information on repetitive flight plans
- Conducting periodical operational assessments of the system
- Training and certifying all personnel involved in its activities
- Maintaining a system of associated contacts in each participating State in the areas of interest, including the FMPs of each participating ACC.

2.13 Furthermore, there is a need to manage the provision, integration and technical support to facilities associated to the project, in order to fulfil the mission of the CFMU, which implies the establishment of an **Engineering Department (ENGD)**:

- Acquiring and implementing the necessary systems and platforms to provide the systems with control and configuration display
- Ensuring the quality of the software used
- Integrating and deploying mission-critical systems
- General support to CFMU security and quality as a whole
- Ensuring the safety of CFMU technical systems
- Managing the inventory of critical spare parts and the backup necessary to support the system
- Interacting with other departments in any area specified by the general manager.

2.14 Definitely, we must not forget the **Development and Maintenance Department (DMD)** dealing with critical CFMU systems inherent to its mission, that will have to manage development and evolution projects and technical projects, maintain and develop the system architecture together with ENG D, and advise the general manager on the best way to manage the development of projects and system maintenance.

2.15 Lastly, there must be a **User Relations Office (URO)** for system users, and although its responsibilities and duties may be defined and refined later on, some of them can already be identified, namely:

- Identifying and dealing with user needs
- Conducting simulations and trials

- Obtaining sponsors for given studies
- Coordinating operational assessments
- Performing public relations and disseminating bulletins and any other material required by users
- Organising CFMU/international meetings
- Preparing and dispatching/receiving and distributing all correspondence and/or documents
- Others.

### 3. **Suggested action**

3.1 The meeting is invited to analyse this proposal and, if it deems it advisable, to determine whether such proposal or part of it can serve as the basis for a future CFMU Operation and Organisation Manual or be included as an attachment to the CONOPS until more material is available for such manual.