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Международная
организация
гражданской
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منظمة الطيران
المدنى الدولى

国际民用
航空组织

File Ref.: ME 3/2.1.1 & AN 6/3.2 - 19/363

25 November 2019

**Subject: Third Meeting of the MIDANPIRG Air Traffic Flow Management Task Force and
Third Meeting of the MIDANPIRG FIFA World Cup 2022 Task Force
(Cairo, Egypt, 12 – 14 January 2020)**

Action required: Reply not later than 25 December 2019

Sir/Madam,

I have the honour to invite your Administration/Organization to participate in the Third meeting of the Air Traffic Flow Management Task Force (ATFM TF/3) and the Third meeting of the FIFA World Cup 2022 Task Force (FWC2022 TF/3) that will be held at the ICAO MID Regional Office, Cairo, Egypt, from **12 to 14 January 2020**. The meetings will be held back-to-back with the MIDRMA Board/16 meeting, 14 – 16 January 2020.

The ICAO ATFM and ICAO FIFA World Cup 2022 Task Forces were established by the MIDANPIRG/16 meeting (Kuwait, 13-16 February 2017) through Decision 16/16 and Decision 16/18, respectively. The Terms of References of both Task Forces, as endorsed by MSG/6 meeting (Cairo, Egypt, 3-5 December 2018), are at **Attachments A and B**.

I would like to highlight that the ATFM Task Force is tasked with the development of a Concept of Operations (CONOPS) for the implementation of ATFM in the MID Region. The FIFA World Cup 2022 Task Force is tasked with the development and follow-up of the implementation of a collaborative action plan to accommodate the expected high increase in traffic due to major events, in a safe and efficient manner, taking into consideration similar experiences.

I have the pleasure to inform you that the above Task Forces are composed of experts from all the MID States and India, USA, AACO, ACAO, AEROTHAI, CANSO, EUROCONTROL, IATA and ICAO.

The Provisional Agendas of the above events are at **Attachment C**. Your comments on the attached Provisional Agenda, including any amendment you may wish to suggest, would be appreciated.

Administrative arrangements for the Meeting and other useful information for participants, including the MID Office Bulletin and the Hotel List are available on the ICAO MID Office website at: (<https://www.icao.int/MID/Pages/MID-Office-Bulletin.aspx>).

This letter, all its relevant attachments and Working/Information Papers, as they become available, will be posted on the ICAO MID website at <http://www.icao.int/mid/>.

../.

Your Administration/Organization is encouraged to participate actively in the work of the meetings by submitting presentations and/or working papers and/or PowerPoint presentations related to the subjects contained in the Provisional Agendas. I would be grateful to receive your presentations/papers, prior to **25 December 2019**, in order to allow time for processing and posting on the ICAO MID website.

I would appreciate if you could, as soon as possible, preferably not later than **25 December 2019**, confirm the participation of your Administration/Organization by submitting the Nomination Form at **Attachment D** to the following email address (icaomid@icao.int) with a copy to (ekhoury@icao.int).

Accept, Sir/Madam, the assurances of my highest consideration.



for/ Mohamed Khalifa Rahma
Middle East Regional Director

Attachments:

- Att A: Terms of References of ATFM Task Force
- Att B: Terms of References of FIFA World Cup 2022 Task Force
- Att C: Provisional Agendas
- Att D: Nomination Form

**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
- 1.2 Assessment of the performance objectives of the individual cooperating States and definition of common performance objectives for a regional ATFM service.
- 1.3 Perform a data collection and analysis to identify the 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.
- 1.4 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.
- 1.5 Develop an ATFM Concept of Operations and a Framework which addresses ATFM minimum requirements for the implementation of ATFM in the ICAO MID Region.
- 1.6 Agree on a mechanism to support the phased implementation of ATFM measures in the MID Region, when and where required.
- 1.7 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) mechanisms for ATFM data gathering, collation and sharing between States, Organizations and ICAO, which may include:
 - i. adjusted aerodromes and enroute capacity due to factors affecting capacity such as special use airspace status, runway closures and weather information;
 - 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.
 - d) compliance by airspace users with ATFM measures; and
 - e) any other guidance relevant to the Regional ATFM Framework.

- 1.8 Consider existing and planned ATFM initiative in the Region, and make specific recommendations to ensure their alignment.
- 1.9 Ensure inter-regional ATFM harmonization with adjacent ICAO Regions.
- 1.10 Recommend appropriate inputs to the ASBU Modules relevant to ATFM such as NOPS, A-CDM, etc.
- 1.11 Report to the ATM SG.
- 1.12 Review periodically its Terms of Reference and propose amendments as necessary.
- 1.13 Coordinate as deemed necessary with the Runway and Ground Safety Working Group (RGS WG) and the Meteorology Sub-Group (MET SG) the issues of mutual interest.

II. COMPOSITION

- 2.1 The Sub-Group 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 The Task Force shall meet at least once a year and when deemed necessary.
- 2.4 ICAO MID Office will act as the Secretary of the ATFM Task Force meetings.

**TERMS OF REFERENCE (TOR) OF THE
MIDANPIRG FIFA WORLD CUP 2022 TASK FORCE
(FWC2022 TF)**

1. OBJECTIVES AND SCOPE

- 1.1 The Task Force will be expected to apply the performance-based approach through a collaborative manner to address the most strategic decisions to reach the following:
- a) A sufficient coordination between the Air Navigation Service Providers (ANSPs), airports, airspace users and regulators;
 - b) A sufficient coordination at local, regional and inter-regional levels to accommodate safely and efficiently the expected significant increase of traffic; and
 - c) A defragmented approach from an operational perspective to achieve (gate-to-gate, city pairs, and an oriented track system) which leads to more than optimum flight and airport operations efficiency.
- 1.2 The Task Force shall support the MID Region ATFM System once established.

2. TERMS OF REFERENCE OF THE TASKFORCE

- 2.1 Develop and follow-up the implementation of an action plan to accommodate the expected high increase of traffic, in a safe and efficient manner, taking into consideration similar experiences from other regions.
- 2.2 Address other major events such as the EXPO 2020 and develop action plan(s) to accommodate the changes in traffic flows as required.
- 2.3 Define explicit and implicit strategic objectives (e.g. improved safety, increased air traffic capacity, improved efficiency, and mitigation of airspace congestion impact).
- 2.4 Identify operational and technical requirements including proposals for airspace management changes and amendment to the MID ATS Route Network to accommodate the air traffic through the establishment of temporary routes as required.
- 2.5 Develop the concept of collaborative decision-making at the strategic, tactical and pre-tactical levels, which would be implemented before and during the World Cup event.
- 2.6 Suggest methods for increased interaction between airspace providers in order to make sure that the network effects of any trajectory selection are properly incorporated in the decisions.
- 2.7 Develop collaborative regional mechanism for the implementation of ATFM solutions/measures such as Ground Delay Program (GDP), which would be implemented for departures from airports in the region.
- 2.8 Assess the operational performance of the ATM network by its capability to accommodate demand through realistically modeled network nodes, i.e. airports and airspace volumes.
- 2.9 The Task Force shall work in close coordination with the ATFM TF to avoid duplication of efforts.

3. COMPOSITION

- 3.1 The World Cup 2022 Task Force is composed of experts from:
- a) MIDANPIRG Member States;
 - b) India, FAA, AACO, ACAO, AEROTHAI, CANSO, EUROCONTROL and IATA; and
 - c) other representatives from States, Organizations and Industry may be invited on ad-hoc basis, when required.
- 3.2 ICAO MID Office will act as the Secretary of the Task Force.

4. WORKING PROCEDURES

- 4.1 Qatar shall act as the Chairman of the Task Force.
- 4.2 In order to effectively perform its tasks and responsibilities, the Task Force will meet as required in order to achieve its objectives.
- 4.3 Coordination will be carried out among the Task Force members and with concerned State(s) through correspondence and teleconferences and, if required, face-to-face meetings with stakeholders on case-by-case basis.
- 4.4 A Core Team might be established to follow-up with the concerned State(s) and air operators the conduct of safety and operational assessments and provide support as appropriate.



International Civil Aviation Organization

MIDANPIRG Air Traffic Flow Management Task Force

Third Meeting (ATFM TF/3)
(Cairo, Egypt, 12 – 14 January 2020)

PROVISIONAL AGENDA

Agenda Item 1: Adoption of the Provisional Agenda

Agenda Item 2: Regional ATFM Framework

Agenda Item 3: Plan of Actions

Agenda Item 4: Future Work Programme

Agenda Item 5: Any other Business



International Civil Aviation Organization

MIDANPIRG FIFA World Cup 2022 Task Force

Third Meeting (FWC2022 TF/3)
(Cairo, Egypt, 13 – 14 January 2020)

PROVISIONAL AGENDA

- Agenda Item 1: Adoption of the Provisional Agenda**
- Agenda Item 2: Overview of Similar Experience**
- Agenda Item 3: Regional Framework**
- Agenda Item 4: Plan of Actions**
- Agenda Item 5: Future Work Programme**
- Agenda Item 6: Any other Business**

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
MID REGIONAL OFFICE**

**THIRD MEETING OF THE MIDANPIRG AIR TRAFFIC FLOW MANAGEMENT TASK FORCE
(ATFM TF/3)**

AND

**THIRD MEETING OF THE MIDANPIRG FIFA WORLD CUP 2022 TASK FORCE
(FWC 2022 TF/3)**

(Cairo, Egypt, 12 – 14 January 2020)

NOMINATION FORM

Please indicate which event(s) you will attend:

ATFM TF/3 ☐

FWC 2022 TF/3 ☐

PLEASE PRINT OR TYPE CLEARLY

Name in full: _____
Mr. / Mrs. / Ms. (as should appear in the official listing and name tag)

Title or Official Position: _____

State/Organization: _____

Mailing Address: _____

Telephone Number: _____

Mobile Number: _____

E-mail: _____

Hotel _____

Date: Signature:

After completing, please send to: ICAO MID Office at the following e-mail address: (icaomid@icao.int)
with copy to (ekhoury@icao.int).

Note 1: Participants are expected to make their own hotel/visa arrangement.

Note 2: Please download meeting materials from ICAO MID Regional Office website.

Note 3: No hardcopies will be provided; you are kindly requested to bring your laptop, iPad, tablet, etc. to the meeting.