



International Civil Aviation Organization

MIDANPIRG Air Traffic Flow Management Task Force

Fifth Meeting (ATFM TF/5)
(Virtual, 25 – 27 May 2021)

Agenda Item 3: Future Work Programme

**TERMS OF REFERENCE AND DATES OF NEXT ATFM TASK FORCE MEETING
(FACE-TO-FACE/VIRTUAL)**

(Presented by the Secretariat)

SUMMARY

The aim of this paper is to review the Terms of Reference of the ATFM Task Force, as deemed necessary, and agree on the tentative dates and venue for the next ATFM TF meeting.

Action by the meeting is at paragraph 3.

REFERENCES

- MIDANPIRG Procedural Handbook

1. INTRODUCTION

1.1 In accordance with the MIDANPIRG Procedural Handbook, the ATFM TF is expected to review and update, as necessary, its Terms of Reference and to decide on the dates and venue of its next meeting.

2. DISCUSSION

2.1 The Terms of Reference of the ATFM Task Force are at **Appendix A**.

2.2 The meeting may wish to note that ATM SG/7 meeting will be held on 15 – 18 November 2021. Accordingly, it is proposed that the ATFM TF/6 meeting be held during the first quarter of 2022. The meeting will be either virtual or face-to-face based on COVID-19 situation which will continue to be monitored. For face-to-face meeting, the venue will be the ICAO MID Regional Office, Cairo, Egypt; unless a State offers to host the meeting. The exact dates and venue will be coordinated with the Chairperson of the ATFM TF.

3. ACTION BY THE MEETING

3.1 The meeting is invited to:

- a) review and update, as deemed necessary, the ATFM Terms of Reference; and
- b) agree on the dates and venue of the ATFM TF/6 meeting.

**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. 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 enroute capacities 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 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 to the ASBU Modules 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.
- 1.10 Coordinate as deemed necessary with the Aerodromes Safety, Planning and Implementation Group (ASPIG) and the Meteorology Sub-Group (MET SG) the issues 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.