

Tel.: +1 514-954-8219 ext. 8337

Ref.: Off file

4 November 2011

Mr. Bill Macey  
NAVTECH  
Bmancey@navtech.aero

Dear Mr. Macey,

I wish to invite you to participate in the International Civil Aviation Organization (ICAO) New Flight Plan (FPL) Format Vendors Conference to be held in the Prestwick ACC in Scotland, United Kingdom, from 7 to 8 December 2011.

The objective of this conference is to harmonise the implementation of Amendment 1 to the *Procedures for Air Navigation Services — Air Traffic Management* (PANS-ATM, Doc 4444) related to the flight plan form and the new flight planning procedures. The changes to the ICAO flight plan form are applicable as of 15 November 2012.

Regional seminars and workshops have been conducted in all seven ICAO regions over the last 18 months. At these events, we noted that vendors, airspace users and air navigation service providers (ANSPs) have different interpretations of the use of the data not only within the present flight plan but also how the enhanced data should be used in the new flight plan form from 15 November 2012.

In order to harmonise and move towards a common global use and interpretation of the data fields within the new flight plan form, it is felt that a conference, which draws together the end-to-end data thread of the FPL, is essential to ensure the most efficient implementation of the proposed changes.

I would be most grateful should you attend this conference, or nominate a representative on your behalf. Please bring with you any issues or concerns and suggestions for a harmonised application of the FPL changes.

I would appreciate receiving your confirmation no later than 30 November 2011 via e-mail to [IGelinas@icao.int](mailto:IGelinas@icao.int) with a copy to [tbrady@icao.int](mailto:tbrady@icao.int) or via fax at +1 514 954 8197. A registration form is provided in Attachment A.

I would like to acknowledge my sincere gratitude to the Civil Air Navigation Services Organisation (CANSO) for facilitating this conference at the NATS ACC in Prestwick, Scotland (UK).

I look forward to meeting you at this conference.

Yours sincerely,

Tom Brady  
ICAO FPL 2012 Programme  
Manager

**Enclosures:**

- A — Registration Form
- B — Draft Agenda
- C — Objectives, Issues, Outline Details

**ATTACHMENT A  
REGISTRATION FORM**

**INTERNATIONAL CIVIL AVIATION ORGANIZATION  
Headquarters Montreal**

**ICAO New FPL Format Vendors Conference**

*(Prestwick, Scotland (UK), 7 – 8 December 2011)*

**REGISTRATION FORM**

PLEASE PRINT OR TYPE CLEARLY

1. Name in full: \_\_\_\_\_  
(as it should appear in the official listing and name tag)
2. Title or Official Position: \_\_\_\_\_
3. State/Organization: \_\_\_\_\_
4. Mailing Address: \_\_\_\_\_  
\_\_\_\_\_
5. Fax Number: \_\_\_\_\_
- Telephone Number: \_\_\_\_\_
- Mobile Number: \_\_\_\_\_
- E-mail: \_\_\_\_\_
6. Hotel \_\_\_\_\_

**Note : Participants are expected to make their own hotel/visa arrangements**

Date: ..... Signature: .....

Upon completion,, please send to: ICAO Headquarters (Montreal) to [igelinas@icao.int](mailto:igelinas@icao.int).

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**ATTACHMENT B  
DRAFT AGENDA**



**CANSO ICAO FPL 2012  
Vendor Conference**

Prestwick Control Centre Scotland (UK)  
7-8 December 2011  
in association with



Sponsored by



**Wednesday 7 December 2011**

09.00 —————> 10.00

**Registration – Networking Coffee**

10.00 —————> 10.30

**Welcome / Opening Address**

**Pauline Lamb** *Ops Director Prestwick Centre (NATS)*

**Tom Brady**, *Project Lead, ICAO*

10.30 —————> 12.30

**Session 1  
Vendors- ANSP's**

1. Vendors (ANSP)
  - 1.1 Clarification of regional variations
  - 1.2 Clarification of interpretation of field requirements
  - 1.3 Timescale for testing
  - 1.4 Contract dates

***Each vendor should be prepared to present in 15 minutes the above topics and their associated issues.***

12.30 —————> 13.30

**Networking Lunch**

13.30 → 15.30

**Session 2**  
**Vendors-Airspace Users &/or 3<sup>rd</sup> Party Suppliers**

- 2. Vendors (Airspace Users &/or 3rd party Suppliers)
  - 2.1 Common set of requirements from Airspace users
  - 2.2 Expectation of ANSP use of data
  - 2.3 Test Plans.
  - 2.4 Alignment of test scripts.

*Each presenter should be prepared to present in 15 minutes the above topics and their associated issues.*

15.30 → 16.00

**Networking Coffee**

16.00 → 17.30

**Session 3**  
**ANSP representatives**

- 3. ANSP representatives
  - 3.1 Issues regarding use of FPL data.
  - 3.2 Regional FPL variations via SUPPs
  - 3.3 State variations via AIP

17.30 → 17.45

**Day 1 Wrap Up**

**Tom Brady.** *Project Lead ICAO*

17.45 → 20.00

**Networking Drinks**

**Venue to be identified**

Thursday, 8 December 2011

09.00 → 10.30

**Session 4**  
**Review of yesterday's differences, issues and anomalies.**

**Tom Brady, Project Lead, ICAO**

10.30 → 11.00

**Networking Coffee**

10.30 → 12.30

**Session 5**  
**Global requirements agreements**

1. Agreement on common regional requirements
2. Identification of outstanding regional differences.
3. What needs to happen, by when, by who.

*The objective will be an agreed set of global requirements, agreed regional requirements, way forward with any unresolved regional requirements.*

12.30 → 13.30

**Networking Lunch**

13.30 → 15.00

**Session 6**  
**Global field length agreements**

1. Agreement on common set of field lengths
2. Identification of Regional differences.
3. What needs to be happen, by when, by who

*The objective will be an agreed set of global field lengths, agreed regional requirements, way forward with any unresolved regional requirements.*

15.00 → 15.30

**Networking Coffee**

15.30 → 17.30

### Session 7 Testing

1. Agreed test timeline.
2. Agreed test requirements
3. Identification and sharing of test opportunities
4. Alignment and sharing of test scripts.

*The objective will be an agreed set of global testing criteria and testing timescales.*

17.30 → 17.45

### Next steps and Close

**Tom Brady.** *Project Lead ICAO*

**Dave Brash.** *Prestwick Operations Manager(NATS)*

### Conference details

#### Attendees

- ANSP Vendors
- Airspace User system Vendors
- Regional representatives of ANSPs (preferably Task Force Chairs)
- IATA representation from Key Airspace users or 3rd party representatives
- Key individuals with expert knowledge of Flight plan usage

#### Venue

- Prestwick ACC in Scotland (U.K.)
- Minimum of 2 days
- Hosted by CANSO (NATS)
- Proposed dates 7-8 December 2011

#### Travel and Accommodation

- All travel and accommodation costs will be at the attendees own expense
- Glasgow international airport 30 miles

**Flight Plan 2012 ICAO Conference**  
**Local Information at Host Venue**

(Version 1 dated 25<sup>th</sup> October 2011)

1. Conference will be facilitated by:  
Mr Tom Brady  
ICAO Consultant  
e-mail - [tbrady@icao.int](mailto:tbrady@icao.int)  
phone – (0044) 7850 652758
  
  2. Conference will be hosted by:  
Mr Dave Brash  
NATS Prestwick Operations Manager Watch A  
  
e-mail – [david.brash1@nats.co.uk](mailto:david.brash1@nats.co.uk)  
phone – (0044) 7771 976343
  - & supported by:  
Mrs Sarah Plant  
NATS Prestwick Strategic Requirements Specialist  
e-mail – [sarah.plant@nats.co.uk](mailto:sarah.plant@nats.co.uk)  
phone - (0044) 7500 605 667
- 
3. Host venue address:  
NATS Prestwick  
Fresson Avenue  
Prestwick  
South Ayrshire  
Scotland (UK)  
KA9 2GX  
  
See attached map for directions
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4. You will each need to bring photographic ID to gain entry through security into NATS Prestwick, ideally your passport. You will also need to be booked onto site in advance, so it's important for you to provide Tom Brady with a list of the following details a week before the event:  
Attendee's Full Name (title, first name, followed by surname)  
Attendee's Company Name
- 
5. Travelling to NATS Prestwick is relatively easy:
    - By car, see attached map for directions
    - By train <http://www.nationalrail.co.uk/> with good connections from Glasgow Central Station onto Prestwick Town Railway Station (40-minute journey) and a 15-minute walk to NATS Prestwick
    - By plane to Glasgow Prestwick Airport <http://www.glasgowprestwick.com/> (10-minute walk to NATS Prestwick)
    - By plane to Glasgow Airport <http://www.glasgowairport.com/> (45-minute drive to NATS Prestwick)
    - By plane to Edinburgh Airport <http://www.edinburghairport.com/> (100-minute drive to NATS Prestwick)
    - Local taxi company in Prestwick is Streamline Taxis on (0044) 1292 477 525

The weather in Scotland through December can be quite variable, so please allow more than enough time if you are travelling by car and the roads are icy, as the travelling times shown above are for an average day



6. For accommodation in South Ayrshire, we can recommend the following hotels:

<b>Hotel</b>	<b>Website</b>	<b>Driving distance to NATS Prestwick</b>	<b>NATS Rate per person per night</b>
Fairfield House Hotel in Ayr	<a href="http://www.fairfieldhotel.co.uk/">http://www.fairfieldhotel.co.uk/</a>	5-miles	£95
Lochgreen House Hotel in Troon	<a href="http://lochgreenhouse.com/">http://lochgreenhouse.com/</a>	2-miles	£91.50
Western House Hotel in Ayr	<a href="http://www.westernhousehotel.co.uk/">http://www.westernhousehotel.co.uk/</a>	3-miles	£82.50 or £92.50
Piersland House Hotel in Troon	<a href="http://www.piersland.co.uk/">http://www.piersland.co.uk/</a>	3-miles	£63
Ellisland Hotel in Ayr	<a href="http://ellislandhouse.com/">http://ellislandhouse.com/</a>	5-miles	£55.20
Holiday Inn Express in Ayr	<a href="http://www.holidayinnexpressayr.com/">http://www.holidayinnexpressayr.com/</a>	2-miles	£49

If you quote that you are attending the "Conference at NATS Prestwick" at the time of booking, you will be offered accommodation at the negotiated NATS Rate listed above.



## ATTACHMENT C

### OBJECTIVES, ISSUES, OUTLINE DETAILS FOR FPL 2012 VENDOR CONFERENCE

#### 1. Objectives

- 1.1. That vendors can clarify the variations and expectations of ANSPs and Airspace Users.
- 1.2. That end to end Flight Plan information can be better harmonised and thus reduce the rejection or manual intervention of Flight Plan messages.
- 1.3. That test plans and test expectations can be agreed and aligned between all FPL users and vendors.
- 1.4. That we can move towards a common interpretation and global understanding of the safe use of Flight Plan data.

#### 2. Issues

- 2.1. Vendors (ANSP)
  - 2.1.1 Clarification of regional variations.
  - 2.1.2 Timescale for testing.
  - 2.1.3 Clarification of interpretation of field requirements.
  - 2.1.4 Contract dates.
- 2.2. Vendors (Airspace Users)
  - 2.2.1 Common set of requirements from Airspace users.
  - 2.2.2 Test Plans.
  - 2.2.3 Alignment of test scripts.
- 2.3. Airspace Users/3rd Party Suppliers
  - 2.3.1 Regional FPL variations via SUPPs.
  - 2.3.2 State variations via AIP.
- 2.4. ANSPs
  - 2.4.1 Testing expectations.
  - 2.4.2 Rationalisation of Flight Plan definitions between Airspace Users and ANSPs (DOF, PBN etc).

**3. Conference details**

3.1. Attendees

- 3.1.1. ANSP Vendors.
- 3.1.2. Airspace User system Vendors.
- 3.1.3. Regional representatives of ANSPs (preferably Task Force Chairs).
- 3.1.4. IATA representation from Key Airspace users or 3rd party representatives.
- 3.1.5. Key individuals with expert knowledge of Flight plan usage.

3.2. Venue

- 3.2.1 Prestwick ACC in Scotland (U.K.).
- 3.2.2 Minimum of 2 days.
- 3.2.3 Hosted by CANSO (NATS)
- 3.2.4 Proposed dates 7-8 December 2011.

3.3. Travel and accommodation

- 3.3.1 All travel and accommodation costs will be at the attendees own expense.
- 3.3.2 Glasgow international airport 30 miles.
- 3.3.3 Prestwick airport 1 mile.
- 3.3.4 Edinburgh airport 1.25 hours by car.
- 3.3.5 Prestwick airport rail station 1 mile.
- 3.3.6 NATS will provide the conference facilities with buffet lunch and break refreshments.
- 3.3.7 No local transport will be provided by NATS however local taxis are relatively inexpensive and plentiful.
- 3.3.8 A list of local hotels will be provided.