AIR TRAFFIC FLOW AND CAPACITY MANAGEMENT OPERATIONS

ATFCM USERS MANUAL

Edition N° : 11.0

http://www.cfmu.eurocontrol.int

Edited & produced by the CFMU/User Relations & Development Bureau

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ATFCM QUICK REFERENCE GUIDE

OPERATIONAL PROBLEMS HELP-DESKS

Clients experiencing on-line problems should inform the relevant Units as indicated below depending on the nature of the problem.

FLIGHT PLAN FILING PROBLEMS

A problem with an FPL message including RPLs within 20 hours of EOBT.

Action **Contact the relevant IFPS Unit Supervisor**

FP1 - BRUSSELS		**FP2 - BRÉTIGNY**
OPS TELEPHONE	++32 (0) 2 745.19.50	++33 1 69.88.17.50
	++32 (0) 2 745.19.62/66	
OPS FAX	++32 (0) 2 729.90.41	++33 1 69.88.38.22

OPERATIONAL ATFCM PROBLEMS

Action **Contact the Central Flow HELPDESK**

TELEPHONE ++32 (0) 2 745.19.01

CFMU Team Leader

TELEPHONE	++32 (0) 2 745.19.00	
FAX	++32 (0) 2 729.90.27	
OPS AFTN	EBBDCEUW	OPS SITA BRUEC7X

TECHNICAL PROBLEMS (Transmission, Terminals)

Action **Contact the CFMU SYSTEM OPERATIONS (CSO) HELPDESK**

TELEPHONE ++32 (0) 2 729.97.27 FAX ++32 (0) 2 729.90.23
mailto:cfmu.cso.help-desk@eurocontrol.int

STANDARD PROCEDURES

FPL FILING

When do I file an FPL?
Not later than 3 hours before EOBT. You will get either:
ACK (FPL accepted).
MAN (errors in FPL; after manual processing you will get either ACK or REJ)
REJ (FPL rejected).

FPL UPDATES

How do I revise my FPL?
Send a DLA/CHG.

When do I notify a delay?
Send an DLA/CHG for any change of EOBT greater than 15 minutes. However, do not update EOBT as a result of delay given by CTOT.

SLOT

When do I get a slot (CTOT)?
At the earliest, 2 hours before EOBT you will receive a SAM with a CTOT. However, if a regulation is applied after this time a slot will be issued immediately.

Why have I not received a slot 2 hours before EOBT?
Flight is currently not subject to regulation.

What happens if I update my EOBT after I have received a slot?
Normally, if the new EOBT still enables the flight to depart according to its CTOT, the slot will not be recalculated.
If a recalculation is necessary, the next available slot will be issued. To avoid a substantial delay, especially in busy regulations, it is therefore important to update EOBT as soon as practicable.

What happens if my slot changes?
You will receive an SRM with a new CTOT.

Why did I receive an SRM?
There are several reasons why an SRM would be sent such as :
A better slot has been found for you.
In response to a rate change in a regulation.
In response to a DLA/CHG message, etc…

What action do I take if I receive an SRM?
Comply with the new CTOT stated in the message.

What action do I take if I cannot comply with my slot?
As soon as possible send a DLA/CHG stating your new EOBT or send an SMM, if your new EOBT is not known, to ensure that the slot can be reused and to minimise your risk of substantial delay.

What do I do if I have missed my slot?
If your new EOBT is known send DLA/CHG.
- You will receive either :
- SRM, SLC or FLS

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If your new EOBT is not known send an SMM. You will receive an FLS (Flight Suspension message) and will remain suspended until you send a DLA to provide your new EOBT.

What do I do if I get an SLC?
You are no longer subject to ATFCM measures and may depart without delay. If the SLC is issued after EOBT+15 minutes you must update your EOBT by sending a DLA/CHG.

Can I 'freeze' my slot?
No. However, if the CTOT received is acceptable, then a DLA message should be sent to IFPS using the following formula :

New EOBT must not be later than CTOT minus taxitime minus 10 minutes.

Example : EOBT 1000, CTOT 1100, but the flight cannot go off blocks until 1025. The taxitime is 15 minutes. Calculation :

1100 – 15, minus 10 = 1035.

The new EOBT must be earlier than 1035, in order not to trigger a revised CTOT.

Alternatively, you may change the status to SWM, which gives an option of accepting or rejecting any improvement offered.

What should I do if I need to make a last minute revision to CTOT?
Revisions to CTOTs should, where possible, be coordinated between the AO and the CFMU using the ATFCM message exchange procedures. However, it may be the case that last minute revisions to CTOTs and slot extensions when the pilot is in direct communication with ATC, are more easily or efficiently coordinated with the FMP/ **CFMU** by ATC.

REDUCING DELAY

REROUTEING

What are my options?
Investigate alternative routes that avoid congested areas.
Refer to the daily network news for suggestions and use the AOWIR if available.
Consider filing an FPL at an alternative flight level. It is important that pilots are briefed that flight levels in FPL have been filed so as to avoid an ATFCM regulation.

How can I reroute my flight?
Send a new route via a CHG or CNL and RFP, or
Use AOWIR, if you have access to RCA/CIA.

CHANGE STATUS

What are my options?
Default status for AOs is RFI, i.e. if an improvement is available you would receive it via an SRM.
Another status is SWM, where improvements are proposed by an SIP.
Alternatively, you may request the ATC at the departure aerodrome to change your status by sending an REA.

How do I change status of my flight?
By sending :
An SWM, if you were in RFI status, or
An RFI, if you were in SWM status.

Can I send an REA?
No. Only ATC (TWR or FMP) can send an REA.

CALL HELP DESK

When do I call the Central Flow Help Desk?
If your delay is significantly above average.
If you have a critical ATFCM problem on the day of operations.

UNUSUAL SITUATIONS

LOW VISIBILITY

What will the CFMU do in the event of low visibility at my destination airport?
Suspend flights with unknown RVR capability.
Delay flights with insufficient RVR capability until the end of the low visibility period.
Slot flights with sufficient RVR capability within the low visibility period.

How do I specify my RVR?
Either by an FPL or CHG, or by sending an FCM.

CLOSURE OF AERODROME OR AIRSPACE

What may I expect if an aerodrome closes?
The CFMU will assess the duration and nature of the closure and :
Accept the FPLs in IFPS and regulate them and :
- either suspend flights in the event of a longer closure, or
- delay flights to arrive or depart when the aerodrome is opened.

What may I expect if an airspace closes?
The CFMU will assess the duration and nature of the closure and :
- either close the airspace in the CFMU Environment database and consequently reject all relevant FPLs, or
- accept the FPLs and regulate them and :
  - either suspend flights in the event of a longer closure, or
  - delay flights to arrive or depart when the airspace is opened.

STRIKES

What may I expect in the event of a strike?
The CFMU procedures are similar to those for closure of aerodrome or airspace and are adapted to specific local conditions.

ATFCM CONTINGENCY

What will the CFMU do if its system fails?
In the event of the system failure a contingency procedure will be started and instructions will be issued by the CFMU.

To permit resumption of slot allocation following recovery, AOs should continue to send flight plans and flight plan update messages to IFPS throughout the whole period of operation of the contingency plan.

Depending on the level of severity of the failure, AOs may expect significantly higher delays than normal.

ACRONYMS

AOWIR	Aircraft Operator "What-If" Re-route
CIA	CFMU Internet Access
CTOT	Calculated Take-Off Time
EOBT	Estimated Off Block Time
FLS	Flight Suspension Message
RCA	Remote Client Application
REA	Ready Msg. (sent only by ATC)
RFI	Ready/Request For (direct) Improvement
RFP	Replacement Flight Plan
SAM	Slot Allocation Message
SLC	Slot Requirement Cancellation Msg.
SRM	Slot Revision Message
SWM	SIP Wanted Message

AMENDMENT N° 12

Section	Issue Date	Amended Section	Amended Date
1. INTRODUCTION	25-Oct-2004	**1. INTRODUCTION**	**02-May-2006**
2. ESTABLISHMENT OF ATFM PROCEDURES	25-Oct-2004	**2. ESTABLISHMENT OF ATCFM PROCEDURES**	**02-May-2006**
3. AIR TRAFFIC FLOW AND CAPACITY MANAGEMENT (ATFCM)	25-Oct-2004	**3. AIR TRAFFIC FLOW AND CAPACITY MANAGEMENT (ATFCM)**	**02-May-2006**
4. ATFCM PROCESSES	25-Oct-2004	**4. ATFCM PROCESSES**	**02-May-2006**
5. SLOT ALLOCATION PROCEDURES	25-Oct-2004	**5. SLOT ALLOCATION PROCEDURES**	**02-May-2006**
6. REROUTEING PROCEDURES	25-Oct-2004	**6. REROUTEING PROCEDURES**	**02-May-2006**
7. COLLABORATIVE DECISION MAKING (CDM)	25-Oct-2004	**7. COLLABORATIVE DECISION MAKING (CDM)**	**02-May-2006**
8. OPERATIONS IN UNUSUAL CIRCUMSTANCES	25-Oct-2004	**8. OPERATIONS IN UNUSUAL CIRCUMSTANCES**	**02-May-2006**
9. ATFM EXEMPTIONS	25-Oct-2004	**9. ATFM EXEMPTIONS**	**02-May-2006**
10. SECURITY SENSITIVE FLIGHTS	25-Oct-2004		
11. GENERAL INFORMATION ON ATFM MESSAGES	25-Oct-2004	**11. GENERAL INFORMATION ON ATFM MESSAGES**	**02-May-2006**
14. SUGGESTIONS FOR EVOLUTION OF SYSTEM AND PROCEDURES	25-Oct-2004	**12. SUGGESTIONS FOR EVOLUTION OF SYSTEM AND PROCEDURES**	
15. DICTIONARY OF ABBREVIATIONS	25-Oct-2004	**13. DICTIONARY OF ABBREVIATIONS**	**02-May-2006**
ANNEX 1 CFMU AREAS OF OPERATION	25-Oct-2004	**ANNEX 1 CFMU AREAS OF OPERATION**	**02-May-2006**
ANNEX 2 FAM AND CPR AREA	25-Oct-2004	**ANNEX 2 FAM AND CPR AREA**	**02-May-2006**
~~ANNEX 3 ATFCM INCIDENT REPORT FORM~~	25-Oct-2004		
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ANNEX 5 OUR FORM	25-Oct-2004	**ANNEX 3 OUR FORM**	**02-May-2006**
ANNEX 6 THE MESSAGES FIELDS, ABBREVIATIONS & DEFINITIONS	25-Oct-2004	**ANNEX 4 THE MESSAGES FIELDS, ABBREVIATIONS & DEFINITIONS**	**02-May-2006**

AMENDMENT N° 12

Section	Issue Date	Amended Section	Amended Date
ANNEX 7 SLOT RELATED MESSAGES ORIGINATED BY CFMU	25-Oct-2004	**ANNEX 5 SLOT RELATED MESSAGES ORIGINATED BY CFMU**	**02-May-2006**
ANNEX 8 SLOT RELATED MESSAGES ORIGINATED BY AOs/ATS	25-Oct-2004	**ANNEX 6 SLOT RELATED MESSAGES ORIGINATED BY AOs/ATS**	**02-May-2006**
ANNEX 9 PRIMARY FIELDS COMPOSITION OF TACTICAL ATFCM MESSAGES EXCHANGES	25-Oct-2004	**ANNEX 7 PRIMARY FIELDS COMPOSITION OF TACTICAL ATFCM MESSAGES EXCHANGES**	**02-May-2006**
ANNEX 10 SEQUENCE OF MESSAGE EXCHANGES FOR DIALOGUE PURPOSES	25-Oct-2004	**ANNEX 8 SEQUENCE OF MESSAGE EXCHANGES FOR DIALOGUE PURPOSES**	**02-May-2006**
ANNEX 11 CORRELATION BETWEEN IATA DELAY CODES & THE CFMU REASONS FOR REGULATION	25-Oct-2004	**ANNEX 9 CORRELATION BETWEEN IATA DELAY CODES & THE CFMU REASONS FOR REGULATION**	**02-May-2006**
ANNEX 12 ATFM RTF PHRASEOLOGY	25-Oct-2004	**ANNEX 10 ATFM RTF PHRASEOLOGY**	**02-May-2006**
ANNEX 13 SUMMARY OF CASA PARAMETERS	25-Oct-2004	**ANNEX 11 SUMMARY OF CASA PARAMETERS**	**02-May-2006**

Amendment No. 12 to the ATFCM Users Manual includes, inter alia:

The main changes are indicated with revision bars.

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1. INTRODUCTION

1.1. Purpose

The **ATFCM USERS MANUAL** has been prepared with the main object of providing in one document an operational description of the **CFMU ATFCM Procedures** and of the related actions, information and message exchange.

1.2. Applicability

It is aimed at all those likely to be involved in the ATFCM process including Aircraft Operators **(AOs)** and those manning Flow Management Positions **(FMPs)**, Air Traffic Services Reporting Offices **(AROs)**, aerodrome and en-route ATS Units operating within the CFMU Area of Operation. (see Annex 1)

1.3. Validity

The application of this Edition N° 11.0 is in line with the operational implementation of the CFMU 11 software release, the date of which will be announced by an AIM. This document shall not be used operationally before that date.

1.4. Amendments

This document is usually updated once a year. Major changes are promulgated by an Aeronautical Information Circular **(AIC)**.

1.5. Operational Problems Reporting

Real time and post-event reporting of operational problems and anomalies is covered in a separate document "CFMU Operational Problem Reporting", which is a Part of the Basic CFMU HANBOOK.

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2. ESTABLISHMENT OF ATFCM PROCEDURES

2.1. General

The ATFCM procedures in this HANDBOOK have been established as follows:

a) **ICAO** procedures as defined in the Doc. 4444 and EUR SUPPs Doc 7030. These procedures are amended following the **ICAO** consultation process. They form the basis for operating procedures specific to the CFMU operation.

b) Procedures specific to the CFMU operation that are in line with policy and strategy developed and approved by the responsible EUROCONTROL bodies (e.g. EAG, PC, DG, etc.). These include Letters of Agreement between FMPs and the CFMU and Service Agreements between Aircraft Operators and EUROCONTROL, for details refer to the CFMU Website:

http://www.cfmu.eurocontrol.int/cfmu/public/standard_page/service_sla.html

c) CFMU Operating Procedures that need to be developed and implemented quickly. These may be changed following consultation at an operational level.

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3. AIR TRAFFIC FLOW AND CAPACITY MANAGEMENT (ATFCM)

3.1. Objectives

Air Traffic Flow Management **(ATFM)** is an ATM service established with the objective of contributing to a safe, orderly and expeditious flow of air traffic by ensuring that ATC capacity is utilised to the maximum extent possible, and that the traffic volume is compatible with the **monitoring values** declared by the appropriate ATS authority.

ATFM has been evolving towards the integration of capacity management which is gradually developing into the new concept of Air Traffic Flow and Capacity Management **(ATFCM)**.

The emphasis of ATFCM is on balancing the management of Capacity and Demand, planned strategically and applied tactically as a result of physical airport or airspace limitations. ATFCM will be the primary means of ensuring flight punctuality and efficiency, whilst maintaining or improving safety.

3.2. ATFCM Phases

ATFCM has 3 phases:

1. **Strategic Flow Management** takes place seven days or more prior to the day of operation and includes research, planning and coordination activities. This phase consists of analysing the evolution of the forecast demand and the identification of potential new problems and in evaluating possible solutions. The outputs of this phase are the capacity plan for the following year, the Route Allocation Plans and sets of other plans that can be activated as necessary during the next phases.
   (e.g. contingency)
2. **Pre-Tactical Flow Management** is applied during six days prior to the day of operation and consists of planning and coordination activities. This phase analyses and decides on the best way to manage the available capacity resources and on the need for the implementation of flow measures (regulations or routings). The output is the ATFCM Daily Plan **(ADP)** published via ATFCM Notification Message **(ANM)** and **Network News**.
3. **Tactical Flow Management** is applied on the day of the operation. This phase updates the daily plan according to the actual traffic and capacity. The management of the traffic is made through slot allocation and/or ad-hoc rerouteings.

3.3. Areas Covered

In the ENV system several different areas are covered. The areas are overlapping.

The **FPM Distribution Area** (FPM DIST) is the area in which IFPS is responsible for the distribution of FPLs and associated messages.

The **ATFCM Area** is the area in which the **CFMU** is responsible for the provision of ATFCM.

The **ATFCM Adjacent Area** is the Area, adjacent to ATFCM area. Flights originating from this Area may be subject to ATFCM measures when entering the ATFCM area.

The details of the areas are listed in Annex 1.

The CFMU may apply ATFCM Measures to flights which:

a) Depart from within the ATFCM area.

b) Enter the ATFCM area after departing from an adjacent Flight Information Region **(FIR)** within the ATFCM Adjacent Area.

3.4. Collaborative Decision Making (CDM)

Collaborative Decision Making is the process, which allows decisions to be taken by those best positioned to make them on the basis of the most comprehensive, up-to-date and accurate information. This in turn will enable decisions about a particular flight to be made according to the latest information available at the time, thereby enabling the flight to be dynamically optimised to reflect near or real-time events.

This CDM process is a key enabler of the ATFCM Strategy allowing the sharing of all relevant information between the parties involved in making decisions and supporting a permanent dialogue between the various partners throughout all phases of flight. This will enable the various organisations to update each other continuously on events from the Strategic Level to the real-time.

To be efficient and to reach the required objectives, CDM should have the following characteristics:

– an inclusive process;

– a transparent process;

– a process that builds trust between the players involved.

The principles of CDM have been implemented in the CFMU day-to-day operations, planning and developments with active involvement of ANSPs (mainly through FMPs) and AOs (through AO Liaison Officer and AO Liaison Cell).

3.4.1. AO Liaison Officer

The Aircraft Operation Liaison Officer (AOLO) is a new position in the CFMU operations, composed of EUROCONTROL/CFMU staff with AO experience, and established to further enhance CDM and its practical application in operations. In pre-tactical they contribute to preparation of the ATFCM Daily Plan by forwarding views of airlines and coordinating ATFCM measures (e.g. rerouteing scenarios) with them. In tactical operations AOLO are the main point of contact with the airlines concerning any ATFCM measures.

AOLO will play an important role in the event of crisis situation in Europe whereby they will lead coordination with AOs.

3.4.2. AO Liaison Cell

A significant element of the CFMU operational organisation is the integration of the Aircraft Operators into the operations by means of the Aircraft Operator Liaison Cell, which is staffed by representatives of the airlines. During the daily activities of the CFMU, the Cell is the focal point for the operators for strategic and tactical information about the airspace and ATFCM situation in Europe. The Cell liaises with CFMU operational services, AOs and ATM providers, proposes CFMU developments to benefit airspace users and ATM providers, follows up on any repetitive problems affecting the operators, and monitors the equity of the flow management process.

The latter is a key point – because the Aircraft Operators are involved and the system is transparent, the airlines accept the CFMU proposals and are realistic both in their demands and expectations. For the first time in European ATM, all partners address together the problems.

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4. ATFCM PROCESSES

This Section gives a general overview of current ATFCM processes. The emphasis is changing from regulation towards capacity management. In order to achieve this, more work is done in adjusting capacity to meet the demand by means of long-term and short-term rerouteing.

Only when no other option is available a regulation will be introduced and delays issued (Slot Allocation).

This Section also sets out in broad terms crisis management processes such as low visibility, closure of aerodromes/airspace, strikes, de-icing and ATFCM contingency.

4.1. Rerouteing Processes

The information published by the CFMU concerning route restrictions, rerouteing possibilities and the processes involved in deciding to reroute a flight vary according to the phase of activity.

4.1.1. Strategic Rerouteing

4.1.1.1. Route Availability Document (RAD)

The RAD is a sole-source-planning document that combines AIP Route and Flow Restrictions with ATFCM routeing requirements designed to make the most effective use of ATC capacity. The RAD is finalised during the ATFCM strategic planning process which is organised by the CFMU.

The objective of the RAD is to facilitate flight planning in order to improve ATC capacity management while allowing AOs flight planning flexibility. It provides a single, fully integrated and coordinated routeing scheme. Except where otherwise specified the RAD affects all airspace.

The RAD enables ATC to maximise capacity by defining restrictions that prevent disruption to the organised system of major traffic flows through congested areas.

The RAD is designed as a part of the CFMU ATFCM operation. Whilst, on its own, it does not guarantee the protection of congested ATC sectors during peak periods, the flexibility it allows should facilitate more precise application of tactical ATFCM measures when required.

The RAD should also assist the CFMU in identifying and providing rerouteing options. Global management of the demand will, potentially, lead to an overall reduction of delays. It is important to note that to achieve this, some re-distribution of the traffic may be required. This may result in modified traffic/regulations in some areas where, in normal circumstances, they would not be seen.

The RAD is subject to continuous review by the CFMU to ensure that the requirements are still valid and takes account of any ATC structural or organisational changes that may occur.

Permanent amendments to the RAD, or the period of validity, are coordinated by the CFMU with the States concerned together with the AO Organisations taking into account agreed publication and implementation dates, in accordance with AIRAC procedures.

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RAD is promulgated on the CFMU Website:

http://www.cfmu.eurocontrol.int/rad/

Temporary changes due to exceptional circumstances (e.g. major equipment failure, industrial action or large-scale military exercises) may necessitate the suspension of part of the RAD for specified periods, and additional routeings will be activated where possible following coordination with the relevant FMPs and AO Organisations. Changes will be published by AIM giving details of the traffic affected, the period of activation and the corresponding routeings.

4.1.2. Routeing Scenarios

To overcome some of the limitations of the RAD and improve medium and short-term management of ATC capacity, the CFMU, **together with the FMPs concerned**, will **develop** reroutes during the planning period to help resolve forecast ATC capacity problems and to achieve a global decrease of delays by spreading the traffic. The proposed reroutes may be for particular **flows** or for selected individual flights.

For each area where major imbalance between demand and capacity may be expected, the CFMU, **together with the FMPs concerned**, may identify a number of flows, for which other routeings may be made available, that follow the general scheme, but avoid critical area. These are known as routeing scenarios and are published in the form of advice or a mandatory instruction via ANM and Network News.

4.1.2.1. Mandatory Scenarios

When, during Pre-Tactical planning, the CFMU identifies the risk of major imbalance between demand and capacity, it may be decided through the CDM process to make part (or all) of the alternative routeings mandatory for the period expected to be critical. Depending on the type of rerouteing required, they may be considered in two parts:

Rerouteing Scenarios (RR) (e.g. RR1GIN1). Mandatory diversion of flows to offload traffic from certain areas. If affected by a RR, AOs shall **file/refile their FPL to meet the RR requirements**.

Flight Level Capping Scenarios (FL) (e.g. FL1MW2A) rerouteings of flows carried out by means of level restrictions (e.g. flights from EDDL to EBBR should file below FL245). If affected by a FL scenario, AOs should **file/refile their FPL to meet the FL requirements**.

4.1.2.2. Advisory Rerouteing Scenarios (AR)

Advisory measure to offload traffic from certain areas, implemented by regulations with a specific rate. To avoid heavy delays and achieve better spreading of traffic, the CFMU may reach an agreement with FMPs concerned to enable AOs to use routes, which are otherwise not available for this type of traffic. Activation of AR (e.g. AR6HRN) normally causes higher traffic complexity in the sector(s) concerned, which is why AR rates are usually low.

4.1.2.3. Zero Rate Scenarios (ZR)

In the event where RAD or some national AIP restrictions are incorrectly described in the CFMU Environment, flight plans may be accepted on routes, which should normally be closed. To rectify the situation and prevent flights from continuing to use the routeings concerned, the FMP may request the CFMU to implement a zero rate regulation (e.g. ZMOLUS3).

In order to better manage short notice changes of the airspace structure and in particular closure of some of its elements (e.g. routes, airspaces, etc.) as well as some amendments to the RAD, system improvements have been introduced. These modifications will enable managing flow restriction in a more dynamic manner and will also contribute to reducing the use of zero rate regulations. This change will allow activating or deactivating predefined restrictions and creating new ones during the current AIRAC cycle, when needed (currently, most of these operational changes are performed through the application of zero rate regulations).

Before being put in operations appropriate procedures will be developed and evaluated together with CFMU customers.

4.1.3. Tactical Rerouteing

Rerouteing measures prepared in Strategic and Pre-Tactical Phases are applied and updated in the Tactical Phase.

During the Tactical Phase, the CFMU monitors the delay situation and where possible, identifies flights subject to delays that would benefit from a reroute.

Rerouteing may be carried out either manually by a CFMU Air Traffic Flow Controller or automatically where the ETFMS would propose an alternative route. Additionally, AOs equipped with an RCA/CIA may reroute their flights by means of Aircraft Operator "WHAT-IF" Reroute **(AOWIR)**.

4.2. Slot Allocation Process

The Slot allocation procedures detailed below are those applicable to the CFMU ETFMS system. They are applied to all flights subject to ATFCM departing from within the ATFCM area or from within the ATFCM Adjacent area and entering the ATFCM area.

The details of the areas are listed in Annex 1.

4.2.1. Description of the Computer Assisted Slot Allocation (CASA)

The CASA System is largely automatic and centralised, and functions from an Aircraft Operator's point of view in passive mode. In other words, the act of filing a flight plan effectively constitutes a request for a slot.

After coordination with the FMP, **CFMU** decides to activate regulations in those locations where it is necessary. In ETFMS regulations include the start and the end times, the description of the location, the entering flow rate and some others parameters. In accordance with the principle of "First Planned - First Served" the system extracts all the flights entering the specified airspace and sequences them in the order they would have arrived at the airspace in the absence of any restriction.

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On this basis, the Take-Off Time **(TOT)** for the flight is calculated. It is this information, Calculated Take-Off Time **(CTOT)**, which is transmitted to the Aircraft Operator concerned and to the control tower at the aerodrome of departure.

In addition to this fundamental process, a number of other mechanisms will act to compensate for factors such as late received flight plans and modifications.

4.2.2. Description of the Slot Allocation Process

4.2.2.1. Slot Allocation List - Basic Rate

For each regulated point, area or airport, CASA builds and manages a list of slots i.e. the Slot Allocation List **(SAL)**. A regulation may be specified over sub-periods, each sub-period being assigned a rate. CASA uses these items to build initially an empty Slot Allocation List. For instance, a four hour long sub-period associated with a basic rate of 28 flights per hour, would result in a Slot Allocation List made up of 112 slots separated from one another by approximately 2 minutes.

4.2.2.2. Pre-Allocation Stage

When the regulation is activated, CASA starts to receive flight data, based on Repetitive Flight Plan **(RPL)** and Filed Flight Plan **(FPL)** as available. Each flight is given a provisional slot based on the order of their Estimated Time Over **(ETO)** the restricted location.

This initial reservation is internal to the ETFMS system and is subject to amendment.

Due to the constant recalculation of the SAL as new flight plans arrive, the provisional slot is very likely to be changed.

When CASA receives new flight data, it pre-allocates the slot as close to the requested Estimated Time Over **(ETO)** the restricted location **as is available**:

a) If that slot is free, it is assigned to the flight, which thus suffers no delay.

b) If that slot is already pre-allocated to a flight which is planned to overfly the restricted location after the new flight then the latter takes the slot. Of course, the consequence can be a chain reaction, because the flight whose slot has been taken tries to recover another slot, possibly by taking the slot of another flight, etc.

4.2.2.3. Slot Amendment Procedure

When CASA receives the flight data for the cancellation of a flight, this may improve the slots given to other flights. The slot amendment procedure aims to take into account the new slots made available. It applies only to pre-allocated flights. Therefore it is an essential requirement, with beneficial interest for AOs, to cancel as early as possible those flight plans which will no longer operate.

4.2.2.4. Allocation Stage

At a fixed time before the Estimated Off-Block Time **(EOBT)** of each pre-allocated flight, called Slot Issue Time **(SIT)**, the slot is allocated to the flight and a Slot Allocation Message **(SAM)** is sent to the AOs and ATC.

An allocated slot cannot be taken by another flight. However, an Aircraft Operator should update its EOBT, if it is thought that the flight will not be able to comply. Moreover, the slot allocated to a flight may be improved by the true revision process. (see § 4.2.2.6.)

4.2.2.5. Combined Flow Measures for one Flight

The general principle is that a flight which is subject to several CASA regulations is given the delay of the most penalising regulation and is forced with that delay into all other regulations.

4.2.2.6. True Revision Process

This is the automatic mechanism that routinely attempts to improve the slot of allocated flights; for a given flight, the true revision process takes place after the SAM has been issued until a time parameter before the CTOT. This parameter is linked to the Aerodrome of Departure **(ADEP)**.

4.2.2.6.1. RFI and SWM Status

By default all the flights **will be in status called RFI. In case an improvement is possible, flights in status RFI will immediately receive a Slot Revision Message (SRM).**

This **RFI** is the default status for all Aircraft Operators. **This default** may be changed **to SWM status for all flights upon request, if an AO wishes** to receive proposal of improvement via a Slot Improvement Proposal **(SIP)**.

4.2.2.6.2. RFI Message

The AO may change the status of a particular flight from SWM to RFI by sending the RFI message. It will immediately receive a Slot Revision Message (SRM) in case of improvement.

4.2.2.6.3. Slot Improvement Proposal Message

The AO may change the status of a particular flight from RFI to SWM by sending the SIP Wanted Message (SWM). It will receive a Slot Improvement Proposal (SIP) in case of improvement.

The AO may accept or refuse the new CTOT via a Slot Proposal Acceptance **(SPA)** message or a Slot Rejection **(SRJ)** message.

After a fixed time (**SIP** time out, refer to Annex 11), if no response has been received from the AOs, the proposal is cancelled and the slot that was blocked for that flight, is released.

AOs are requested to use the **SRJ** message if they do not wish to take advantage of the **SIP**. This is designed to release the slot so that it can be offered to another flight.

4.2.2.7. Ready Procedure

For flights having already received their slot and being in a situation to depart before their CTOT (doors closed and ready to depart), the Aircraft Operator may ask local ATC to send a Ready **(REA)** message. A MINLINEUP time may also be included in the REA, to indicate the minimum time needed for that flight to get from its position to take-off.

REA may be sent between EOBT minus 30 minutes and the CTOT of the flight. When the REA is filed before the EOBT, the flight is considered as having a new EOBT at this filing time and the MINLINEUP as a revised taxitime. To keep track of the difference between the filed off block time and the effective one in ETFMS all subsequent ATFCM messages include the field(s) IOBT and possibly IOBD (IOBT = latest EOBT filed before the REA was sent).

If an improvement is possible, it will be provided with an SRM.

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4.2.2.8. Aerodrome Parameters

4.2.2.8.1. Taxitime

The taxitime at aerodromes is an important parameter taken into account in the slot allocation process. Default taxitime is specified for each runway at an aerodrome in the CFMU Environment but can be changed on the day of operation following a request of the FMP concerned. Changing taxitime can resolve certain aerodrome operating problems without the need to reduce capacity or to request an increase of the slot window beyond the existing -5+10 minutes around the CTOT.

The taxitime can be modified for a given time period. A modification of the taxitime will modify all flights having their EOBT inside the period, some issued slots may be recalculated and a few short notice SRMs issued.

An AIM shall be sent by the CFMU to inform the AOs of the modification.

4.2.2.8.2. TIS and TRS

Parameters are defined for each aerodrome to prevent late change of CTOT.

The Time to Remove from the Sequence **(TRS)** prevents a change to a later CTOT when the flight is already in the departure sequence.

The Time to Insert into the Sequence **(TIS)** prevents an improvement into an already organised departure sequence.

These parameters may be adjusted at any time depending on the local aerodrome traffic situation and may vary during the day.

The TIS parameter is not relevant when ATC has sent an REA message for a flight.

4.2.3. Late Reception of Slot Messages

There are many mechanisms within the CFMU systems to prevent, in normal circumstances, the late transmission of a slot, or update to a slot. Nevertheless, there are four conditions that can cause the late reception of a slot time:

a) Late Flight Plan Submission / Update

The flight plan is filed or modified (reception of a FPL/DLA/CHG message by the ATFCM system) shortly before the EOBT. If needed, a SAM/SRM is sent immediately. Of course, in this case the SAM/SRM is also late.

b) A Regulation is Created or Modified

For flights having already received a slot, a SRM may be sent. However, a SRM is not sent for flights that are close to their off block time. The parameter TRS (Time to Remove from Sequence), related to each aerodrome, prevent it from happening. The values of the TRS for each aerodrome are available via the CFMU terminal in the Environment/Aerodrome Details menu.

For flights that become regulated as a result of the new or modified regulation, a SAM is sent. There is no mechanism to forbid sending a SAM up to the last minute, however, for flights very close to their EOBT, the SAM will not indicate a delay i.e. it will indicate an 'on time' slot. The main reason for sending the SAM is to inform the Tower and the Pilot that the flight has become regulated. If the flight preparation is on schedule, it should not be unduly affected. If the flight preparation is late, then the normal procedure for flights not able to cope with their slots must be used.

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In case of cancellation of a regulation, a SLC may be sent. This can happen any time up to the CTOT. The main reason is to inform the Tower and the Pilot that the flight is no longer regulated.

c) Manual Intervention

The CFMU Flow Controller manually allocates another slot to a given flight causing a SRM to be sent. This normally only happens following an agreement between the parties.

d) Transmission Delay

The message is sent early enough, but due to transmission problems it arrives late. The occurrence is limited but it may happen.

4.3. Slot Adherence

Aircraft Operators and ATC are jointly responsible for slot compliance at departure aerodromes.

4.3.1. Aircraft Operators

In order to comply with a CTOT, AOs need to plan the departure of a flight so that the aircraft will be ready for start up in sufficient time to comply with a CTOT taking into account the taxitime shown in the SAM.

Aircraft Operators shall inform themselves of and adhere to:

a) General ATFCM procedures including flight plan filing, strategic ATFCM measures and message exchange requirements.

and

b) Current ATFCM measures (e.g. specific measures applicable on the day in question, such as ATFCM slot or flight suspension).

4.3.2. ATC

a) ATC is responsible for departure slot monitoring at departure aerodromes. The exact procedures to be followed will depend on the way that ATS is organised at each aerodrome.

b) States shall ensure that an ATFCM slot, if applicable, be included as part of the ATC clearance. ATC shall take account of an applicable slot or flight suspension when a clearance is issued.

c) ATC units responsible for departure slot monitoring shall be provided with the necessary information concerning the restrictions in force and slots allocated.

d) ATC is also required to provide all possible assistance to AOs to meet a CTOT or to coordinate a revised CTOT.

e) A slot window of –5’ to +10’ is available to ATC to optimise the departure sequence.

f) ATC may deny start up clearance to flights unable to meet their slots until coordination with the FMP/**CFMU** has been effected and a revised CTOT issued.

4.3.3. Slot Revisions

Revisions to CTOTs should, where possible, be coordinated between the AO and the CFMU using the ATFCM message exchange procedures. However, it may be the case that last minute revisions to CTOTs and slot extensions when the pilot is in direct communication with ATC, are more easily or efficiently coordinated with the FMP/**CFMU** by ATC.

4.4. Position Reporting

Position reporting refers to the reception in ETFMS of information concerning the current position and perhaps future route of the flight.

4.4.1. Impact of Position Reporting after Airborne

Air Traffic Services provide the CFMU with the necessary data concerning the position of flights once airborne. These data are based upon ATC messages such as First System Activation **(FSA)**[1] and Correlated Position Reports[2] **(CPRs)**. The CFMU uses this data to update the profile of the flight (its trajectory) in ETFMS and, where necessary, the flight will be "forced" within all concerned regulations.

As a consequence, slots allocated to other non-airborne flights will be modified by the true revision process. (see § 4.2.2.6.)

Wind information is taken into account to calculate the time estimates in the profiles. When new meteo data arrive flight profiles are fully updated.

For some flights departing from outside the ECAC area Aircraft Operators provide, information on their estimated time of arrival (e.g. AO Position Reports – APRs derived from ACARS), which gives a more accurate view of the future traffic situation.

4.4.2. Impact of Position Reporting prior Airborne - Flight Activation Monitoring (FAM)

In the areas in which Correlated Position Reports **(CPRs)** are received and where flight activation monitoring has been enabled in ETFMS, the flights, which are expected to be airborne but are not actually reported as airborne at the expected time, will be regularly "shifted" in ETFMS. When an acceptable maximum time shift (parameter set by CFMU, currently 30 minutes) is reached any such flight will then be suspended and will receive an FLS.

If the flight is not yet airborne, AOs are required to send a DLA or CHG to IFPS to confirm the flight together with its new EOBT. In order to ensure that flights are not unnecessarily suspended, AOs are requested to make sure that a DLA or CHG message is sent in due time. (see § 5.1.3.)

In normal circumstances a suspended flight shall not receive a departure clearance but if the flight has already departed, the first received ATC message (DEP/FSA) or the first received CPR will automatically de-suspend the flight. As such a flight will be "forced" in all regulations affecting its profile, other flights may be moved aside to accommodate them. The consequence of this, is that airports which do not comply with CTOTs, will create serious disturbances in the allocated slots of other aircraft, not necessarily from that airport.

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1 FSA is a message designed to enable ATC systems to automatically inform the CFMU of significant events affecting a flight. Both sides benefit from improved ATFM. The FSA message can only be sent by ATC and is normally generated automatically by an ATC system. **FSA for holding of flight is also considered.**

2 CPRs are extracted from surveillance data (radar derived positions). The CPR area **is set out at** (see Annex 1**1**).

Notes

a) See § 5.1.4.3. for details about the procedure in the event FAM has been enabled.

b) The decision to enable Flight Activation Monitoring will be taken per Area from which CPRs are received and it will only be enabled after complete evaluation of the CPRs. All users will be notified by **CFMU** by means of AIM whenever an area will have Flight Activation Monitoring enabled or disabled.

4.5. Management of Unusual Situations

4.5.1. Low Visibility

Reduced landing rates at certain busy European airfields during low visibility conditions can lead to excessive holding and a reduction in ATC capacity in adjacent ATC sectors during periods of high demand. To prevent this, selective ATFCM Measures may be applied. The measures applied will take account of the total demand, the mixture of traffic expected (i.e. the proportion able to commence an approach) and the actual and forecast weather conditions as follows:

a) Depending on the level of demand and the current or forecast visibility situation at the affected airfield, the ATFCM restriction may include an RVR value. This may not be the actual RVR value but will be based on the forecast RVR situation and will take account of likely variations. Aircraft capable of landing in visibility equal to or less than the stated RVR value will be allowed to depart while those not able to land will be **delayed to arrive after the low visibility period**.

b) If the demand by traffic able to land is within the reduced aerodrome capacity and not likely to result in excessive en-route holding, aircraft capable of landing may be allowed to depart without delay.

4.5.2. Closure of Aerodrome or Airspace

In the event of closure of aerodrome or airspace the CFMU will assess the duration and nature of the closure based on the information received and then take the following actions:

a) Closure of aerodrome.

Accept the FPLs in IFPS but then regulate them in the ETFMS system.
and either
Suspend flights in the event of a longer closure.
or
Delay flights to arrive or depart when the aerodrome is opened.

b) Closure of airspace.

Either close the airspace in the CFMU Environment database and consequently reject all relevant FPLs.
or
Accept the FPLs and regulate them in the ETFMS system.
and either
Suspend flights in the event of a longer closure.
or
Delay flights to arrive or depart when the airspace is opened.

4.5.3. Strikes

In the event of strikes the CFMU procedures are similar to those for closure of aerodrome or airspace and are adapted to specific local conditions.

4.5.4. Adverse Operating Conditions at Aerodromes

Normal operating conditions at aerodromes can be affected by events such as emergencies, equipment failures and de-icing problems, which make compliance with CTOTs difficult. **CFMU** may be able to minimise the impact of such events by coordinating short-term modifications to the normal criteria for CTOTs and/or releasing individual flights by exempting them.

In situations where departures are affected by a deterioration in local operating conditions such that CTOT cannot be met the procedure described below may apply. It is designed to be in effect for normally no more than two hours but it can be extended if necessary by temporarily modifying the taxitime of the aerodrome in the CFMU system. CTOTs will then be calculated according to this new taxitime.

4.5.4.1. Standard Procedure

The Tower must advise the local FMP of the problem and request temporary relief from the existing criteria applied to CTOTs and/or exemption for one or more of the affected aircraft.

The FMP shall coordinate with **CFMU** to obtain approval for the relief sought. In most cases such approval will be forthcoming. However, in exceptional circumstances (e.g. sector loads are already close to or at their limit) **CFMU** will, in coordination with the FMP, devise alternative solutions.

4.5.4.1.1. Situations that Qualify

The following are examples of events which may require special coordination between an FMP and **CFMU**:

a) Emergencies on the aerodrome such as situations of security alerts, hijacking, fire and short-term closure of an apron, taxiway or runway which affect departures.

b) ATC system failures at an aerodrome or at an ACC not yet reflected in ATFCM measures but which may prevent departures for a short period.

c) Extreme adverse weather situations in winter such as heavy freezing rain or thunderstorm activity in the vicinity of an aerodrome.

4.5.4.1.2. Situations that do NOT Qualify

The fact that normal operations at an aerodrome may make the adherence to CTOTs difficult is not considered as an event which in itself requires special procedures. Difficulties that may arise in such circumstances are part of normal operations.

Individual aircraft which cannot make their CTOT due to "one off" events delaying their taxi/departure are not covered by this procedure. They are to be treated like any other aircraft whose CTOT is about to expire or has expired.

Low Visibility conditions do not qualify as they are managed by the imposition of "Exceptional Conditions" by **CFMU**, neither do conditions requiring routine de-icing procedures.

4.5.5. CFMU Contingency

In the event of the ETFMS failure, a number of appropriate procedures have been put in place to minimise the impact on the CFMU Customers.

For each contingency procedure instructions will be issued by the CFMU. In order to permit an effective and orderly resumption of slot allocation by the ETFMS following recovery, flight plan and flight plan update messages will continue to be sent to the IFPS throughout the whole period of operation of the contingency plan.

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4.5.5.1. ETFMS Fall-Back System (EFS)

An attempt will be made to restart the computer. If that fails, the CFMU may decide to activate the ETFMS Fall-Back System **(EFS)**, which contains the basic ETFMS data. The impact would be that some conflicting messages may be issued (e.g. wrong sequence of message such as SAM followed by SAM instead of SRM, etc.).

4.5.5.2. Procedural Contingency

If EFS activation fails, the procedural contingency will be initiated. This is a phased operation, whereby nominated airports will apply predetermined departure intervals. In this case AOs concerned may expect high delays. Flights departing from non-nominated airfields are not affected by the procedural contingency plan.

4.5.5.3. CFMU Building Evacuation

In the event where the CFMU facilities at Haren have to be evacuated, the CFMU operations would be moved to a contingency site. If this occurs, procedural contingency will be in force until the CFMU staff and the system become available.

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5. SLOT ALLOCATION PROCEDURES

The following Sections describe the sequence of possible actions from initial flight plan filing to final slot allocation for a flight subject to ATFCM Measures. Included are descriptions and examples of the relevant ATFCM messages exchanged between AOs/ATC/FMPs and the CFMU.

5.1. Flight Plans

The CFMU requirements for the submission of flight plans conform to the ICAO EUR Region supplementary procedures (Doc 7030 part 1 Chapter 3) for flight planning.

Aircraft Operators filing flight plans for flights departing from within the ATFCM area or from within the ATFCM Adjacent area and entering the ATFCM area, shall assume their flight is subject to ATFCM Measures and subject to the requirement to submit a flight plan at least three hours before EOBT unless:

a) The flight is exempted from ATFCM **Slot Allocation** as defined in the ICAO EUR Supplementary procedures (Doc 7030).

b) The flight is taking place in an area or under conditions specified in the AIP of the State from which the flight is departing as not subject to ATFCM Measures.

It should be noted, however, that effective application of ATFCM Measures depends on an accurate assessment of air traffic demand which, in the Tactical Phase is based on flight plan information. Aircraft Operators are, therefore, urged to file flight plans more than three hours before EOBT whenever possible.

Where applicable, flight plans shall be submitted in accordance with the routes and specific requirements published in Route Availability Document **(RAD)** in force.

If required by exceptional circumstances, Operators may submit a flight plan for a route normally forbidden in RAD but only after its availability has been confirmed by the CFMU. (e.g. tactical rerouteing scenarios)

If operators, in conjunction with the CFMU decide to use a route other than that contained in their previously submitted flight plan (RPL or FPL) it is mandatory to file either a Modification **(CHG)** message or use Replacement Flight Plan Procedure (RFP) see IFPS Users Manual for details) to that effect.

Flight plan submission procedures, including cancellation and replacement procedures, within the Flight Planning Messages **(FPMs)** Distribution area are described in the BASIC CFMU HANDBOOK - IFPS USERS MANUAL Part.

5.1.1. "Ghost" and Duplicate Flight Plans

"Ghost" is the term used to refer to the flight plans of flights which do not take place i.e. flight plans that were not cancelled by the originators.

Only one Flight Plan shall exist at any given time for the same Flight.

It is absolutely essential that flight plan originators:

– Cancel a flight plan as soon as they know that the flight is not going to take place.

– Cancel an existing flight plan before filing a replacement flight plan for the same flight.

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The existence of ghost or multiple flight plans is to be condemned as they will:

– Present ATC with false information.

– Impair the efficiency of the CFMU.

– Be responsible for the issuance of unnecessary new slots.

– Cause additional unnecessary delays to regulated flights.

– Lead to an under utilisation of ATC capacity.

5.1.2. Reception of REJ Message

Message originators shall always react to the reception of a REJ message by amending the original message as appropriate and re-submitting it to the IFPS.

IFPS distributes flight plan and associated messages to all states within the FPM Distribution area as well as to the CFMU ETFMS.

Therefore, if a REJ message is received from IFPS, then **no flight plan will exist**.

In addition, should the flight be subject to flow restrictions, **no slot will be issued**.

Failure to receive an ACK message means no flight plan has been received by the **CFMU** or by the ATC Units which will result in **significant delays**.

5.1.3. Modification of Flight Plan (DLA, CHG, RFP)

When do I send a DLA ?

A DLA message shall be sent for any change of EOBT greater than 15 minutes. The new EOBT must be in the future.

What is the response of the CFMU ?

The CFMU will inform all other ATC Units concerned with the flight and will re-calculate the flight profile. The resulting calculation may lead to the issuance of a slot revision such as an SRM or an SLC.

What is the subsequent response of AOs ?

Comply with the relevant ATFCM message.

Any revision to a flight plan by means of DLA, CHG or the Replacement Flight Plan Procedure **(RFP)** is taken into account by the ETFMS system. As a result, messages such as SAMs, SRMs and SLCs may be sent. SAMs or SRMs will be issued immediately if the new EOBT is within the ETFMS Slot Issue Time (SIT1 refer to Annex 11) or at Slot Issue Time if the new EOBT is outside SIT1.

If the flight plan revisions do not alter the ETFMS calculation any SAM or SRM already sent remains valid. In that event ETFMS will **not** send new messages and the AO is expected to comply with messages already received.

5.1.4. EOBT Requirements

It is a requirement for both ATC and ATFCM, that the EOBT of a flight shall be an accurate EOBT. This applies to all flights, whether subject to a flow management regulation or not.

Any change to the EOBT of more than 15 minutes for any IFR flight within the FPM distribution area (see Annex 1 for details) shall be communicated to the IFPS.

An AO should not modify the EOBT to a later time simply as a result of an ATFCM delay (CTOT). When an AO submits an amendment message (e.g. DLA or CHG) to IFPS, they must always give as EOBT the earliest EOBT they may comply with. This time is not directly related to the (new) CTOT provided in the SAM/SRM. The EOBT in IFPS should always reflect the time at which the Aircraft Operator actually wants to be off-blocks. The EOBT should always be changed if the original EOBT established by the AO cannot be met by the AO for reasons other than ATFCM delay.

The following procedures are to enable an AO to meet the above requirements whenever they know that the EOBT of a flight will require modification.

5.1.4.1. Procedure for Modifying the EOBT of a Flight not having received an ATFCM Slot

Procedure:

– To amend the EOBT to a later time, a DLA or CHG message shall be sent to IFPS.

– To amend the EOBT to an earlier time, a CNL message shall be sent to IFPS followed five minutes later by a new flight plan with the new EOBT indicated.

Note The replacement flight plan procedure shall not be used.

5.1.4.2. Procedure for Modifying the EOBT of a Flight which has received an ATFCM Slot

If the EOBT of a flight has changed or is no longer realistic, for reasons other than ATFCM, then the following procedure shall be used[3]:

– If a flight has a CTOT which cannot be met, then the AO shall send a DLA message to IFPS with the new EOBT of the flight. This may trigger a revised CTOT.

– If a flight has a CTOT with some delay and the AO is aware that the original EOBT cannot be met but the existing CTOT is acceptable then a DLA message shall be sent to IFPS with the new EOBT of the flight. However, in order not to trigger a new CTOT with a worse delay, the following formula should be used:

- Take the current CTOT, minus the taxitime, minus 10 minutes and send the new EOBT, which must not be after this time e.g. EOBT 1000, CTOT 1100, but the flight cannot go off blocks until 1025. The taxitime is say 15 minutes.

  1100 minus 15, minus 10 = 1035. The new EOBT must be earlier than 1035. If it is, then this action will not trigger a revised CTOT.
  However, as CFMU systems are continuously seeking to give zero delay, the CTOT of the flight will never be earlier than the new EOBT plus the taxitime. If a flight has had a CTOT but now receives a Slot Cancellation **(SLC)** message but the original EOBT can no longer be met, then the AO shall communicate the new EOBT by use of a DLA message. ATC/ATFCM will now have the "true" EOBT of the flight.

- Some States outside the CFMU area of responsibility still require AOs to update the EOBT regardless of why the flight's original EOBT may have changed. AOs should bear in mind the formula explained above when doing this. Where it is known that ATC send Departure **(DEP)** messages for all flights, then this DEP message will suffice.

- It is not possible to amend (via CHG or DLA) the EOBT to an earlier time than the EOBT given in **the flight plan** however, if a flight is ready to go off blocks earlier than the current EOBT, then there are two options available:

[3]. If, by changing EOBT, the flight gets affected by another more penalising regulation, its CTOT will be recalculated.

– The AO may ask the local ATC Unit (TWR) or the FMP to send a Ready **(REA)** message. In this case, the flight is considered as "ready to depart" from the filing time of the REA message.

– The AO may contact **Central Flow** Helpdesk who have the possibility to input an earlier EOBT into the ETFMS system (max –30 minutes). Each case is treated on its merits and may be refused if it is considered that "abuse" is involved.

Note In both cases, to keep track of the difference between the filed Off-Block Time and the effective one in ETFMS all subsequent ATFCM messages include the fields IOBT and possibly IOBD (IOBT = EOBT filed in FPL/DLA).

5.1.4.3. Procedure in case of non-compliance with take-off time (estimated or calculated) – Flight Activation Monitoring (FAM)

With the development of the ETFMS system, the CFMU is now receiving updates on flights once they have departed. These updates are provided by the ATC systems and based on ATC radar and flight plan updates. The benefit of this information is a better knowledge of the present traffic situation.

To take advantage of this information and to improve the prognosis of the traffic pattern, ETFMS:

– monitors flights, regulated or non-regulated, which should have been airborne but have not been reported as such at the expected time;

– takes action on these flights through an internal update of the Actual take-off time (internal shift every 5 minutes), in order to improve the traffic forecast;

– suspends them, after a time parameter, unless a message which confirms that the flight is airborne, has been received in the meantime;

– informs the AOs and local ATC of the suspension by sending an FLS message enabling them to react.

The expected results is to release the slots unduly occupied by these flights and to create an incentive for the Aircraft Operators to update their flights in due time.

Once enabled by **CFMU**, this flight activation monitoring is applicable to all flights, whether regulated or not, departing from and/or landing at areas where CPRs (Correlated Position Reports, i.e. ATC surveillance derived data) are received by the CFMU.

Example of FLS message sent due to flight activation monitoring.

—TITLE FLS —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF —EOBD 020423 —EOBT 0945 —COMMENT NOT REPORTED AS AIRBORNE — TAXITIME 0020

Figure 5-1 FLS with a —COMMENT

Note: A field —COMMENT NOT REPORTED AS AIRBORNE will be inserted in these messages.

When such an FLS is received by the Aircraft Operator and the Tower of Departure the following cases may occur:

– The flight is still effectively on the ground either on stand or already taxiing :

The aircraft operator should then ensure that the flight plan is re-initiated in ETFMS by means of a DLA message with a correct EOBT. ETFMS will then respond with a DES or SAM message depending whether the flight is non-regulated or regulated respectively.
The tower of departure should not let the aircraft start-up/depart before such a message (DES or SAM) is received.

– The flight is already flying:

No action is needed from the Aircraft operator or from the Tower of departure. The continuous re-occurrence of the above may mean a lack of proper information sent to CFMU. Possible solution would be in a DEP message sent by the Aerodrome of Departure.

5.2. Slot Allocation

5.2.1. ATFCM Message Exchange

The slot allocation and slot modification process relies to a large extent on an exchange of ATFCM Messages between the AO, the CFMU and ATC Units. CFMU ATFCM Messages conform to the EUROCONTROL Standard Document, the ATS Data Exchange Presentation **(ADEXP)**, Edition 2.1.

AOs requiring assistance should refer to the AIP of the State from which the flight is departing for FMP/ATC contact telephone numbers and any local procedures.

All CTOT revisions or cancellations are to be made preferably using the ATFCM message exchange procedures described in this Section.

In all cases, it is in the best interest of AOs to initiate prompt revisions/cancellations thus permitting the system to maximise use of available capacity and minimise delay.

General Information on ATFCM messages including the FORMAT, messages fields and addressing procedures are included in Section 10 of this Manual. Summary of all messages is set out in Annexe 5.

5.2.2. Central Flow Helpdesk

The **Central Flow** HELPDESK is established to provide assistance to those AOs who have **critical** operational problems which cannot necessarily be solved by use of ATFCM Message exchange or whose aircraft has a delay in excess of the average delay for the most penalising regulation. The **Central Flow** HELPDESK is also there to provide advice and assistance to those AOs who do not have access to CFMU Terminals or who do not understand the ATFCM system.

The HELPDESK can assist, for example, with:
Flights, which are delayed to the point where they may no longer be able to operate because of night curfews, weather or crew hours.

The **Central Flow** HELPDESK telephone number is:

++32 (0) 2 745.19.01

When connected to the HELPDESK, callers are requested to provide the flight's callsign **before** stating the problem. This enables the HELPDESK to display the relevant data concerning the flight before any problem solving takes place.

Callers who have less than the average delay and no specific operational flight critical problem to resolve, should **not** call the HELPDESK.

AOs who require advice and assistance of a routine nature should, in the first instance, contact the local FMP in the ACC. For operational flight planning problems, AOs should call the relevant IFPU Supervisor, not the **Central Flow Helpdesk**.

The ETFMS system is constantly trying to improve all CTOTs. If a flight is in the "Request for (direct) Improvement" status, it will pass all improvements of more than 5 minutes to the AO via an SRM. If the flight is not yet in this status and the AO is seeking an earlier CTOT, then the correct action is to send an **RFI** message, **not to** call the HELPDESK. A delay to a flight, whilst unacceptable, is more likely to be reduced by having the flight in the RFI status than by calling the HELPDESK. The **CFMU** resources have to be focussed on assisting the more critical problems.

5.2.3. ATFCM Messages

5.2.3.1. Slot Allocation Message (SAM)

When does the CFMU send a SAM ?

A SAM is sent to AOs/ATS any time a flight becomes regulated (new flight entering the system, new period of regulation in the system, in response to an FCM or CHG providing new RVR after a suspension) but at the earliest 2 hours before the last received EOBT.

—TITLE SAM —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF —EOBD 000401 —EOBT 0945 —CTOT 1030 —REGUL LIRFA01 —TAXITIME 0020 —REGCAUSE WA 84

Figure 5-2 Slot Allocation Message (SAM)

The SAM is used to inform AOs and ATS of the Calculated Take-Off Time **(CTOT)** for an individual flight.

What is the normal response of AOs/ATS ?

They must comply with the CTOT.

A Slot is issued as a Calculated Take-Off Time **(CTOT)**. The CTOT is defined as a time at which the aircraft shall take-off.

The calculation of take-off times takes into account the off-block times and an average taxiing time for the runway in use at the airfield concerned.

For the rules related to the slot adherence see § 4.3.

5.2.3.2. Slot Revision Message (SRM)

When does the CFMU send an SRM ?

An SRM may be sent by the CFMU:

a) To notify all concerned of either a significant change (>5') to the original CTOT or a modification of the most penalising regulation or both. Such changes are due to circumstances unrelated to the flight e.g. the introduction of a new restriction or a change to the parameters of an existing restriction. By default, only flights in an **RFI** status or in a Ready **(REA)** situation are considered for improvement but if the situation requires it, the **CFMU** controllers are able to let all flights be considered for improvement.

b) In response to a DLA or CHG when the current CTOT is no longer compliant with the new information.

c) To notify all concerned of a routine improvement of the CTOT by the revision process for a flight in an **RFI** status or in a Ready **(REA)** situation.

d) In response to a valid SPA to notify all concerned of the improvement of the CTOT.

—TITLE SRM —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF —IOBD 000401 —IOBT 2350 —EOBD 000501 —EOBT 0020 —NEWCTOT 0050 —REGUL LIRFA01 —TAXITIME 0020 —REGCAUSE WA 84

Figure 5-3 Slot Revision Message (SRM) (1)

What is the response of AOs/ATS ?

They must comply with the NEWCTOT.

5.2.3.3. REGUL Field

The **—REGUL** field indicates the name of the regulation affecting the flight. Several **—REGUL** fields may be present, the first one being the most penalising regulation **i.e. the regulation giving the biggest contribution to the delay. The other regulations are those with the calculated time of entry inside the regulation period**.

The name of the regulation is built with the following elements:

– Location of the regulation (ATC sector, aerodrome, …).

– Date of the regulation.

– Period in the day:

M	=	Morning
A	=	Afternoon
N	=	Night
E	=	Early morning
X	=	Other

5.2.3.4. REGCAUSE Field

In order to provide more specific nomenclature for delay causes and, at the same time, to assist the post-flight analysis, the ADEXP field **—REGCAUSE** comprises:

a) Reason for Regulation code (one letter code corresponding to the reason assigned by the **CFMU** to the most penalising regulation; currently 14 pre-defined reasons available).

b) Regulation Location code - one letter code: **D**, **E** or **A**), describing the phase of the flight (**D**eparture, **E**nroute and **A**rrival) affected by the most penalising regulation.

c) A space.

d) The IATA Delay Code in numerics (81, 82, 83, 84, or 89) or 00 when no IATA Code available.

The **—REGCAUSE** appears in the SAM and SRM messages, and is associated only with the Most Penalising Regulation. The code appearing in the message is the code valid at the time the delay was given to the flight. (see Annex 10)

5.2.3.5. Slot Requirement Cancellation (SLC) Message

When does the CFMU send an SLC ?

An SLC is sent to AOs/ATS to advise that a flight which has received a CTOT is no longer subject to an ATFCM restriction.

It may be due to the change in parameters of an existing restriction or its cancellation, or to the reception of a message from AOs such as DLA, CHG, and FCM.

```
—TITLE SLC —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF
—EOBD 040901 —EOBT 0945 —REASON VOID —TAXITIME 0020
```

Figure 5-4 Slot Requirement Cancellation (SLC) Message

Note When the current EOBT is more than 15 minutes in the past a COMMENT PLEASE UPDATE EOBT WITH A DLA MSG will be included in the SLC reminding the AO to update its EOBT by sending a DLA. In the meantime the flight will be counted as if departed taxi-time + TIS after the slot requirement cancellation.

It may also be due to the reception of a CNL message from AOs.

—TITLE SLC —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF —EOBD 040901 —EOBT 0945 —REASON VOID —COMMENT FLIGHT CANCELLED —TAXITIME 0020

Figure 5-5 Slot Requirement Cancellation (SLC) Message due to CNL

Note In this example the field —COMMENT FLIGHT CANCELLED is present because the slot is cancelled as a result of the cancellation of the flight plan.

An SLC does not guarantee that the flight will not be subject to further restrictions. If following receipt of the SLC, a new restriction is imposed which affects the flight, the AO will receive a new SAM.

What is the response of AOs/ATS ?

A flight may normally depart without an ATFCM restriction.
When the SLC is issued after EOBT + 15 minutes the AO must update its EOBT by sending a DLA to IFPS.

5.2.3.6. Slot Improvement Proposal (SIP) Message

When does the CFMU send a SIP ?

A Slot Improvement Proposal **(SIP)** message is sent to the AO by the CFMU for a flight not being in an RFI status to propose a new take-off time if it is possible to improve the existing CTOT by a significant amount (due to slots being released by other flights, improvements in flow rates, etc.).

—TITLE SIP —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF —EOBD 040901 —EOBT 0945 —CTOT 1030 —NEWCTOT 1010 —REGUL LIRFA01 —RESPBY 0930 —TAXITIME 0020

Figure 5-6 Slot Improvement Proposal (SIP) Message

What is the response of AOs ?

An AO responds by means of either a Slot Improvement Proposal Acceptance **(SPA)** message or a Slot Improvement Proposal Rejection **(SRJ)** message.

A SIP expires if either:

a) no response is received :
then the flight retains the last received CTOT.
or

b) the response is sent after the **RESPBY** (respond by) time:
then the message is discarded and an error message is sent by the CFMU. The flight also retains the last received CTOT.
or

c) the AO sends a CHG, CNL, DLA, etc. before the end of the RESPBY period providing the revised take-off time is after the CFMU proposed one in the SIP.

AOs not wishing to avail themselves of the improvement offered in a SIP are requested to use the SRJ rather than allow the SIP to lapse so that the slot may be offered to another AO.

5.2.3.7. RFI Message

What is the use of RFI ?

The RFI message can be sent by the Aircraft Operator **(AO)** in order to receive improvements directly with an SRM.

When do I send a RFI ?

An RFI can be sent when the AO can again accept any improvement to the allocated CTOT. As the RFI status is the default status, this message should be sent only after having sent a SIP Wanted Message **(SWM)**.

—TITLE RFI —ARCID ABC101 —ADEP EGLL —ADES LIRF —EOBT 1200

Figure 5-7 RFI Message

What is the response of the CFMU ?

The CFMU will send an SRM if an improvement is possible for this flight.

How do I receive SIP ?

By sending a SIP Wanted Message **(SWM)**, the AO will receive SIP instead of an SRM when an improvement is possible.

5.2.3.8. SIP Wanted Message (SWM)

What is the use of an SWM ?

The SWM allows the flight to receive a SIP when there is a possibility to improve the flight.

When do I send an SWM ?

When the AO wants to be in a position to refuse an improvement. This message can be sent at any time after the flight is known by ETFMS.

—TITLE SWM —ARCID ABC101 —ADEP EGLL —ADES LIRF —EOBT 1200

Figure 5-8 SIP Wanted Message (SWM)

What is the response of the CFMU ?

The CFMU will send a SIP if there is any possibility to improve the flight.

Note In case of modification of the most penalising regulation, by default, only flights in an **RFI** status or in a Ready (**REA**) situation will be considered for improvement by SRM. However, if the situation requires it, the **CFMU** controllers will be able to let all flights be considered for improvement by SRM, including flights for which an SWM has been received.

5.2.3.9. Slot Improvement Proposal Acceptance (SPA) Message

When do I send an SPA ?

An SPA is a positive response to a SIP which is received from the CFMU.

The AO will send an SPA if the proposed NEWCTOT in the SIP is acceptable.

—TITLE SPA —ARCID ABC101 —ADEP EGLL —ADES LIRF —EOBT 0945 —NEWCTOT 1010

Figure 5-9 Slot Improvement Proposal Acceptance (SPA) Message

The SPA must be sent before the RESPBY time in the SIP.

If it is sent after the RESPBY time the message is discarded and an ERROR message is sent stating the REASON i.e. VOID.

What is the response of the CFMU ?

The CFMU confirms a NEWCTOT with an SRM.

5.2.3.10. Slot Improvement Proposal Rejection (SRJ) Message

When do I send an SRJ ?

An SRJ is a negative response to a SIP received from the CFMU.

The AO will send an SRJ if they are unable to accept the proposed improvement.

In this event the AO will comply with the slot sent prior to the SIP.

—TITLE SRJ —ARCID ABC101 —ADEP EGLL —ADES LIRF —EOBT 0945 —REJCTOT 1010

Figure 5-10 Slot Improvement Proposal Rejection (SRJ) Message

Note AOs should return SRJs promptly in order to allow the CFMU to re-allocate the slot to another flight.

What is the response of the CFMU ?

No response should be expected from the CFMU unless the SRJ is sent after the RESPBY time in the SIP.

In that case the message is discarded and an ERROR message is sent stating the REASON i.e. VOID.

5.2.3.11. Ready (REA) Message

When do I send an REA message ?

The REA Message relates to the regulated flights only. If it is sent for a non-regulated flight an Error Message will be generated by the ETFMS with the COMMENT MESSAGE RECEIVED BUT NO SLOT HAS BEEN ISSUED.

The REA message can only be sent by ATC following a request from AO. AO may ask ATC to send REA in 2 situations:

1. The flight is ready to depart before the EOBT (maximum 30 minutes before).
2. The flight is ready to depart before its CTOT.

   ATC may include a MILINEUP time in the REA to indicate the minimum time needed to get from its present position to the take-off.

```
—TITLE REA —ARCID ABC101 —ADEP EGLL —ADES LIRF —EOBT 1200 —
MINLINEUP 0010
```

Figure 5-11 Ready (REA) Message

How does the CFMU check the REA message originator ?

There are 2 possibilities to send an REA:

1. Via a CFMU terminal.
2. Via AFTN or SITA.

CFMU TERMINAL

Access to the REA message is permitted according to the User Id. Only ATC Units (i.e. TWR, ARO) are granted this permission. The FMP responsible for the ADEP is also able to send a REA message.

AFTN/SITA

When a REA message is received, the CFMU systems check to see if the originator of the message is the TWR/ARO of the aerodrome of departure.

In the CFMU database (Environment), each TWR/ARO definition has an address to which the ATFCM messages are sent. It is this address that will be checked.

Some other units may receive, for information, a copy of the ATFCM message. They are not permitted to send the REA.

For some aerodromes, no addresses are indicated for the TWR as the messages are transmitted, for consideration, to the address of another unit(s) (usually an ARO) or a central system. The ATC authority may use the same unit address to send REA. In addition they may provide the CFMU with the relevant address for the TWR/ARO (It will not change the distribution process of the ATFCM message).

If the check fails, the REA message will be rejected by the CFMU systems and an ERR message will be issued.

What will the CFMU do ?

The CFMU will use the REA message to try to improve the CTOT of the flight up to present time plus the duration indicated in the —MINLINEUP (if included in the REA, otherwise the standard taxitime is used).

If the regulated flight is READY before its EOBT, the CFMU will consider the filing time as a new EOBT and the MINLINEUP, if any, as a revised taxitime.

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Why is ATC sending this message ?

Because ATC needs to know that the flight may receive a CTOT improvement with short notice in order to insert it in the departure sequence.

What is the reply to an REA ?

If a CTOT improvement is possible the CFMU will send an SRM.

Can I suppress an REA ?

Yes by sending any other message changing the EOBT.

5.2.3.12. Slot Missed Message (SMM) - new EOBT is NOT Known

When do I send an SMM ?

An SMM is sent when the last received CTOT issued cannot be met and a new EOBT is **NOT** known.

—TITLE SMM —ARCID ABC101 —ADEP EGLL —ADES LIRF —EOBD 040901 —EOBT 0945 —CTOT 1020

Figure 5-12 Slot Missed Message (SMM)

Note The CFMU attempts to reallocate the Slot made available by an SMM and thereby reduce overall delays. It is important, therefore, to send an SMM as early as possible.

What is the response of the CFMU ?

The CFMU will cancel the original CTOT, issue the suspension with a Flight Suspension **(FLS)** message and await the response of the AO.

—TITLE FLS —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF —EOBD 040901 —EOBT 0945 —COMMENT SMM RECEIVED —TAXITIME 0020

Figure 5-13 FLS with COMMENT

How does an AO respond to such an FLS ?

Send a new EOBT by using a CHG or DLA message.

What is the response of the CFMU to receipt of a new EOBT ?

The CFMU responds with a Slot Allocation Message **(SAM)** or a De-Suspension **(DES)** message.

—TITLE DES —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF —EOBD 040901 —EOBT 0945 —TAXITIME 0020

Figure 5-14 DES after an SMM followed by a DLA

5.2.3.13. De-Suspension (DES) Message

When does the CFMU send a DES ?

The CFMU sends a DES when a flight not subject to ATFCM restrictions is de-suspended.

The original suspension could have been due to e.g. receipt of an SMM, the effect of Exceptional Conditions, closure of aerodrome, termination of the activation monitoring.

—TITLE DES —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF —EOBD 040901 —EOBT 0945 —TAXITIME 0020

Figure 5-15 De-Suspension (DES) Message

Note When the current EOBT is more than 15 minutes in the past a COMMENT PLEASE UPDATE EOBT WITH A DLA MSG will be inserted to remind the AO to update his EOBT by sending a DLA.

What is the response of AOs/ATS ?

The required action is to amend the EOBT by more than 15 minutes later than the EOBT given in the flight plan by sending a DLA message to IFPS.

5.2.3.14. Error (ERR) Message

When does the CFMU send an ERR ?

The CFMU sends an ERR message when a message is received where :

– Its syntax is incorrect and, therefore, cannot be processed.
or
– The message **or a part of the message** is **not** relevant.

In the following example the EOBD is not correct:

—TITLE SMM —ARCID ABC101 —ADEP EGLL —ADES LIRF —EOBD 031401 —EOBT 0945 —CTOT 1020

Figure 5-16 Slot Missed Message (SMM)

The message will not be processed and the following ERR message will be answered:

—TITLE ERR —ARCID ABC101 —FILTIM 0915 —ORGMSG SMM —REASON SYNTAX_ERROR

Figure 5-17 Error (ERR) Message

What is the Response of AOs/ATS ?

A correct message should be sent to the CFMU where appropriate.

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6. REROUTEING PROCEDURES

During the Tactical Phase, the CFMU monitors the delay situation and where possible, identifies flights subject to delays that would benefit from a reroute.

This is achieved by selecting a flight and then either:

a) Choosing an alternative route. or

b) Asking ETFMS to process all possible options.

In both cases ETFMS will consider the routes as well as the possible flight level limitations and give the consequent result in terms of delay and miles.

The CFMU may, depending on the circumstances, consult the AO concerned about their final selection. Once the final decision is taken, the CFMU will then "APPLY" the selected route which will result in the booking of a slot for that flight and at the same time trigger the sending of a Rerouteing Proposal **(RRP)** message to the originator. An AO who wishes to benefit from the offer shall consequently modify his/her flight plan (either with a CHG or a CNL and refile using the RFP procedure).

To secure the new CTOT, the CHG / new FPL should be received before the respond by **(RESPBY)** time in the RRP. At the reception of the new route in the flight plan, ETFMS will merge it with the proposal. Then SLC, SAM or SRM messages will be transmitted as appropriate.

Alternatively, an AO may respond to an RRP by sending ETFMS a Rerouteing Rejection **(RJT)** message. In this case the last received slot remains valid.

AOs not wishing to take up an RRP are requested to use the RJT so as to enable the proposed improvement to be re-offered to another AO.

6.1. Rerouteing Proposal (RRP) Message

When does the CFMU send an RRP ?

The CFMU sends an RRP following the assessment of “WHAT-IF” reroute scenarios in ETFMS which are initiated automatically or by the **CFMU**.

The RRP may be issued after the transmission of a slot (i.e. SAM) or prior to the slot transmission i.e. when a Provisional Take-Off Time **(PTOT)** has been allocated to a flight internally in the system.

FIVE CASES MUST BE CONSIDERED

1. The flight has already received a CTOT corresponding to its original route.

   A new CTOT is offered provided the flight is refiled along the proposed New Route (NEWRTE).

   ACTION **An RRP with a NEWRTE and a NEWCTOT is issued.**

—TITLE RRP —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF —EOBD 040901 —EOBT 1030 —ORGRTE MID UA1 VEULE UL612 UM730 PIS UA41 GRO —CTOT 1230 —RRTEREF EGLLLIRF51 —NEWRTE DVR UG1 KOK UG109 KRH UA9 ANNE UA14 PAR UA41 GRO —NEWCTOT 1100 —RESPBY 0900 —TAXITIME 0020

Figure 6-1 Rerouteing Proposal (RRP) Message (1)

2. The flight has already received a CTOT corresponding to its original route.

   A New Route (NEWRTE) without a regulation (REASON OUTREG) is offered.

   ACTION **An RRP with a NEWRTE and REASON OUTREG is issued.**

```
—TITLE RRP —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES
LIRF —EOBD 040901 —EOBT 1030 —ORGRTE MID UA1 VEULE UL612 UM730
PIS UA41 GRO —CTOT 1230 —RRTEREF EGLLLIRF51 —NEWRTE DVR UG1
KOK UG109 KRH UA9 ANNE UA14 PAR UA41 GRO —RESPBY 0900 —REASON
OUTREG —TAXITIME 0020
```

Figure 6-2 Rerouteing Proposal (RRP) Message (2)

3. The flight has not yet received a CTOT, only a PTOT was calculated.
   A New Provisional Take-Off **(NEWPTOT)** is offered provided the flight is refiled along the proposed New Route (NEWRTE).

   ACTION **An RRP with a NEWRTE and a NEWPTOT is issued.**

```
—TITLE RRP —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES
LIRF —EOBD 040901 —EOBT 1030 —ORGRTE MID UA1 VEULE UL612 UM730
PIS UA41 GRO —PTOT 1230 —RRTEREF EGLLLIRF51 —NEWRTE DVR UG1
KOK UG109 KRH UA9 ANNE UA14 PAR UA41 GRO —NEWPTOT 1100 —
RESPBY 0730 —TAXITIME 0020
```

Figure 6-3 Rerouteing Proposal (RRP) Message (3)

4. The flight has not yet received a CTOT, only a PTOT was calculated.

   A New Route (NEWRTE) with no regulation active at the time of the proposal is offered.

   ACTION **An RRP with a NEWRTE is issued.**

```
—TITLE RRP —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES
LIRF —EOBD 040901 —EOBT 1030 —ORGRTE MID UA1 VEULE UL612 UM730
PIS UA41 GRO —PTOT 1230 —RRTEREF EGLLLIRF51 —NEWRTE DVR UG1
KOK UG109 KRH UA9 ANNE UA14 PAR UA41 GRO —RESPBY 0730 —REASON
OUTREG —TAXITIME 0020
```

Figure 6-4 Rerouteing Proposal (RRP) Message (4)

6.2. Rerouteing Rejection (RJT) Message

When do I send an RJT ?

An RJT is a negative response to a Rerouteing Proposal **(RRP)** message.

—TITLE RJT —ARCID ABC101 —ADEP EGLL —ADES LIRF —EOBT 0945 —RRTEREF EGLLLMML1

Figure 6-5 Rerouteing Rejection (RJT) Message

The AO will send an RJT to indicate that the proposed new route (NEWRTE) is not a preferred option. In this event the AO will comply with the slot sent prior to the RRP. AOs should use an RJT rather than allow the RRP to lapse so that the new CTOT may be offered to another flight.

What is the response of the CFMU ?

No response is expected from the CFMU. The booked slot is released.

What is the Response of AOs ?

An AO who wishes to benefit from a rerouteing proposal must modify the relevant flight plan either with a:

—CHG (this solution is preferred where the flight is conducted wholly within the IFPS/ATFCM area of responsibility).
or

—CNL and refile using the Replacement Flight Plan Procedure **(RFP)**.

Either of the above actions must be performed before the RESPBY time in the RRP otherwise the last received CTOT, where relevant, remains valid.

AOs are requested to respond to an RRP which they do not wish to take up by means of the RJT message to enable the available slot to be re-used by the CFMU.

What is the Subsequent Reaction of the CFMU ?

The CFMU will respond by issuing SLC, SAM or SRM messages as appropriate.

6.3. Aircraft Operator "WHAT-IF" Reroute (AOWIR)

6.3.1. Initial Steps

This CFMU function allows an Aircraft Operator **(AO)** to request a modification of a Filed Flight Plan **(FPL)** routeing within the CFMU system, via a CFMU terminal **(only routeings, which are entirely within the FPM_DIST[4] area may be modified by means of AOWIR).**

The user initially makes a series of consultations in order to assess different scenarios. Due to technical limitations the number of rerouteings for a flight will be limited to one at the start of implementation.

On identifying an acceptable rerouteing possibility, the user has two FPL refiling options:

CASE 1. Allow the CFMU to simultaneously initiate an FPL Change (**CHG** or **CNL/FPL**) on successful acceptance.

CASE 2. Allow the CFMU to simultaneously initiate an FPL Cancellation **(CNL)** and **slot booking** on successful acceptance, **but, in addition the user must then refile the FPL via AFTN/SITA**.

[4]. **See Annex 1.**

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6.3.1.1. CASE 1. NORMAL: The Flight Plan is Changed

The IFPS proceeds as if a Change **(CHG)** message had been submitted by the user.

As a consequence the following actions are initiated by the CFMU:

– The original FPL is updated and all IFPS messages indicating this change (FPL, CHG) including a flag **"AWR/Rn"** in FIELD18 or FIELD22, are distributed to the appropriate ATC addresses.

– A (long) Acknowledgement **(ACK)** message, with **"—MSGTYP IFPL"**, is dispatched to the address associated to the CFMU terminal having made the rerouteing acceptance **AND to the originator of the initial flight plan, if identifiable AND** to the originator of the latest Flight Plan message received prior to the **AOWIR**, if any. The ACK contains all the flight plan details of the rerouted flight as accepted by the CFMU and a FIELD18 flag **"AWR/Rn"** is also inserted.

In addition, the ACK will contain a field:
—COMMENT FLIGHT PLAN CHANGED AS A RESULT OF AOWIR

In order to be consistent with the existing ICAO Replacement Flight Plan procedure, the IFPS additionally inserts or increments an **"RFP/Q"** indicator in FIELD18 of the FPL in accordance with the following rules:

– If no **"RFP/Q"** indicator is given in the FPL which is being treated for rerouteing, the IFPS inserts both **"RFP/Q1"** and **"AWR/R1"** in FIELD18.

– If an **"RFP/Q"** indicator is given in the FPL which is being treated for rerouteing, the IFPS increments the **"RFP/Q"** indicator and inserts **"AWR/R1"** in FIELD18.

e.g.: received FPL gives RFP/Q3
output FPL will give RFP/Q4 + AWR/R1

Appropriate ATFCM messages (SRM, SLC, FLS, DES...) corresponding to the new Flight Plan are dispatched according to existing addressing rules.

These messages may include a field:

—COMMENT FLIGHT REROUTED BY AO

What is the response of AOs / ATS ?

No action is required.

6.3.1.2. CASE 1. SPECIAL: The System Cancels the Flight Plan & a New Flight Plan is Generated

In certain circumstances there could be a mismatch between the last known EOBT stored in IFPS and the latest known EOBT stored in ETFMS. If such a case occurs then the IFPS will NOT proceed as if a CHANGE **(CHG)** message had been submitted by the user but will:

– Distribute an FPL Cancellation **(CNL)** to appropriate ATC addresses.

– Dispatch a (short) Acknowledgement **(ACK)** message, with **"—MSGTYP ICNL"** including the flag **"AWR/Rn"** to the address associated to the CFMU terminal having made the rerouteing acceptance **AND to the originator of the initial Flight Plan if identifiable AND** to the originator of the latest Flight Plan message received prior to the **AOWIR**, if any.

In addition, the ACK contains a field:

—COMMENT FLIGHT PLAN CANCELLED AS A RESULT OF AOWIR

– A Slot Cancellation **(SLC)** message is distributed in accordance with the existing addressing rules for this message.

The message will include the fields:
—COMMENT FLIGHT REROUTED BY AO FPL CANCELLED and
—REASON RRTE

– Wait for an appropriate period (to allow adequate time for the transmission of the CNL).

– Distribute a new FPL to appropriate ATC addresses using the latest known OBT from ETFMS in FIELD13 and including the flag **"AWR/Rn"** in FIELD18.

– Dispatch a (long) Acknowledgement **(ACK)** message with **"—MSGTYP IFPL"** to the address associated to the CFMU terminal having made the rerouteing acceptance. The ACK contains all the flight plan details of the rerouted flight as accepted by the CFMU and FIELD18 flags **"RFP/Qn"** and **"AWR/Rn"** are also inserted therein.

In order to be consistent with the existing ICAO Replacement Flight Plan procedure, the IFPS additionally inserts or increments an **"RFP/Q"** indicator in FIELD18 of the FPL in accordance with the rules detailed in § 6.3.1.1. above.

Appropriate ATFCM messages **(SAM, FLS)** are dispatched according to the existing rules for these messages.

6.3.1.3. CASE 2.: The Flight Plan is Cancelled & a New Slot is Booked

The IFPS proceeds as if an FPL Cancellation **(CNL)** message had been submitted by the user i.e.:

– An FPL Cancellation **(CNL)** message is distributed to the appropriate ATC addresses.

– As a consequence of the FPL Cancellation **(CNL)** an Acknowledgement **(ACK)** message with **"—MSGTYP ICNL"**, including the flag **"AWR/Rn",** is dispatched to the address associated to the CFMU terminal having made the rerouteing acceptance **AND to the originator of the initial Flight Plan message, if identifiable AND** to the originator of the latest Flight Plan message received prior to the **AOWIR**, if any.

In addition, the ACK contains a field:

—COMMENT FLIGHT PLAN CANCELLED AS A RESULT OF AOWIR

A Slot Cancellation **(SLC)** message is distributed in accordance with the existing addressing rules for this message.

The message will include the fields:

—COMMENT FLIGHT REROUTED BY AO FPL CANCELLED and
—REASON RRTE

A Rerouteing Notification **(RRN)** message is generated by ETFMS to the address associated to the CFMU terminal having made the rerouteing acceptance **AND** to the same addresses as for a Rerouteing Proposal **(RRP)**/Slot Improvement Proposal **(SIP)** messages.

This message includes the new route description and the new slot calculation result e.g.:

—NEWCTOT 1130 or
—REASON OUTREGwhen the new route is not submitted to ATFCM regulation.

What is the response of AOs / ATS ?

After the reception of ACK for the CNL, the user is required to file a new Flight Plan to the IFPS Units in accordance with the normal rules and where appropriate to all relevant units outside the IFPS distribution area. The FPL shall include the flags **"RFP/Qn"** and **"AWR/Rn"** in FIELD18.

Note The route in the new FPL shall be fully consistent with the one provided within the RRN message.

The booked slot will be used only if the profile of the FPL matches with the profile of the booked flight representing the accepted rerouteing.

The matching is using the following rules:

– Only the aerodromes and "en-route" points of the point profile are used in the matching. Points on the departure or arrival procedure are ignored.

– There can be more points in the route of the replacement FPL than in new route description of the provisional flight plan reserved in ETFMS. An additional points found in the FPL are ignored.

– The sequence of the "en-route" points must be identical.

– The levels and the timing on the points must be similar (a very small tolerance is accepted).

– The criteria indicated above are intended to give a reasonable flexibility (i.e. additional points for level/speed, SID/STAR free choice) without being too permissive.

Processing of the New Flight Plan by CFMU.

IFPS

a) When the new FPL is received and has been processed successfully by IFPS:

- An ACK message is dispatched to the address(es) associated to the originator of the Flight Plan. The ACK will give the complete flight plan concerning the rerouted flight and will include the flags **"RFP/Qn"** and **"AWR/Rn"**, as provided by the AO, in FIELD18.
- The FPL (including the flags **"RFP/Qn"** and **"AWR/Rn"** as provided by the AO) is distributed to the appropriate ATS Units.

b) In the exceptional case that the new FPL fails automatic processing in the IFPS, the user upon receipt of the Manual **(MAN)** message is expected to call the responsible IFPS Unit **(IFPU)**.

c) In the case of an FPL being rejected by IFPS a Rejection **(REJ)** message is sent back to the originator according to normal rules. The user must resubmit a correct FPL.

ETFMS

Once processed by IFPS the new FPL is sent to ETFMS.

a) In the case where the new FPL and in particular the new route, successfully matches the "booked" flight in ETFMS:

- Appropriate ATFCM messages **(SAM, FLS)** are dispatched according to the existing rules for these messages.
  A field : —COMMENT FLIGHT REROUTED BY AO
  may be inserted in these messages.
- When the new flight is not subject to regulation, no further message will be generated by ETFMS.

b) In the case that the match in ETFMS fails, a new slot allocation may be executed. No account is taken of the “booked” slot associated to the rerouteing, which is released.

A field : —COMMENT REROUTE CONDITION CHANGED
may be inserted in the relevant ATFCM message.

After a time parameter in which no new FPL has been received the “booked” slot is released.

An Error **(ERR)** message including a field: **—COMMENT REROUTE TIMEOUT** is distributed to the relevant addresses including the one associated to the CFMU terminal where the rerouteing was originated.

Note There may be slot revisions for rerouted flights as a consequence of new or revised ATFCM regulations with the result that the delay expected with the rerouteing is modified.

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7. COLLABORATIVE DECISION MAKING (CDM)

7.1. CDM Conferences

CFMU CDM conferences have usually been run using a web based teleconferencing tool, CENTRA.

7.1.1. Planning and Review of ATFCM Situation CDM Conferences[5]

Each day at 14.00/15.00 UTC (summer/winter) the CFMU briefs attendees on the current ATFCM situation in Europe and prospects for the following day based upon the plan CFMU has constructed that day.

7.1.2. Daily Tactical Briefing[6]

Each day at 08.00/09.00 UTC (summer/winter) the CFMU provide an overview of the current ATFCM situation in Europe and give a prediction of developments up to 14.00/15.00 UTC (summer/winter).

7.1.3. Seasonal CDM Conferences[7]

Seasonal **CDM conferences** are held during the summer **(e.g. South-West Axis, etc.) and winter (e.g. Ski, etc.)** seasons **on a weekly basis**. Any scenarios to be applied are decided through a CDM process and agreed by all concerned.

7.1.4. Ad-hoc CDM Conferences

Ad-hoc **CDM conferences** are organised whenever there is a need to discuss a course of action, in order to prepare and monitor events such as industrial actions, important sporting events, etc.

7.2. Publication of ADP and CRAM

7.2.1. ATFCM Daily Plan (ADP) Publication

ATFCM Daily Plan (ADP) is a set of Tactical ATFCM measures (e.g. activation of Rerouteing Scenarios, regulations, etc.) prepared by the CFMU and agreed with all partners concerned during the planning phase.

ADP is promulgated by means of ANM and Network News.

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5. If you wish to attend a CFMU **CDM conference**, contact **CFMU** for details.

6. More information on how you can attend CFMU e-conferences may be found on the web site: http://www.cfmu.eurocontrol.int/operations/tact_briefing.html

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7.2.1.1. ANM (ATFCM Notification Message)

The ANM (ATFCM Notification Message) is a message issued by the **CFMU** to inform all concerned of the measures in the ATFCM Daily Plan. The ANM is finalised the day before the day of operations and released around 16.00/17.00 UTC (summer/winter). The ANM is available on the CFMU terminal and the CFMU web site and a hardcopy is also sent to all registered addresses via the AFTN/SITA networks.

7.2.1.2. Network News

In addition to ANM, excerpts from the ATFCM Daily Plan in plain text are published at 16.00/17.00 UTC (summer/winter) in Network News via an AIM. Through Network News the CFMU offer advice to AOs on routes to be filed to contribute to better utilisation of network capacity while avoiding heavy delays.

7.2.2. CRAM Publication

The CRAM contains the list of available CDRs 2 and additionally, when applicable, information on foreseen period(s) of non-availability of CDRs 1. The CRAM covers the 24 hour time period between 06.00 UTC the next day to 06.00 UTC the day after (D 06.00hrs to D+1 06.00hrs).

The CRAM is issued by the CFMU each day by 14.00/15.00 UTC (summer/winter) to AOs, ACCs/FMPs concerned, all AMCs and selected AROs on behalf of all ECAC States. The CRAM is available on the CFMU terminal and the CFMU web site and a hardcopy is also sent to all registered addresses via the AFTN/SITA networks.

7.3. Feedback on ADP Quality

The opinions and comments concerning the ADP quality received from FMPs, AOs as well as from the CFMU units represent very important input for further improvement of the CFMU Pre-Tactical planning. This feedback will help the CFMU to identify the reason(s) and determine corrective actions to avoid reoccurrence.

Systematic feed-back of AOs is gathered via the AO Liaison Cell. FMPs provide their feed-back for specific traffic axes in the preparation of seasonal teleconferences.

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8. OPERATIONS IN UNUSUAL CIRCUMSTANCES

Flights subject to unusual circumstances:

All flights, including flights exempted from ATFCM slot allocation, will be affected by the measures applied to handle unusual situations, except flights departing from outside the ATFCM area and from outside the ATFCM Adjacent area.

The details of the areas are listed in Annex 1.

8.1. Low Visibility Operations

ATFCM low visibility procedures are applicable where low visibility conditions affect ATC capacity at or around aerodromes.

The CFMU may take the following actions:

a) **Implement an XCD Low Visibility regulation whereby:**

- **flights not able to land according to a specified RVR will be delayed to arrive after the low visibility period;**
- **flights able to land according to a specified RVR will be regulated to arrive within the low visibility period;**
- **flights for which the RVR capability is unknown will be suspended.**

Note 1 This RVR value relates to the filtering of demand and not to the actual RVR, at the affected aerodrome. Nevertheless, AOs shall respect the minima set in the exceptional condition and the use of minima, which subsequently cannot be met upon arrival, shall be considered as an ATFCM incident.

Note 2 **In certain rare circumstances, where many flights would become delayed to arrive after a long low visibility period, CFMU may choose to suspend flights with insufficient RVR in addition to flight with unknown RVR. In these rare cases AOs will have to confirm their RVR with FCM irrespectively if they have previously provided their RVR. An AIM will be issued to reflect this rare requirement.**

b) Issue revised slots at short notice.

Specific operational procedures for managing Low Visibility situations depend on the local situation. They are coordinated in advance between individual FMPs and the CFMU in accordance with the FMP operational procedures.

When are the flights going to be suspended ?

The CFMU will send an AIM message describing the situation, in particular the time period and the minimum RVR required.

AIM example:

```
TACT/CASA MESSAGE: XCD - NEW
1. REF      : WEATHER CONDITIONS AT EDDM
2. VALID    : 26/04/03          FROM: 0600 UTC          UNTIL: 1000 UTC
3. TFC      : All TFC DESTINATION EDDM A/D
4. REMARKS      : -ONLY TFC CAPABLE OF LANDING WITH RVR 250 METRES OR
                  LESS WILL BE ACCEPTED.
                  OPERATORS WHO HAVE NOT PREVIOUSLY SENT THEIR RVR ARE
                  REQUESTED TO SEND A FCM STATING THEIR RVR MINIMA.
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```

Figure 8-1 ATFCM Information Message (AIM)

The RVR may be provided in different ways:
either

i. via an FPL or CHG message (FIELD18 e.g. RVR/200)

or

ii. via an FCM message if the FPL has already been filed. This message may be sent as soon as the AO is aware that there is a risk of low visibility at an aerodrome.

```
—TITLE FCM —ARCID ABC101 —ADEP EGLL —ADES EDDM —EOBT 0945 —
RVR 200
```

Figure 8-2 FCM with an RVR

The messages issued by the CFMU will depend on the RVR status of the flight and whether or not the flight is exempted. Three main scenarios are possible:

either

i. The RVR minima of the flight are known and satisfy the minimum required:

A SAM/SRM is issued for non exempted flights due to a reduction of the landing rate. Exceptionally no message is issued if the current slot is still compatible with the landing rate.

or

ii. The RVR minima of the flight are known and are not sufficient, then the flight is delayed to arrive after the end of the low visibility period and a SAM or an SRM is issued indicating the (new)CTOT, the COMMENT: “RVR CRITERIA NOT MET” as well as the minimum RVR required.

```
—TITLE SAM —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES
EDDM —EOBD 040901 —EOBT 1110 —CTOT 1230 —RVR 100 —REGUL
EDDMA01 —COMMENT RVR CRITERIA NOT MET —TAXITIME 0020 —
REGCAUSE WA 84
```

Figure 8-3 SAM with an RVR

```
—TITLE SRM —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES
EDDM —EOBD 040901 —EOBT 1110 —NEWCTOT 1230 —RVR 100 —REGUL
EDDMA01 —COMMENT RVR CRITERIA NOT MET —TAXITIME 0020 —
REGCAUSE WA 84
```

Figure 8-4 Slot Revision Message (SRM) with an RVR (1)

Note The (NEW)CTOT may evolve as the situation requires. When an AO submits an amendment message (e.g. DLA or CHG) to IFPS, they must always give as EOBT the earliest EOBT they may comply with. This time is not directly related to the (NEW)CTOT provided in the SAM/SRM. The EOBT in IFPS should always reflect the time at which the Aircraft Operator actually wants to be off-blocks.

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If this delayed flight is also subject to other regulations, the subsequent SAM/SRM will include the —COMMENT: “RVR CRITERIA NOT MET” as well as the minimum RVR required.

—TITLE SRM —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LMML —EOBD 040901 —EOBT 1110 —NEWCTOT 1310 —RVR 100 —REGUL UZZU11 —REGUL LMMLA01 —COMMENT RVR CRITERIA NOT MET —TAXITIME 0020 —REGCAUSE CE 81

Figure 8-5 Slot Revision Message (SRM) (2)

or

iii. The RVR minima of the flight are not known

The flights are suspended and an FLS is issued indicating the COMMENT: “RVR UNKNOWN” as well as the minimum RVR. A RESPBY time is also in the message enabling the AO to keep its present CTOT if the FCM with sufficient RVR is received by the CFMU in due time. The identifier of the regulation concerned together with the corresponding regulation cause will be inserted in the FLS message.

—TITLE FLS —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES EDDM —EOBD 040901 —EOBT 1110 —RVR 100 —RESPBY 1056 —REGUL EDDMA01 —COMMENT RVR UNKNOWN —TAXITIME 0020 —REGCAUSE WA 84

Figure 8-6 FLS with RESPBY

Note The FLS are sent when the exceptional conditions are implemented but at SIT1 at the earliest.

What is the Response of AOs ?

An AO must provide the CFMU with the RVR capability of the flight, either by sending an FCM or CHG message.

Depending on the RVR the result will be:

either

i. The RVR minima of the flight are sufficient:

A SAM or a DES will be issued to the AO:

- SAM with possibly an additional comment if the flight is not exempted.
- DES if the flight is exempted.

—TITLE DES —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF —EOBD 040901 —EOBT 1725 —TAXITIME 0020

Figure 8-7 De-Suspension (DES) Message

Note When the current EOBT is more than 15 minutes in the past a COMMENT PLEASE UPDATE EOBT WITH A DLA MSG will be inserted to remind the AO to update its EOBT by sending a DLA. In the meantime the flight will be counted as if departed taxi-time + TIS after the de-suspension.

or

ii. The RVR minima of the flight are not sufficient , then the flight is delayed and a SAM is issued indicating the CTOT as well as the minimum RVR required.

Note The management of the situation for the flight will be maximised where the RVR information is provided to the CFMU at the earliest possible time.

What happens if the situation deteriorates ?

i. Flights having RVR minima which still comply: No message.

ii. Flights for which the RVR minima do not meet the new minima:

– the flight is delayed and an SRM is issued indicating the deteriorated CTOT as well as the new minimum RVR required.

iii. Flight with unknown minima: Receive a new FLS with the new RVR.

What happens if the situation improves ?

i. Flights that have not been suspended or have not received a SAM: No message.

ii. Flights whose minima meet those published by the **CFMU**:

– for a non-exempted flight that received a SAM, a SRM or SIP will be issued as appropriate;

– for an exempted flight a SLC is issued.

When the current EOBT is more than 15 minutes in the past a COMMENT PLEASE UPDATE EOBT WITH A DLA MSG will be included reminding the AO to update its EOBT by sending a DLA.

iii. Flights whose minima do NOT meet those published by the **CFMU**:

the flight remains delayed and an SRM may be issued indicating, if possible, an improved CTOT as well as the new minimum RVR required.

iv. Flights with unknown minima:

the flight is kept suspended and a new FLS is issued indicating the new minimum RVR required.

What happens when the Exceptional Condition ends ?

The **CFMU** will cancel or remove the Exceptional Condition. As a consequence:

i. All suspended flights are de-suspended:

– if they become non-regulated then non-exempted flights will receive a DES;

– if they remain regulated, non-exempted flights will receive a SAM;

– exempted flights will receive a DES.

When the current EOBT is more than 15 minutes in the past a COMMENT PLEASE UPDATE EOBT WITH A DLA MSG will be included in the DES reminding the AO to update its EOBT by sending a DLA.

ii. All flights delayed due to insufficient or unknown RVR are repositioned in the slot list:

– if they become non-regulated then non-exempted flights will receive a SLC;

– if they remain regulated, non exempted flights will receive a SRM;

– exempted flights will receive a SLC.

When the current EOBT is more than 15 minutes in the past a COMMENT PLEASE UPDATE EOBT WITH A DLA MSG will be included in the SLC reminding the AO to update its EOBT by sending a DLA.

8.2. Closure of Aerodrome

8.2.1. Short Period Closure (Flight Shift)

When an arrival aerodrome is to be closed for a short period (normally less than 1h00) the flight will be delayed to arrive after the re-opening time and a SAM or an SRM will be issued indicating the (new)CTOT and including the COMMENT “CLOSURE”.

—TITLE SRM —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF —EOBD 000401 —EOBT 1200 —NEWCTOT 1450 —REGUL LIRFA01 —COMMENT CLOSURE —TAXITIME 0020 —REGCAUSE GA 87

Figure 8-8 Slot Revision Message (SRM) (3)

Note The (NEW)CTOT may be modified as the situation requires. When an AO submits an amendment (e.g. DLA or CHG) to IFPS, it must always give the earliest EOBT they may comply with. This time is not directly related to the (NEW)CTOT provided in the SAM/SRM. The EOBT in IFPS should always reflect the time at which the Aircraft Operator actually wants to be off-blocks.

An AIM is issued to report on the situation and to update it. New SAM or SRM or SIP or SLC may be issued according to the situation.

However, if the flight is not taking place, AOs are requested to send a CNL in order to cancel the FPL in the ATC.

8.2.2. Longer Closure (Flight Suspension)

If the closure is likely to be longer, the CFMU will issue an AIM and all flights will be suspended and an FLS will be issued including the COMMENT “CLOSURE”. The identifier of the regulation concerned together with the corresponding regulation cause will be inserted in the FLS message.

—TITLE FLS —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF —EOBD 040901 —EOBT 0945 —REGUL LIRFA01 —COMMENT CLOSURE —TAXITIME 0020 —REGCAUSE AA 83

Figure 8-9 FLS without an RVR but with Regulation(s)

In exceptional cases, several regulations might be provided (e.g. strike on ADEP, closure on ADES). Flights which are suspended in multiple regulations will have to be confirmed for every single regulation. As for a SAM/SRM the REGCAUSE of the first regulation in the list will be provided for information.

Flights still wishing to depart shall send:
either

a) a FCM confirm**ing all or a sub-set of regulations of the FLS in which** the flight is still operating. Flight **confirmed (by one or several FCM) in all regulations requesting a confirmation** will be de-suspended and delayed to arrive after the re-opening time therefore a SAM will be issued indicating the CTOT and including the COMMENT “CLOSURE”.

—TITLE FCM —ARCID ABC101 —IFPLID AA12345678 —ADEP EGLL —ADES LIRF —EOBD 040901 —EOBT 0945 —REGUL LIRFA01—TAXITIME 0020

Figure 8-10 FCM with Regulation(s)

or

b) firstly a DLA or CHG indicating an EOBT after the re-opening time, followed by a FCM. Flight **confirmed (by one or several FCM) in all regulations requesting a confirmation** will be de-suspended and considered according to the new EOBT.

Either immediately or at the earliest 2 hours before the new EOBT, one of the following will occur:

- if the flight becomes non-regulated then a non exempted flight will receive a DES;
- if it remains regulated, a non-exempted flight will receive a SAM;
- exempted flights will receive a DES.

Flights which do not send an FCM **or which do not confirm in all regulations requesting a confirmation** will remain suspended and will be considered as not flying. **An FLS will be issued including the list of remaining regulations affecting the flight still requesting a confirmation and for which ETFMS did not get a confirmation yet.** However, in order to inform ATC that the flight is not taking place, AOs are requested to send a CNL to cancel the FPL.

Flights which are diverted to another aerodrome shall cancel their flight plans and re-file new ones to ensure accurate data to ATC and to avoid wasting capacity.

The CFMU will send an AIM message describing the situation, in particular the time period and the reason.

AIM example:

ETFMS/CASA MESSAGE: XCD - CLOSURE

1. REF : CLOSURE OF AERODROME EDDM
2. VALID : 26/04/03 FROM: 0600 UTC UNTIL: 1000 UTC
3. TFC : All TFC DESTINATION EDDM A/D
4. REMARKS : - ALL FLIGHTS WILL RECEIVE A FLS

- FLIGHTS INTENDING TO OPERATE AFTER THE CLOSURE MUST SEND A FCM AND WILL RECEIVE A SAM ACCORDING TO THE RE_OPENING TIME.

- FLIGHT DIVERTING AND NOT YET DEPARTED MUST CNL THE FPL AND RE_FILE TO ALTERNATE A/D.

-FLIGHTS NOT INTENDING TO OPERATE MUST CNL THEIR FPL BY SENDING A CNL MESSAGE.

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Figure 8-11 ATFCM Information Message (AIM)

8.2.3. Closure due to a strike (Flight Suspension)

When the Closure is due to a strike with a list of flights allowed to fly the procedure is identical. In addition, **CFMU** will manually exclude all the authorised flights according to the request received from the FMP and all the exempted flights according to the NOTAM (emergency, rescue, etc…)

The CFMU will send an AIM message describing the situation, in particular the time period and the reason.

AIM example:

TACT/CASA MESSAGE: XCD - CLOSURE

1. REF : ATC STRIKE AT AERODROME LIMM

2. VALID : 26/04/03 FROM: 0600 UTC UNTIL: 1000 UTC

3. TFC : All TFC DESTINATION LIMM A/D

4. TFC ACCEPTED: TFC AUTHORISED BY … ACCORDING TO NOTAM …

4. REMARKS : - ALL FLIGHTS WILL RECEIVE A FLS

-FLIGHTS MUST CONFIRM THEIR EOBT WITH A FCM **INCLUDING THE REGULATION(S) IN WHICH THEY ARE AUTHORISED TO OPERATE**.

-NON AUTHORISED FLIGHTS SHOULD CONFIRM THAT THEY WILL OPERATE AFTER THE END OF THE CLOSURE BY UPDATING THEIR EOBT WITH A DLA MESSAGE. THIS WILL RESULT IN A SAM AFTER THE STRIKE PERIOD.

-FLIGHTS NOT INTENDING TO OPERATE MUST CNL THEIR FPL BY SENDING A CNL MESSAGE.

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Figure 8-12 ATFCM Information Message (AIM)

8.3. Closure of Airspace

The same procedure applies as for the closure of an aerodrome. Proposals for rerouteing may be issued by the CFMU.

8.4. Diversions to Original Aerodrome of Departure (ADEP)

If a flight diverts back to its original **ADEP** for technical or other reasons, a "Diversion" Arrival **(ARR)** message shall be sent by ATC. The plan of the diverted flight will be "closed" in the CFMU systems. The normal practice is to file a replacement flight plan using the original Aircraft Identification **(ARCID)**. The CFMU system will process this replacement flight plan as a new flight.

If the “Diversion” Arrival message is not sent, the replacement flight plan will supersede the plan of the diverted flight. To overcome this situation AO should file the new flight plan with a different Aircraft Identification **(ARCID)** e.g. ABC123 becomes ABC123A.

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9. ATFM EXEMPTIONS

This Chapter is not fully compliant with the ICAO Document 7030.[8]

The STS indicator is used to indicate that the flight may require "special handling", for the reason explained e.g. FLIGHTS IN STATE OF EMERGENCY. This indicator is for use by all parties which may have to handle the flight.

To ensure the correct automatic processing, standardised abbreviations have been created for use within the STS field. These abbreviations are recognised by the CFMU systems.

The following abbreviations shall be used:

—STS/EMER - for a flight in a state of emergency;

—STS/SAR - for a flight engaged in Search and Rescue missions;

—STS/HEAD - for a flight with "Head of State" status;

—STS/HUM - for a flight operating for humanitarian reasons;

—STS/HOSP - for a medical flight specifically declared by the medical authorities;

—STS/STATE - only aircraft used in military, customs and police services shall qualify as State aircraft;

—STS/ATFMEXEMPTAPPROVED for a flight specifically authorised by the National Body established for that purpose to be exempted from ATFM measures, regardless of any other STS/ indicator used (if any).

If more than one designator is to be used, they should be inserted into separate STS/ fields.

For example, a flight which is “State” and which is also specifically authorised to be exempted from ATFM measures should be filed as:

—STS/STATE STS/ATFMEXEMPTAPPROVED

If some free text is required this should also be entered into a separate field.

e.g. **—STS/HEAD STS/NO DEVIATION FROM FPL ROUTE PERMITTED**

9.1. STS Indicators granting Exemption from ATFM Measures

A flight using STS/EMER; STS/SAR; STS/HEAD, STS/ATFMEXEMPTAPPROVED will gain automatic exemption from ATFM measures.

Flights exempted from ATFM measures will not receive ATFM departure slots. Other flights will be moved aside to accommodate them. It is essential therefore that use of the exemption facility shall be properly controlled and policed so that genuine priorities can continue to operate without ATFM delay. To this end, Rules of Application have been implemented and apply to all flights operating within the CFMU area of responsibility.

These exemption designators shall only be used with proper authority. Wrongful use of these designators to avoid flow restrictions is regarded as a serious breach of procedure and will be dealt with accordingly.

Remark:

A flight using STS/HUM; STS/HOSP; STS/STATE will no longer automatically qualify for exemption from ATFM measures. These indicators will simply identify a flight requiring "special handling" by ATC but they will have no special significance for ATFM purposes.

[8]. The CFMU intends to resolve these discrepancies and amend the CFMU Handbook accordingly once the consultation process with all parties concerned is completed and the ATFM mandate enforced within the scope of the Single European Sky (SES).

Examples:

1. A military registered aircraft or a civil registered aircraft used in military, customs and police services that requires "special handling" but which does not qualify for exemption from ATFM measures should be filed as:
   —STS/STATE

2. A flight that does not require "special handling" but which is specifically authorised to be exempted from ATFM measures should be filed as:
   —STS/ ATFMEXEMPTAPPROVED

3. A military registered aircraft or a civil registered aircraft used in military, customs and police services that requires "special handling" and which is specifically authorised to be exempted from ATFM measures should be filed as:
   —STS/STATE STS/ ATFMEXEMPTAPPROVED

The STS/ATFMEXEMPTAPPROVED indicator could be used in conjunction with one or more other STS/ indicators.

9.2. Establishment of National Mechanisms for Processing Requests for Exemption from ATFM measures

CFMU participating and cooperating States are to ensure that their national procedures for processing exempted flights are harmonised with the procedures defined above.

They are to provide mechanisms for:

– Examining requests from users to obtain exemption from ATFM by use of STS/ATFMEXEMPTAPPROVED in field 18 of the flight plan, rejecting or approving the request in accordance with the criteria set out above and in the latter case notifying the CFMU as early as possible.

– Examining the data on flights that have either obtained automatic exemption by use of STS/HEAD, STS/SAR, STS/EMER or those which have used STS/ATFMEXEMPTAPPROVED to gain exemption. In the case of STS/HEAD, STS/SAR, STS/EMER flights that were registered in that State or were operated by or on behalf of that State's AOs or military, and where the use of these STS designators was unauthorised, then the State should take appropriate action to prevent further abuse.

– Examining the data for flights departing from their territory, which have used STS/ATFMEXEMPTAPPROVED to obtain exemption from ATFM. Cases where no approval was obtained or was refused but the flight used STS/ATFMEXEMPTAPPROVED, taking appropriate action against the operator of the flight to prevent further abuse. This action may take the form of a written warning or, in the case of multiple abuse, notifying the State of registry if not that State, and requesting that they take action. It may also be the case that AO associations e.g. IATA, AEA, IACA, may also be advised and because of the additional penalty caused by the abuse, they may also take action.

States are to publish the procedures for requesting exemption from ATFM measures together with the address to which application should be made and an indication of the notice required in the appropriate section of their **Aeronautical Information Publication (AIP)**.

The CFMU will grant exemption on the basis of the requests made by States and the keyword in FIELD 18 of the FPL. Since delays due to ATFM are, where necessary, imposed at the point of departure it follows that a flight once airborne is no longer subject to intervention by ATFM (except perhaps in case of "force majeur"). Having been granted exemption for the departure there is therefore no further need for coordination for ATFM purposes.

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States are to ensure that the CFMU has up to date information on the unit or government agency to be contacted for any coordination that may be required during the three ATFM Phases. Where such information is not available, the CFMU will initiate coordination with the appropriate FMP.

The CFMU produces a monthly summary report of flights for which exemption have been granted but excluding sensitive flights.

GUIDELINES FOR DETERMINING THE NEED FOR THE USE OF STS/ATFMEXEMPTAPPROVED FOR AN INDIVIDUAL FLIGHT

National Offices established to process requests and authorise the use of STS/ATFMEXEMPTAPPROVED in the flight plan of a specific flight are recommended to apply the following guidelines in deciding whether or not a flight warrants approval:

– Is the flight a matter of “life or death”? This is meant to mean that if the flight does not operate with all possible delays eliminated a life or lives may be lost. Such flights shall require specific medical/UNHCR authorisation in support of their request.

– Is the person or are the persons on board a flight on state business of such importance that the flight cannot accept any delay.

– Is the mission of the flight being carried out by, or on behalf of, the state and is of such importance that any delay will jeopardise the success of the mission.

If the answers to any of the above questions is yes, then the flight may be granted approval by the appropriate authority, to use STS/ATFMEXEMPTAPPROVED.

Hospital flights

After consultation with the European Aero Medical Institute (EURAMI), flights which are categorised as NACA V, or VI, would always qualify for approval to use STS/ATFMEXEMPTAPPROVED. Flights categorised, as NACA IV would normally be expected not to use STS/ATFMEXEMPTAPPROVED. Should such a flight receive an ATFM slot with a delay, which the medical personnel accompanying the patient, consider would jeopardise the patients ability to recover, they have been advised to contact the **Central Flow** Help Desk. Such calls shall be treated sympathetically, and every effort made to reduce any delay to a minimum.

A flight positioning to an airport to collect a patient categorised as NACA V or NACA VI, and doing an immediate turnaround with the patient on board to return, would also qualify for STS/ATFMEXEMPTAPPROVED. However, routine positioning flights e.g. Returning empty after an evacuation or positioning for fuel, or positioning to an airport to collect a patient some time after arrival (i.e. not time critical) do not qualify for use of STS/ATFMEXEMPTAPPROVED.

Note: The NACA (National Advisory Committee For Aeronautics) scale is an international scoring system, ranging from 1 to 7 points, to give an overall description of a patient’s medical condition:

NACA I	=	*minor health disturbance*
NACA II	=	*out-patient check up needed*
NACA III	=	*hospital treatment needed*
NACA IV	=	*possibly health threatening*
NACA V	=	*acute critical condition*
NACA VI	=	*resuscitation*
NACA VII	=	*death*

A NACA score of III or more points includes severe disease or injury patterns, which may need further and urgent treatment in more specialised hospitals.

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10. SECURITY SENSITIVE FLIGHTS

The STS indicator; **—STS/PROTECTED** is used to indicate that a flight should only be available to a restricted audience e.g. a security sensitive flight.

If more than one indicator is to be used, they should be inserted into separate “STS/” fields.

For example, a flight which is "Head of State" and which is also security sensitive should be filed as: **—STS/HEAD STS/PROTECTED**

If some free text is required this should also be entered into a separate field.

e.g. —STS/HEAD STS/PROTECTED STS/NO DEVIATION FROM FPL ROUTE PERMITTED

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11. GENERAL INFORMATION ON ATFCM MESSAGES

11.1. CFMU Message Addresses

The CFMU Addresses for **ATFCM** messages are:

– AFTN : EBBDZMTA

– SITA : BRUEA7X

11.2. General Format of Messages

CFMU ATFCM messages conform to the EUROCONTROL standard message format for use within the ECAC States, the ATS Data Exchange Presentation **(ADEXP)**.

This format is based on a sequence of fields each of which is identified by a hyphen (**"-"**) followed by a keyword (e.g. "ADEP" for Aerodrome of Departure), a separator (a space **" "**) and the information (e.g. "LEMD").

It is important that the exact format is used in all messages. For example, a hyphen must always be used at the start of a field but cannot be used in the content of a field. Failure to use the exact format will result in rejection and, in some cases, an error message being sent. (see Annex 6 for the Format of each Message)

11.3. Message Fields

Each **ATFCM** message comprises a number of fields, some of which are mandatory and some are optional. This may vary from message to message. Specific requirements are given in this document according to the principles of the **ADEXP** Standard document already mentioned.

All ATFCM messages shall begin with the TITLE field. The order of other fields is optional. (see Annex 6 for the Description of the different Fields)

The field IFPLID, the unique identifier assigned to a flight by IFPS[9], will be in all ADEXP messages issued by the CFMU. ETFMS will accept the IFPLID when provided in an incoming message in ADEXP format. Therefore, messages originated by AOs may include the IFPLD, preferably only if generated automatically.
Aircraft Operators may extract the IFPLID from the ACK message.

11.4. Addressing by the CFMU

– The **AO**: either to the Flight Plan Originator address (this could be an ARO) or to an address (SITA or AFTN) notified in advance to the CFMU by the operator. The AO is responsible for making arrangements to ensure receipt of any CTOT issued by the CFMU.

– **ATC** at the Aerodrome of Departure.

– Enroute ATC Centres.

[9]. 2 alphabetic characters followed by 8 digits, e.g. —IFPLID AA12345678.

11.4.1. Addressing of ATFCM Messages by the CFMU to Aircraft Operators

The AO is identified either from the aircraft identification or from FIELD18 (OPR) of the ICAO filed flight plan.

In the case where both are present, but different, the concerned AO is recognised by the aircraft identification unless the AO has expressly requested a default to FIELD18 (OPR). If so requested, both AOs may receive the ATFCM messages.

Initiation of Messages by the CFMU

a) The **CFMU** may, depending on the requirements of **AOs**, send all **ATFCM** messages:

either

i. to a **unique centralised address** (the AO control centre AOCC);

or

ii. to an **AOs representative office** for the Aerodrome of Departure (the AO control unit ADEP-AOCU) or to the AOs Handling Agent for this ADEP;

or

iii. **to both** a centralised address and a representative office for the Aerodrome of Departure (AOCC and ADEP-AOCU).

b) In the cases where no AO has been identified or the CFMU has not found either a centralised nor a local address for an AO (although requested), messages are sent to:

i. the **ATS Reporting Office** at the Aerodrome of Departure (ADEP-ARO);

and, if different

ii. the address of the originator of the last flight plan related message (FPL and related MSGs).

In addition to the above mechanism **the CFMU addresses the MSG ORIGINATOR in response to an ATFCM MSG which has been previously received (e.g. an SRM in response to an RFI).**

11.4.2. Addressing of Messages by the CFMU to Air Traffic Services

Messages Resulting from Slot Allocation (SAM, SRM, SLC, FLS)

They are transmitted:

a) Systematically to the **Tower** responsible for the **Aerodrome of Departure (ADEP-TWR)** and/or to any addresses associated to this Tower (FMP).

b) Optionally to **Air Traffic Control Units** e.g. approaches, **Area Control Centres (APPs, ACCs)** along the route of the flight.

A Central Flight Processing Unit **(CFPU)** in National Services can be used to substitute this addressing mechanism. In that case the CFPU takes up the responsibility and **shall** readdress the data to appropriate units.

ATS may receive all kinds of CFMU Messages as default addressees for unidentified AOs Representative Offices at the Aerodrome of Departure.

The default addresses may be:

a) **the ATS Reporting Office** in charge of the Aerodrome of Departure (ADEP-ARO);

and, if different

b) **the originator** of the last flight plan related message.

Response to ATS previous CFMU Messages
(an ATS Unit is active on behalf of an AO)

In addition to the above mechanism, **CFMU** addresses the **MSG ORIGINATOR** in response to an **ATFCM** MSG which has been previously received (e.g. an **SRM** in response to an **RFI**).

11.5. ATFCM Notification Message (ANM), ATFCM Information Message (AIM) and Conditional Route Availability Message (CRAM)

11.5.1. ATFCM Notification Message ANM

The ANM is published in hardcopy via AFTN and SITA and is also available on line to CFMU Terminal users and on the CFMU Website:

http://www.cfmu.eurocontrol.int

The hardcopy version is presented in the same format as the CFMU terminal version but whereas the entire ANM is available to terminal users, only those pages requested will be sent to AOs or ATC units via AFTN or SITA.

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11.5.1.1. Description

```
PART 001 OF 001
ANM  VALID:08/07/2004 NUM:050 RELEASED:081132
 --------AREA CONCERNED-------- --FL---  -FROM/TO- REGULATION
077 EDFF CANCEL
 EDDF ARRIVALS                  ALL      CNL-CNL    EDDFA08
 REASON:WEATHER
 RMK:RWY07/WIND AND RAIN +  THUNDERSTORMS
.
119 GCCC CHANGE
 GCXO ARRIVALS                  ALL      1740-2200  GCXOA08
 REASON:ATC EQUIPMENT
 RMK:.
.
129 LFFF NEW
 DEST LFP. VIA TE SECTOR        265-     1440-1640  FTEP08
 REASON:ATC CAPACITY
.
130 LSAZ NEW
 LSZH ARRIVALS                  ALL      1620-1830  LSZHA08
 REASON:WEATHER
 RMK:CB ACTIVITY
```

Figure 11-1 ATFCM Notification Message (ANM)

The elements included in the ANM pages are described below:

First Line of Header:

PART Identification of the part of the message (3 numerics - 001 for the first part) and total number of parts (3 numerics).

Second Line of Header:

ANM Message title.

VALID Validity date for the ANM. It is important to ensure that the ANM referred to is the correct one. (i.e.: current or applicable for the next day)

NUM Daily sequence number (3 numerics - 001 for the first ANM).

RELEASED Date and time of release. As the ANM is regularly updated it is important to ensure that the one being used is the latest.

FORMAT OF REGULATION DESCRIPTION

Each ANM is sorted by FMP and regulation identifier.

First Line of Regulation Description:

REGULATION The description includes:

- The sequence number of the regulation which is valid for a specific date (3 numerics - 001 for the first regulation).
- The number is not reused if the regulation is cancelled.

– Flow Management Position (FMP) identifier (first four characters of the traffic volume set identifier).

– Regulation state (NEW, CANCEL, or CHANGE).

Second Line of Regulation Description:

AREA CONCERNED Description of the traffic volume where the regulation is applied.

FL Flight levels affected.

FROM/TO The time of validity of the restriction.

REGULATION The regulation identifier.

Regulation Reason Line:

REASON Regulation reason.

Remarks Line:

RMK Remarks. This line is optional.

11.5.2. ATFCM Information Message (AIM)

```
PART 001 OF 001
AIM VALID 08/07/2004-08/07/2004 - RELEASED 11:11:00 08/07/2004
----------------------------------------------------------------------
              CFMU INFORMATION MESSAGE
              ========================
.
SUBJECT: HIGH DELAY
.
OPERATORS AND ATC UNITS ARE ADVISED THAT THERE ARE MAJOR DELAYS
IN THE FOLLOWING AREAS: GCAC08M
.
DELAYS ARE CAUSED BY ATC EQUIPMENT
DELAYS ARE AS FOLLOWS: DEP/DEPT GCRR/FV
.
-------- UPTO 70 MINS DELAY
.
CFMU STAFF ARE CONTINUOUSLY MONITORING THE SITUATION AND WILL
ADVISE OF ANY POSSIBLE IMPROVEMENTS.
IN THE MEANTIME OPERATORS ARE STRONGLY REQUESTED NOT TO TELEPHONE
Central Flow HELPDESK ABOUT DELAYS WHICH ARE TYPICAL/AVERAGE.
.
CFMU BRUSSELS.
```

Figure 11-2 ATFCM Information Message (AIM)

The elements included in the AIM are:

WEF/UNT Start and End Date and Time of the AIM message.

RELEASED Released Date and Time of the AIM message.

DESCRIPTION Summary description of the AIM message.

DETAIL The message in detail.

11.5.3. Conditional Route Availability Message (CRAM)

```
PART 001 OF 014
CRAM VALID FROM:08/07/2004 0600 TO:09/07/2004 0600 RELEASED:071524
-------------------------------------------------------------------
  A) CDR TYPE 2 AVAILABILITY:
.
      B29   NIK   SORAT (EBBUFIR)
    1       F080-170    0600-0630
    2       F080-170    1530-2200
    3       F080-170    0500-0600
.
      B56   BINKA IRGET (EPWWFIR)
    4       F055-195    1500-0600
    5       F055-105    0600-1500
.
B) ATS ROUTE AND CDR TYPE 1 CLOSURE:
.
     UL18   TOLKA RADNO (EGTTUIR)
    1       F245-460    1700-1730
.
     UL975  INPUT LIBSO (EGPXUIR)
    2       F245-460    1700-1930
    3       F245-460    2130-2300
```

Figure 11-3 Conditional Route Availability Message (CRAM)

The elements included in the CRAM are :

WEF/UNT Start and End Date and Time of the CRAM message.

RELEASED Released Date and Time of the CRAM message.

DETAIL The message in detail.

12. SUGGESTION FOR EVOLUTION OF SYSTEM AND PROCEDURES

It is already possible for a CFMU client to propose an Operational User Requirements **(OUR)** in respect of any of the CFMU systems and procedures by means of the current procedure which is:

Complete an **Operational User Requirements (OUR) Form** (see ANNEX 3) and send it to the address indicated on the form together with the relevant available data.

Proposals will be considered by the **European ATFM Group (EAG)** and/or its Operations and Development Sub-group which are composed of representatives of States, ICAO, the European Commission, and representatives of international organisations of aircraft operators and airports. Decisions will be implemented by the CFMU.

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13. DICTIONARY OF ABBREVIATIONS

ACRONYM	DEFINITION
ACC	Area Control Centre
ACK	IFPS Acknowledgement Message
ADDR	Address
ADEP	Aerodrome of Departure
ADES	Aerodrome of Destination
ADEXP	ATS Data Exchange Presentation
ADID	Aerodrome Identification
ADP	ATFCM Daily Plan
AEA	Association of European Airlines
AFTN	Aeronautical Fixed Telecommunication Network
AIC	Aeronautical Information Circular
AIM	Air Traffic Flow and Capacity Management Information Message
AIP	Aeronautical Information Publication
AIRAC	Aeronautical Information, Regulation and Control
AMC	Airspace Management Cell
AME	ATM Msg Exchange
ANM	ATFCM Notification Message
AO	Aircraft Operator
AOCC	Aircraft Operator Control Centre
AOCU	Aircraft Operator Control Unit
AOLO	Aircraft Operation Liaison Officer
AOWIR	Aircraft Operator WHAT-IF Reroute
APP	Approach Control (Office/Service)
APR	Aircraft Operator Position Report
ARCID	Aircraft Identification
ARCTYP	Aircraft Type
ARO	Air Traffic Services Reporting Office
ATC	Air Traffic Control
ATFCM	Air Traffic Flow and Capacity Management
ATFM	Air Traffic Flow Management
ATO	Actual Take-Off
ATOT	Actual Take-Off Time
ATS	Air Traffic Services
AUA	ATC Unit Airspace
CASA	Computer Assisted Slot Allocation
CDM	Collaborative Decision Making
CFMU	EUROCONTROL Central Flow Management Unit
CFMU FCM	**OPSD Flow and Capacity Management function (former FMD)**

ACRONYM	DEFINITION
CFPU	Central Flight Processing Unit (in a State)
CHAMAN	Chaotic Situation Management
CHG	Modification Message
CNL	Cancellation Message
CPR	Correlated Position Report
CRAM	Conditional Route Availability Message
CSO	CFMU System Operations
CTOT	Calculated Take-Off Time
DEP	Departure Message
DES	De-Suspension Message
DEST	Destination
DLA	Delay message
DMR	Data Modification Request
ECAC	European Civil Aviation Conference
EFS	ETFMS Fall-Back System
EMER	Emergency
ENV	CFMU - Environment System
EOBD	Estimated Off-Block Date
EOBT	Estimated Off-Block Time
ERR	Error Message
ETFMS	Enhanced Tactical Flow Management System
ETO	Estimated Time Over
EUR	The ICAO European Region
EUROCONTROL	European Organisation for the Safety of Air Navigation
FAM	Flight Activation Monitoring
FCM	Flight Confirmation Message
FILTIM	Date and Time Stamp of original Message
FIR	Flight Information Region
FL	Flight Level
FLS	Flight Suspension Message
FMD	**Former CFMU** Flow Management Division**, now part of the OPSD**
FMP	Flow Management Position
FPL	Filed Flight Plan
FPM	Flight Planning Messages (FPL, CHG, CNL, …)
FSA	First System Activation Message
HOSP	Hospital
HUM	Humanitarian
IACA	International Air Carrier Association
IATA	International Air Transport Association
ICAO	International Civil Aviation Organization

ACRONYM	DEFINITION
ICNL	Individual Cancellation Message
IFPL	Individual Flight Plan Message
IFPS	Integrated Initial Flight Plan Processing System
IFPU	IFPS Unit
IFPU1/RPL	CFMU - IFPS Unit Section - Haren Brussels (BELGIUM)
IFPU2	CFMU - IFPS Unit Section - Brétigny-sur-Orge (FRANCE)
IOBD	Initial Off-Block Date
IOBT	Initial Off-Block Time
LOA	Letter Of Agreement
MAN	Manual
MFS	Message from Shanwick
MINLINEUP	Minimum time to line-up for take-off
MSG	Message
NEWCTOT	New Calculated Take-Off Time
NEWETOT	New Estimated Take-Off Time
NEWPTOT	New Provisional Take-Off Time
NEWRTE	New Route
NOTAM	Notice to Airmen
OBT	Off-Block Time
OLR	Off-Load Route
OPR	Operator
OPSD	**CFMU Operations Division**
ORGMSG	Original Message
ORGRTE	Original Route
OUR	Operational User Requirements
OUTREG	Out of Regulation
PTID	Point Identification
PTOT	Provisional Take-Off Time
RAD	Route Availability Document
RCA	CFMU TERMINAL - Remote Client Application
REA	Ready Message
REF	Reference
REG or REGUL	Regulation
REJ	Reject Message
REJCTOT	Reject Calculated Take-Off Time
RESPBY	Respond by (time out to give a response)
RFI	Ready/Request For (direct) Improvement Message
RFP	Replacement Flight Plan Procedure
RJT	Rerouteing Rejection Message
RMK	Remark

ACRONYM	DEFINITION
RPL	Repetitive Flight Plan
RRN	Rerouteing Notification Message
RRP	Rerouteing Proposal Message
RRTEREF	Reroute Reference designation
RSO	Route per State Overflown
RVR	Runway Visual Range
SAL	Slot Allocation List
SAM	Slot Allocation Message
SAR	Search and Rescue
SIP	Slot Improvement Proposal Message
SIT	Slot Issue Time
SITA	Société Internationale de Télécommunications Aéronautiques
SLC	Slot Cancellation Message
SMM	Slot Missed Message
SPA	Slot Improvement Proposal Acceptance Message
SRJ	Slot Improvement Proposal Rejection Message
SRM	Slot Revision Message
STS	Status Indicator
SWM	SIP Wanted Message
TFC	Traffic
TIS	Time to Insert into the Sequence
TRS	Time to Remove from the Sequence
TWR	Tower
UFN	Until Further Notice
UIR	Upper Flight Information Region
UNT	Until
URB	CFMU - User Relations **and Development** Bureau
UTC	Coordinated Universal Time
WEF	With Effect From

ANNEXES

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CFMU AREAS OF OPERATION

Valid from : AIRAC 0601 - 19 January 2006

Latest update of the CFMU Areas of Operation may be found on the web site : http://www.cfmu.eurocontrol.int/cfmu/public/related_links/operations_areasop.html

Area Id	Name
IFPZ	FPM Distribution Area
FPM_COPY	FPM Copy Distribution Area
ATFM_AREA	Air Traffic Flow Management Area of the CFMU
ATFM_ADJ	ATFM Adjacent Area
CASA_DIST	CASA Direct Distribution Area
CASA_IND	CASA Indirect Distribution Area
RSO_AREA	CRCO RTFM derived charge Area
CFMU_AREA	CFMU area of operations (Same as FPM_DIST + ATFM_AREA + RSO_AREA + FPM_COPY)
ENV_EXTR	FPM guaranteed extraction area (CFMU_AREA + EUR_RVSM + NAT_RVSM + Adjacent periphery to avoid re-entry)
RVSM_IFPS	EUR RVSM Airspace
RVSM_ADJ	NAT RVSM Airspace

COUNTRY	NAS	FIRs	Limits		ATFCM AREA	ATFCM ADJ	CASA DIST	CASA IND	IFPZ	FPM COPY	RSO AREA	CFMU AREA	RVSM IFPS	RVSM ADJ	ENV EXTR
Iceland	BI	BIRDFIR	GND	UNL		O	O							O	O
		EKVGCTA	GND	200					O			O			
		ENJM													
Algeria	DA	DAAAFIR	GND	UNL		O	O								O
Tunisia	DT	DTTCFIR	GND	245		O	O						O		O
		DTTCUIR	245	UNL											
Belgium	EB	EBBUFIR	GND	195	O		O		O		O	O	O		O
		EBURUIR	195	UNL											
Germany	ED	EDBBFIR	GND	245	O		O		O		O	O	O		O
		EDFFFIR	GND	245											
		EDLLFIR	GND	245											
		EDMMFIR	GND	245											
		EDWWFIR	GND	245											
		EDBBUIR	245	UNL											
		EDUUUIR	245	UNL											
		EDVVUIR	245	UNL											
Estonia	EE	EETTFIR	GND	195		O	O						O		O
		EETTUIR	195	UNL											
Finland	EF	EFESFIR	GND	245	O		O		O		O	O	O		O
		EFESUIR	245	UNL											
		EFPSFIR	GND	245											
		EFPSUIR	245	UNL											

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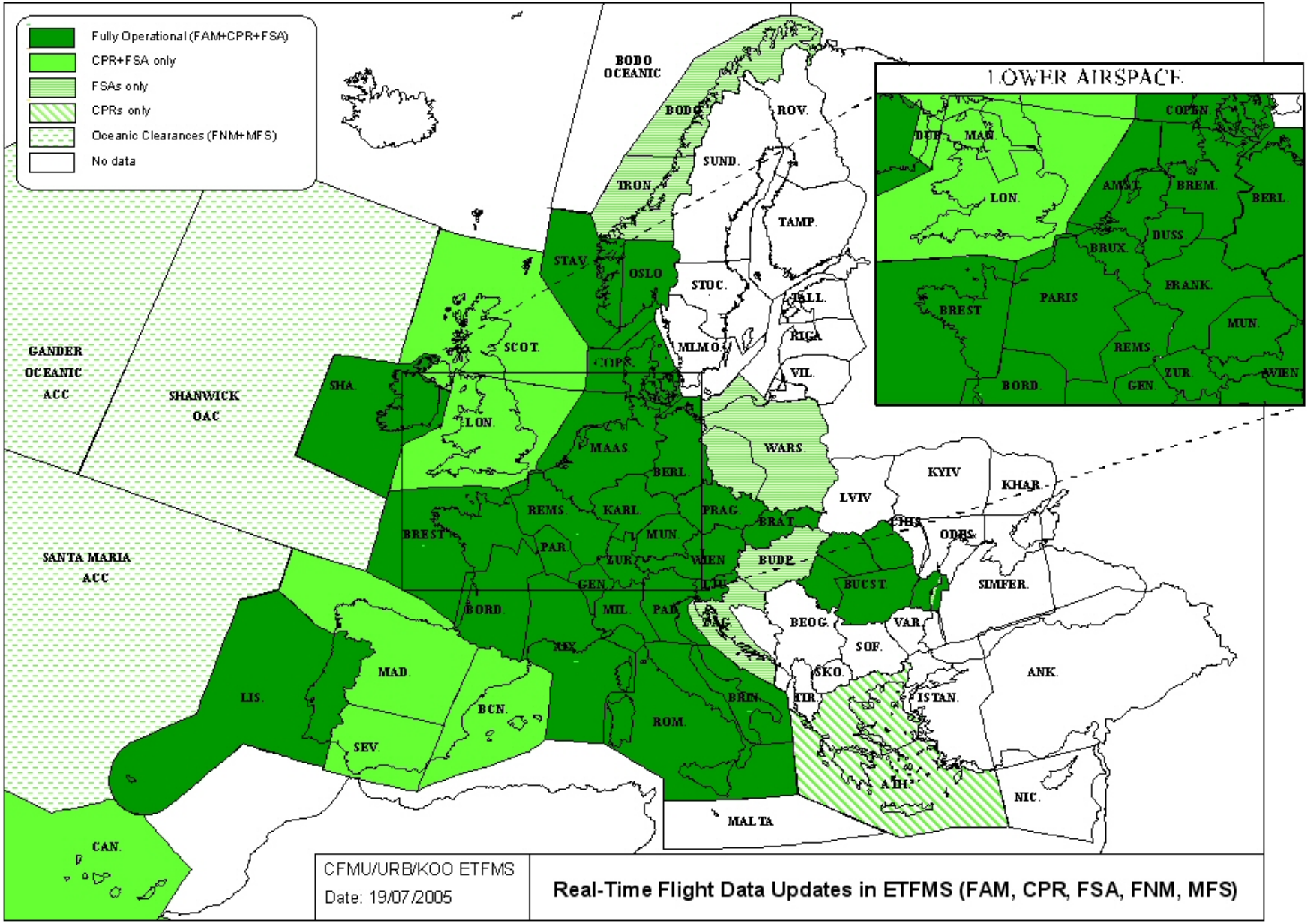
COUNTRY	NAS	FIRs	Limits		ATFCM AREA	ATFCM ADJ	CASA DIST	CASA IND	IFPZ	FPM COPY	RSO AREA	CFMU AREA	RVSM IFPS	RVSM ADJ	ENV EXTR
United Kingdom	EG	EGTTFIR	GND	245	O		O		O		O	O	O		O
		EGTTUIR	245	UNL											
		EGPXFIR	GND	245											
		EGPXUIR	245	UNL											
		EGGXFIR	GND	UNL										O	
		SOTA	GND	UNL					O		O		O		
		BOTA	GND	UNL	O		O					O			
		NOTA	**GND**	**UNL**										**O**	
The Netherlands	EH	EHAAFIR	GND	UNL	O		O		O		O	O	O		O
Ireland	EI	EISNFIR	GND	245	O		O		O		O	O	O		O
		EISNUIR	245	UNL											
Denmark	EK	EKDKFIR	GND	UNL	O		O		O		O	O	O		O
Luxembourg	EL	EB			O		O		O		O	O	O		O
Norway	EN	ENOBFIR	GND	UNL	O		O		O		O	O		O	O
		ENO**R**FIR	GND	245									O		
		ENO**R**UIR	245	UNL											
Poland	EP	EPWWFIR	GND	UNL	O		O		O		**01 Jan 2007**	O	O		O
Sweden	ES	ESAAFIR	GND	285	O		O		O		O	O	O		O
		ESAAUIR	285	UNL											
Latvia	EV	EVRRFIR	GND	285		O		O					O		O
		EVRRUIR	285	UNL											
Lithuania	EY	EYVLFIR	GND	195		O		O			**01 Jan 2007**		O		O
		EYVLUIR	195	UNL											
Morocco	GM	GMMMFIR	GND	UNL		O	O			O		O	O		O
		GEML	**GND**	**065**	**O**				**O**						
		GECT													
Senegal	GO	GOOOFIR	GND	245											O
		GOOOUIR	245	UNL											
Egypt	HE	HECCFIR	GND	UNL		O	O						O		O
Libya	HL	HLLLFIR	GND	UNL											O
Albania	LA	LAAAFIR	GND	245	O		O		O		O	O	O		O
		LAAAUIR	245	UNL											
Bulgaria	LB	LBSRFIR	GND	UNL	O		O		O		O	O	O		O
		LBWRFIR	GND	UNL											
Cyprus	LC	LCCCFIR	GND	UNL	O		O		O		O	O	O		O
Croatia	LD	LDZOFIR	GND	UNL	O		O		O		O	O	O		O

COUNTRY	NAS	FIRs	Limits		ATFCM AREA	ATFCM ADJ	CASA DIST	CASA IND	IFPZ	FPM COPY	RSO AREA	CFMU AREA	RVSM IFPS	RVSM ADJ	ENV EXTR
Spain	LE	LECBFIR	GND	245	O		O		O		O	O	O		O
		LECBUIR	245	UNL											
		LECMFIR	GND	245											
		LECMUIR	245	UNL											
		GCCCUIR GCCCFIR Radar Contr.	GND	UNL											
		GCCCUIR GCCCFIR Radio Contr.	GND	UNL											
France	LF	LFBBFIR	GND	195	O		O		O		O	O	O		O
		LFEEFIR	GND	195											
		LFFFFIR	GND	195											
		LFMMFIR	GND	195											
		LFRRFIR	GND	195											
		LFFFUIR	195	UNL											
Greece	LG	LGGGFIR	GND	245	O		O		O		O	O	O		O
		LGGGUIR	245	UNL											
Hungary	LH	LHCCFIR	GND	UNL	O		O		O		O	O	O		O
Italy	LI	LIBBFIR	GND	195	O		O		O		O	O	O		O
		LIBBUIR	195	UNL											
		LIMMFIR	GND	195											
		LIMMUIR	195	UNL											
		LIRRFIR	GND	195											
		LIRRUIR	195	UNL											
Slovenia	LJ	LJLAFIR	GND	UNL	O		O		O		O	O	O		O
Czech Republic	LK	LKAAFIR	GND	UNL	O		O		O		O	O	O		O
Israel	LL	LLLLFIR	GND	UNL		O	O						O		O
Malta	LM	LMMMFIR	GND	**195**	O		O		O		O	O	O		O
		LMMMUIR	**195**	**UNL**											
Austria	LO	LOVVFIR	GND	UNL	O		O		O		O	O	O		O
Portugal	LP	LPPCFIR	GND	245	O		O		O		O	O	O		O
		LPPCUIR	245	UNL											
		LPPOFIR	GND	UNL										O	
Bosnia-Herzegovina	LQ	LQSBFIR	GND	245	O			O	UN	O	UN	O	O		O
		LQSBUIR	245	UNL											
Romania	LR	LRBBFIR	GND	UNL	O		O		O		O	O	O		O
Switzerland	LS	LSASFIR	GND	195	O		O		O		O	O	O		O
		LSASUIR	195	UNL											
Turkey	LT	LTAAFIR	GND	UNL	O		O		O		O	O	O		O
		LTBBFIR	GND	UNL											
Moldova	LU	LUUUFIR	GND	285	O		O		O		O	O	O		O
		LUUUUIR	285	UNL											
The FYROM	LW	LWSSFIR	GND	UNL	O		O		O		O	O	O		O
Serbia and Montenegro	LY	LYBAFIR	GND	285	O		O		O		**01Mar 2006**	O	O		O
		LYBAUIR	285	UNL											

COUNTRY	NAS	FIRs	Limits		ATFCM AREA	ATFCM ADJ	CASA DIST	CASA IND	IFPZ	FPM COPY	RSO AREA	CFMU AREA	RVSM IFPS	RVSM ADJ	ENV EXTR
Slovakia	LZ	LZBBFIR	GND	UNL	O		O		O		O	O	O		O
Iran	**OI**	**OIIXFIR**	**GND**	**UNL**										**O**	**O**
Jordan	OJ	OJACFIR	GND	UNL									O		O
Lebanon	OL	OLBBFIR	GND	UNL		O	O						O		O
Syria	OS	OSDIFIR	GND	UNL									O		O
Azerbaijan	UB	UBBBFIR	GND	UNL									O		O
Armenia	**UD**	**UDEEFIR**	GND	UNL	Date UN				**Date UN**		Date UN	**Date UN**		O	O
Georgia	UG	UGGGFIR	GND	UNL									O		O
Ukraine	UK	UKBVFIR	GND	UNL	O			O	O		**01 Jan 2007**	O	O		O
		UKHVFIR	GND	UNL											
		UKFVFIR	GND	UNL											
		UKLVFIR	GND	UNL											
		UKOVFIR	GND	UNL											
Russian Federation	U	UMKKFIR	GND	UNL		**O**				**O**			**O**		O
		URRVFIR	GND	UNL											
		ULPBFIR	GND	UNL											
		ULLLFIR	GND	UNL											
		ULOLFIR	GND	UNL											
		UUWVFIR	GND	UNL											
		ULMMFIR	GND	UNL											
Belarus	UM	UMMVFIR	GND	UNL		UMMS AD	UMMS AD	O					O		O



Latest update of this map may be found on web site http://www.cfmu.eurocontrol.int/

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OPERATIONAL USER REQUIREMENT (OUR)

Please return this form to: **EUROCONTROL - CFMU**
User Relations and Development Bureau (URB)
Rue de la Fusée, 96
B - 1130 BRUSSELS BELGIUM
Fax : ++32 (0) 2 729.97.25
mailto:cfmu.customersupport@eurocontrol.int

Org/Unit:	Your Ref./number:	Org/Name/Date:
From Name: Service: Address: Country:		Phone: Fax: E-mail:

System(s) Concerned	IFPS/IFPUV ❒	ETFMS ❒	CHMI ❒	CIA ❒	DWH ❒
	ENV ❒	CIR ❒	ACA ❒	AME ❒	
Category	ENV Data ❒	RPL Data ❒	Other Flight Data ❒		ATFCM MSGs ❒
	CASA ❒	Addressing ❒	Other ❒		

Affected Feature:

Summary:

Description, Context:

OPERATIONAL USER REQUIREMENT (OUR)

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User Relations and Development Bureau (URB)
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mailto:cfmu.customersupport@eurocontrol.int

Instructions for the completion of the Operational User Requirement (OUR).

The OUR should be used to indicate a new requirement in terms of CFMU systems development, to request the implementation of a new function or suggest an improvement to an existing function or process within a CFMU system.

An electronic format of this form is available from the e-mail address detailed above.

The form should be completed as extensively as possible, with all fields completed with relevant information. Supplementary information related to the report, such as screen print outs will also be of value to assist in the subsequent analysis. One form should be used for each requirement to be reported.

After completion the form should be sent by:

E-mail (preferred option).

FAX to the number annotated on the forms.

Surface post to the address detailed.

Upon receipt of the report, User Relations and Development Bureau (URB) will assign to it a unique reference which will also be provided to the originator of the report when acknowledging its receipt by URB. If this reference is not received **within 5 working days** then contact should be made with URB to confirm receipt of the report.

After initial analysis within URB, the report will be dispatched to the relevant section within CFMU for detailed analysis and subsequent actions. The section who completes the analysis will contact the originator of the claim. If the originator wishes to establish the status of any claim, contact should be made with URB.

THE MESSAGE FIELDS, ABBREVIATIONS AND DEFINITIONS

KEYWORD	DEFINITION
ARCTYP	Aircraft type.
ADEP	ICAO indicator for Aerodrome of Departure.
ADES	ICAO indicator for Aerodrome of Destination.
ARCID	ICAO Aircraft Identification.
COMMENT	This field provides additional information.
CTOT	Calculated Take-Off Time.
EOBD	Date of Flight (this field can optionally be used in messages from AOs to the CFMU when an ambiguity may exist with the date). The format is and will remain YYMMDD (i.e. no century).
EOBT	Estimated Off-Block Time.
ERRFIELD	ADEXP name of erroneous field(s).
FILTIM	Date and Time Stamp of original message.
FURTHRTE	Further route, i.e. the route to be followed after the reference point (It may optionally repeat the reference point).
IFPLID	IFPS Identification. This is the unique flight plan identification which is issued by IFPS. It is only available in flight plans which have been distributed in ADEXP format.
IOBD	Initial Off-Block Date. The format is and will remain YYMMDD (i.e. no century).
IOBT	Initial Off-Block Time.
MINLINEUP	Minimum time to line-up for take-off.
NEWCTOT	Revised CTOT.
NEWPTOT	New Provisional Take-Off Time.
NEWRTE	New Route (when a Rerouteing is proposed).
ORGMSG	Reference to the title of a message originally received.
ORGRTE	Original Route (when a Rerouteing is proposed).

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THE MESSAGE FIELDS, ABBREVIATIONS AND DEFINITIONS

KEYWORD	DEFINITION
POSITION	The actual position of the aircraft. The POSITION field is a composite field, which may consist of the following subfields : ADID : Aerodrome Identification, i.e. ICAO location indication of the airfield. PTID : Point identification, i.e. the name of the route point. : For Aerodromes, this field contains the Actual-Take-Off time and for route points, this field contains the actual Time-Over the point. FL : For Aerodromes, this field shall (if present) contain the airfield elevation and for route points, this field contains the actual flight level over the point.
PTOT	Provisional Take-Off Time.
REASON	Reason to explain an action by ETFMS (e.g. rejection, cancellation, etc.).
REGCAUSE	Reason of Regulation.
REGUL	Identifier for the restriction imposed.
REJCTOT	Rejection of a new CTOT where a Slot Improvement has been proposed by the CFMU.
RESPBY	Latest time by which a Response must be received.
RRTEREF	Reroute Reference designation.
RVR	Runway Visual Range (this field is optional in certain messages).
TAXITIME	The average taxiing time for the runway in use which was considered by ETFMS to derive the take-off times from the off-block times when calculating the last flight profile.
TITLE	Message name.

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ATFCM MESSAGE EXAMPLES

The following table gives examples of all ATFCM messages currently in use. The table includes a brief description of each message and subsequent actions.

SLOT RELATED MESSAGES - ORIGINATED BY CFMU		
MESSAGE *& example*	**DEFINITION**	**PROCEDURE & ACTION**
-TITLE SAM **(1)** **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-CTOT** *1030* **-REGUL** *UZZU11* **-TAXITIME** *0020* **-REGCAUSE** *CE 81*	**SAM : SLOT ALLOCATION MESSAGE** The **SAM** is used to inform AOs & ATS of the Calculated Take-Off Time (CTOT) computed by CASA for an individual flight, to which AOs/ATC must adhere.	Sent to AOs/ATS 2 hours before the last received EOBT. AOs/ATC must comply with the CTOT.
TITLE SAM **(2)** **-ARCID** *AMC 101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-CTOT** *1200* **-REGUL** *LMMLA01* **-COMMENT** ***CLOSURE*** **-TAXITIME** *0010* **-REGCAUSE** *AA 83*	**SAM : SLOT ALLOCATION MESSAGE** ***In the case of :*** **Closure** A **SAM** message is sent by the CFMU when a problem occurs on the flight path requiring a modification of the take off time e.g. closure of aerodrome for a short period.	In the event of a closure for a short period the **CFMU** activates exceptional condition mechanism to inform AOs individually of the delay of their flight(s). The AO and ATC shall comply to the(NEW)CTOT according to the usual ICAO rules. The (NEW)CTOT may be modified as the situation requires. When an AO submits an amendment (e.g. DLA or CHG) to IFPS, he must always give as EOBT the earliest EOBT he may comply with. This time is not directly related to the (NEW)CTOT provided in the SRM. The EOBT in IFPS should always reflect the time at which the Aircraft Operator actually wants to be off-blocks. The flight plan may be modified to avoid the problem area. Reference shall be made to AIM/ANM and NOTAM.
-TITLE SAM **(3)** **-ARCID** *AMC 101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-CTOT** *1200* **-RVR** *100* **-REGUL** *LMMLA01* **-COMMENT** ***RVR CRITERIA NOT MET*** **-TAXITIME** *0010* **-REGCAUSE** *WA 84*	**SAM : SLOT ALLOCATION MESSAGE** ***In the case of*** **Runway Visual Range (RVR)** An SAM message is sent by the CFMU when a problem occurs at or around aerodromes requiring a modification of the take off time e.g. low visibility conditions which affect ATC capacity. The flight is delayed to arrive when RVR requirement is met (the RVR field will be added in the SAM message indicating the minimum RVR required as well as the related comment).	ETFMS sends individual Slot Allocation Messages to inform AOs and/or ATC that a flight has been delayed to arrive when RVR requirement is met. An SAM will be sent immediately at or after the moment of slot issue. AOs/ATC must conform to the SAM and, where required, the relevant AIM. Flight delayed due to insufficient RVR are repositioned in the slot list at reception of messages from AOs (see FCM below). The message will be followed by a SRM (indicating the NEWCTOT) or an SLC which indicate the departure requirements.

SLOT RELATED MESSAGES - ORIGINATED BY CFMU		
MESSAGE *& example*	**DEFINITION**	**PROCEDURE & ACTION**
-TITLE SAM **(4)** **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-CTOT** *1240* **-RVR** ***100*** **-REGUL** LMMLA01 **-COMMENT** ***RVR CRITERIA NOT MET*** **-TAXITIME** *0020* **-REGCAUSE** WA 84	**SAM : SLOT ALLOCATION MESSAGE** ***In the case of*** **Runway Visual Range (RVR)** When a flight delayed due to an insufficient RVR is also affected by another regulation the RVR field will also be added in SAM message indicating the minimum RVR required as well as the related comment as currently provided in the SAM flight delayed only because of weather conditions.	Flights affected by weather conditions may become subject to ATFCM regulation. Sent to AOs/ATS 2 hours before the last received EOBT. AOs/ATS must comply with the CTOT. The CTOT may evolve as the situation requires. When an AO submits an amendment message (e.g. DLA or CHG) to IFPS, he must always give as EOBT the earliest EOBT he may comply with. This time is not directly related to the CTOT provided in the SAM. The EOBT in IFPS should always reflect the time at which the Aircraft Operator actually wants to be off-blocks.
-TITLE SRM **(1)** **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0020* **-NEWCTOT** *0050* **-REGUL** *UZZU12* **-TAXITIME** *0020* **-REGCAUSE** *CE 81*	**SRM : SLOT REVISION MESSAGE** After CASA has issued an initial **SAM**, subsequent updates may be notified via the **Slot Revision Message** (**SRM**). This message may be used to indicate a delay increase or decrease.	The **SRM** notifies a significant change of slot It is issued not earlier than 2 hours before the last received EOBT. This EOBT may be provide by DLA or CHG. AOs/ATC must comply with the NEWCTOT.
TITLE SRM **(2)** **-ARCID** *AMC 101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-NEWCTOT** *1200* **-REGUL** *LMMLA01* **-COMMENT** ***CLOSURE*** **-TAXITIME** *0010* **-REGCAUSE** *AA 83*	**SRM : SLOT REVISION MESSAGE** ***In the case of :*** **Closure** An **SRM** message is sent by the CFMU when a problem occurs on the flight path requiring a modification of the take off time e.g. closure of aerodrome.	In the event of a closure for a short period the **CFMU** activates exceptional condition mechanism to inform AOs individually of the delay of their flight(s). The AO and ATC shall comply to the(NEW)CTOT according to the usual ICAO rules. **The (NEW)CTOT may be modified as the situation requires. When an AO submits an amendment (e.g. DLA or CHG) to IFPS, he must always give as EOBT the earliest EOBT he may comply with. This time is not directly related to the (NEW)CTOT provided in the SAM/SRM. The EOBT in IFPS should always reflect the time at which the Aircraft Operator actually wants to be off-blocks.** The flight plan may be modified to avoid the problem area. Reference shall be made to AIM/ANM and NOTAM.

SLOT RELATED MESSAGES - ORIGINATED BY CFMU		
MESSAGE *& example*	**DEFINITION**	**PROCEDURE & ACTION**
-TITLE SRM **(3)** **-ARCID** *AMC 101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-NEWCTOT** *1200* **-RVR** *100* **-REGUL** *LMMLA01* **-COMMENT** ***RVR CRITERIA NOT MET*** **-TAXITIME** *0010* **-REGCAUSE** *WA 84*	**SRM : SLOT REVISION MESSAGE** ***In the case of*** **Runway Visual Range (RVR)** An SRM message is sent by the CFMU when a problem occurs at or around aerodromes requiring a modification of the take off time e.g. low visibility conditions which affect ATC capacity. The flight is delayed to arrive when RVR requirement is met (the RVR field will be added in the SRM message indicating the minimum RVR required as well as the related comment).	ETFMS sends individual Slot Allocation Messages to inform AOs and/or ATC that a flight has been delayed to arrive to arrive when RVR requirement is met. **A SRM will be sent immediately** **AOs/ATC must conform to the SRM and, where required, the relevant AIM.** Flight delayed due to insufficient RVR are repositioned in the slot list at reception of messages from AOs (see FCM below). **The message will be followed by a SRM (indicating the NEWCTOT) or an SLC which indicate the departure requirements.**
-TITLE SLC **(1)** **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-REASON** *OUTREG* **-TAXITIME** *0020*	**SLC : SLOT REQUIREMENT CANCELLATION MESSAGE** Sent to AOs/ATS to advise that a flight which has received a **CTOT** is no longer subject to an ATFCM restriction.	The flight is no longer subject to ATFCM measures and may depart without delay. **If the EOBT of the flight is not realistic (e.g. more than 15 minutes in the past) the SLC will indicate a** COMMENT PLEASE UPDATE EOBT WITH A DLA MSG reminding the AO to update its EOBT by sending a DLA**)**.
-TITLE SLC **(2)** **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-REASON** *VOID* **-COMMENT** *FLIGHT CANCELLED* **-TAXITIME** *0020*	**SLC : SLOT REQUIREMENT CANCELLATION MESSAGE** ***In the case of*** **Cancel** Sent to AOs/ATS to confirm that the slot of a regulated flight has been released as a result of a CNL.	When an SLC is issued as a result of an CNL, the field -COMMENT FLIGHT CANCELLED will be included in the SLC.

SLOT RELATED MESSAGES - ORIGINATED BY CFMU		
MESSAGE *& example*	**DEFINITION**	**PROCEDURE & ACTION**
-TITLE SIP **-ARCID** *AMC 101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-CTOT** *1030* **-NEWCTOT** *1010* **-REGUL** *UZZU11* **-RESPBY** *0930* **-TAXITIME** *0020*	**SIP : SLOT IMPROVEMENT PROPOSAL MESSAGE** The **SIP** proposes a NEWCTOT. A response is expected from the AO. If no response is given, the proposal expires at the respond by (RESPBY) time and the last published CTOT remains valid.	If CASA is able to improve the CTOT by a significant amount, by using the slots freed due to a revised EOBT, Slot Missed Message or an improved flow rate, etc., a proposal is put to the AO before the NEWCTOT becomes firm. The AO accepts the proposal with an **SPA** or rejects with an **SRJ**.
-TITLE FLS **(1)** **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-REGUL** *LMMLA01* **-COMMENT** ***CLOSURE*** **-TAXITIME** *0020* **-REGCAUSE** *AA 83*	**FLS : FLIGHT SUSPENSION MESSAGE** ***In the case of :*** **Closure** ETFMS indicates with **FLS** that this flight is considered as not taking off. The flight data are kept in the database but suspended (closure of an aerodrome for a long period).	In the event of a closure for a long period the **CFMU** activates the exceptional condition mechanism to inform AOs individually of the suspension of their flight(s). The identifier of the regulation(s) concerned together with the corresponding regulation cause are inserted in the FLS message AO must confirm their intent to operate **in the provided regulation(s)** with an FCM, in order to receive a slot after re-opening.
-TITLE FLS **(2)** **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-RVR** *350* **-RESPBY** *0855* **-REGUL** *UZZU11* **-COMMENT** ***RVR UNKNOWN*** **-TAXITIME** *0020* **-REGCAUSE** WA *84*	**FLS : FLIGHT SUSPENSION MESSAGE** ***In the case of*** **Runway Visual Range (RVR)** The flight is suspended (comment will be RVR UNKNOWN) until the flight's RVR is provided to the CFMU .	ETFMS sends individual Flight Suspension Messages to inform AOs and/or ATC that a flight has been suspended. **A RESPBY time is also in the message enabling the AO to keep its present CTOT if the CHG/FCM with sufficient RVR is received by the CFMU in due time.** An **FLS** will be sent immediately where a flight has already received a CTOT. The **FLS** is sent instead of a **SAM** at the moment of slot issue. The identifier of the regulation concerned together with the corresponding regulation cause are inserted in the FLS message.

SLOT RELATED MESSAGES - ORIGINATED BY CFMU		
MESSAGE *& example*	**DEFINITION**	**PROCEDURE & ACTION**
-TITLE FLS **(3)** **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-COMMENT** ***SMM RECEIVED*** **-TAXITIME** *0020*	**FLS : FLIGHT SUSPENSION MESSAGE** ***In the case of :*** **Slot Missed Message (SMM)** After the reception of a **SMM**, the flight is put in suspension and ETFMS originates an **FLS**. The flight will be de-suspended after the reception of an DLA.	Flights may be reactivated internally at the **CFMU** or at reception of messages from AOs (see **FCM** below). AOs/ATC must conform to the FLS and, where required, the relevant AIM. The message will be followed by a SAM (indicating the CTOT) or a DES which indicate the departure requirements.
-TITLE FLS **(4)** **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-COMMENT** ***NOT REPORTED AS AIRBORNE*** **-TAXITIME** *0020*	**FLS : FLIGHT SUSPENSION MESSAGE** ***In the case of :*** ***Flight Activation Monitoring*** The flights, which are expected to be airborne but are not actually reported as airborne will be regularly "shifted" then suspended and ETFMS will originate an FLS. The flight will be de-suspended after the reception of an DLA.	Flights may be reactivated at reception of DLA or CHG messages from AOs. AOs/ATC must conform to the FLS and, where required, the relevant AIM. The message will be followed by a SAM (indicating the CTOT) or a DES which indicates the departure requirements. If the flight has already departed, the first received ATC message (DEP/FSA) or the first received CPR will automatically de-suspend the flight.
-TITLE DES **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-TAXITIME** *0020*	**DES : DE-SUSPENSION MESSAGE** This CFMU message indicates that a flight which was previously suspended is now de-suspended.	The flight is de-suspended by ETFMS and is no longer subject to ATFCM measures. No action is normally required of AOs/ATS **but if the EOBT of the flight is not realistic (e.g. more than 15 minutes in the past) the DES will indicate a** COMMENT PLEASE UPDATE EOBT WITH A DLA MSG reminding the AO to update its EOBT by sending a DLA. In the meantime the flight will be counted as if departed taxitime + TIS after the de-suspension. AO shall update the EOBT by sending a DLA/CHG

SLOT RELATED MESSAGES - ORIGINATED BY CFMU		
MESSAGE *& example*	**DEFINITION**	**PROCEDURE & ACTION**
-TITLE RRP **(1)** **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *1030* **-ORGRTE** *MID UA1 RBT UG32 TOP UA1 ELB UA12 PAL UA18 EKOLA A18 MLQ* **-CTOT** *1230* **-RRTEREF** *EGLLLMML1* **-NEWRTE** *MID UA1 RBT UG32 BAJKO UA21 NIZ UA2 AJO UA9 CAR UB21 PANTA B21 MLQ* **-NEWCTOT** *1105* **-RESPBY** *0900* **-TAXITIME** *0020*	**RRP : REROUTEING PROPOSAL MESSAGE** This message is sent to an AO to offer a different CTOT or to avoid the need for a slot on a new route. A "respond by time" is also added. ***Example 1*** The flight had already received a CTOT corresponding to its original route (ORGRTE). A new CTOT is offered provided the flight is refiled along the proposed new route (NEWRTE).	This issue follows a what-if reroute and "apply" made at the **CFMU**. The AO who wishes to benefit from the offer shall consequently modify its flight plan either with a CHG (this solution preferred when the flight is conducted wholly within the IFPS/CFMU area of responsibility) or a CNL and refile using the Replacement Flight Plan procedure (RFP). This should be received before the RESPBY time. At the reception of the new route in the flight plan ETFMS will merge it to the proposal.
-TITLE RRP **(2)** **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *1030* **-ORGRTE** *MID UA1 RBT UG32 TOP UA1 ELB UA12 PAL UA18 EKOLA A18 MLQ* **-CTOT** *1230* **-RRTEREF** *EGLLLMML2* **-NEWRTE** *MID A1 BOGNA UA1 RBT UG32 TOP UA1 ELB UA12 UA18 EKOLA A18 MLG DCT MLQ* **-RESPBY** *0900* **-REASON** *OUTREG* **-TAXITIME** *0020*	***Example 2*** This flight is rerouted from a route which is crossing a regulated area(s) to a new route without a regulation. The REASON OUTREG indicates that there is no slot required, for that route.	Then SLC, SAM, SRM messages will be transmitted as appropriate. The possible combination of optional fields is as follows : -CTOT -NEWCTOT -CTOT -REASON -PTOT -NEWPTOT -PTOT -REASON -PTOT -NEWCTOT -NEWCTOT only -NEWPTOT only

SLOT RELATED MESSAGES - ORIGINATED BY CFMU		
MESSAGE *& example*	**DEFINITION**	**PROCEDURE & ACTION**
-TITLE RRP **(3)** **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *1030* **-ORGRTE** *MID UA1 RBT UG32 TOP UA1 ELB UA12 PAL UA18 EKOLA A18 MLQ* **-PTOT** *1230* **-RRTEREF** *EGLLLMML1* **-NEWRTE** *MID UA1 RBT UG32 BAJKO UA24 NIZ UA2 AJO UA9 CAR UB21 PANTA B21 MLQ* **-NEWPTOT** *1100* **-RESPBY** *0730* **-TAXITIME** *0020*	***Example 3*** This flight has not yet received its slot, only a provisional take-off (PTOT) time was calculated. A new provisional take-off (NEWPTOT) time is calculated which corresponds to the new proposed route. This value may be modified until the final slot is issued.	This issue follows a what-if reroute and "apply" made at the **CFMU**. The AO who wishes to benefit from the offer shall consequently modify its flight plan either with a CHG or a CNL and refile using the Replacement Flight Plan procedure (RFP). This should be received before the RESPBY time. At the reception of the new route in the flight plan ETFMS will merge it to the proposal. Then SLC, SAM, SRM messages will be transmitted as appropriate.
-TITLE RRP **(4)** **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *1030* **-ORGRTE** *MID UA1 RBT UG32 TOP UA1 ELB UA12 PAL UA18 EKOLA A18 MLQ* **-PTOT** *1230* **-RRTEREF** *EGLLLMML2* **-NEWRTE** *MID A1 BOGNA UA1 RBT UG32 TOP UA1 ELB UA12 UA18 EKOLA A18 MLG DCT MLQ* **-RESPBY** *0730* **-REASON** *OUTREG* **-TAXITIME** *0020*	***Example 4*** Same as above. The flight has not yet received a slot and is proposed a route with no regulation active at the time of the proposal.	The possible combination of optional fields is as follows : -CTOT -NEWCTOT -CTOT -REASON -PTOT -NEWPTOT -PTOT -REASON -PTOT -NEWCTOT -NEWCTOT only -NEWPTOT only

SLOT RELATED MESSAGES - ORIGINATED BY CFMU		
MESSAGE *& example*	**DEFINITION**	**PROCEDURE & ACTION**
-TITLE RRN (1) **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *1030* **-ORGRTE** *MID UA1 RBT UG32 TOP UA1 ELB UA12 PAL UA18 EKOLA A18 MLQ* **-CTOT** *1230* **-RRTEREF** *EGLLLMML1* **-NEWRTE** *MID UA1 RBT UG32 BAJKO UA21 NIZ UA2 AJO UA9 CAR UB21 PANTA B21 MLQ* **-NEWCTOT** *1105* **-RESPBY** *0900* **-TAXITIME** *0020*	**RRN : REROUTEING NOTIFICATION MESSAGE** This message is sent to an AO to notify a rerouteing triggered through the CFMU terminal. ***Example 1*** The flight had already received a CTOT corresponding to its original route (ORGRTE). A new CTOT is offered provided that the flight is refiled along the proposed new route (NEWRTE).	The RRN message is issued in case of an acceptance of the rerouteing with option "CNL original FPL", book slot and flight plan refile by the AO via SITA/AFTN. The flight plan is cancelled in the CFMU system and a new slot may be booked : The IFPS proceeds exactly as if a cancel(CNL) message had been submitted by the user. SLC are distributed with the FPL cancellations. RRN messages are sent by ETFMS to AO addresses in accordance with the addressing rules in the ATFCM Users Manual and, in addition, to the address associated to the CFMU terminal having made the Apply.
-TITLE RRN (2) **-ARCID** *AMC101* **-IFPLID** *AA12345678* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *1030* **-ORGRTE** *MID UA1 RBT UG32 TOP UA1 ELB UA12 PAL UA18 EKOLA A18 MLQ* **-CTOT** *1230* **-RRTEREF** *EGLLLMML2* **-NEWRTE** *MID A1 BOGNA UA1 RBT UG32 TOP UA1 ELB UA12 UA18 EKOLA A18 MLG DCT MLQ* **-RESPBY** *0900* **-REASON** *OUTREG* **-TAXITIME** *0020*	***Example 2*** This flight is rerouted from a route which is crossing a regulated area(s) to a new route without a regulation. The REASON OUTREG indicates that there is no slot required, for that route.	This message includes the new route description and e.g. : **-NEWCTOT** *1105* the new slot calculation result **-REASON** *OUTREG* when the new route is not subject to ATFCM regulation or **The user is now expected to file a new flight plan in order to match the new conditions**. **This shall be received before RESPBY time.** The route should be fully consistent with the one provided within the RRN message and also displayed on the CFMU terminal. Then SAM or FLS messages will be transmitted as appropriate. The possible combination of optional fields is as follows : -CTOT -NEWCTOT -CTOT -REASON -NEWCTOT only
-TITLE ERR **-ARCID** *AMC101* **-FILTIM** *0915* **-ORGMSG** *SMM* **-REASON** *SYNTAX ERROR*	**ERR : ERROR MESSAGE** The error message indicates that an error has been found in a message previously received by ETFMS. The erroneous field or the reason for rejection may be indicated.	This message is sent by ETFMS when a message is received but its syntax is incorrect and cannot be processed. It can also be sent when a message is received with a correct syntax but the message cannot be correlated to an existing flight plan or the message is not relevant (e.g. an EOBT earlier than the previous one). AOs/ATS resend the correct message.

SLOT RELATED MESSAGES - ORIGINATED BY AOs/ATS

ATFCM messages originated by AOs/ATS may include the IFPLID, preferably only if generated automatically.

MESSAGE & *example*	**DEFINITION**	**PROCEDURE & ACTION**
-TITLE SMM **-ARCID** *AMC101* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *0945* **-CTOT** *1020*	**SMM : SLOT MISSED MESSAGE** This message is originated by an AO when a slot time given in the **SAM** cannot be achieved but where a new EOBT cannot be supplied.	CFMU cancels the issued CTOT and issues the suspension with an FLS message. The flight is suspended until : AOs/ATS will advise new EOBT (when known) via a Change (**CHG**), Delay (**DLA**) or CNL and refile into IFPS. The CFMU responds with an SAM or a DES.
-TITLE SPA **-ARCID** *AMC101* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBT** *0945* **-NEWCTOT** *1010*	**SPA : SLOT IMPROVEMENT PROPOSAL ACCEPTANCE MESSAGE** This message is a positive response to a Slot Improvement Proposal (**SIP**) message.	CFMU confirms thereafter NEWCTOT with an SRM if an SPA is received within the RESPBY time. If an **SPA** outside RESPBY time or if parameters of restriction have changed, an error message will be sent stating the REASON i.e. VOID. AOs/ATC comply with the NEWCTOT or SRM.
-TITLE SRJ **-ARCID** *AMC101* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBT** *0945* **-REJCTOT** *1010*	**SRJ : SLOT PROPOSAL REJECTION MESSAGE** This message is confirmation that an AO cannot comply with a Slot Improvement Proposal (**SIP**) message.	Use of this message will allow the SIP slot to be released back into the system for potential use elsewhere. The AO keeps the original slot received before the **SIP**.
-TITLE RFI **-ARCID** *AMC101* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *1030*	**RFI : RFI MESSAGE** The RFI message is used by the AO to change the flight's readiness status from SWM (RFI NO) to RFI. The RFI status of the flight will be set to YES.	The AO operating a flight having its RFI status set to YES will receive an SRM if any improvement is possible. ATC will also receive the same message. AO and ATC shall comply with the NEWCTOT.
-TITLE SWM **-ARCID** *AMC101* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *1030*	**SWM : SIP WANTED MESSAGE** The SWM message is used by the AO to indicate that it cannot accept SRM when an improvement is possible but wants to be in a position to refuse an improvement. The RFI status of the flight will be set to NO.	The AO operating a flight having its RFI status set to NO will receive a SIP if any improvement is possible. The AO will accept the proposal with an SPA or reject it with an SRJ.

SLOT RELATED MESSAGES - ORIGINATED BY AOs/ATS

ATFCM messages originated by AOs/ATS may include the IFPLID, preferably only if generated automatically.

MESSAGE & *example*	DEFINITION	PROCEDURE & ACTION
-TITLE REA **-ARCID** *ABC101* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBD** *040901* **-EOBT** *1030* **-MINLINEUP** *0005*	**REA : READY MESSAGE** For flights having already received their slot and being in a situation to depart before their CTOT (doors closed and ready to depart), the Aircraft Operator may ask local ATC to send a Ready (REA) message. In the REA local ATC may also include a MINLINEUP time, to indicate the minimum time needed for that flight to get from its position to take-off.	Only ATC/ATFCM units can send a REA message. REA may be sent between EOBT minus 30 minutes and the CTOT of the flight. When the REA is filed before the EOBT, the flight is considered as having a new EOBT at this filing time and the MINLINEUP as a revised taxi time. To keep track of the difference between the filed off block time and the effective one in ETFMS all subsequent ATFCM messages include the field(s) IOBT and possibly IOBD (IOBT = latest EOBT filed before the REA was sent). The MINLINEUP is constrained in the range [5 min, 45 min] If an improvement is possible AO and ATC will receive an SRM.
-TITLE FCM (1) **-ARCID** *AMC101* **-ADEP** *EGLL* **-ADES** *LMML* **-EOBT** *0945* **-RVR** *200*	**FCM : FLIGHT CONFIRMATION MESSAGE** An AO indicates to ETFMS the **RVR capability of** a flight with an EOBT in the future. A suspended flight with an EOBT in the past or an obsolete EOBT must first be amended by a DLA **and then confirmed by an FCM, which includes the flight's RVR capability** . When the route has also to be changed it must be amended by a CHG**, which will include an amended route and the flight's RVR capability**.	An AO may send an **FCM** in response to a selective AIM or to an individual FLS message **to provide** the RVR operating minima which should be given in metres. When **the flight's RVR capability** is requested, the flight is kept suspended within ETFMS until this **RVR capability is provided by CHG or** FCM message or until the **CFMU** releases the **RVR** requirement or until a DLA/CHG message pushes the flight outside the period requesting the **RVR**.
-TITLE FCM (2) **-ARCID *AMC101*** **-ADEP *EGLL*** **-ADES *LMML*** **-EOBT *0945*** **-REGUL *LMMLA01***	**FCM : FLIGHT CONFIRMATION MESSAGE** **An AO indicates to ETFMS that a flight with an EOBT in the future is now confirmed for the regulation(s) provided in this FCM.** **A suspended flight with an EOBT in the past or an obsolete EOBT must first be amended by a DLA and then confirmed by an FCM. When the route has also to be changed it must first be amended by a CHG and then confirmed by an FCM.**	**An AO may send an FCM in response to a selective AIM or to an individual FLS message.** **When a confirmation is requested, the flight is kept suspended within ETFMS until FCM message(s) confirm the flight in all affecting regulation(s) requesting a confirmation or until the CFMU releases the confirmation requirement or until a DLA/CHG message pushes the flight outside the period requesting the confirmation.**

SLOT RELATED MESSAGES - ORIGINATED BY AOs/ATS

ATFCM messages originated by AOs/ATS may include the IFPLID, preferably only if generated automatically.

MESSAGE *& example*	**DEFINITION**	**PROCEDURE & ACTION**
-TITLE FCM (3) **-ARCID** ***AMC101*** **-ADEP** ***EGLL*** **-ADES** ***LMML*** **-EOBT** ***0945*** **-RVR** ***200*** **-REGUL** ***LMMLA01***	**FCM : FLIGHT CONFIRMATION MESSAGE** **An AO indicates to ETFMS that a flight with an EOBT in the future is now confirmed for the regulation(s) provided in this FCM. The message may include the flight's RVR capability.** **A suspended flight with an EOBT in the past or an obsolete EOBT must first be amended by a DLA and then confirmed by an FCM. When the route has also to be changed it must first be amended by a CHG and then confirmed by an FCM.**	**An AO may send an FCM in response to a selective AIM or to an individual FLS message. If so required, it includes the RVR operating minima which should be given in metres.** **When both a confirmation and a flight's RVR capability are requested, the flight is kept suspended within ETFMS until FCM message(s) confirm the flight in all affecting regulation(s) requesting a confirmation and provide the flight's RVR capability or until the CFMU releases the confirmation and the RVR requirement or until a DLA/CHG message pushes the flight outside the period requesting the confirmation and the RVR.**
-TITLE RJT **-ARCID** *AMC101* **-ADEP** *EGLL* **-EOBT** *0945* **-ADES** *LMML* **-RRTEREF** *EGLLLMML1*	**RJT : REROUTEING REJECTION MESSAGE** Used by an AO to reject an **RRP** message.	Use of the **RJT** will enable the slot potentially associated with the RRP, to be released back into the system for possible use elsewhere.

PRIMARY FIELD COMPOSITION OF TACTICAL ATFCM MESSAGES EXCHANGE (1)

Message Field	SAM	SRM	SLC	SIP	FLS	DES	RRP	RRN	ERR	SMM	SPA	SRJ	FCM	RJT
-TITLE	1	1	1	1	1	1	1	1	1	1	1	1	1	1
-IFPLID	1	1	1	1	1	1	1	1	(1)	(1)	(1)	(1)	(1)	(1)
-ADDR	(1)	(1)	(1)	(1)	(1)	(1)								
-ARCID	1	1	1	1	1	1	1	1	(1)	1	1	1	1	1
-ADEP	1	1	1	1	1	1	1	1	(1)	1	1	1	1	1
-EOBD	1	1	1	1	1	1	1	1	(1)	(1)	(1)	(1)	(1)	(1)
-EOBT	1	1	1	1	1	1	1	1	(1)	1	1	1	1	1
-IOBD	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)
-IOBT	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)
-CTOT	1			1			(1)	(1)		1				
-NEWCTOT		1		1			(1)	(1)			1			
-NEWPTOT							(1)	(1)						
-REJCTOT												1		
-REASON	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)					
-ADES	1	1	1	1	1	1	1	1	(1)	1	1	1	1	1
-REGUL	1<	1<		1<	0<								0<	
-ORGRTE							1	1						
-PTOT							(1)	(1)						
-NEWRTE							1	1						
-RRTEREF							(1)	1						(1)
-RVR	(1)	(1)			(1)								(1)	
-RESPBY				1	(1)		1	1						
-ORGMSG									(1)					
-FILTIM									1					
-ERRFIELD									0<					
-MINLINEUP														
-COMMENT	0<	0<	0<	0<	0<	0<	0<	0<	0<					
-TAXITIME	1	1	1	1	1	1	1	1						
-REGCAUSE	1	1			(1)									

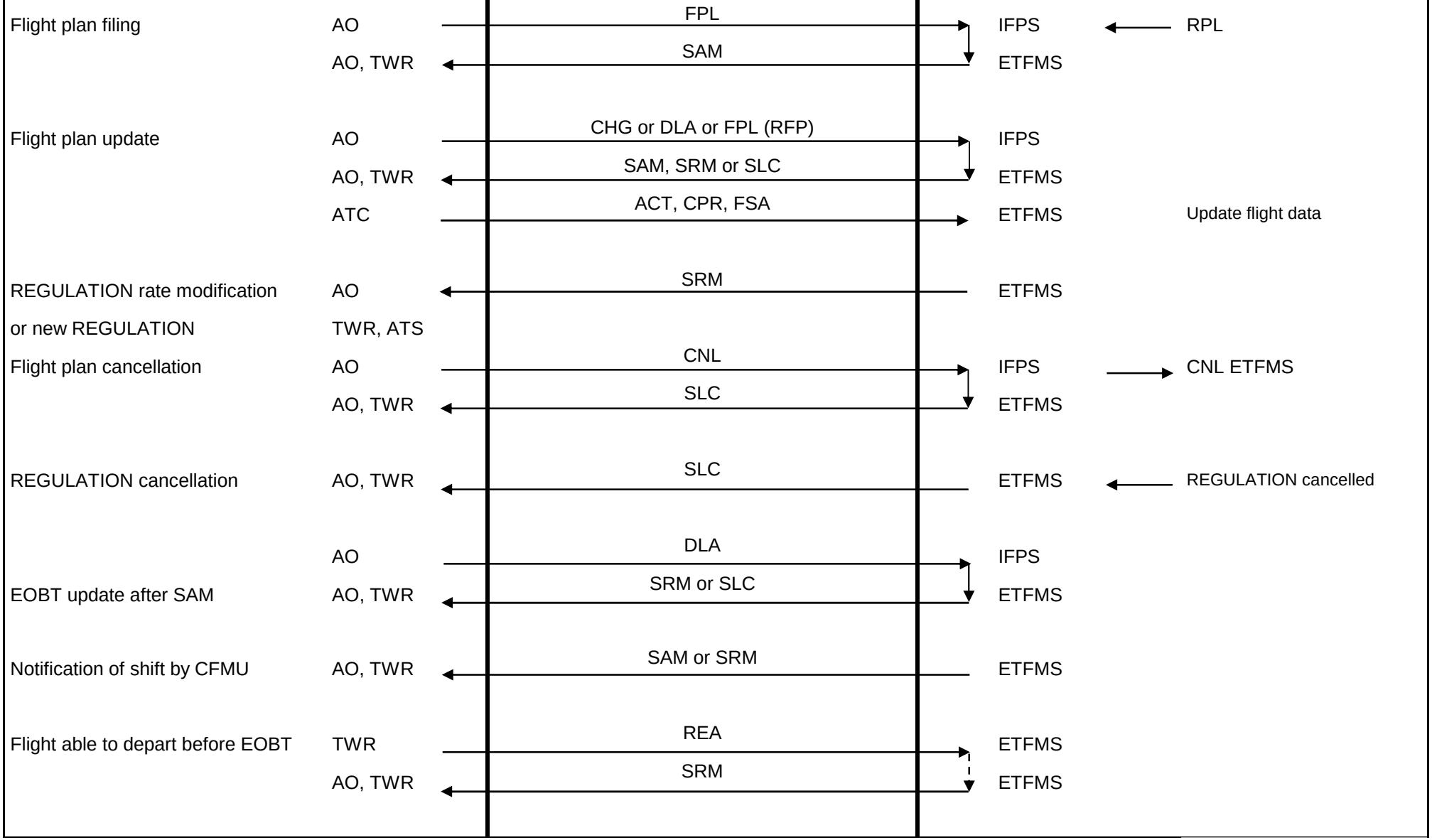
"1" means : exactly one field of the specified type is required
"(1)" means : a single optional field of the specified type is allowed
a "blank cell" means : this field is not in a message
"n<" means : n or more occurrences of this field can appear in a message

PRIMARY FIELD COMPOSITION OF TACTICAL ATFCM MESSAGES EXCHANGE (2)

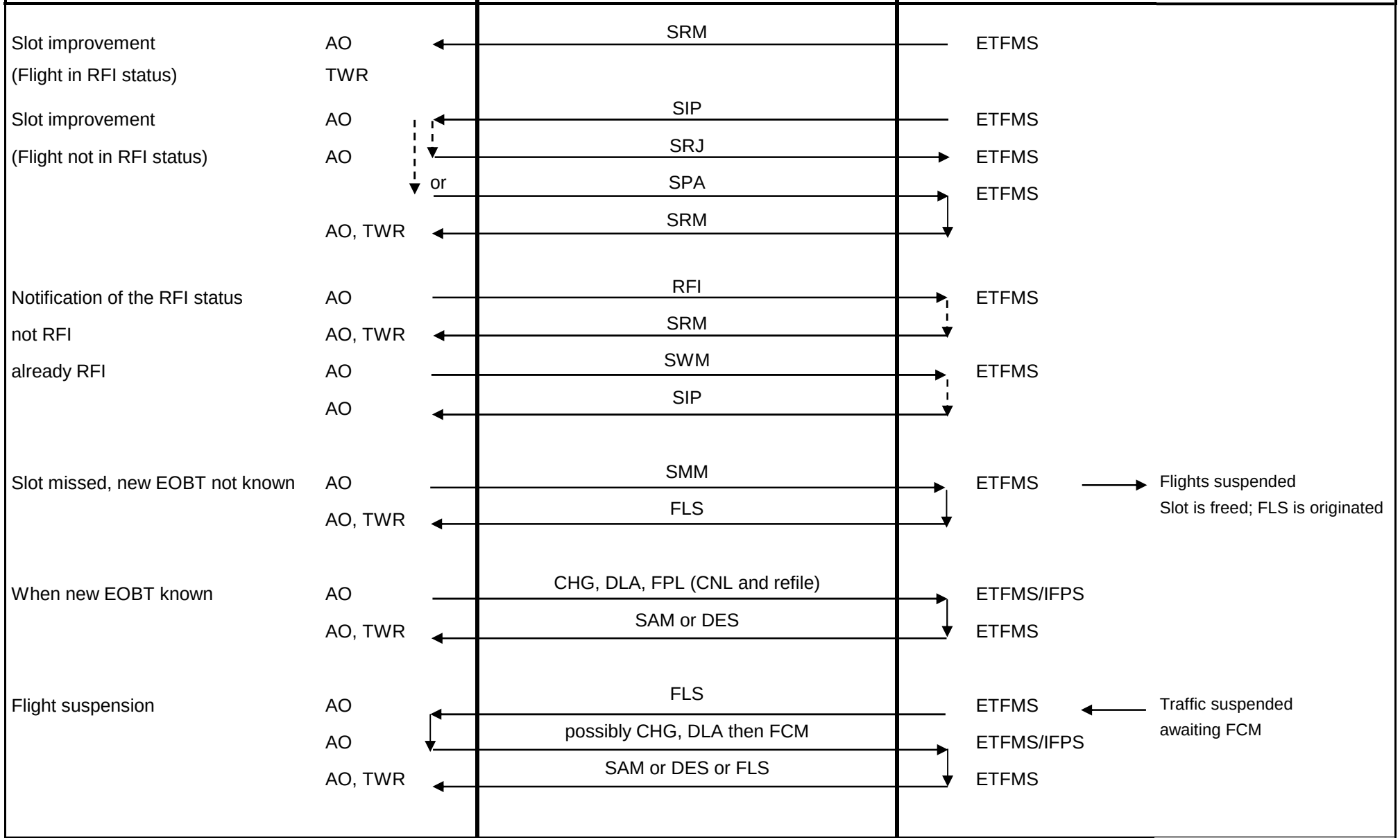
Message Field	SWM	RFI	REA					
-TITLE	1	1	1					
-ADDR								
-ADEP	1	1	1					
-ADES	1	1	1					
-ARCID	1	1	1					
-COMMENT								
-CTOT								
-EOBD	(1)	(1)	(1)					
-EOBT	1	1	1					
-ERRFIELD								
-FILTIM								
-IFPLID	**(1)**	**(1)**	**(1)**					
-IOBD	(1)	(1)	(1)					
-IOBT	(1)	(1)	(1)					
-MINLINEUP			(1)					
-NEWCTOT								
-NEWPTOT								
-NEWRTE								
-ORGMSG								
-ORGRTE								
-PTOT								
-REASON								
-REGCAUSE								
-REGUL								
-REJCTOT								
-RESPBY								
-RRTEREF								
-RVR								

"1" means : exactly one field of the specified type is required
"(1)" means : a single optional field of the specified type is allowed
a "blank cell" means : this field is not in a message
"n<" means : n or more occurrences of this field can appear in a message

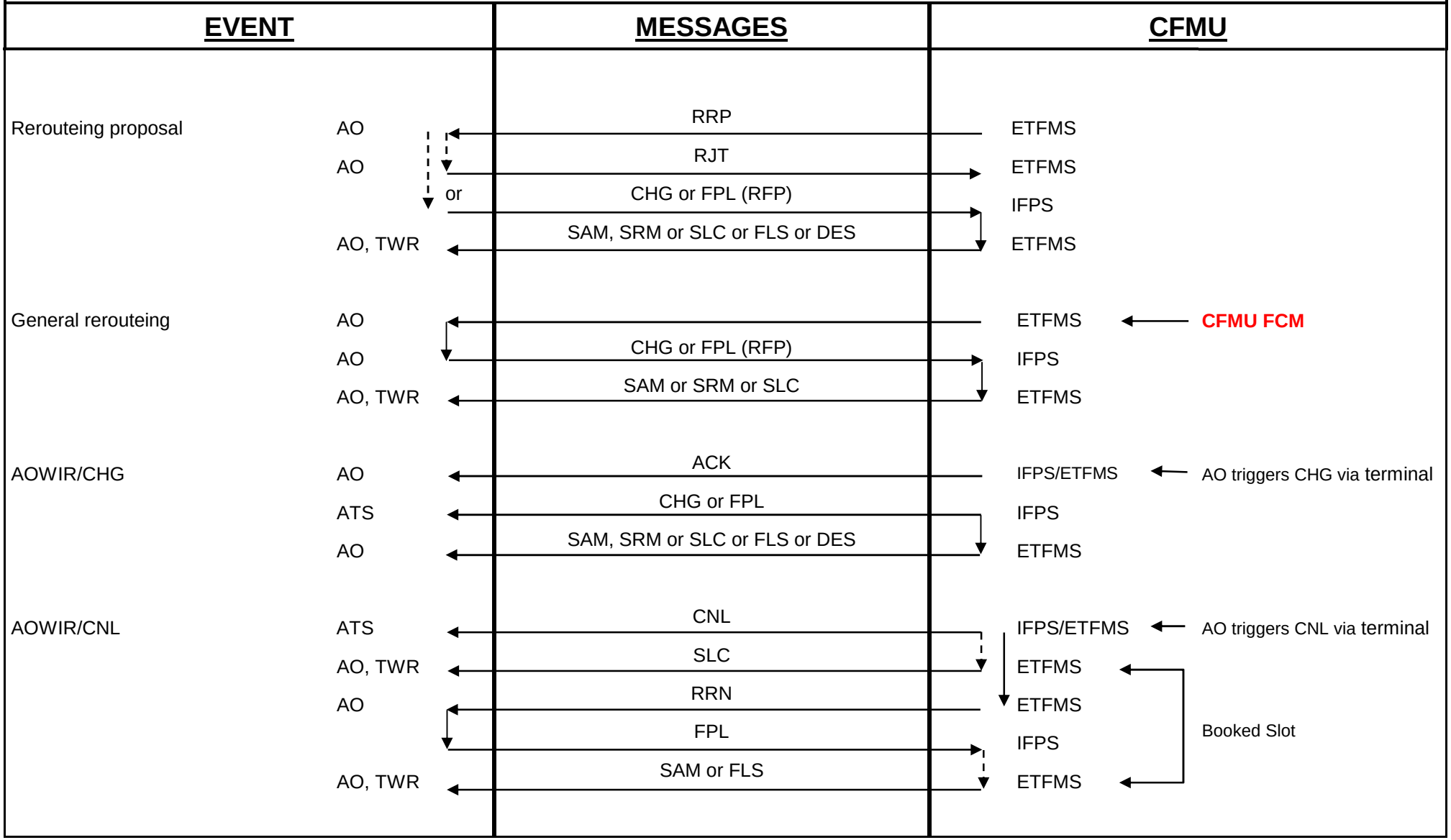
SEQUENCE OF MESSAGE EXCHANGE FOR DIALOGUE PURPOSES



SEQUENCE OF MESSAGE EXCHANGE FOR DIALOGUE PURPOSES



SEQUENCE OF MESSAGE EXCHANGE FOR DIALOGUE PURPOSES



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CORRELATION BETWEEN IATA DELAY CODES AND THE CFMU REASONS FOR REGULATION

CFMU				IATA	
REASON FOR REGULATION	**CODE**	**REGULATION LOCATION**	***EXAMPLE***	**CODE**	**DELAY CAUSE**
ATC Capacity	**C**	D	*Demand exceeds the capacity*	89	RESTRICTIONS AT AIRPORT OF DEPARTURE
		E		81	ATFM due to ATC ENROUTE DEMAND/CAPACITY
		A		83	ATFM due to RESTRICTION AT DESTINATION AIRPORT
ATC Ind Action	**I**	D	*Controllers' strike*	89	RESTRICTIONS AT AIRPORT OF DEPARTURE
		E		82	ATFM due to ATC STAFF/EQUIPMENT ENROUTE
		A		83	ATFM due to RESTRICTION AT DESTINATION AIRPORT
ATC Routeings	**R**	E	*Phasing in of new procedures*	81	ATFM due to ATC ENROUTE DEMAND/CAPACITY
ATC Staffing	**S**	D	*Illness; traffic delays on the highway*	89	RESTRICTIONS AT AIRPORT OF DEPARTURE
		E		82	ATFM due to ATC STAFF/EQUIPMENT ENROUTE
		A		83	ATFM due to RESTRICTION AT DESTINATION AIRPORT
ATC Equipment	**T**	D	*Radar failure; RTF failure*	89	RESTRICTIONS AT AIRPORT OF DEPARTURE
		E		82	ATFM due to ATC STAFF/EQUIPMENT ENROUTE
		A		83	ATFM due to RESTRICTION AT DESTINATION AIRPORT
Accident/Incident	**A**	D	*RWY23 closed due accident*	89	RESTRICTIONS AT AIRPORT OF DEPARTURE
		A		83	ATFM due to RESTRICTION AT DESTINATION AIRPORT
Aerodrome Capacity	**G**	D	*Lack of parking; taxiway closure; areas closed for maintenance; demand exceeds the declared airport capacity*	87	AIRPORT FACILITIES
		A		87	AIRPORT FACILITIES
De-Icing	**D**	D	*De-Icing*	89	RESTRICTIONS AT AIRPORT OF DEPARTURE
Equipment non-ATC	**E**	D	*Runway or taxiway lighting failure*	87	AIRPORT FACILITIES
		A		87	AIRPORT FACILITIES
Ind Action non-ATC	**N**	D	*Firemen's strike*	98	INDUSTRIAL ACTION OUTSIDE OWN AIRLINE
		A		98	INDUSTRIAL ACTION OUTSIDE OWN AIRLINE
Military Activity	**M**	D	*Brilliant Invader; ODAX*	89	RESTRICTIONS AT AIRPORT OF DEPARTURE
		E		82	ATFM due to ATC STAFF/EQUIPMENT ENROUTE
		A		83	ATFM due to RESTRICTION AT DESTINATION AIRPORT
Special Event	**P**	D	*European football cup; Heads of Government meetings*	89	RESTRICTIONS AT AIRPORT OF DEPARTURE
		A		83	ATFM due to RESTRICTION AT DESTINATION AIRPORT
Weather	**W**	D	*Thunderstorm; low visibility; X winds*	89	RESTRICTIONS AT AIRPORT OF DEPARTURE
		E		73	WEATHER EN ROUTE OR ALTERNATE
		A		84	ATFM due to WEATHER AT DESTINATION

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CORRELATION BETWEEN IATA DELAY CODES AND THE CFMU REASONS FOR REGULATION					
CFMU				**IATA**	
REASON FOR REGULATION	**CODE**	**REGULATION LOCATION**	***EXAMPLE***	**CODE**	**DELAY CAUSE**
Environmental Issues	**V**	D	*Noise*	89	RESTRICTIONS AT AIRPORT OF DEPARTURE
		A		83	ATFM due to RESTRICTION AT DESTINATION AIRPORT
Other	**O**	D	*Security alert*	89	RESTRICTIONS AT AIRPORT OF DEPARTURE
		E		81	ATFM due to ATC ENROUTE DEMAND/CAPACITY
		A		83	ATFM due to RESTRICTION AT DESTINATION AIRPORT

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ATFCM RTF PHRASEOLOGY

	CIRCUMSTANCES	PHRASEOLOGY
SLOT	Calculated Take-Off Time (CTOT) delivery resulting from a Slot Allocation Message (SAM). (The CTOT shall be communicated to the pilot on first contact with ATC).	SLOT (*time*)
	Change to CTOT [resulting from a Slot Revision Message (SRM)].	REVISED SLOT (*time)*
	CTOT cancellation (resulting from a Slot Cancellation Message (SLC)).	SLOT CANCELLED, REPORT READY
SUSPENSION	Flight suspension until further notice. (resulting from an FLS).	FLIGHT SUSPENDED UNTIL FURTHER NOTICE, DUE (*reason*)
	Flight de-suspension (resulting from a De-Suspension Message (DES)).	SUSPENSION CANCELLED, REPORT READY
DENIAL	Denying start-up when requested too late to comply with the given CTOT.	UNABLE TO APPROVE START-UP CLEARANCE DUE SLOT EXPIRED, REQUEST A NEW SLOT
	Denying start-up when requested too early to comply with the given CTOT.	UNABLE TO APPROVE START-UP CLEARANCE DUE SLOT (time), REQUEST START-UP AT (time)

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SUMMARY OF CASA PARAMETERS

PARAMETER	BASIC DEFINITION	VALUE
Filing Time	The minimum time before EOBT for flight plan filing when a flight may be subject to ATFCM.	At least 3 hours before EOBT
Slot Issue Time (SIT1)	The time at which the CFMU issues the SAM to the AO and ATC at the aerodrome of departure.	2 hours before EOBT
Slot Window	A slot is issued as a Calculated Take-Off Time (CTOT). The CTOT is defined as a time when the aircraft must take-off. The Slot tolerance of -5 to +10 is **primarily** intended for use by ATC to allow for aerodrome congestion problems.	-5' to +10' around CTOT
Minimum Revision for SIP (min REV)	This parameter is the minimum improvement that will trigger a revision to the previous slot of a flight.	15 minutes
SIP Time-Out	A SIP expires if no response is received from an AO by the respond by (RESPBY) time included in the message.	15 minutes after the SIP issue time
Minimum Revision for Direct Improvement	This parameter is the minimum improvement that will trigger a revision to the previous slot of a flight in RFI or REA situation.	5 minutes
Ready (REA) MINLINEUP	The —MINLINEUP is the minimum time needed for that flight, which has declared itself ready to depart, to get from its position to take-off.	5 minutes (minimum) 45 minutes (maximum)
RRP Time-Out	A RRP expires if no response is received from an AO by the "Respond by Time" (RESPBY) included in the message.	30 minutes
RVR response time	If a flight with a CTOT becomes suspended due to an RVR requirement, the current CTOT will be booked for the RVR response time parameter. The RVR capability must be confirmed (with an FCM) within the time-out period.	20 minutes

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