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Международная
организация
гражданской
авиации

منظمة الطيران
المدنى الدولى

国际民用
航空组织

File Ref.: ME 3/2.1.1 & AN 6/3.2 – 20/148

30 July 2020

**Subject: MIDANPIRG Air Traffic Flow Management Task Force and
FIFA World Cup 2022 Task Force Virtual Meetings
(20-22 and 22-23 September 2020)**

Action required: Reply not later than 31 August 2020

Sir,

I have the honour to inform you that the Fourth meeting of the Air Traffic Flow Management Task Force (ATFM TF/4) and the Fourth meeting of the FIFA World Cup 2022 Task Force (FWC2022 TF/4) will be held through Video Teleconferencing on 20-22 and 22-23 September 2020, respectively. Details on the exact timing of the sessions will be provided at a later stage. Your Administration/Organization is kindly invited to participate in these virtual meetings.

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.

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

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 **10 September 2020**, 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 **31 August 2020**, confirm the participation of your Administration/Organization giving the names and contact details of your delegate(s), by sending an e-mail to the ICAO MID Office at the following email address (icaomid@icao.int) with a copy to (aamireh@icao.int).

../.

For an efficient conduct of the meeting through Zoom, please find instructions and other useful information at **Attachment D**.

Accept, Sir, the assurances of my highest consideration.



Mohamed Smaoui
Acting Regional Director
Middle East Office

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: Zoom Instructions

**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

ATFM TF/4

(Virtual Meeting, 20 – 22 September 2020)

PROVISIONAL AGENDA

- Agenda Item 1: Adoption of the Provisional Agenda**
- Agenda Item 2: Regional ATFM Framework and Plan of Actions**
- Agenda Item 3: Future Work Programme**
- Agenda Item 4: Any other Business**



International Civil Aviation Organization

MIDANPIRG FIFA World Cup 2022 Task Force

FWC2022 TF/4

(Virtual Meeting, 22 – 23 September 2020)

PROVISIONAL AGENDA

- Agenda Item 1: Adoption of the Provisional Agenda**
- Agenda Item 2: Regional Framework and Plan of Actions**
- Agenda Item 3: Future Work Programme**
- Agenda Item 4: Any other Business**

Virtual Meetings Instructions

In order to have a smooth meeting



Participants should join teleconference session 10 to 15 minutes prior to the meeting

1



For teleconference facility test with ICAOMID, Please send an email to ssakka@icao.int 3 days prior the meeting date

2



When joining the teleconference, please enter your name followed by State/organization such as "Hamed- ICAO MID"

3



Ensure microphone is mute while not talking

4



Please use "Raise hand" if you wish address question or comment

5



Chatting is available with everyone or privately

6



Unmute your microphone only when invited to speak

7



Please note that all ICAO MID teleconferences are recorded

8



Please be prepared for a group photo

9



Switch off Camera if Quality of Internet is not good

10



Participants should confirm participation by replying to the invitation Email

11



Only invited Emails are allowed to join, it is a must to sign into Zoom with that email

12



3 Rename

Participants (7)

- Mohamed Hamed (Me) Unmute More Rename Edit Profile Picture
- AA Ali Abdennady
- HE Hamed Elhassany
- KE Karimane El Attar
- Michael Samir

Raise Hand yes no go slower go faster more

Invite Unmute Me ...

Mute\Unmute Video On\Off

4

10

Raise Hand

5

6 Chat (Everyone\Private)

Unmute Start Video Invite Participants Share Screen Chat Record Leave Meeting