



# AIRPORTS AUTHORITY OF INDIA

Directorate of Air Traffic Management

RAJIV GANDHI BHAWAN, NEW DELHI-110003

[File No. AAI/ATM/S&P/31-14/2009]

## ATMC

### AIR TRAFFIC MANAGEMENT CIRCULAR NO. 1 of 2009

#### Introduction of ATMC in place of ATMIC

#### 1. Introduction

1.1 A review of the “Air Traffic Management Information Circular” (ATMIC) indicated that the status ATMIC and the significance of their content may be misunderstood, as if it is only for information. As a result of the review, it has been decided to introduce “Air Traffic Management Circular” (ATMC) in place of “Air Traffic Management Information Circular” (ATMIC).

#### 2. Purpose

2.1 This ATMC describes the purpose and operation of ATMC which has been introduced in place of ATMIC.

#### 3. Scope

3.1 ATMC will provide information, instructions and clarification which are not covered in MATS Part 1, Doc 4444, AIP, AIC, CAR or any other document but essential for dynamic, integrated management of airport operations including apron management, air traffic and airspace for safe, efficient and expeditious operation.

#### 4. Description of ATMC

4.1 ATMC will be issued in the format illustrated by this document and contain operational instructions, ATC procedures, training requirements or any other subject essential for dynamic, integrated management of airport operations including apron management, air traffic and airspace management.

4.2 ATMC will contain a number of key features described below:

- i) Each circular will be identified by a discrete number followed by year of issue.
- ii) The circular will be used to notify ATS in-charge and air traffic controllers of important changes to ATS or related safety procedures or requirements or to draw attention to a safety-related issue.
- iii) The circular will also contain procedure for ATC ratings and training requirements for air traffic controllers.
- iv) Information about the period of validity of the ATMC will be included.

- v) Normally ATMC will be withdrawn when other documents have been amended to reflect the contents of the circular.

## 5. Guidance

- 5.1 ATS in-charge of all AAI controlled airports shall retain ATMC applicable to the level of service that they provide. Verification that the appropriate ATMC are available for reference may form part of an inspection or audit of an ATS unit.
- 5.2 A summary of the contents of previously published ATMIC and DARA Circulars which remain valid and have not been incorporated into ATMC is included as an attachment to this ATMC.

## 6. Queries

- 6.1 Any queries or further guidance required on the contents of this ATMC should be addressed to:

Executive Director [ATM]  
Airports Authority of India  
Rajiv Gandhi Bhawan  
Safdarjung Airport  
New delhi-110003  
E-mail: edatmchqnad@aai.aero

## 7. Validity

- 7.1 This ATMC will remain in force until further notice and ATMIC 1of 2009 is hereby cancelled.



[V.K. YADAVA]

**EXECUTIVE DIRECTOR [ATM]  
AIRPORTS AUTHORITY OF INDIA**

**Dated: 29-07-2009**

**Attachment to Air Traffic Management Circular No. 1**

At the time of introduction of the ATMC the material contained in previously issued ATMIC and DARA Circular remains valid. A brief summary of the subject matter contained in these ATMIC and DARA Circulars is shown below for information.

ATMIC 2 of 2009	SSR identification procedure & Mode C Accuracy Verification
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S.No.	DARA Circular No. & Year of issue	Subject
1.	09/1969	Varey Pistol Cartridges - Firing of
2.	01/1977	Duties of ATC Supervisors
3.	15/1977	Bird Nuisances at Aerodromes
4.	03/1978	Documents to be kept in Air Traffic Services Units
5.	05/1978	Procedure relating to arrival and departure of Aircraft
6.	09/1978	Procedure to be followed when dealing with emergencies arising out of Hijacking and other terrorists threats to civil Aviation
7.	11/ 1978	Entry to Air Traffic Control Units
8.	16/1978	Issue / Update of procedure of Fire / Aircraft Accident
9.	01/1979	Prompt conveyance of information regarding any Mishap/ Accident involving high dignitaries during their journeys within the country and abroad
10.	04/1980	Procedure for information of aircraft accident by Duty FIC officer
11.	07/1980	Courtesies, to be shown to the dignitaries visiting states and Union territories
12.	09/1980	Maintenance of cleanliness at Airports
13.	04/1981	Constitution of Airfield environment management committee to check bird strike hazard near airfields
14.	05/1981	Birds hazards at Aerodromes
15.	08/1983	Extension of watch beyond normal watch hours
16.	02/1984	Tethered and free balloon flights
17.	02/1986	Marking of guidelines and parking bays
18.	05/1986	Alertness and initiative by ATCOs
19.	02/1987	Flag code- India
20.	03/1987	Obstacle, restriction & removals, Lighting and Marking
21.	01/1991	Procedure for inspecting Runways, Taxiways, Aprons and fencing & sweeping of operational area
22.	03/1992	List of dignitaries / VIPs who are entitled to use the reserved lounges at the Aerodromes of the AAI (NAD)
23.	01/1993	Duties and responsibilities of Deputy Director of (ATS, Std & procedure), Deputy Director (AIS and Search & Rescue) and Deputy Director (Trg.)
24.	03/1993	Installation and Commissioning of VASI / PAPI
25.	04/1993	Airfield Environment Management Committee
26.	06/1993	Action by Air Traffic Control in r/o Aerodrome Operating Minima
27.	01/1994	Responsibility for ensuring compliance with procedure relating to obstacle assessment etc. at AAI (NAD) Aerodrome
28.	03/1994	Periodic Radar duties
29.	04/1994	Supply of ICAO Documents
30.	05/1994	Exercise of due care in processing Flight Plans

31.	01/1996	Operating procedure for Non- Schedule International Aircrafts / Suspicious Aircrafts forced to land
32.	03/1996	Reporting of Air Traffic Incidents- Preliminary investigation
33.	04/1996	Withdrawal of ATCO involved in Aircraft Accident
34.	05/1996	Applications of Reduced Longitudinal Separation Minima
35.	06/1996	Use of Reciprocal Runway
36.	02/1997	ATC Watch taking over procedure
37.	03/1997	Airborne Collision Avoidance System (ACAS)
38.	04/1997	Objectives of SSR code allotment plan
39.	06/1997	Establishment of Permanent Markers at Thresholds and at physical Extremities of Runway
40.	02/1998	Crossing of Runways and Taxiways
41.	06/1998	Proficiency assessment of ATCOs
42.	02/1999	Operating procedure for Aerodrome Surface Detection Equipment
43.	04/1999	Approach Monitor Aid in Control Tower
44.	05/1999	Radio Telephony (R/T) Congestion
45.	06/1999	Start-up Procedures-Departure Sequence
46.	07/1999	Station level refresher training for Air Traffic Controllers
47.	08/1999	Rating for Air Traffic Control officers
48.	10/1999	Procedural ratings-OJT and examination
49.	11/1999	Radar Services
50.	02/2000	Minimum Safe Altitude Warning (MSAW) System
51.	03/2001	Speed Control in the Provision of Radar services
52.	04/2002	The Flight Progress Strip Markings
53.	02/2003	Operations of Runways Lights during VVIP movements
54.	04/2003	Maintenance of ATS Unit Log Book
55.	05/2003	Procedure for dealing with Temporary Hazard on Runway Strip
56.	06/2003	Use of Proper Phraseologies & Correct Radio Telephony Procedure by ATC officers
57.	07/2003	Maintenance and Up keep of Runway and Taxiway Strips and RWY End Safety Areas (RESA) and other parts/Operational Areas at Aerodromes
58.	02/2004	Retention of operational documents period thereof-Method of Destruction
59.	03/2004	Control of traffic on Taxiway leading to Apron
60.	06/2004	Phraseology associated with SSR identification procedures and mode "C" accuracy verification
61.	07/2004	Operation of Non - Schedule flights
62.	08/2004	Display of ground Signals/Markings at Aerodromes
63.	09/2004	Establishment, Maintenance and upkeep of the Aerodrome Reference Point
64.	02/2005	Medical fitness of Air Traffic Controllers
65.	04/2005	Radar training and rating
66.	03/2006	ADS/CPDLC training and rating
67.	04/2006	Use of Phraseologies other than standard Phraseologies and correct monitoring of read back
68.	06/2006	Runway Surface friction characteristics of wet Paved Runways
69.	02/2007	Visual Approach
70.	02/2008	Procedure for issue of No Objection Certificate (NOC)
71.	03/2008	Selection, Duties, & Responsibilities of On The- Job Training- Instructors (OJTI)

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