

Air Traffic Management Contingency Plan

[ATS UNIT NAME]

Version X.X

Effective: [DD Month YYYY]

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FOREWORD

(EXAMPLE)

1.1 This Contingency Plan forms part of the overall national contingency planning for [STATE], in accordance with the provisions of Annex 11 to the Convention on Civil Aviation, ICAO Doc 9462 *ATS Planning Manual* and Doc 9673 *Asia and Pacific Regions Air Navigation Plan*, and the *Asia/Pacific Region ATM Contingency Plan*. The Plan, and any activation of the Plan, is authorized by [AUTHORITY].

1.2 The Plan provides for the safe continuation of international air traffic through the [XXXX] FIR during periods when ATS may be disrupted or unavailable, or when airspace may be affected by volcanic ash cloud, radioactive cloud, severe weather events or military activity.

1.3 The Plan has been developed in close cooperation and collaboration with airspace users, military authorities and civil aviation authorities responsible for adjacent FIRs.

1.4 The Plan will be activated by NOTAM as far in advance as is practicable. In the event that such prior notification is impracticable the ~~PLAN~~Plan will be activated by the designated authority using the most expeditious alternative means available.

1.5 The Plan serves as the formal agreement between the States listed in paragraph 2.1, when authorized by their signatory **OR** The Plan is supported by [OPERATIONAL LOA or SECTIONS XX XX XX OF THE OPERATIONAL COORDINATION LOA BETWEEN XXXX AND XXXX].

1.6 [THE FOLLOWING SECTIONS/APPENDICES OF THIS PLAN ARE INCLUDED IN THE OPERATIONAL LOA or OPERATIONAL COORDINATION LOA or MOU BETWEEN XXXX AND XXXXXX]

ATM CONTINGENCY PLAN FOR [ATS UNIT]

1. OBJECTIVE

1.1 The Air Traffic Management (ATM) Contingency Plan for the [FIR/ATS Centre/ATS UNIT] details arrangements to ensure the continued safety of air navigation in the event of partial or total disruption of air traffic services in the [AIRSPACE/SERVICE DESCRIPTION] in accordance with ICAO Annex 11 – *Air Traffic Services*, ~~Chapter 2, paragraph 2.29~~. The Contingency Plan provides the ATS procedures and contingency route structure using ~~existing airways~~ published ATS routes, where practicable, ~~in most cases~~ that will allow aircraft operators to transit the [AIRSPACE DESCRIPTION] during periods of limited or no ATS.

1.2 [DESCRIBE HERE THE SCOPE OF THE PLAN, E.G. IF THE PLAN RELATES ONLY TO THE TRANSIT OF INTERNATIONAL AIR TRAFFIC]

1.3 xxxxx

2. [ATS UNITS, CENTRES, STATES AND FIRS AFFECTED]

2.1 In the event that the [AUTHORITY] activates this Contingency Plan, the civil aviation authorities of the [XXXX ADJACENT ATS UNITS, CENTRES, STATES OR FIRS AFFECTED] will be notified in accordance with the [LETTER OF AGREEMENT, MEMORANDUM OF UNDERSTANDING OR OTHER CONTINGENCY ARRANGEMENT]. The adjacent [ATS UNITS, CENTRES STATES OR FIRS] directly affected by this Contingency Plan are as follows:

- a) [STATE]

[FIR/ACC/ATS UNIT]
[FIR/ACC/ATS UNIT]
- b) [STATE]

[FIR/ACC/ATS UNIT]
[FIR/ACC/ATS UNIT]
- c) [STATE]

[FIR/ACC/ATS UNIT]
[FIR/ACC/ATS UNIT]
- d) [STATE]

[FIR/ACC/ATS UNIT]
[FIR/ACC/ATS UNIT]
- e) [STATE]

[FIR/ACC/ATS UNIT]
[FIR/ACC/ATS UNIT]

2.2 The contact details of the civil aviation authorities, organizations and ATS units are contained in **Appendix X**. These details should be ~~kept up to date~~ regularly reviewed, and relevant information provided to the [AUTHORITY] as soon as practicable.

3. MANAGEMENT OF THE CONTINGENCY PLAN

3.1 The contingency measures set out in this Plan are applicable in cases of foreseeable events caused by unexpected interruptions in ATS caused by natural occurrences or other circumstances, which, in one way or another, may impair or totally disrupt the provision of ATS and/or of the related support services in the [AIRSPACE].

3.2 The following arrangements have been put in place to ensure that the management of the Contingency Plan provides for [INTERNATIONAL IF SO LIMITED] flights to proceed in a safe and orderly fashion through the ~~Upper Airspace of the Jakarta FIR~~ [AIRSPACE].

Central Coordinating Committee

3.3 The Central Coordinating Committee (CCC) function shall oversee the conduct of the Contingency Plan and in the event that the [SERVICE] is disrupted for an extended period, make arrangements for and facilitate the temporary relocation of the [SERVICE] to the [ALTERNATE FACILITY OR ATS UNIT/CENTRE] and the restoration of [SERVICE]. The terms of reference for the CCC will be determined by the [AUTHORITY].

3.4 The Central Coordinating Committee includes representation from the following:

~~3.5 As soon as practicable in advance of, or after a contingency event has occurred, the [AUTHORITY] shall convene the Central Coordinating Committee (CCC) comprised of representatives from:~~

~~**Discussion Note:** Note: This depends on the scale of the plan. E.g. a remote regional control tower would not necessarily require re-convening of a CCC~~

- 1) [REGULATORY AUTHORITY OR ORGANIZATION]
- 2) [AIR NAVIGATION SERVICE PROVIDER]
- 3) [MILITARY AUTHORITY]
- 4) [OTHER RELEVANT NATIONAL AUTHORITY]
- 5) [AIRSPACE USER REPRESENTATIVE/S]
- 6) [AIRPORT AUTHORITIES]
- 7) [METEOROLOGICAL AUTHORITY]
- 8) [AIRPORT AUTHORITY]
- 9) [OTHER RELEVANT AUTHORITIES/AGENCIES]

3.6 Terms of Reference for the CCC and the contact details of its members are provided in **Appendix X**.

3.7 The CCC shall oversee the conduct of the Contingency Plan and in the event that the [SERVICE] is disrupted for an extended period, make arrangements for and facilitate the temporary relocation of the [SERVICE] to the [ALTERNATE FACILITY OR ATS UNIT/CENTRE] and the restoration of [SERVICE]. ~~The terms of reference for the CCC will be determined by the [AUTHORITY].~~

3.8 Under the circumstances described ~~When~~ and when deemed necessary by the [AUTHORITY] (OR Under the circumstances described in its Terms of Reference and when deemed necessary..) ~~As~~ and as soon as practicable in advance of, or after the commencement of a contingency event causing disruption to [AIRSPACE/ATS SERVICE] has occurred, the [AUTHORITY] shall convene the Central Coordinating Committee, by the most expeditious means appropriate for the situation, e.g. by telephone or web-based conference.

Note: This depends on the scale of the plan. E.g. a remote regional control tower would not necessarily require re-convening of a CCC

~~3.9 Contact details of the members of the CCC are provided in Appendix X.~~

3.10 xxxx

Plan Testing and Review

Notification to the CCC

ATM Operational Contingency Group

3.11 The ATM Operational Contingency Group (AOCG) function will 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 will include any necessary specialist ~~personnel~~ input from the following disciplines:

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

The ~~mission of the~~ AOCG functions shall include:

- i) review and update of the Contingency Plan as required;
- ii) keep up to date at all times of the contingency situation;
- iii) organize contingency teams in each of the specialized areas;
- iv) keep in contact with and update all affected airspace and system users, customers and other relevant stakeholders. ~~the ICAO Asia and Pacific Regional Office, the IATA Regional Office and other airspace users;~~

Note: Annex 11 provides guidelines for coordination of contingency matters with ICAO

- v) exchange up-to-date information with the adjacent ATS authorities concerned to coordinate contingency activities;
- vi) notify the designated organizations of the contingency situation sufficiently in advance and/or as soon as possible thereafter;
- vii) take necessary action for issuing NOTAMs according to this plan or as otherwise determined by the particular contingency situation. Where the contingency situation is sufficiently foreseeable vance the relevant NOTAMs will be issued 48 hours in advance of the contingency event s. NOTAM templates are provided in **Appendix X**.
- viii) maintain an activity log using the form in **Appendix X**.
- ix)

3.12 Terms of Reference for the CCC and the contact details of its members are provided in **Appendix X**.

Plan Testing and Review

3.13 The Plan shall be tested in desktop exercises, where necessary including telephone or web-based conference facilities, at least once per [TIMEFRAME].

3.14 ATC simulation testing of the plan should occur at least once per [TIMEFRAME], and whenever required by the [AUTHORITY].

3.15 A full review of the Plan shall be conducted at least once per [TIMEFRAME]. Provisions for the review of airspace, ATS route, co-ordination and communications details of the Plan shall be included in relevant ATS airspace, data and facility implementation plans.

3.16 A preliminary post-activation review (PAR) report shall be completed within [XX] days following ~~any testing, pre activation, or activation of the Plan~~ completion of testing or resumption of normal operations. A more comprehensive report shall be completed and forwarded to [AUTHORITY] in any case where an air safety incident investigation related to the pre-activation or activation of the Plan has been conducted, or as otherwise determined by the [AUTHORITY].

4. CONTINGENCY ROUTE and FLIGHT LEVEL STRUCTURE

4.1 In the event of disruption of the ATC services provided by [ATS UNIT, CENTRE OR FIR], contingency routes will be specified to ensure safety of flight and to facilitate limited flight operations commensurate with the prevailing conditions. Existing ATS routes form the basis of the contingency routes to be used, and a flight level allocation scheme (FLAS) introduced to minimize potential points of conflict. and to limit the number of aircraft operating simultaneously in the system under reduced air traffic services. The contingency route structure [FOR INTERNATIONAL FLIGHTS if necessary] is detailed in **Appendix X**. Additional unpublished contingency routes may be developed tactically by the AOCG and promulgated by NOTAM introduced as and when circumstances require, such as in the case of volcanic ash cloud, radioactive cloud or severe weather event.

4.2 [INSERT IF RELEVANT ~~In regard to domestic operations, if circumstances dictate,~~ As and where dictated by circumstances domestic flights and international flights that have not yet

~~departed may all flights shall~~ be temporarily suspended until a full assessment of the prevailing conditions has been determined and sufficient air traffic services restored. A decision to curtail or restart ~~domestic~~ these operations will be made by the CCC. ~~The [HOLDER OF ATS OPERATIONAL ACCOUNTABILITY] has the authority for the immediate tactical response to unexpected contingency situations, including where necessary the exclusion of flights from affected airspace during the transition to the contingency procedures in this plan.~~

4.3 Aircraft on long-haul international flights and special operations (e.g. Search and Rescue (SAR), State aircraft, humanitarian flights, etc), shall be afforded priority for levels at FL290 and above. Domestic and regional operators should plan on the basis that FL290 and above may not be available.

4.4 International operators affected by the suspension of all operations from [STATE OR FIR] airports will be notified by the relevant airport authority when operations may be resumed, and flight planning information will be made available pertaining to that airport. International flights ~~who~~ ~~that~~ have received such approval may be required to flight plan via domestic routes to join international contingency routes.

4.5 International operators may elect to avoid the [AIRSPACE] by using ATS routes [DESCRIBE ATS ROUTES OR ADJACENT AIRSPACE AS PER AGREEMENT].

5. AIR TRAFFIC MANAGEMENT AND CONTINGENCY PROCEDURES

Reduced ATS And Provision of Flight Information Services (FIS)

5.1 During the contingency period ATS including ATC may not be available, particularly communications and ATS surveillance services. In cases where services are not available, a NOTAM will be issued providing the relevant information, ~~including an expected date and time of resumption of service~~. The contingency plan provides for limited flight information and alerting services to be provided by [ATS UNIT/S OR CENTRE/S].

5.2 [DESCRIBE ANY DIVISION OF RESPONSIBILITY OF ADJACENT ATS UNITS OR CENTRES FOR SERVICE PROVISION IN THE CONTINGENCY AIRSPACE]. [DESCRIBE THE LEVEL OF SERVICE AVAILABLE]. A chart depicting the airspace arrangement is provided in **Appendix X**.

ATS Responsibilities

5.3 During the early stages of a contingency event, ATC may be overloaded and tactical action ~~may be~~ taken to ~~reroute~~ re-clear aircraft on alternative routes not included in this Plan.

5.4 In the event that ATS cannot be provided in the [AIRSPACE] a NOTAM shall be issued indicating the following:

- a) time and date of the beginning of the contingency measures;
- b) airspace available for landing and overflying traffic and airspace to be avoided;
- c) details of the facilities and services available or not available and any limits on ATS provision (e.g., ACC, APPROACH, TOWER and FIS), including an expected date of restoration of services if available;
- d) information on the provisions made for alternative services;

- e) Applicable ATS routes, AIP-published contingency routes, or tactically defined contingency routes. ~~any changes to the ATS contingency routes contained in this Plan;~~
- f) any special procedures to be followed by neighbouring ATS units not covered by this Plan;
- g) any special procedures to be followed by pilots; and
- h) any other details with respect to the disruption and actions being taken that aircraft operators may find useful.

5.5 NOTAM pro-forma are provided at **APPENDIX X**.

5.6 In the event that the [XXXX International NOTAM Office is unable to issue the NOTAM, the alternate International NOTAM Office at [INSERT ALTERNATE] and/or [INSERT ALTERNATE] will take action to issue the contingency NOTAM upon notification by the [AUTHORITY].

~~5.7 Maintain a record using the form in Appendix X~~

~~Aircraft Separation Spacing??~~

~~Aircraft [SEPARATION OR SPACING]~~

5.8 Aircraft separation criteria, where applicable, will be ~~applied~~ in accordance with the *Procedures for Air Navigation Services-Air Traffic Management* (PANS-ATM, ICAO Doc 4444) and the *Regional Supplementary Procedures* (ICAO Doc 7030).

5.9 The longitudinal ~~separation~~ [SEPARATION/SPACING] will be 15 minutes. However, this may be reduced to 10 minutes in conjunction with application of the Mach number technique where authorized by the [AUTHORITY] and agreed in the appropriate LOA or other Contingency Arrangement.

5.10 The ~~contingency~~ route structure provides for lateral [SEPARATION/SPACING] ~~separation~~ of 100 NM. ~~and in~~ In cases where this is the lateral spacing of contingency routes is less than 100NM, ~~are less,~~ and for crossing routes, a minimum vertical [SEPARATION/SPACING] ~~separation~~ of ~~2000~~ [1000/2000] ft will be applied.

~~5.11 In the event that [ATS UNIT, CENTRE, FIR OR STATE] ATC services are terminated, a Flight Level Allocation Scheme (FLAS) utilizing, where necessary, RVSM separation minimum shall apply. Non RVSM approved aircraft shall not operate in contingency airspace. Details of the flight level assignment on the contingency routes are contained in Appendix 1D.~~

~~Flight level restrictions Priority for Flight Levels~~

5.12 Where possible, aircraft on long-haul international flights shall be afforded priority for cruising levels assigned in accordance with the (FLAS).

Airspace Classifications

5.13 Depending on the degree of disruption airspace classifications [OTHER THAN CLASS X, Y, Z – STATE ANY OTHER CONDITIONS RELATING TO NON-CONTINUOUS AIRSPACE, ETC] may be changed to reflect the reduced level of services. Changes to airspace

classification will be notified by NOTAM.

Aircraft position reporting

5.14 ~~Pilots will continue to make or broadcast routine position reports in line with normal ATC reporting procedures.~~

5.15 The primary means of communication will be by VHF or HF radio except for aircraft operating Automatic Dependent Surveillance - Contract (ADS-C) and Controller-Pilot Data Link Communications (CPDLC) systems. When CPDLC has been authorized for use by the relevant ATC authority this will become the primary means of communication, with HF as secondary. ADS-C shall replace any requirement for voice position reporting to ATC for aircraft so equipped, and in this case CPDLC or HF will be the secondary means of communication.

5.16 Traffic Information Broadcast by Aircraft (TIBA) procedures shall apply in [DESCRIBE AIRSPACE/CIRCUMSTANCES]. Details of TIBA procedures and communications requirements are provided in [Attachment B to Annex 11 to the Convention on Civil Aviation or (STATE) AIP SECTION XXX] reproduced in **Appendix X**.

5.17 TIBA frequencies shall be as follows:

- [DESCRIPTION OF AIRSPACE] – [XXX.XX] MHz;
- [DESCRIPTION OF AIRSPACE] – [XXX.XX] MHz;
- [DESCRIPTION OF AIRSPACE] – [XXX.XX] MHz;
- [DESCRIPTION OF AIRSPACE] – [XXX.XX] MHz;

Exclusions ~~VFR operations and other exclusions/exemptions, etc~~

5.18 ~~VFR flights~~ [SPECIFY EXCLUDED FLIGHTS E.G. VFR, NON SCHEDULED, MILITARY, ETC] shall not operate in the [DESCRIBE AIRSPACE] during contingency operations, except in special cases such as State aircraft, Medivac flights, for [SPECIFY FLIGHTS E.G. SAR, FFR, MEDICAL EVACUATION ETC] and any other essential flights as authorized by the [AUTHORITY].

Procedures for ATS Units

5.19 The ATS units providing ATC services will follow their unit emergency operating procedures and activate the appropriate level of contingency procedures in line with ~~the operational Letter of Agreement~~ [THIS PLAN (*where it also serves as the formal LOA*) or THE OPERATIONAL LETTER OF AGREEMENT or MOU, ETC]. These procedures include the following:

- a) Where ATS provided by the [ATS UNIT, CENTRE, FIR OR STATE] ~~the~~ may be reduced or disrupted by a short-notice contingency event, ATC will inform pilots of the emergency condition and advise if it is likely that the ACC will be evacuated and ATS suspended. In the event of it becoming necessary to evacuate the ACC building, the unit evacuation procedures will be activated, and time permitting, controllers will make an emergency evacuation transmission on the radio frequency in use providing pilots with alternate means of communication;

- b) during the period the contingency procedures are in effect, flight plan and other aircraft movement messages must continue to be transmitted by operators to the [ATS UNIT, CENTRE, FIR OR STATE] via the AFTN using normal procedures;
- c) on notification by [AUTHORITY], the ATS authorities operating the [NEIGHBOURING ATS UNITS, CENTRES, FIRS OR STATES] will activate the contingency procedures in accordance with ~~their respective operational Letter of Agreement or other Contingency Arrangement~~ [THIS PLAN (*where it also serves as the formal LOA*) or THE OPERATIONAL LETTER OF AGREEMENT or MOU, ETC];
- d) prior to entry to the [AFFECTED AIRSPACE] during contingency operations prior authorization must be obtained from [AUTHORITY], and flights must comply with the ATC [CLEARANCE/ROUTE, FLIGHT LEVEL] and communications instructions issued by the ATC authority responsible for the airspace immediately adjacent to the contingency airspace.
- e) Coordination of aircraft boundary estimates and flight levels by the adjacent ATC authority responsible for aircraft entering the [AFFECTED AIRSPACE] shall be in accordance with ~~the respective operational Letter of Agreement or other Contingency Arrangement~~ [THIS PLAN (*where it also serves as the formal LOA*) or THE OPERATIONAL LETTER OF AGREEMENT or MOU, ETC].
- f) the ACC responsible for aircraft entering the [AFFECTED AIRSPACE] will instruct pilots to maintain the last flight level assigned and speed (MACH number if applicable) while operating in the [AFFECTED AIRSPACE];
- g) the ACC responsible for aircraft entering the [AFFECTED AIRSPACE] will not authorize any change in route, flight level or speed (~~MACH number, if applicable~~) unless specifically authorized by the ATS unit normally responsible for the affected airspace, or under ~~the operational Letter of Agreement or Contingency Arrangement~~ [THIS PLAN (*where it also serves as the formal LOA*) or THE OPERATIONAL LETTER OF AGREEMENT or MOU, ETC].
- h) the ACC responsible prior ~~to~~ for aircraft entering the [AFFECTED AIRSPACE] will inform aircraft that they must establish contact with the first ATS unit after transiting the [AFFECTED AIRSPACE] not less than ~~10~~ [XX] minutes before the estimated time of entry to the [NEXT AIRSPACE/FIR],
- ~~i) the ACC responsible prior to aircraft entering the Jakarta FIR will inform aircraft that they must communicate with the next (downstream) ATC unit 10 minutes before the estimated time of entry into the next FIR; and~~
- j) aircraft may also chose to avoid the [AFFECTED AIRSPACE] by flight planning via published ATS routes, or via any alternative contingency ATS routes promulgated by NOTAM issued by ~~, and the~~ the controlling authorities of the adjacent FIRs. ~~concerned will promulgate any necessary alternative contingency routes by NOTAM.~~
- k) [DETAIL ANY ROUTE OR AIRSPACE –SPECIFIC ARRANGEMENTS]

Transition To and From Contingency ~~scheme~~ Operations

5.20 During times of uncertainty when airspace closures seem possible, aircraft operators should be prepared for a possible change in routing while en-route, familiarization of the alternative routes outlined in this Contingency Plan, as well as those which may be promulgated by a State via NOTAM or AIP.

5.21 In the event of airspace closure that has not been promulgated, ATC should, if possible, broadcast to all aircraft in their airspace, what airspace is being closed and to stand by for further instructions.

5.22 ATS providers should recognize that when closures of airspace or airports are promulgated, individual airlines might have different company requirements as to their alternative routings. ATC should be alert to respond to any request by aircraft and react commensurate with safety.

Transfer of control and coordination

~~5.23~~ Unless otherwise specified in [THIS PLAN (*where it also serves as the formal LOA*) or THE OPERATIONAL LETTER OF AGREEMENT or MOU, ETC] transfer of control and communication should be at the common FIR boundary between ATS units. ~~unless there is mutual agreement between adjacent ATS units and authorization given to use alternative transfer of control points. These will be specified in the respective LOAs.~~

~~5.24~~ The ATS providers concerned should review the effectiveness of current coordination requirements and procedures in light of contingency operations or short notice of airspace closure, and make any necessary adjustments to the Contingency Plan and LOAs.

6. PILOTS AND OPERATOR PROCEDURES

Filing of flight plans

~~6.1~~ Flight planning requirements detailed in [STATE] AIP continue to apply during contingency operations, except where modified by the contingency ATS routes and FLAS specified by ATC and/or in NOTAM. ~~and requested flight levels detailed in this plan.~~

Overflight approval

6.2 Aircraft operators must obtain over-flight approval from the [AUTHORITY] prior to operating flights through the [AFFECTED AIRSPACE]. During the period of activation of this Contingency Plan the adjacent ATS authority will provide normal ATC clearances for aircraft to enter the ~~Jakarta~~ [AIRSPACE] FIR. The adjacent ATS authority is not responsible for coordination or provision of overflight clearances for the [AIRSPACE]. ~~on the understanding basis that operators have obtained prior approval, and the responsibility remains with~~ The operator ~~to~~ must ensure any required overflight ~~such~~ approval has been obtained.

CNS Capability

6.3 x.

Pilot operating procedures

6.4 Pilots will continue to make or broadcast routine position reports in line with normal ATC reporting procedures:-

6.5 Pilots of aircraft operating in the [AFFECTED AIRSPACE] during contingency operations shall comply with the following procedures:

- a) all aircraft proceeding along the ATS routes established in this Contingency Plan will comply with the instrument flight rules (IFR) and will be assigned a flight level in accordance with the flight level allocation scheme applicable to the route(s) being flown as specified in Appendix 1D;
- b) flights are to flight plan using the Contingency Routes specified in Appendix 1D, according to their airport of origin and destination;
- c) aircraft are to operate as close as possible to the centre line of the assigned contingency route;
- d) a continuous communications watch shall be maintained on the specified contingency frequency as specified in Appendix 1F
- e) aircraft position reports and other information as necessary shall be broadcast in accordance with TIBA procedures defined in AIP [STATE];
- f) aircraft navigation and anti-collision lights shall be displayed;
- g) except in cases of emergency or for reasons of flight safety, pilots are to maintain during their entire flight within [AFFECTED AIRSPACE], the last assigned flight level, mach number and SSR transponder code. If no transponder code has been assigned, aircraft shall squawk code [XXXX].
- h) aircraft are to reach the flight level last assigned by the responsible ACC at least [XX] minutes before entering the [AFFECTED AIRSPACE] or as otherwise instructed by the ATC unit acting in accordance with the operational Letter of Agreement or other Contingency Arrangement;

- i) pilots are to include in their last position report prior to entering the [AFFECTED AIRSPACE], the estimated time over the entry point of the [AFFECTED AIRSPACE] and the estimated time of arrival over the relevant exit point;
- j) pilots are to contact the next adjacent ACC as soon as possible, and in any event not less than ten (10) minutes before the estimated time of arrival over the relevant exit point from the [AFFECTED AIRSPACE];
- k) pilots are to strictly adhere to the ICAO Traffic Information Broadcasts by Aircraft (TIBA) procedures, reproduced in **Appendix X**, on the specified VHF and HF frequencies listed in **Appendix X**. When necessitated by emergency conditions or flight safety requirements, pilots are to transmit blind on these frequencies, their current circumstances and the commencement and completion of any climb and descent or deviation from the cleared contingency route;
- l) whenever emergencies and/or flight safety reasons make it impossible to maintain the flight level assigned for transit of [AFFECTED AIRSPACE], pilots are to climb or descend well to the right of the centerline of the contingency route, and if deviating outside the [AFFECTED AIRSPACE], to immediately inform the ACC unit responsible for that airspace. Pilots are to broadcast details of any level change including aircraft identification, aircraft position and route, vacated flight level, intended flight level, flight level passed and cruising flight level maintained on [FREQUENCY];
- m) pilots are to maintain own longitudinal separation of 15 minutes from preceding aircraft at the same cruising level; and
- n) not all operational circumstances can be addressed by this Contingency Plan and pilots are to maintain a high level of alertness when operating in the contingency airspace and take appropriate action to ensure safety of flight.

Interception of civil aircraft

6.6 Pilots need to be aware that a contingency routing requiring aircraft to operate off normal traffic flows may result in interception by military aircraft. Aircraft operators must therefore be familiar with international intercept procedures contained in ICAO Annex 2 –*Rules of the Air*, paragraph 3.8 and Appendix 2, Sections 2 and 3.

6.7 Pilots are to comply with instructions given by the pilot of the intercepting aircraft. In such circumstances, the pilot of the aircraft being intercepted shall broadcast information on the situation.

6.8 If circumstances lead to the closure of the [AFFECTED AIRSPACE] and no contingency routes are available, aircraft will be required to remain clear of the [AFFECTED AIRSPACE]. As much warning as possible will be provided by the appropriate ATS authorities in the event of the complete closure of airspace.

6.9 Pilots shall continuously guard the VHF emergency frequency 121.5 MHz and should operate their transponder at all times during flight, regardless of whether the aircraft is within or outside airspace where secondary surveillance radar (SSR) is used for ATS purposes. Transponders should be set on the last discrete code assigned by ATC or select code [XXXX] if no code was assigned.

7. COMMUNICATION PROCEDURES

Degradation of Communication - Pilot Radio Procedures

7.1 When operating within the contingency airspace, pilots should use normal radio communication procedures where ATS services are available. Where limited or no ATS is available These communications will be conducted in accordance with the communication procedures in this Plan, or as otherwise notified by NOTAM.

7.2 If communications are lost unexpectedly on the normal ATS frequencies, pilots should try the next applicable frequency, e.g. if en-route contact is lost then try the next appropriate frequency, that is, the next normal handover frequency. Pilots should also consider attempting to contact ATC on the last frequency where two-way communication had been established. In the absence of communication with ATC, the pilot should continue to make routine position reports on the assigned frequency, and also broadcast positions in accordance with the TIBA procedures.

Communication frequencies

7.3 A list of frequencies to be used for the contingency routes and the ATS units providing FIS and air-ground communication monitoring for the Jakarta FIR is detailed at Appendix 1F

8. AERONAUTICAL SUPPORT SERVICES

Aeronautical Information Services (AIS)

8.1 [DETAIL THE AVAILABILITY OR ALTERNATE ARRANGEMENTS FOR AIS]

8.2 XXXXXXXXXX.

Meteorological Services (MET)

8.3 [DETAIL THE AVAILABILITY OF METEOROLOGICAL SERVICES AND THE METHODS OF DISTRIBUTION OF INFORMATION DURING CONTINGENCY OPERATIONS.]

8.4 XXXXXXXXXX..

9. SEARCH AND RESCUE ALERTING

Notification and Coordination

9.1 The SAR authority responsible for the [AFFECTED AIRSPACE] is the [XXXXXX] Rescue Coordination Centre (RCC)

IDD	XXXXXXXXXX
Fax	XXXXXXXXXX
AFTN	XXXXXXXXXX

9.2 [INSERT SAR ALERTING ARRANGEMENTS AS NECESSARY. MAY INCLUDE CONSIDERATION OF NEIGHBOURING ATS UNITS PROVIDING FULL FLIGHT FOLLOWING, OR LIMITED TO RESPONSE TO IN-FLIGHT EMERGENCIES].

9.3 **XXXXXX**

SUB-PLANS

LIST OF APPENDICES

Appendix X – Contact Details

Appendix X – Coordinating Bodies

Appendix X – Specimen NOTAMs

Appendix X – International Route Structure ~~for Jakarta~~
During Total Disruption

Appendix X – Chart of Contingency Routes

Appendix X – Contingency Frequencies for Control
and/or Flight Monitoring

Appendix X – Flight Planning

Appendix X – Traffic Information Broadcasts by
Aircraft Procedures

Appendix X – ICAO Interception Procedures

Appendix X – Recording and Reporting Form

Appendix X – Guidance for using the template