



ICAO

International Civil Aviation Organization
North American, Central American and Caribbean Office

**Second NAM/CAR Air Navigation Implementation
Working Group (ANI/WG)
Air Traffic Flow Management Implementation
Task Force (ATFM/TF/2)
Meeting**

Final Report

On line, 17 to 19 May 2021

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HISTORICAL

ii.1 Place and Date of the Meeting

The Second NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Air Traffic Flow Management Implementation Task Force (ATFM/TF/2) Meeting was held on line from 17 to 19 May 2021.

ii.2 Opening Ceremony

Mr. Eddian Méndez, Regional Officer, Air Traffic Management and Search and Rescue of the North American, Central American and Caribbean (NACC) Regional Office of the International Civil Aviation Organization (ICAO) and Mr. Greg Byus (United States), Rapporteur, provided opening remarks and thanked the audience for attending the on line meeting. Mr. Byus welcomed the participants and officially opened the meeting.

ii.3 Officers of the Meeting

The ATFM/TF/2 Meeting was held with the participation of the ATFM/TF Rapporteur, Mr. Greg Byus, United States. Mr. Byus chaired the meeting plenary. Mr. Eddian Méndez, Regional Officer, Air Traffic Management and Search and Rescue served as Secretary of the Meeting, assisted by Mr. Ernie Snyder, Regional Officer, Air Traffic Management and Search and Rescue, both from the ICAO NACC Regional Office.

ii.4 Working Language

The working language of the Meeting was English and working papers, information papers and draft report of the meeting were available to participants in said language.

ii.5 Schedule and Working Arrangements

It was agreed that the working hours for the sessions of the meeting would be from 8:00 to 12:00 hours daily with adequate breaks.

ii.6 Agenda

PROVISIONAL AGENDA

- Agenda Item 1:** Approval of the Provisional Agenda and Schedule
- Agenda Item 2:** Air Traffic Management Performance Framework
- Agenda Item 3:** Regional Implementation Metrics and Key Performance Indicators
- Agenda Item 4:** ATFM Contingency Procedures
- Agenda Item 5:** Regional Traffic Recovery Planning
- Agenda Item 6:** ATFM Task Force Report to the ANI/WG
- Agenda Item 7:** Other Business

ii.7 Attendance

The Meeting was attended by 14 States/Territories from the NAM/CAR Regions and 2 International Organizations and the industry, totalling 57 delegates as indicated in the list of participants.

ii.8 Draft Conclusions

The Meeting recorded its Decisions as follows:

DRAFT

CONCLUSIONS: Activities requiring endorsement by the NAM/CAR Air Navigation Implementation Working Group (ANI/WG)

List of Draft Conclusions

Number	Draft Conclusions	Page
2/1	<i>IMPLEMENTATION OF THE REGIONAL ATM PERFORMANCE FRAMEWORK</i>	3-2
2/2	<i>ATFM CONTINGENCY PROCEDURES</i>	4-2

An executive summary of these Draft Conclusions is presented in **Appendix A** to this report.

ii.9 List of Working and Information Papers and Presentations

Refer to the Meeting web page:

<https://www.icao.int/NACC/Pages/metings-2021-atfmtf.aspx>

WORKING PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
WP/01	1	Provisional Agenda and Schedule	11/05/2021	Secretariat
WP/02	4	Guidelines for ATFM Contingency Procedures in the CAR/SAM Regions	17/05/2021	Secretariat

INFORMATION PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
IP/01	--	List of Working, Information Papers and Presentations	15/05/2021	Secretariat
IP/02	4	Trinidad And Tobago ATFM/CDM Update And Contingency Process During The La Soufriere Volcanic Eruption	08/05/2021	Trinidad and Tobago

PRESENTATIONS

Number	Agenda Item	Title	Presented by
1	3	Project Alignment of the CAR/SAM Regional Air Navigation Plan and the 6th version of the GANP	Secretariat
2	4	ATM Metrics and Indicators	Secretariat
3	7	Dominican Republic Update	Dominican Republic
4	7	ATFM Taskforce Update	Costa Rica
5	7	COCESNA ATFM	COCESNA
6	7	Trinidad and Tobago's ATFM update	Trinidad and Tobago

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Agenda Item 1 Approval of the Provisional Agenda and Schedule

1.1 The Secretariat presented WP/01 and invited the Meeting to approve the Provisional Agenda and Schedule. The Meeting approved the Agenda and Schedule as presented.

Agenda Item 2 Air Traffic Management (ATM) Performance Framework

2.1 Under this agenda item ICAO presented P/02, *ATM Metrics and Indicators*, to provide a one-day introductory workshop on ATM performance framework. The objective of this workshop was to share the importance of metrics by providing examples, scenarios and uses for them. The workshop discussed how metrics can affect the regions, how they are used in other areas and a real-world example on how metrics were used to monitor ATM performance

2.2 The workshop had three modules:

1. In the first module, metrics were introduced. Metrics are all around us and are used to track and measure progress, identify where improvements can be made and to challenge. Airline metrics were also analysed and focused on a few that directly correlate to air traffic control. This section ended with a video describing an event at a fictional island.
2. The second module focused on the evolution in metrics used by United States FAA. The presentation showed the initial, basic metrics that are produced, and showed a dashboard used by management and Aviation System Performance Metrics (ASPM) reports were shown, including the command centre report, diversion report and delay report.
3. The third module focused on two events that were solved using metrics:
 - a) The first was a scenario in which winds dictated the use of runways that normally are used for arrivals and departures, and the imbalance that occurred. This imbalance was discovered in the metrics and after conversation with the facility over 16 hours of delays were saved.
 - b) The second involved a misunderstanding at Minneapolis/St. Paul Airport (MSP) on delays and how the major carrier there would prefer to mete out the delays. This was a case where the metrics used by the FAA did not meet the needs of the airlines impacted.

2.3 Participants interacted, asked questions, and provided cases from their own experience and operational context.

Agenda Item 3 Regional Implementation Metrics and Key Performance Indicators

3.1 Under this agenda item, ICAO presented P/01 to inform the Meeting about the project to draft Volume III of the electronic CAR/SAM Air Navigation Plan (eANP). This project comes as a requirement from the ICAO Council, and involves collaboration between the ICAO North American, Central America and Caribbean (NACC) and South American (SAM) Regional Offices.

3.2 P/01 aim was to:

- a) provide information on the CAR/SAM Regional ANP alignment with the 6th version of the Global Air Navigation Plan (GANP) project;
- b) raise awareness of the need to provide States perspective for regional air navigation planning;
- c) promote the application of the performance-based approach in the planning processes for the implementation of air navigation systems and their modernization in the CAR and SAM Regions;
- d) gather information on the appropriate approach to measure the performance of the ATM system in the CAR Region; and
- e) encourage the ATFM/TF to issue recommendations for the measurement of ATM system performance in the CAR Region.

3.3 The Meeting analysed the kind of interaction the ATFM/TF should have in this process, firstly, taking into account that most ATFM/TF members have primary responsibilities in addition to supporting the ATFM/TF initiatives. The ATFM/TF agreed that the support from their upper management to establish the framework for measuring the ATFM performance was highly important in order to have the expected results. Providing adequate labour and financial resources to develop data collection capabilities is fundamental and critical for moving forward. At the regional level, the ICAO NACC Regional Office should identify additional resources that could be made available to guide States/Territories in providing the required inputs to this process.

3.4 As for the general ambitions/expectations for ATFM in the CAR Region, the Meeting considered it necessary to encourage States/Territories and Air Navigation Service Providers (ANSPs) to continue working to develop capabilities to perform ATFM functions according to the required levels of services. States/Territories and ANSPs must continue working to implement the framework to measure ATFM performance using the agreed Key Performance Indicators (KPIs) (included in the CAR/SAM ATFM Concept of Operations (CONOPS)). Particular attention should be given to airport-centered KPIs. The ATFM/TF should provide guidance to help identify key airports for each State/Territory of the CAR Region and consistent KPIs definition. Thus, the following Draft Conclusion emerged:

DRAFT CONCLUSION	
ATFM/TF/2/01	IMPLEMENTATION OF THE REGIONAL ATM PERFORMANCE FRAMEWORK
<p>What:</p> <p>That, in order to allow the implementation of a regional ATM performance framework in the CAR Region and ensure adequate support to the tasks related to the implementation of the ATM performance framework for the CAR Region,</p> <p>a) Civil Aviation Authorities (CAAs) and ANSPs upper management allocate adequate labour and financial resources to develop data collection capabilities, as a critical activity to move forward;</p> <p>b) at the regional level, the ICAO NACC Regional Office identify additional resources that could be made available to guide States/Territories in providing the required inputs to this process by 31 December 2022;</p> <p>c) States/Territories and ANSPs continue working to develop capabilities to perform ATFM functions according to the required levels of services;</p> <p>d) States/Territories and ANSPs continue working to implement the framework to measure ATFM performance using the agreed KPIs (included in the CAR/SAM ATFM CONOPS); and</p> <p>e) the ATFM/TF provide guidance to help identify key airports for each State/Territory of the CAR Region and consistent KPIs definition by 31 December 2022.</p>	<p>Expected impact:</p> <p><input type="checkbox"/> Political / Global</p> <p><input checked="" type="checkbox"/> Inter-regional</p> <p><input checked="" type="checkbox"/> Economic</p> <p><input checked="" type="checkbox"/> Environmental</p> <p><input checked="" type="checkbox"/> Operational/Technical</p>
<p>Why:</p> <p>To ensure adequate collaboration and participation in the process to establish Regional ATM performance framework in the CAR Region</p>	
<p>When: 31 December 2022</p>	<p>Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed</p>
<p>Who: <input checked="" type="checkbox"/> States <input checked="" type="checkbox"/> ICAO <input checked="" type="checkbox"/> Other:</p>	<p>ATFM/TF, ANSPs</p>

3.5 The consensus among ATFM Task Force Members was that, at this point, regional performance agreements might be premature, due to the limited data available for decision making.

b) The ATFM Task Force develop a framework, as a general reference, for ATFM contingency procedures providing guidance on key elements to be included for ATFM contingency arrangements by 31 December 2022.	
Why: To ensure the safe and orderly movement of air traffic in the case of air traffic contingencies	
When: 31 December 2022	Status: <input checked="" type="checkbox"/> Valid / <input type="checkbox"/> Superseded / <input type="checkbox"/> Completed
Who: <input checked="" type="checkbox"/> States <input type="checkbox"/> ICAO <input checked="" type="checkbox"/> Other:	ATFM/TF

Agenda Item 5 Regional Traffic Recovery Planning

5.1 Under this Agenda Item the Meeting analysed different recovery scenarios of the regional air traffic in a post-COVID-19 scenario. A review was made on the status of the levels of operations of each of the Flight Information Regions (FIRs) of the region and the States and Territories represented at the Meeting.

5.2 The recovery of aviation in these regions will have different perspectives, according to the variables of each of the States and Territories.

5.3 Domestic operations in United States, for example, anticipate a more expeditious recovery. The same as the main touristic destination points from said country.

5.4 Currently, some of the main tourist destinations in the CAR Region, such as Cancun and Merida (Mexico), for example, show periods in which their number of operations is almost as high as pre-COVID-19 pandemic levels. Others show slower increase but progressively good signs of recovery.

5.5 In general, the process of recovery of operations is closely related with the current pandemic status in the different countries and the advancement of the vaccination process, both in the receiving country and in the source State of the main visitors to each destination.

5.6 The ATFM/TF will continue to monitor the progress in the recovery of the operations in its monthly teleconferences.

Agenda Item 6 ATFM Task Force Report to the ANI/WG

6.1 Under this Agenda Item, the Meeting discussed matters concerning the Rapporteur's report to the ANI/WG on the Task Force activities.

6.2 The Meeting recommended the Rapporteur to include in normal activities TF report additional information regarding the comments made about the implementation of the ATM Performance Framework in the NAM/CAR Regions and the process to draft Volume III of the CAR/SAM electronic ANP (eANP).

6.3 It was also considered appropriate by the Meeting to notify the ANI/WG that the ATFM/TF work programme was expected to be adjusted to comply with the new requirements of eANP Volume III.

6.4 The Rapporteur took note of the comments and recommendations made by the Meeting and will inform in due time, as required.

Agenda Item 7 Other Business

7.1 Under this agenda item, the status of the CAR Region ATFM systems was reviewed and States provided information on the progress in their implementation programmes.

7.2 Dominican Republic presented P/03 with information on its operation during the COVID-19 pandemic, forecast for recovery and Traffic Management Unit immediate plans.

7.3 Under P/04 Costa Rica presented its ATFM system progress, which has been used to provide information to support strategic decision-making for civil aviation. Costa Rica ATFM progress is focused around three main axis: Visibility and Education within Air Traffic Control (ATC); Collaborative Decision Making (CDM) Enhancement; and Publications and Formalization. Costa Rica is taking advantage of readily-available tools, previously acquired by its administration as part of the new virtual work environment, to enhance its mechanisms for gathering and analysis of information in order to support traffic management planning.

7.4 Under P/05 COCESNA provided details of its ATFM system. The expected annual increase in ATS demand (pre-pandemic) forced COCESNA to increase the capacity of its Air Traffic Services (ATS), preventing the demand to exceed capacity and achieving a balance between both. To maintain a balance between capacity and demand, a tool with dynamic ATC sectors capacity was developed to allow prediction and precise description of demand in order to guarantee an optimal traffic flow through efficient planning of human resources and space. This tool has been useful to COCESNA to enhance planning during the COVID-19 pandemic and use dynamic sectors to open sectors only when required, reducing the required number of ATC personnel in the ATC Centre.

7.5 P/06 provided a review and update of the Trinidad and Tobago ATFM system with information regarding their ATFM functions and responsibilities, traffic comparison to pre-COVID-19 period, and upgrade to their ATFM tools.

**APPENDIX
EXECUTIVE LIST OF DRAFT CONCLUSIONS**

Number	Conclusion/Decision	Responsible for action	Deadline
01	IMPLEMENTATION OF THE REGIONAL ATM PERFORMANCE FRAMEWORK		
	That, in order to allow the implementation of a regional ATM performance framework in the CAR Region and ensure adequate support to the tasks related to the implementation of the ATM performance framework for the CAR Region,		
	a) Civil Aviation Authorities (CAAs) and ANSPs upper management allocate adequate labour and financial resources to develop data collection capabilities, as a critical activity to move forward;	States, ATFM/TF, ICAO	31 December 2022
	b) at the regional level, the ICAO NACC Regional Office identify additional resources that could be made available to guide States/Territories in providing the required inputs to this process by 31 December 2022;		
	c) States/Territories and ANSPs continue working to develop capabilities to perform ATFM functions according to the required levels of services;		
	d) States/Territories and ANSPs continue working to implement the framework to measure ATFM performance using the agreed KPIs (included in the CAR/SAM ATFM CONOPS); and		
e) the ATFM/TF provide guidance to help identify key airports for each State/Territory of the CAR Region and consistent KPIs definition by 31 December 2022.			
02	ATFM CONTINGENCY PROCEDURES		
	That, in order to ensure an adequate response to ATM related contingencies in the CAR Region:		
	<p>a) States/Territories and ANSPs of the CAR Region develop and implement ATFM contingency arrangements, as required; and</p> <p>b) The ATFM Task Force develop a framework, as a general reference, for ATFM contingency procedures providing guidance on key elements to be included for ATFM contingency arrangements by 31 December 2022.</p>	States, ATFM/TF, ICAO	31 December 2022