AAO/SG6 WP3.1 Appendix A – ASBU data collection tool template - AOP

State:	Name of State				
State National Coordinator for Planning and Implementation (NCPI) and Technical Focal Points (TFP)					
Experts	**Name**	**Organization**	**Function/Title**	**Phone**	**Email**
NCPI					
AOP TFP					
AIM TFP					
ATM TFP					
CNS TFP					
MET TFP					
SAR TFP					

Updates on ASBU Implementation Reported by State					
AOP	**AIM**	**ATM**	**CNS**	**MET**	**SAR**
Date	*Date*	*Date*	*Date*	*Date*	*Date*

INTERNATIONAL CIVIL AVIATION ORGANIZATION

WP3.1A2 - APPENDIX 1- ASBU data collection tool template

ASBU Elements in AOP

AOP Block	Element	Maturity level	Enablers Infrastructure/Systems/Procedures/Training	Requirements /Guidance for Implementation	Documents/Procedures/ Rules or Tools to be developed	Implementation Status *(Select from the dropdown list)*	Date planned	Date Completed	Evidence for the implementation Status *(Provide Ref.)*	Comments
ACDM-B0	ACDM-B0/1 Airport CDM Information Sharing(ACIS)	Ready for implementation	Surface operations milestones procedure	Doc 9971, Part 3, Ch3	Breakdown of the aerodrome airside system into modules					
					List of surface operations milestones associated to each module					
					list of local constraints and requirements for surface operations					
					Procedure for each phase: inbound, turnaround, outbound					
			ACDM information Sharing (ACIS) System	Doc 9971, Part 3, Ch3	Rules defining stakeholders and their role and responsibilities					
					Rules defining information to be provided and used					
					Rules defining the quality of information to be provided					
					Rules defining the collaborative process for decision-making					

AOP Block	Element	Maturity level	Enablers Infrastructure/Systems/Procedures/Training	Requirements /Guidance for Implementation	Documents/Procedures/Rules or Tools to be developed	Implementation Status *(Select from the dropdown list)*	Date planned	Date Completed	Evidence for the implementation Status *(Provide Ref.)*	Comments
					MoU among stakeholders involved					
					Methods/Platform to exchange information between partners					
			Phraseology	PANS-AIM,Doc4444, Ch12	List of common terms and definitions to be used					
			Training in the operational standards and procedures	Doc 9971, Part 3	Familiarization training on local procedures					
					Familiarization training on phraseology					
ACDM-B1	ACDM-B1/1 Airport Operations Plan (AOP)	Ready for implementation	Airport Operations Plan	Doc9971, Part 3	Gap analysis					
					List of needs					
			CDM information management processes	Doc 9971, Part 1, 2 and 3	Departure management processes					
					Variable taxi time					
					Departure and arrival coordination between ATFM and A-CDM processes					
					Adverse situation procedures					
			Training in the operational standards and procedure of AOP	Doc9971, Part 3	Familiarization training on procedures					

AOP Block	Element	Maturity level	Enablers Infrastructure/Systems/Procedures/Training	Requirements /Guidance for Implementation	Documents/Procedures/ Rules or Tools to be developed	Implementation Status *(Select from the dropdown list)*	Date planned	Date Completed	Evidence for the implementation Status *(Provide Ref.)*	Comments
	ACDM-B1/2 Airport Operations Center (APOC)	Ready for implementation	APOC information sharing system	Doc 9971, Part 1, 2 and 3	Platform for information sharing and exchange					
			APOC monitoring and decision support systems	Doc 9971, Part 1, 2 and 3	Mecanisms for decision making					
					List of performance indicators					
			Physical APOC	Doc 9971, Part 1, 2 and 3	Physical infrastructure and equipement					
			Operational procedures to support operations within the APOC	Doc 9971, Part 1, 2 and 3 Doc 10039	Procedures to operate the center					
			Training requirements for APOC	Doc 9971, Part 1, 2 and 3 Doc 10039	Familiarization training on APOC procedures					