

AIR TRAFFIC MANAGEMENT CONTINGENCY PLAN

Report by Technical Working Group under A.O. No. 090-17

BACKGROUND:

The Technical Working Group (TWG) for the preparation of the Air Traffic Management Contingency Plan was created on 6 April 2017 under Authority Order (A.O.) 090-17 (see Annex 1). As stated in the Order, TWG is responsible for the preparation of an ATM Contingency Plan to include ATS and ANS emergency protocols.

ATM Contingency planning is an enormous task especially if this is intended to respond to huge natural disasters/calamities more so that it will be carried out by neophytes. None of the TWG members, not even as a group, has a full grasp or complete knowledge and capabilities needed to produce a comprehensive contingency plan. Looking back at past disasters like typhoon Yolanda, Bohol earthquake in 2013, mount Pinatubo in 1990 or the recent earthquake in Surigao and Marawi seige; there were no emergency/disaster response plan in CAAP prior to the occurrence of these event. Although on the regional level, as a result of the ICAO-APANPIRG ATM Regional Contingency Task Force, agreement with Singapore has been negotiated to cover control of overflights in selected ATS routes; no other document directly related to ATM Contingency Plan using CAAP resources can be found to serve as guidance and be subjected for effectiveness review. There were however, plans produce Although, there were ICAO-initiated conferences, task forces, meetings and the likes attended by CAAP officials and personnel (see Annex 2 & 3), there seem to be no harmonized approach nor structured/organized action plan visible in the form of document. If there is any at all, no appropriate promotion/education and training has been conducted to concretize the system to all personnel who will play important role in the event of emergency.

Despite of the inadequacy and current debilitating workload, the designated members of the ATM Contingency Plan TWG, tried its best figuring out what needs to be done and how to start things right to make an effective plan.

REFERENCES:

- Authority Order (A.O.) 090-17 dated 6 April 2017 (Annex 1)
- 2012 Report of The First Meeting of The Regional ATM Contingency Plan Task Force (RACP/TF/1) (Annex 2)
- 2015 Report of The Fifth Meeting of The Regional ATM Contingency Plan Task Force (RACP/TF/5) (Annex 3)
- 2016 Report of the Twenty Seventh Meeting of the Asia/Pacific Air Navigation Planning and Implementation Regional Group (APANPIRG/27) (Annex 4)
- CARANS Part 11 dated 22 June 2009 (Annex 5)
- ICAO Asia Pacific Region ATM Contingency Plan V.2 Sept 2017 (Annex 6)
 - Appendix A: ATM Contingency Planning Principles
 - Appendix B: Basic Plan Element
 - Appendix C: ATM Contingency Plan template
- Reference Guide to EUROCONTROL Guidelines for Contingency Planning of ANS Ed.2 Release Issue (Annex 7)

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- Presentation of Mr. Joferand Torre Franca - Establishment of Back-up Air Traffic Management Center (Annex 8)
- Presentation of Ms. Melba Acurantes (Annex 9)
- Presentation of Mr. Gilmar Tiro (Annex 10)
- Presentation of Ms. Arlene Gentica (Annex 11)
- Presentation of Mr. John Dela Cruz (Annex 12)
- TWG Individual Position Paper (Annex 13)
- Survey Questionnaire (Annex 14)
- Success Factor Assessment (Annex 15)
- Minutes of Meeting (Annex 16),
- Notice of Meeting (Annex 17) and
- Attendance summary (Annex 18)
- Workload and Proposed Activities (Annex 19)
- Recommended Composition of CCC (Annex 20)

TWG COMPOSITION ACTIVITIES:

MEMBERS	Attendance	Made Presentation	Position Paper	Survey	Success Factor Assessment
Melba Acurantes	80%	2	YES	YES	NO
Rosemarie Tan	100%	0	YES	YES	YES
Arlene Gentica	60%	1	NO	NO	YES
Ma. Rumela Cortes	50%	0	YES	YES	YES
Darwin Callo	60%	0	NO	NO	NO
Gilmar Tiro	90%	1	YES	YES	YES
John Dela Cruz	40%	1	NO	YES	NO
Ray Arbotante	30%	0	NO	NO	NO
Joferand Torre Franca	70%	1	NO	YES	NO
Ireneo Beleno, III	90%	0	YES	YES	YES
Jesseelyn Heje	90%	0	YES	YES	YES
Roderick Basio	60%	0	NO	YES	NO
Brian Lalugan	60%	0	YES	YES	NO
Inocencio Yncierto	90%	0	NA	NA	NA
Katherine Barcellano	90%	NA	NA	NA	NA

ACTIVITIES CONDUCTED:

- 11 July Meeting – Kick-off meeting

Document prepared by Mr. Joferand Torre Franca on the Establishment of Back-up Air Traffic Management Center using the current ATC automation system (Thales TopSky C) in Manila ACC was presented. It was discussed that Mactan Sub ACC is considered as a possible location

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for the relocation of the system (see Annex 8). The proposal was based on the CNS/ATM Master Plan agreed by CNS/ATM PMO and Stakeholder (ATS and ANS) in 2010 (see Annex 22).

- 15 Aug Meeting

Ms. Melba Acurantes presented a brief background on the establishment of Regional ATM Contingency Planning Task Force (RACP/TF), hierarchy and categories of contingency plans as defined by the Task Force and an overview of the ATM Contingency Plan. The RACP/TF which started in 2012 run in five (5) meetings before it was dissolved by the APANPIRG in 2016 (see Annex 3 & 4). In 2013, ATS has developed ATM Contingency Plan within Manila FIR. The Plan involves delegation of control and communication to concerned adjacent centers in the event that Manila will not be able to provide air traffic service. Thus, the plan requires inter-State contingency agreements. To date, agreement between Manila and Singapore was already signed and those with other States are under coordination.

- 12 Sept Meeting – Ms. Melba Acurantes presentation

Ms. Melba Acurantes, as requested by ANS TWG member, gave another presentation on the Manila ACC communication and surveillance systems requirements. This serves as a guide for the ANS planning on Contingency System to evaluate the feasibility of using TopSky C ATC System.

- 17 Oct Meeting - Mr. Gilmar Tiro presentation

Presented to the TWG the current operational requirements of Manila ACC with respect to systems installed at Manila ATMC. Evaluate the functional requirements and GAP between TopSky C and TopSky HE ATM system including circuit dependencies on different external and internal interfaces. And, suggested possible solutions on how to integrate different sub systems for operational requirements of Manila ACC.

- 24 Oct Meeting – Ms. Arlene Gentica

Ms. Arlene Gentica presented the use of Bow-tie Analysis together with the Guide to EUROCONTROL Guidelines for Contingency Planning of ANS Ed.2 Release Issue. (see Annex 7)

- 7 Nov Meeting – Mr. John Dela Cruz

Mr. John Dela Cruz presented the ICAO Contingency Plan, the contingency organization setup, the different categories and levels of contingency and the contingency policy template of the APANPIRG. (see Annex 6)

- 27 Nov Meeting – TWG

Decision to take the earthquake condition as the scenario for the development of contingency plan was made. Survey was conducted using questionnaire prepared by Ms. Rosemarie Tan to assess the TWG. (see Annex 16 dated 27 Nov 2017)

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- 8 Dec Meeting – TWG

Success factors assessment that will affect the TWG in the performance of their tasks is conducted. And drafting of Report for DG with inputs from member using the content topics prepared by Ms. Rosemarie Tan. (see Annex 15)

- 11 & 18 Jan 2018 Meeting – Review of Report for DG

Need verification of some factual data. The Meeting decides to include workload of TWG members and their proposed activities. (see Annex 19)

- 30 Jan 2018 Meeting

TWG discussed the creation of CCC and recommended that CAAP-wide services/units be part of the CCC composition. TWG for CCC will be composed of representatives from various units from Support and Technical personnel. (see Annex 20)

DISCUSSIONS IN THE PRESENTATIONS AND/OR MEETINGS:

- Presentation Ms Melba A. re ATM Contingency Plan and existing agreement with Singapore (attached copy as Annex 9)
- Presentation Mr. Gilmar T. re current CNS system in Manila ACC (attached copy as Annex 10)
- Presentation Ms. Arlene G. re Bow-tie analysis and EU Guidance for Cont. Plan for ANS (attached copy as Annex 11)
- Presentation Mr. John DC re ICAO ATM Contingency Plan (Annex 11 Appendix C) and CARANS (attached copy as Annex 12)
- First proposed solution of transferring Manila ACC TopSky C (attached copy as Annex 8) in Mactan raised issues like; how and when it will be used, what will trigger, differences in functionality of Mla ACC TopSky C vs Manila ATM Center TopSky HE, availability of interfaces, Radar coverages, ATC position sectorization differences, availability of data, flight strip (paper-based as opposed to Strip-less, manning/training requirement)
- Policy specific on Contingency Planning for CAAP environment should first be formulated and emanate from AANSOO to guide TWG Members in the development of ATM Contingency Plan.
- By-product of ATM Contingency Plan Task Force between 2012 – 2016 is limited to overflight and 2 airways agreed with Singapore (attached copy of AIP Supplement as Annex 21)
- First define the condition that will need contingency measure before coming up with the solution or the Contingency Plan
- The roles and responsibilities of each TWG member needs to be defined
- The scope that the TWG will work on must be defined to serve as guide and boundaries to the responsibility; given that contingency can be an effect of numerous causes with variable extent and impact on ATS service disruption.

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PROBLEMS ENCOUNTERED:

- TWG have different ideas; members have diverging opinions on how to address the task given resulting to lack of direction;
- TWG Members' work overload and specific responsibilities;
- No working funds;
- No working space/area;
- No basic work equipment and supplies (e.g. Laptops, consumables, etc);
- Lack of TWG members' capabilities in contingency planning;
- Accessibility and/or availability of emergency-related guidance materials and/or existing documents in CAAP;
- Additional TWG and other staff (e.g. OpCen/ORCC, Tower Controllers, secretarial staff)

DECISIONS MADE:

- Central Coordinating Committee (CCC) and ATM Operational Contingency Group (AOCG) must be created and initiated by Top Management Level
- Start with specific emergency/catastrophic event most probable to happen affecting Manila Air Traffic service – Earthquake "The Big One"

TWG GROUP EVALUATION:

The TWG conducted group evaluation through simple survey and assessment of the importance of Success Factors which will determine the outcome, in terms of quality, effectiveness, etc., of the ATM Contingency Plan that will be produced (see Annex 14). Consultant and secretariat were not included in the survey.

Survey Questionnaire:

The Survey consists of 9 questions finding out information that gauge members' capacity in carrying out the planning task. The summary of the results from 10 out of 13 TWG member-respondents are as follows:

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MEMBERS	ATM Cont Plan Attendance	Adequate Knowledge Expertise	Level of Commitment	Issues to Resolve First before planning
Melba Acurantes	3 of 5	2/10	⇒ 7/10	YES
Rosemarie Tan	0	5/10	⇒ 7/10	YES
Arlene Gentica				
Ma. Rumela Cortes	0	7/10	↑ 1	YES
Darwin Callo				
Gilmar Tiro	0	7/10	↑ 9/10	YES
John Dela Cruz	0	5/10	↓ 5/10	YES
Ray Arbotante				
Joferand Torre Franca	0	5/10	↑ 1	YES
Ireneo Beleno, III	0	7/10	↑ 9/10	YES
Jesseelyn Heje	0	4/10	↑ 9/10	YES
Roderick Basio	0	9/10	↑ 9/10	YES
Brian Lalugan	0	6/10	⇒ 7/10	YES
Inocencio Yncierto	NA	NA	NA	NA
Katherine Barcellano	NA	NA	NA	NA
Average		5.70	8.20	

1. Only 1 of 10 respondent members have attended the ICAO Regional ATM Contingency Plan Task Force conducted in five (5) meetings from 2012 – 2016. There are other CAAP personnel/officer who attended the said Task Force. CAAP was able to produce Level 2 Category A contingency plan through Letter of Agreement with Singapore on specific airways that will be taken over by Singapore Area Control Center during the contingency event. This is already published as supplement in the AIP in 2016.
2. The self-appraisal on knowledge, expertise or experience in the task given as TWG yields an average 5.7 with 10 as the highest score.
3. Commitment level shows 8.2 average.
4. What current TWG members can contribute:

Technical Working Group	TWG member can contribute
Melba S. Acurantes	I can provide the requirements/information/data of Manila ACC in so far as contingency system is concerned
Rosemarie J. Tan	Research on international practice; Organize & manage necessary tasks of the TWG
Arlene B. Gentica	SMS can provide the TWG with existing Emergency and Contingency Plans of the different Units under the ATS.
Maria Rumela G. Cortes	For AIS part – we will work out a plan to help “normalize” our operation as much as possible for the “Big One”. But we already have contingency plan for minor outages
Darwin V. Callo	
Gilmar D. Tiro	Identify technical information and/or suggest solution in the implementation
John F. Dela Cruz	State regulatory requirement of ATM contingency plan and guidance on the development of ICAO Contingency Plan

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Ray R. Arbotante	
Joferand Joseph Y. Torre Franca	As ANS, provide/study technical solutions to address contingency policies
Ireneo P. Beleno III	In terms of hardware side regarding ANS equipment; Support group to a given task
Jesseelyn P. Heje	I am committed to be involved in all meetings and will do needed research for this project
Roderick S. Basio	Knowledge and experience
Brian Piccolo M. Lalugan	Key operational positions in the operations room (enroute)

5. Some of the tasks that the TWG thought of are:

Technical Working Group	Tasks that must be accomplished to come up with ATM Contingency Plan
Melba S. Acurantes	Setting of Policies; Identifying responsible offices in and out of CAAP that will be involved in the Plan; Formulate Operational & Technical Concept; Come up with the Contingency Plan Framework based on ICAO Template
Rosemarie J. Tan	Organizational setup of the group (TWG); Goal setting and Tasks listings; Identify Event (earthquake) possibilities that will disrupt air traffic service; Operational concept documenting base on risk assessment and gap analysis
Arlene B. Gentic	Review applicability of Asia Pacific ATM Contingency Planning
Maria Rumela G. Cortes	Triggering event; Emergency Director; Emergency Team
Darwin V. Callo	
Gilmar D. Tiro	Submit report to higher level management re importance of back up for business continuity; Policy/Framework of ATM Contingency Plan
John F. Dela Cruz	Identification of alternate location and establishment of redundancy
Ray R. Arbotante	
Joferand Joseph Y. Torre Franca	Write the CNS/ATM Consultants to provide information on systems performance of the ATM Center in case of earthquake. This should define what actions are needed based on his/her info.
Ireneo P. Beleno III	Identification / Adoption of policies; Definition of policies; Implementation based on the policies
Jesseelyn P. Heje	Preparation not just of the system but mostly the manpower TWG should be able to develop policies on how to prepare the personnel involve in the operation
Roderick S. Basio	
Brian Piccolo M. Lalugan	Decide first where to relocate TopSky C equipment; Resource needed for the relocation

6. Issues that must be resolved first to make a right start for Contingency planning

Technical Working Group	Issues that must be resolved first before planning
Melba S. Acurantes	Location of the Contingency ACC systems
Rosemarie J. Tan	Update on the "Big One"; Update on ATS operation;

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	Relations of other emergency-related activities within CAAP; Capability assessment of the TWG & other possible members
Arlene B. Gentica	
Maria Rumela G. Cortes	The person or team should be appointed; Training needed; Venue as to where the team will meet up and a have their materials on hand
Darwin V. Callo	
Gilmar D. Tiro	Inter-office committee must be suggested and policy/framework to start the contingency planned documents
John F. Dela Cruz	The level and category that the earthquake will generate
Ray R. Arbotante	
Joferand Joseph Y. Torre Franca	Decide who will draft the plan; Knowledge/Capability of the ATM Center and its related subsystems in handling earthquakes
Ireneo P. Beleno III	Organizational structure of the Contingency
Jesseelyn P. Heje	The policy that will govern our movement; Capability of the system; Operational requirements of ATM; Manpower training/proficiency
Roderick S. Basio	Who's in charge – point man Contingency structure Roles of each member
Brian Piccolo M. Lalugan	The decision on where to relocate the existing TopSky C system should be finalized

7. Success factors

Technical Working Group	Top Mngmt Support	Adequate Knowledge, skills, experience of TWG	Appropriate resources for TWG	CAAP Contingency Organization	Specific expertise of TWG
Melba S. Acurantes	✓	✓	✓	✓	✓
Rosemarie J. Tan	✓	✓	✓	✓	✓
Arlene B. Gentica					
Maria Rumela G. Cortes	✓	✓	✓	✓	✓
Darwin V. Callo					
Gilmar D. Tiro	✓	✓	✓	✓	✓
John F. Dela Cruz	✓	✓	✓	✓	✓
Ray R. Arbotante					
Joferand Joseph Y. Torre Franca	✓	x	✓	x	x
Ireneo P. Beleno III	✓	✓	✓	✓	✓
Jesseelyn P. Heje	✓	✓	✓	✓	✓
Roderick S. Basio					
Brian Piccolo M. Lalugan	✓	✓	x	x	x

Success Factors Evaluation:

Success factors that will determine the outcome of the TWG work on Contingency Plan were identified. A pair-wise assessment were made on 8 Dec 2017 by six (6) TWG.

- Top Management Support/Initiative
- Contingency organization
- Clear roles and responsibilities

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- Funds for contingency planning activities
- Adequate knowledge of TWG members
- Expertise and Skills
- Coordination with relevant Agencies
- Documentation of Contingency Plan
- TWG Member workload
- TWG Member incentive

TWG MEMBERS WORKLOAD:

Technical Working Group	Regular Workload	Workload Role	Additional Workload
Melba S. Acurantes	<ul style="list-style-type: none"> • Mla ACC Admin/ Management 	<ul style="list-style-type: none"> • Mla ACC Chief • ATS CATC Instructor • Check controller for ACC proficiency training 	<ul style="list-style-type: none"> • VOLCEX Member • ATM Contingency Plan TWG • Safety Action Group • POC for ADS-B • POC for AIDC • POC for LHD • Monitoring Agency for Asia Region
Rosemarie J. Tan	<ul style="list-style-type: none"> • Seven (7) ANF Projects 2018 • Two (2) ANF Project 2017 • Coaching junior engineers 	<ul style="list-style-type: none"> • Lead survey, detailed engineering up to procurement documentations and end-user representations 	<ul style="list-style-type: none"> • Computerization Project Implementation Committee Member • ATM Contingency Plan TWG
Arlene B. Gentica	<ul style="list-style-type: none"> • SMS for ATS • ATS Training/Proficiency Progression • Risk assessments whenever there are changes in the ATS 	<ul style="list-style-type: none"> • ATS Safety Manager • Progression Div Chief • POC Int/Ext Audit • CATC Instructor 	<ul style="list-style-type: none"> • ATM Contingency Plan TWG • Safety Team Leader for CNS/ATM Transition
Maria Rumela G. Cortes	<ul style="list-style-type: none"> • AIS Operations • ICAO AIS-AIM Task Force • ICAO ANSP for SWIM for AISS 	<ul style="list-style-type: none"> • AIS Chief • AIS & SWIM Point Person 	<ul style="list-style-type: none"> • CNS/ATM Transition Team • ATM Contingency Plan TWG
Darwin V. Callo	<ul style="list-style-type: none"> • Flight Check Validity • ANF equipment/spare parts inspection & reporting • NOTAM • CNSS officer Training 	<ul style="list-style-type: none"> • Monitoring & update • Inspection & reporting • Processing & monitoring • CATC ANS Instructor 	<ul style="list-style-type: none"> • ATM Contingency Plan TWG
Gilmar D. Tiro	<ul style="list-style-type: none"> • Assisting the FIC at Manila AFC as per Field Office memo • Supervised 24/7 ANF operations at Manila AFC 	<ul style="list-style-type: none"> • Mla AFC Shift supervisor 	<ul style="list-style-type: none"> • CNS/ATM Transition Team • ATM Contingency Plan TWG
John F. Dela Cruz	<ul style="list-style-type: none"> • Oversight of ATS Facilities • PBN Ground Validation 	<ul style="list-style-type: none"> • ATS Inspector Section Chief • TWG Member-RAP-RRC 	<ul style="list-style-type: none"> • ATM Contingency Plan TWG • SMS/SSP Instructor • Member SSP IG

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Ray R. Arbotante	<ul style="list-style-type: none"> • Oversight of CNS Facilities 	<ul style="list-style-type: none"> • CNS Inspector Section Chief 	<ul style="list-style-type: none"> • ATM Contingency Plan TWG • SMS/SSP Instructor • Member SSP IG
Joferand Joseph Y. Torrefranca	<ul style="list-style-type: none"> • ANPPDD CNS/MET Division 	<ul style="list-style-type: none"> • Acting Div Chief 	<ul style="list-style-type: none"> • CNS/ATM Transition Team • ATM Contingency Plan TWG • PAGASA LOA TWG • GAD TWG • Subic Tech Support Group • DOTR Feasibility Study review group
Ireneo P. Beleno III	<ul style="list-style-type: none"> • Six (6) ANF Projects 2018 	<ul style="list-style-type: none"> • Lead survey, detailed engineering up to procurement documentations and end-user representations 	<ul style="list-style-type: none"> • ATM Contingency Plan TWG
Jesseelyn P. Heje	<ul style="list-style-type: none"> • Manila AFS/AMHS 	<ul style="list-style-type: none"> • Mla AFS FIC • SAG • CATC Instructor 	<ul style="list-style-type: none"> • AMHS Transition Team Leader • ATM Contingency Plan TWG • BCM Member • CNS/ATM Transition Member
Roderick S. Basio	<ul style="list-style-type: none"> • Radar Approach Control • Facility Training • Facility Safety Action Team • Approach Control Training 	<ul style="list-style-type: none"> • Supervising • Validator • Safety Team Leader • CATC ATS Instructor 	<ul style="list-style-type: none"> • ATM Contingency Plan TWG
Brian Piccolo M. Lalugan	<ul style="list-style-type: none"> • Mla ACC Controller • Facility Training 	<ul style="list-style-type: none"> • Shift Supervisor • ACC Procedural Rating Trainer • CATC ATS Instructor 	<ul style="list-style-type: none"> • ATM Contingency Plan TWG
Katherine E. Barcellano	<ul style="list-style-type: none"> • Secretary of ANPPDD, ANPID, ADMS, 	<ul style="list-style-type: none"> • Admin Asst I, ANPPDD 	<ul style="list-style-type: none"> • ATM Contingency Plan TWG • GAD TWG-Secretariat • PSB Level 1 Representative

CONCLUSION:

There have been a lot of ideas, questions in the minds of the Technical Working Group (TWG) members as we started out the given task with the Authority Order issued. The Group had a hard time figuring out where we should start, what is actually expected of us and how to do the contingency plan from practically no guidance. The TWG members have high commitment in fulfilling or contributing their individual expertise to come up with the contingency plan. There are however things beyond their capabilities that needs to be in place to be able to achieve and more so sustain an effective plan set out to meet the goals of ATM Contingency planning.

Amendment 40 to Annex 11: Air Traffic Services (ATS), applicable from November 2003, included requirements and guidance material for ATS contingency measures. As provided in the ICAO ATM Contingency Plan document, contingency plan coordination and operations functions is recommended to be in place. Hence, CAAP should establish an ATM contingency Central Coordinating

Committee (CCC) function for the development, maintenance, activation and conduct of contingency plans, and for the forming and convening of an ATM Operational Contingency Group (AOCG) function.

Therefore, the way things are started out in the creation of the ATM Contingency Planning with the forming of Technical Working Group through A.O. 090-17 dated 6 April 2017 doesn't seem to be in line with the way ICAO has conceptualize it.

The Central Coordinating Committee function should include relevant representation from the Regulatory Authority, Air Navigation Service Provider, Military Authority, Other relevant national authority, airspace user representatives, airport authorities meteorological authority, airport authority and other relevant authorities and agencies.

The ATM Operational Contingency Group (AOCG) function should be convened by the CCC with a primary responsibility to oversee the day to day operations under the contingency arrangements, and coordinate operational ATS activities, 24 hours a day, throughout the contingency period. The terms of reference of the AOCG will be determined by the CCC. The AOCG function will include any necessary specialist input from the following disciplines:

- Air Traffic Control (ATC)
- Aeronautical Telecommunication (COM)
- Aeronautical Meteorology (MET)
- Aeronautical Information Services (AIS)
- ATS equipment maintenance service provider

The TWG responsibility based on the Authority Order issued currently assumes responsibilities covering both CCC and AOCG as stated in ICAO document. Therefore, organization setup for the development and administration of the Contingency Plan is fundamental to the effectiveness of the formulation and permanency of the emergency system in CAAP. Once the Contingency organization is structured together with other success factors, the TWG can work better. It is crucial that the initiative comes from the Top Management to communicate down the line the significance of an emergency system well in-place and the assurance that all members of the organization have their full support. Since this contingency planning task is at its foundational stage and is quite beyond the TWGs' normal workload, all TWG members felt the immensity of the responsibility on top of their regular functions. Moreover, it bears stressing that this is only a part of the whole contingency work needed to be done. Addressing the working condition of TWG will increase the probability of better accomplishing the task. (Attached workload of TWG as Annex 19)

RECOMMENDATIONS:

- Creation of CCC and AOCG Composition w/required qualification and roles/responsibilities
- ATM Contingency Plan Task Force attendees should be part of the Contingency Organization
- Inclusion of other emergency-related groups within CAAP (e.g. Business Continuity, Volcex team, etc)
- Capability building and exposure of TWG Members to activities related to contingency/emergency management, response planning, etc.
- Some TWG members recommend to carefully study the practicality of locating the ACC Contingency system (TopSky C) in Mactan. The issue on immediately manning the positions by rated ACC controllers, readiness of the system as soon as the need arises and the gap that

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might be created due to difference in capabilities of the two (2) different systems which might cause safety issues should also be considered. Besides, while the "Big One" can happen anytime now, the TopSky C is still being used until transition to ATM Center (TopSky HE); the schedule of which is also undetermined;

- Tackle definite Contingency event – earthquake "Big One" as a start program
- Whatever contingency plan produced from considering the earthquake emergency condition can later be adapted to other emergency situation/condition.
- Support on activities proposed by TWG (Attached proposed activities of TWG as Annex 19)

PROPOSED PROJECT/PROGRAM ON ATM CONTINGENCY PLAN

Objective: Prepare Document for ATM Contingency Plan under Category A in the event of an Earthquake – "The Big One" for immediate response during the emergency event.

Contingency Level and Category: Level 1 & 2; Category A

Scope:

- In the event of the "Big One" come up with procedure to handle on-air/in-flight aircrafts to safe place (airports) and/or capable/available ATS service units during its occurrence
- Recovery plan

Deliverables:

- Tasks/activities formulation
- Tasks schedule
- Duties and responsibilities of members
- Contingency Action Plan
- Performance Rating of all members

TWG Agreements Made:

- TWG members to continue or not? Individual response needed
- TWG work output shall be in the form of document
- Honorarium will be based on work output


TWG Proposed Activities:

Technical Working Group	Proposed Activities
Melba S. Acurantes	<ul style="list-style-type: none"> • Attend seminar on contingency planning • Workshops • Meetings with relevant agencies

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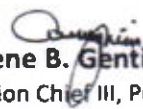
Rosemarie J. Tan	<ul style="list-style-type: none"> • Continuous update and coordination with Phivolcs, NDRRMC and other related organization; • Workshops on earthquake and/or other disaster-related with groups and/or organizations within or external to CAAP for policy and/or plan formulation; • ATM Contingency Plan TWG participation in relevant seminars, trainings and/or conferences; • Research on facts relative to "Big One"; • CAAP facilities assessment that can be possibly affected during "Big One" occurrence; • "Big One" geographical mapping and CAAP-ATS/ANS/Aerodrome earthquake operations' effect risk analysis; • Earthquake event ANSP/Aerodrome operations conceptualization; • Series of session for the formulation of Earthquake Contingency Plan
Gilmar D. Tiro	<ul style="list-style-type: none"> • Team building to activate work life balance. • Technical workshop to enhance technical proficiency. • Site survey on areas related to the activation of the ATM contingency project. • Field tour (local and foreign) to study the policies, rules and protocols relevant to ATM contingency • Regular meeting to TWG members. • Track and participate ICAO AT • M contingency meeting. • Monitor significant changes on the system to update and amend the ATM contingency documents • Regular activation of TWG people to coup up outgoing members.
Ireneo P. Beleno III	<ul style="list-style-type: none"> • Contingency planning seminars/workshops • Site visit to ATM contingency-ready facility
Jesseelyn P. Heje	<ul style="list-style-type: none"> • Seminar or Workshop about ATM Contingency Planning • Ocular inspection of the proposed contingency location • Conduct strategic planning for ATM contingency

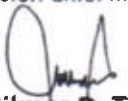
PREPARED and SUBMITTED BY:


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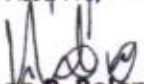

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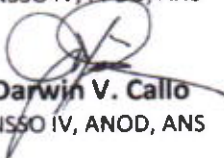

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