

Appendix 5

Exercise 2 - Operational Concept Brief

Situation

You are a group of unit managers within an ANSP situated in either Lutan or Aksia. The release of the *EUROCONTROL Guidelines for Contingency Planning of Air Navigation Services (including Service Continuity)* - May 2009 has prompted your senior level management to review their contingency planning arrangements.

Following on from the elaboration of the ANSP Contingency Policy Statement and Consultation Process (which identified a number of key requirements), the senior management have now tasked you to begin the development of an Operational Concept for Contingency using the results from the previous activities as inputs.

The Senior Management Board would also like you to consider the key hazards and risks that threaten the provision of ANS services and they have also asked you to consider a range of candidate mitigating strategies, including the use of external (international) assistance, which you may wish to include as part of the Operational Concept.

Due to a drop in revenues caused by the worldwide economic slowdown, financial resources are scarce and the Board has reminded you to be realistic in your choice of potential contingency solutions.

Mission

Your mission is to produce an outline Operational Concept for Contingency in your allotted ANSP/state. You should be guided by the information provided in this brief and the State brief (Appendix 1 or 2 as appropriate). You will be required to report on the outcome of your activities to the senior management board in a 15-minute presentation later today.

Execution

General Outline

- All team members have a role to play.
- Your **Operational Concept** should also take into account the wider international aspects of ANS Contingency Planning (including the possibility of a FAB between Aksia, Lutan and Valsepa) and be **primarily focused on Service/Business Continuity**.

Detailed Planning

Your draft Operational Concept should reflect, amongst others:

- Policy input and guiding principles/criteria covering safety, security, capacity, efficiency and environment.
- Key Hazard / Risks identified whose consequences are intended to be mitigated by the Contingency arrangements;
- Outcomes from the Consultation Process.
 - The potential mitigating Strategy (ies) chosen to eliminate or reduce identified the consequences of the Key Hazard / Risks.
- Economic considerations (very briefly, this will be covered later in the Working Session).
- Any current contingency arrangements.
- A high level description of the new environment:
 - A functional description of the new system.
 - Different modes of operations and associated implementation procedures.
 - Built-in resilience and redundancy features.
 - Interfaces to the external world.
 - Involved personnel, i.e. skills/competences, responsibilities, organizational structure, etc...
 - Performance criteria.
- A description of changes required and impact analysis of these changes.
- The advantages/disadvantages of the new operational concept (if time permits).

Team Composition

Within your team you may find useful to consider the Policy aspects from the following perspectives:

- ATC Operations
- Airspace Users
- Legal/Regulation
- Safety/Hazards
- Security/Military
- Airport
- Environment
- Economics

Instructions

To assist you in undertaking the various processes necessary to construct your outline Operational concept, you should use

- The State Brief;
- The solution should be guided by the Policy Statement provided as a model answer to the first exercise (pink).
- the EUROCONTROL Guidelines for ANS Contingency Planning;
- and/or the associated Quick Reference Guide

Constraints

The following constraints should be applied during the course of your work:

- Your Operational Concept does not need to address industrial action and pandemics.
- You do not have unlimited financial and personnel resources; be realistic.

Timings

You have 1 hour to complete the exercise.

Solution and Presentation

Solution

Your solution does not need to be in detailed paragraphs. Use **bullet points** to show that you are aware of the headline issues. The solution should describe:

- A brief outline of:
 - The inputs you used to form your Operational Concept.
 - The main headlines of a draft Operational concept.

Presentation of results

Please appoint a spokesperson who will report to the Senior Management Board (i.e. all the SASI WS participants, later).

A flip chart and pens will be available to record you activities.

If deemed appropriate and fitting time constraints, you may also make a presentation.