

OFFICIAL

Refer ATS_TLI_23_0307



En Route

ATS Contingency Plan

ATS-CP-0084

Version 6

Effective 30 November 2023

Approved: Service Standards - Michelle Petersen

Change summary

Version	Date	Change description
5	5 January 2023	<ul style="list-style-type: none"> • Incorporate TLI_22_0286 • 'Peak periods' may be considered more broadly when determining extended disruptions • Clarification of CASA 'approval' versus 'notification' • SARWATCH procedures • Changes to PAR and CIRRIIS reporting • NAIPS NOTAM template updates • NOTAM template updates • Editorial amendments
6	30 November 2023	<ul style="list-style-type: none"> • Incorporate TLIs 23_0208, 23_0272 and 23_0177 • Duty of care sections updated to match parent document • Re-order and redistribution of tasks in Section 2, change bars not used where instruction has moved but not changed. • Editorial changes. • CIRRIIS reporting requirements. • Reduced service content removed. • Minor updates to loss of service template numbers and sector groupings. • New loss of service NOTAM template

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Immediate response

1.1 Immediate contingency

If an en route sector/unit is unable to provide ATS without notice, perform the following essential actions.

Loss of service without notice

Hazard alert	<ul style="list-style-type: none"> Affected sector and all surrounding sectors to broadcast hazard alerts Suggested phraseology for affected sector (oceanic airspace is not restricted): ALL STATIONS, ATS NOT AVAILABLE THIS FREQUENCY (these frequencies) [FROM (time)]. ACCESS TO CLASS (airspace class) AIRSPACE IS RESTRICTED. TIBA PROCEDURES APPLY. Suggested phraseology for surrounding sectors: ALL STATIONS, ATS NOT AVAILABLE FROM ADJACENT SECTOR ON (frequency) [FROM (time)]. TRAFFIC TO THE (north, south, east, west) OF (well known location) WILL BE AFFECTED. ACCESS TO CLASS (airspace class) AIRSPACE IS RESTRICTED. TIBA PROCEDURES APPLY.
Stop departures	<ul style="list-style-type: none"> Stop departures from controlled airports that will enter the affected airspace
ATFM filter	<ul style="list-style-type: none"> Run an ATFM filter on the affected volume and advise affected aircraft of the contingency
Contact	<ul style="list-style-type: none"> Contact the relevant DO to report the loss of service and determine next steps Advise the NCC.
Complete checklist	<ul style="list-style-type: none"> Complete the remainder of 1.2 Checklist/index

1.2 Checklist/index

The duty Air Traffic Management Director (ATMD) must complete the following checklist.

Part	Chapter	Ref	Item	Done
2	Pre-contingency	2.1	Activity Log	<input type="checkbox"/>
		2.2	Contact Director Operations (DO)	<input type="checkbox"/>
		2.3	Determine service provision	<input type="checkbox"/>
		2.4	Determine extent of response	<input type="checkbox"/>
		2.5	Brief NCC	<input type="checkbox"/>
		2.6	Designate Contingency Response Manager (CRM)	<input type="checkbox"/>
		2.7	CASA notification of service variation	<input type="checkbox"/>
		2.8	Publish NOTAM	<input type="checkbox"/>
		2.9	Brief affected areas	<input type="checkbox"/>
		2.10	Broadcast to affected aircraft	<input type="checkbox"/>
3	During contingency	3.1	Manage traffic	
		3.2	Airspace classification	
		3.3	TIBA procedures	
4	Resumption	4.1	Service resumption	
		4.2	Staff debrief	
5	Reporting	5.1	Enter CIRRS	<input type="checkbox"/>
6	Review	6.1	Activation review	
		6.2	Document review and testing	
Appendix A	NOTAM	Appendix A	NOTAM	
Appendix B	Briefings	Appendix B	Briefings	

Pre-contingency

2.1 Activity Log

Commence and maintain an [Activity Log \(ATS-FORM-0061\)](#) when this ATS Contingency plan is activated.

2.2 Contact Director Operations (DO)

The duty ATMD must notify the DO responsible for the unit. The DO determines the appropriate course of action in the first instance and must notify the ASH.

2.2.1 DO not contactable

If the DO is not contactable, the appropriate course of action will be determined by:

1. the ASH
2. the ASTH
3. the SSH
4. the CSDO or
5. another DO.

2.2.2 Extended disruption

If the disruption is expected to extend longer than the following periods, escalate the response to the ASH.

Disruption to	Escalate if greater than
A single en route sector	Eight hours
A sector with a boundary with a foreign ANSP	During peak traffic periods: 4.5 hours Outside peak traffic periods: eight hours
All sectors in a unit (use peak periods above if applicable)	Between 0500 and 2100 local: 4.5 hours Between 2100 and 0500 local: eight hours

2.3 Determine service provision

The DO must ensure all avenues for service provision have been exhausted before approving a complete loss of service.

Determine the level of ATS that can be provided considering:

- the current and projected staffing levels
- the mix of endorsements available
- the level of ATC experience available
- the expected traffic volumes including military operations
- whether multiple system failures exist
- actual and forecast weather conditions.

2.4 Determine extent of response

The DO is to consider convening an Initial Assessment Team (IAT) in consultation with the ASH and considering the triggers included in the [National ATS Contingency Plan \(ATS-CP-0001\)](#) and [Crisis Management \(C-PROC0199\)](#).

2.5 Brief NCC

Provide the NCC with a list of flight planned movements through the affected airspace.

NCC will complete onwards notifications including airline teleconference. If required, NCC will follow the [Temporary Restricted Airspace/Traffic Information Broadcast by Aircraft Procedure \(TRA/TIBA\) \(ATS-PROC-0110\)](#).

2.6 Designate Contingency Response Manager (CRM)

If ATS cannot be provided, a CRM is required.

If ATS can be provided and restrictions are expected to be minor, a Contingency Response Manager (CRM) is not required but may be appointed to assist.

If a CRM is required, the duty ATMD must complete a [Variation to Published Services: Operational Hazard Assessment \(ATS-FORM-0005\)](#) form in consultation with the DO to determine who to appoint as the CRM.

The DO (or other manager as described in [2.2.1 DO not contactable](#)) must make the appointment. Supply the completed form to the CRM.

The DO must notify the ASH of the appointment, and provide justification as requested.

2.6.1 CRM eligibility

The order of appointment is:

1. ATMD, SM or SS, but not the duty ATMD, SM or SS during the NOTAM contingency period
2. FEC from the contingency unit
3. FEC from another/adjacent unit
4. an air traffic controller with experience in entering operational data into the system used by that ATS function or
5. a person determined to be suitable as CRM.

2.6.2 CRM not appointed

If a CRM is not appointed, the Shift Manager (SM) for the affected unit is responsible for tactically managing the disruption. The SM must manage the traffic using the guidance in [3.1.1 Traffic management options](#).

2.7 CASA notification of service variation

If ATS cannot be provided, the duty ATMD must notify CASA OAR. CASA OAR is the authority to declare Temporary Restricted Areas in Class A, C and E airspace. Restricted areas cannot be utilised to implement TIBA in oceanic airspace.

2.8 Publish NOTAM

The duty ATMD must assess the possible effect on aircraft operations and determine the requirement for NOTAM. NOTAM need not be issued if the situation can be tactically managed without significant effect on aircraft operations. NOTAM templates are provided in [Appendix A](#).

Notify the NOTAM Office by phone if the NOTAM is required immediately.

There are no published contingency routes designed to avoid the TRA. However, if the CRM/ATMD determines that contingency routes are required and nominates the routes, they may be published by NOTAM.

2.9 Brief affected areas

2.9.1 Distribute briefings

Briefings for a complete loss of service are provided in [Appendix B](#). Print and distribute to affected units if required.

2.9.2 Notification checklist

This checklist is provided as a general reference for the ATMD.

Notification to:	✓
Line Leader for affected unit	
Foreign ATS providers adjoining the FIR	
JRCC Australia	
HQJOC	
Airline Operations (through NCC)	
Towers involved in start clearances	
Adjacent domestic civil ATS units	
Adjacent and embedded military ATS units	
HF	

2.10 Broadcast to affected aircraft

If ATS cannot be provided, ensure affected sectors, adjacent sectors and HF make transmissions to advise pilots of the contingency.

Time	Type
Ten minutes prior to contingency commencing	Hazard alert broadcast
At the start of the contingency	Hazard alert broadcast
Prior to aircraft entering contingency airspace	Directed transmission
Resumption of published services	General broadcast

Suggested phraseology is contained in the briefings in [Appendix B](#).

During contingency

3.1 Manage traffic

The CRM authorises access to affected OCA and TRA.

The CRM will determine the extent of traffic management required to protect against traffic overload, frequency congestion and to provide breaks to avoid staff fatigue.

The [National ATS Contingency Plan \(ATS-CP-0001\)](#) provides guidance on formulating a Contingency Traffic Management Plan.

The CRM will maintain an [Aircraft Tracking Form \(ATS-FORM-0062\)](#). The NCC can populate a Collaborative Information Display (CID) with the affected aircraft as a cross check on request.

3.1.1 Traffic management options

Responses may include but are not limited to:

- increased spacing between aircraft movements entering affected airspace, e.g. 20/30/40 NM between like type aircraft
- start clearances/traffic metering to/from specific aerodromes
- stopping departures from specific aerodromes
- stopping further traffic from entering the airspace/holding aircraft clear
- diverting traffic around the affected airspace
- providing a traffic spotter
- directing requests for non-traffic operational information to HF.

The SM/ATMD can assist the CRM by implementing the required traffic management response.

3.1.2 Authorise access to affected OCA and TRA

Consider the following when deciding to authorise access to OCA and/or the TRA:

- Weather at departure and destination
- Time of day
- Impact on any agreed traffic management plan(s), including the incremental increase in complexity that may result with the operation under consideration
- Capability to monitor the progress of the flight.

Authorisation to access OCA and/or the TRA must include:

- the route and flight level/altitude
- for aerodromes contained within the TRA, a landing time with a requirement to call the CRM on landing unless local ATS staff can provide the required information
- pilot notification to the CRM when clear of the TRA as soon as practicable.

3.1.3 Update system data

As a secondary function the CRM may update operational system data subject to compliance with all of the following:

- CRM management responsibilities have been acquitted for this stage of the contingency
- The CRM holds an ATC licence with a current endorsement, or ACO/TCO qualification
- The CRM has experience in entering operational data into the system used by that ATS function e.g. Eurocat, INTAS.

Otherwise, the CRM is limited to the direct relay of reported flight information to the downstream controller to ensure situational awareness.

3.2 Airspace classification

During contingencies with loss of service, airspace and ATS will normally be in accordance with the following:

- Oceanic controlled airspace remains Class A with no ATS provided
- H24 domestic controlled airspace; TRA is established in Class A, C and E airspace with no ATS provided
- Class G airspace; no ATS provided

Note: TIBA procedures will apply in accordance with [AIP](#).

3.3 TIBA procedures

Implement TIBA procedures in lieu of the collision hazard (traffic information) component of the FIS. Provide remaining components of Flight Information Service (FIS) through HF or as capability permits through adjacent ATS units.

In en route airspace use the following frequencies:

Airspace	TIBA Frequency
At and above FL200	128.95
Below FL200, except in domestic Class G airspace	126.35
Domestic Class G airspace	relevant Area VHF

SARWATCH is held by the downstream controller, TCU, or tower, supported by the CRM monitoring the progress of aircraft through the TRA, as well as charted frequencies in case of emergency. The CRM will:

- Notify the next control agency of the estimate to the boundary of the TRA as soon as practicable after issuing authorisation to enter the TRA. The estimate may be derived from system data or from pilot advice of the estimate.
- For an aircraft landing at an uncontrolled aerodrome within the TRA, do not complete the relevant entry on the [Aircraft Tracking Form \(ATS-FORM-0062\)](#) until a landing report is received.

3.3.1 Waiver of dual VHF requirement within TRA

The CRM or delegate may approve single VHF aircraft operations within TRA in circumstances where the safety of aircraft and/or individuals may be compromised if access is denied. Such operations include:

- aircraft in emergency
- aircraft conducting humanitarian operations.

Resumption

4.1 Service resumption

The following stages are a general guide to the resumption of service:

Stage	Description
1	ATS capabilities are sufficiently restored to provide normal services
2	If required, amend NOTAM to promulgate the time for changeover from contingency to normal services (allow reasonable time for Stage 3 and 4 to be completed)
3	Complete communications and surveillance checks to establish aircraft positions in contingency airspace
4	Update all systems and input data
5	Coordinate with all units to advise normal capacity restored, response procedures are cancelled

4.2 Staff debrief

Debrief staff involved in providing the contingency response immediately after the event to identify any concerns and if required, schedule a more in-depth debrief at a later date.

Reporting

5.1 Enter CIRRIIS

The ATMD must ensure a CIRRIIS occurrence report is submitted for situations resulting in TIBA or TRA declaration.

The holder of unit OCA must submit a CIRRIIS occurrence when available staff numbers fall below the accepted minimum staffing levels, or supervisory staff are unavailable during rostered hours of supervision, and resultant tactical management of traffic or break relief causes a measurable effect on industry.

Attach the completed [Post Activation Review Report \(C-TEMP0116\)](#) (PAR) to the CIRRIIS occurrence report.

Where a PAR is not required in accordance with [B.1.7 Complete reports](#), attach completed copies of the following to the CIRRIIS occurrence report:

- [Activity Log \(ATS-FORM-0061\)](#)
- [Variation to Published Services: Operational Hazard Assessment \(ATS-FORM-0005\)](#)
- [Aircraft Tracking Form \(ATS-FORM-0062\)](#)
- Copy of published NOTAMs
- Authorisation/notification emails sent or received
- Any other relevant documentation

Further reporting requirements are the responsibility of the CRM and are contained in the CRM briefing.

Review

6.1 Activation review

The DO must conduct a full response review for a:

- CP activation with more than the expected effect on industry operations or
- debrief that raises significant issues.

Consider involving external parties such as airlines, airport operators, Defence, CASA and the Department.

The following questions may assist the investigation:

- Did the pre-emptive measures (such as normal business practice and/or contingency preparations) reduce the likelihood and consequence of the disruptive event?
- Was the detection and evaluation of the disruptive event timely and appropriate?
- Was the escalation of the response timely and appropriate?
- Did the response measures reduce the likelihood and consequence of adverse impact(s) of the ATS outage?
- Did the response measures result in the safe and orderly flow of air traffic in the absence of scheduled ATS?
- Were the response measures conducted in an orderly and efficient fashion?

As soon as possible after the review, collate and assess the information for cause, impact, response and recommendations.

6.2 Document review and testing

Refer to the [National ATS Contingency Plan \(ATS-CP-0001\)](#) for document review and testing requirements.

Appendix A NOTAM

A.1 NAIPS templates

Ensure all information is correct and applicable to the situation before use.

Sector/s	Loss of service template
Alpine	
HUM/OVN/DOK Sectors	YMMM 431
SNO Sector	YMMM 430
YAS/JVS Sectors	YMMM 464
Barossa	
AUG/TBD/SPN/KSC Sector	YMMM 439
AUH/TBH Sectors	YMMM 830
All sectors	YMMM 582
Bass	
HUO Sectors	YMMM 708
BTH/DUB Sector	YMMM 459
MLE/TEM Sector	YMMM 1010
Byron	
GOL Sector	YBBB 342
INL Sector	YBBB 344
GRN, SON/NEL Sector	YBBB 345
BNA SFIS	YBBB 812
All sectors	YBBB 984
Capricornia	
LMA Sector	YBBB 518
KPL Sector	YBBB 519
KPL and LMA sectors	YBBB 529
Central	
ESP Sector	YMMM 568

Sector/s	Loss of service template
FOR Sector	YMMM 571
WAR Sector	YMMM 566
ASP Sector	YMMM 453
BKE Sector	YMMM 461
WRA Sector	YMMM 455
BOG Sector	YMMM 423
OPL Sector	YMMM 456
TOD Sector	YMMM 457
ASA arrival endorsement NAVBL	YMMM 820
AYERS endorsement NAVBL	YMMM 835
East	
TSN and COL Sectors	YBBB 584
FLD and HWE Sectors	YBBB 585
COL, FLD, HWE and TSN sectors	YBBB 840
AGGG FIR	AGGG 5
ANAU FIR	ANAU 4
Port Moresby FIR DEACT	YBBB 563
Fraser	
BUR Sector	YBBB 521
BUR and NSA sectors	YBBB 788
DOS Sector	YBBB 520
SDY Sector	YBBB 613
NSA Sector	YBBB 787
All sectors	YBBB 549
Grampians	
MUN/OXL Sectors	YMMM 449
YWE Sector	YMMM 450
WON Sector	YMMM 450

Sector/s	Loss of service template
LOD Sector	YMMM 451
MIT Sector	YMMM 451
KAT/GTH Sectors	YMMM 458
Gwydir	
CNK Sector	YBBB 378
ARL Sector	YBBB 392
MDE Sector	YBBB 393
All sectors	YBBB 382
Hastings	
MAL Sector	YBBB 317
MLD, MNN and NAA sectors	YBBB 320
OCN Sector	YBBB 586
All sectors	YBBB 321
Longreach	
STR Sector	YBBB 386
ARA Sector	YBBB 424
WIL Sector	YBBB 790
CVN, ISA and WEG Sectors	YBBB 443
Monaro	
WOL Sector	YMMM 444
GUN/GLB/BIK Sectors	YMMM 447
ELW/BLA Sectors	YMMM 429
Reef	
SWY Sector	YBBB 494
TBP Sector	YBBB 493
KEN/BAR Sector	YBBB 495
All sectors	YBBB 374
Simpson	
ANM Sector	YBBB 611

Sector/s	Loss of service template
ACH/YRK Sectors	YBBB 339
BKL, PWN, COO, DAN and EMA Sectors	YBBB 319
Southwest	
DAL Sector	YMMM 609
GEL Sector	YMMM 212
GVE Sector	YMMM 610
HYD Sector	YMMM 608
SCR Sector	YMMM 208
JAR Sector	YMMM 612
KLA Sector	YMMM 807
KNE Sector	YMMM 613
LEA Sector	YMMM 210
PIY Sector	YMMM 611
All sectors	YMMM 257
Tops	
COG Sector	YBBB 379
TRT Sector	YBBB 362
KIY Sector	YBBB 360
CBL/CNG Sectors	YBBB 337
KTN Sector	YBBB 340
West	
IND/INE Sector	YMMM 595
NEW Sector	YMMM 618
OLW Sector	YMMM 575
PAR Sector	YMMM 617
POT Sector	YMMM 578
MEK Sector	YMMM 236
MZI/LEO Sector	YMMM 596

Sector/s	Loss of service template
MTK Sector	YMMM 701

A.2 NOTAM template – loss of service

This is the standard template for sectors where a complete loss of service is experienced. Align the details to the relevant contingency NOTAM.

Ensure all information is correct and applicable to the situation before use. Navy and purple text and/or text in angle brackets require review/input/removal.

Check with the NCC regarding the phone number to be quoted in NOTAM.

Template <YMMM or YBBB> <number>

A) <YMMM or YBBB> (PRD) DTG

E) ATS SUBJ TO CONTINGENCY DUE OPR RESTR, TIBA PROCEDURES APPLY IN THE FLW CTA CLASS A, C, D AND E AIRSPACE EXCLUDING OCEANIC CTA (OCA A): ****Only include the class of airspace contained in the sector volume, do not include Class G airspace at this point****

DESIGNATED AIRSPACE HANDBOOK (DAH) ****List all affected sectors as depicted in DAH and section, e.g. ATC SECTORS HIGH/LOW 'YBBB/INVERELL A, B, C', ATC SECTORS LOW 'YBBB/GRAFTON A, B, C, D, E, F, G'****

SERVICE VARIATION MAP (LISTED UNDER ****As per web page, e.g. INVERELL AND GRAFTON**** IN THE <BRISBANE or MELBOURNE> FIR) AVBL AT

<HTTP://WWW.AIRSERVICESAUSTRALIA.COM/NOTAMMAPS/INDEX.ASP>

THE CARRIAGE AND USE OF TWO RADIOS IS RQ FOR ENTRY TO THE TEMPO RESTRICTED AREA. RELEVANT APPROVAL FM CONTROLLING AUTHORITY RQ.

PILOTS OR AIRLINE OPS REQUESTING OPS IN CLASS A, C OR E AIRSPACE MUST CTC <BRISBANE or MELBOURNE> CENTRE VIA +61X XXXX XXXX FOR ACCESS APPROVAL.

EMERG AND MEDEVAC PRIORITY ACFT MAY REQ AUTH FM ADJ SECTOR.

AUTH TO ENTER TEMPO RESTRICTED AREA DOES NOT CONSTITUTE CLR TO ENTER ANY ADJ OR EMBEDDED RESTRICTED AREAS.

ACFT SHOULD EXPECT TO BE AUTH TO ENTER AT MANAGED INTERVALS EXCEPT FOR PRIORITY ACFT ****Insert restrictions that permit safe flow of traffic and provide guidance to the CRM and industry if required, e.g. AND WHERE ROUTES DO NOT CONFLICT*

N BOUND ACFT WILL BE AUTH ON H133 AND ROUTES E OF H133 (BTN LOSKU AND IDNER)

*S BOUND ACFT WILL BE AUTH ON H91 AND ROUTES W OF H91 (BTN 16NM N APAGI AND 55NM N SANAD)****

ATC SER NOT AVBL IN CLASS A, C, D AND E AIRSPACE ****Only include the class of airspace contained in the sector volume, excluding Class G****

****Above required if sector volumes include Class G airspace, else delete****

FIS EXC TRAFFIC INFORMATION AVBL ON REQ FM HF AND MAY BE AVBL FM ADJ ATS SECTORS. PRIOR TO ENTERING THE TEMPO RESTRICTED AREA ACFT WILL BE PROVIDED HF FOR FIS AND SAR ALERTING AND VHF FOR ONWARDS CLR.

PILOTS ARE SOLELY RESPONSIBLE FOR TERRAIN AND COLLISION AVOIDANCE WI AFFECTED AIRSPACE.

TWR, TERMINAL CONTROL UNITS AND MIL AREAS WI ABV AIRSPACE CONTINUE TO OPR PER EN ROUTE SUP AUSTRALIA (ERSA) UNLESS SPECIFIED OTHERWISE. ****Include TWR or TCU if applicable, retain military even if no permanent areas in case of temporary military activity****

ADS-C/CPDLC LOGON: <YMMM or YBBB> SER NOT AVBL WI THIS AIRSPACE. ACFT MAY REMAIN LOGGED ON BUT PSN REPORTS MUST BE BCST ON THE APPROPRIATE FREQ.

TIBA FREQ: **** Use TIBA frequencies per AIP and relevant Centre frequencies and include descriptors as applicable. e.g TIBA FREQ: 126.35 AND 127.2 BRISBANE CENTRE; or TIBA FREQ: 126.35 AND 130.4 BRISBANE CENTRE N OF APAG/IDNER*

*Vertical splits can also be used. Not all of the groups frequencies need to be detailed****

<CENTRE> FREQ MNT IN CASE OF EMERG.

CLASS G AIRSPACE UNDER THE ABV AIRSPACE DOES NOT FORM PART OF THE RESTRICTED AREA.

TIBA PROCEDURES APPLY ON PUBLISHED FIA FREQUENCIES.

FIS NOT AVBL IN THE CLASS G AIRSPACE.

IFR ACFT MAY CTC <BRISBANE or MELBOURNE> CENTRE VIA +6XX XXXX XXXX FOR FURTHER INFO IF RQ.

****Above required if sector volumes include Class G airspace, else delete****

TCAS AND TRANSPONDER EQPT MUST BE SELECTED ON AT ALL TIMES.

F) SFC

G) FL600

Appendix B Briefings

These briefings are designed for a complete loss of service to an en route sector or unit.

Print and distribute briefings to the following areas. Downstream frequencies for exiting the contingency airspace will need to be added to each briefing. Include a copy of the contingency map and any NOTAM issued.

Index	
B.1	CRM
B.2	Affected sector
B.3	Adjacent TCU
B.4	Class D Towers
B.5	Adjacent sectors
B.6	HF
B.7	Military
B.8	Foreign ANSPs For Brisbane ATSC: Makassar, Port Moresby, Oakland, Nadi, Auckland, Nauru, Honiara, Port Vila, Tontouta For Melbourne ATSC: Mauritius, Colombo, Jakarta, Makassar, Johannesburg, Auckland
B.9	Pilot/operator

B.1 CRM

[Chapter 0](#) of this plan details CRM responsibilities and procedures during a contingency. The primary function of the CRM is to manage the location specific disruption response and:

- ensure appropriate briefings have been completed
- initiate action to limit the impact of the disruption on the ATS network
- evaluate the situation and escalate the response, if required.

The CRM may utilise the NCC/SM/SS/ATMD in undertaking the above responsibilities.

B.1.1 CRM duty of care

A CRM must not perform an air traffic control function unless that person holds the required licence, rating and endorsement and satisfies the recency and currency requirements for the place or airspace where the function is to be carried out.

However, if a CRM becomes aware of a situation in a contingency environment which would lead to a reasonable conclusion that an unsafe situation exists, or may occur, that person may be able to take appropriate action to address that risk.

In this context, the reasonableness of any action will depend on the circumstances and be driven by professional judgement including the likelihood of the risk manifesting, the potential severity of the outcome, and what a reasonable person with the same skills and experience may do in the same situation.

B.1.2 Checklist

Once you have reviewed [chapter 0](#) of this plan, complete the checklist tasks below.

Section	Ref	Item	Done
Pre contingency	B.1.3	Ensure briefings completed	<input type="checkbox"/>
During contingency	B.1.4	Maintain logs	<input type="checkbox"/>
Post contingency	B.1.5	Resume ATS	<input type="checkbox"/>
	B.1.6	Notify CASA	<input type="checkbox"/>
	B.1.7	Complete reports	<input type="checkbox"/>

B.1.3 Ensure briefings completed

This checklist is provided as a general reference. Some briefings may have already been distributed by the ATMD.

Notification to:	✓
Line leader for affected unit	
Foreign ATS providers adjoining the FIR	
JRCC Australia	
HQJOC	
Airline Operations (through NCC)	
Towers involved in start clearances	
Adjacent domestic civil ATS units	
Adjacent and embedded military ATS units	
HF	

B.1.4 Maintain logs

Maintain an [Activity Log \(ATS-FORM-0061\)](#) recording any significant decisions or changes to the situation as the contingency progresses.

Maintain an [Aircraft Tracking Form \(ATS-FORM-0062\)](#) listing aircraft affected by the activation of TRA/TIBA airspace.

The NCC can populate a Collaborative Information Display (CID) with the affected aircraft as a cross check on request.

B.1.5 Resume ATS

When it is determined that ATS can be re-established:

- establish the sequence and timing of service restoration
- coordinate with the ATMD and NCC
- check and confirm the readiness of all staff, facilities and equipment
- coordinate and confirm arrangements with adjacent units
- implement in accordance with [0 Resumption](#).

B.1.6 Notify CASA

Advise any service variation to Regulatory Engagement (email: regulatoryengagement@airservicesaustralia.com) and provide the following details:

- a. Airspace affected;
- b. Type of variation; and
- c. UTC date/time of commencement and cessation of variation.

Note: Regulatory Engagement will formally advise CASA on receipt of the email.

B.1.7 Complete reports

Finalise the [Variation to Published Services: Operational Hazard Assessment \(ATS-FORM-0005\)](#) and forward it as shown on the form. File the form in the contingency activation file with other relevant documents.

The CRM must complete and submit a [Post Activation Review Report \(C-TEMP0116\)](#) (PAR) to the relevant DO, and attach it to the relevant CIRRIIS occurrence report. You do not need to complete a PAR where:

- The contingency was a result of staff availability only, and
- The debrief did not identify any significant issues.

The DO will review the report and forward to:

- ANSOSM@airservicesaustralia.com, and
- resilience@airservicesaustralia.com

Note: On review of the relevant CIRRIIS occurrence report, ATM Standards may direct a PAR be completed for any activation of this plan.

B.2 Affected sectors

- Operational Control (the exercise of authority over the initiation, continuation, diversion or termination of a flight) rests with the pilot in command and/or the operator
- Pilots are responsible for terrain and collision avoidance within the TRA
- Climb and descent in the TRA is at pilot discretion.

B.2.1 Pre contingency

Broadcast	Broadcast Hazard Alerts (standard parameters apply) advising that ATS will not be available and that contingency procedures will apply.	
Suggested phraseology		
Hazard alert	ALL STATIONS, ATS NOT AVAILABLE THIS FREQUENCY (these frequencies) FROM (time). ACCESS TO CLASS A, C AND E AIRSPACE IS RESTRICTED. TIBA PROCEDURES APPLY. REFER TO NOTAM XXX (domestic or international NOTAM number as appropriate). Note: oceanic airspace is not restricted	
SARWATCH	If a pilot lodges SARTIME details (irrespective of flight category) for arrival at locations within the TRA, relay the details to Sartimes. SARWATCH for IFR aircraft is maintained by the Unit receiving the aircraft from the contingency airspace, supported by the CRM. For aircraft that are in the TRA on activation, notify the relevant downstream controller of the aircraft's estimate for the sector boundary.	
HMI	If the aircraft will communicate with Airservices ATC on exit from the TRA: <ul style="list-style-type: none"> Clear the CFL Put 'TIBA' in the LABEL_DATA field - to indicate aircraft has been given TIBA/TRA frequency Do not hand-off label - the next available controller will assume jurisdiction when comms are established with the aircraft. Inhibit the FDR if all of the following apply: <ul style="list-style-type: none"> The airspace will not be monitored during the contingency (i.e. no CRM) The aircraft will land within, or vacate, the TRA prior to resumption of normal services The aircraft will not communicate with Airservices ATC on exit from the TRA, e.g. exiting at foreign FIR boundary Display the INHI List to assist the controller resuming normal service. 	
TIBA frequencies	Airspace	TIBA frequency
	At and above FL200	128.95
	Below FL200, except in domestic Class G airspace	126.35
	Domestic Class G airspace	Applicable FIA frequency

Broadcast	Broadcast Hazard Alerts (standard parameters apply) advising that ATS will not be available and that contingency procedures will apply.										
Downstream frequencies	<p>CRM to enter relevant downstream frequencies (for traffic exiting TRA):</p> <table border="1" data-bbox="454 331 1425 600"> <thead> <tr> <th data-bbox="459 338 940 387">Sector</th> <th data-bbox="944 338 1420 387">Frequency</th> </tr> </thead> <tbody> <tr> <td data-bbox="459 394 940 443"></td> <td data-bbox="944 394 1420 443"></td> </tr> <tr> <td data-bbox="459 450 940 499"></td> <td data-bbox="944 450 1420 499"></td> </tr> <tr> <td data-bbox="459 506 940 555"></td> <td data-bbox="944 506 1420 555"></td> </tr> <tr> <td data-bbox="459 562 940 607"></td> <td data-bbox="944 562 1420 607"></td> </tr> </tbody> </table>	Sector	Frequency								
Sector	Frequency										
Transmit	<p>Make a general broadcast at the start of the contingency.</p> <p>Make directed transmissions to aircraft that will be operating in the contingency airspace.</p>										

Suggested phraseology	
Broadcast	<ul style="list-style-type: none"> • ALL STATIONS, ACCESS TO AIRSPACE IS RESTRICTED. TIBA PROCEDURES APPLY. REFER TO NOTAM XXX (domestic or international NOTAM number as appropriate) • HIGH (low) LEVEL TRAFFIC TO THE (north, south, east, west) OF (well known location, e.g. LEC, AD, MA) WILL BE AFFECTED • FIS ON REQUEST AVAILABLE ON HF AND MAY BE AVAILABLE ON ADJACENT SECTOR FREQUENCIES.
Directed transmissions	<ul style="list-style-type: none"> • ABC, AUTHORISED TO OPERATE WITHIN THE TEMPORARY RESTRICTED AREA DESCRIBED IN NOTAM XXX (domestic or international NOTAM number as appropriate) • AUTHORISATION TO OPERATE IN THIS TEMPORARY RESTRICTED AREA DOES NOT CONSTITUTE A CLEARANCE THROUGH RXXX (embedded or adjacent military restricted areas) • KNOWN TRAFFIC IS • TIBA FREQUENCY IS • KNOWN MILITARY ('DUE REGARD') (HIGH SEAS FIRING) OPERATIONS IN AREA XXX. (NOTAM XXX REFERS) • MONITOR FREQUENCY (XXX.XX) (normal ATC frequency for the affected volume) • 15 MINUTES PRIOR TO (boundary waypoint, or approximate distance of boundary from known point along track, e.g. 230 NM AD) CONTACT CENTRE (next unit's frequency) FOR AIRWAYS CLEARANCE • CONTACT TOWER ON (if operating, see table above) APPROACHING THE CIRCUIT AREA • [CONTROL SERVICE], [TRAFFIC INFORMATION SERVICE], [IDENTIFICATION] TERMINATED. • TRAFFIC INFORMATION BROADCAST AREA PROCEDURES NOW APPLY, FREQUENCY CHANGE APPROVED.

B.2.2 Resumption of service

Review INHI list	Review INHI list for aircraft operating within the TRA. This is particularly important if resuming normal services earlier than originally planned.
Coordination	<ul style="list-style-type: none"> • Coordinate with the CRM for resumption of traffic processing to and from the TRA • Coordinate with abutting sectors: <ul style="list-style-type: none"> • Advise that TIBA procedures are terminated • Accept/provide any outstanding coordination.
Data validity	Validate operational data entered by the CRM during the contingency before using for separation purposes.
Individual aircraft	Contact each aircraft, issue a final traffic statement (if necessary), establish ATC separation, and issue/confirm onwards clearance.
Cessation of contingency – HMI	As communication is established with each aircraft: <ul style="list-style-type: none"> • assume jurisdiction of the track: • enter the cleared CFL • remove the 'TIBA' • within surveillance coverage re-identify the aircraft.
Broadcast	Broadcast on affected frequencies advising that TIBA procedures will terminate and normal services will resume.
Suggested phraseology	
Resumption of published services	TIBA PROCEDURES TERMINATED, PUBLISHED SERVICES HAVE RESUMED.

B.3 Adjacent TCU

- **Continue** to provide an APP/DEP service
- **Process** departures already airborne or issued with departure instructions
- **Notify** all affected aircraft and adjacent towers
- **Do not permit** any further departures until advice is received from the CRM regarding the Traffic Management Plan.
- Operational Control (the exercise of authority over the initiation, continuation, diversion or termination of a flight) rests with the pilot in command and/or the operator
- Pilots are responsible for terrain and collision avoidance within the TRA

B.3.1 Controller duty of care

A controller must not perform an air traffic control function unless that person holds the required licence, rating and endorsement and satisfies the recency and currency requirements for the place or airspace where the function is to be carried out.

However, if a controller becomes aware of a situation in a contingency environment which would lead to a reasonable conclusion that an unsafe situation exists, or may occur, that person may be able to take appropriate action to address that risk.

In this context, the reasonableness of any action will depend on the circumstances and be driven by professional judgement including the likelihood of the risk manifesting, the potential severity of the outcome, and what a reasonable person with the same skills and experience may do in the same situation.

B.3.2 Pre contingency

Broadcast	Broadcast Hazard Alerts (standard parameters apply) advising that ATS will not be available and that contingency procedures will apply.
Suggested phraseology	
Hazard alert	ALL STATIONS, ATS NORMALLY PROVIDED BY CENTRE ON (frequency) NOT AVAILABLE FROM (time). ACCESS TO CLASS A, C AND E AIRSPACE WILL BE RESTRICTED. TIBA PROCEDURES WILL APPLY. REFER TO NOTAM XXX (domestic or international NOTAM number as appropriate).
Broadcast at start of contingency	ALL STATIONS, TIBA PROCEDURES NOW APPLY IN ADJACENT AIRSPACE. ACCESS TO AIRSPACE IS RESTRICTED. REFER TO NOTAM XXX (domestic or international NOTAM number as appropriate)

B.3.3 During contingency

Departing aircraft - terminating services	<ul style="list-style-type: none"> • Provide a known traffic statement in TRA • Advise the pilot that TIBA procedures apply – see table below • Obtain pilot intentions • Provide a directed release from control to TIBA frequency – see table below. 										
SARWATCH	<p>If a pilot lodges SARTIME details (irrespective of flight category) for arrival at locations within the TRA, relay the details to Sartimes.</p> <p>SARWATCH for IFR aircraft is maintained by the Unit receiving the aircraft from the contingency airspace. The CRM will provide estimates for arriving aircraft. Continue to hold SARWATCH for aircraft departing into the TRA until the aircraft has been released to TIBA frequency.</p>										
HMI	<p>If the aircraft will communicate with Airservices ATC on exit from the TRA:</p> <ul style="list-style-type: none"> • Clear the CFL • Put 'TIBA' in the LABEL_DATA field - to indicate aircraft has been given TIBA/TRA frequency • Do not hand-off label - the next available controller will assume jurisdiction when comms are established with the aircraft. <p>Inhibit the FDR if all of the following apply:</p> <ul style="list-style-type: none"> • The airspace will not be monitored during the contingency • The aircraft will land within, or vacate, the TRA prior to resumption of normal services • The aircraft will not communicate with Airservices ATC on exit from the TRA, e.g. exiting into Defence airspace • Display the INHI List to assist the controller resuming normal service. 										
Climb or descent request in TRA	<p>If an aircraft requests a change of level when entering TRA, ATC will advise CLIMB/DESCENT IS AT PILOT DISCRETION and provide an updated traffic statement if applicable.</p> <p>Within TRA ATC does not provide separation.</p>										
TIBA frequencies	<table border="1"> <thead> <tr> <th data-bbox="475 1352 948 1388">Airspace</th> <th data-bbox="954 1352 1426 1388">TIBA frequency</th> </tr> </thead> <tbody> <tr> <td data-bbox="475 1397 948 1442">ENR airspace at and above FL200</td> <td data-bbox="954 1397 1426 1442">128.95</td> </tr> <tr> <td data-bbox="475 1451 948 1496">ENR airspace below FL200</td> <td data-bbox="954 1451 1426 1496">126.35</td> </tr> <tr> <td data-bbox="475 1505 948 1550">Domestic Class G airspace</td> <td data-bbox="954 1505 1426 1550">Applicable FIA frequency</td> </tr> </tbody> </table>	Airspace	TIBA frequency	ENR airspace at and above FL200	128.95	ENR airspace below FL200	126.35	Domestic Class G airspace	Applicable FIA frequency		
Airspace	TIBA frequency										
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Downstream frequencies	<p>CRM to enter relevant downstream frequencies (for traffic exiting TRA):</p> <table border="1"> <thead> <tr> <th data-bbox="475 1639 948 1684">Unit</th> <th data-bbox="954 1639 1426 1684">Frequency</th> </tr> </thead> <tbody> <tr> <td data-bbox="475 1693 948 1738"></td> <td data-bbox="954 1693 1426 1738"></td> </tr> <tr> <td data-bbox="475 1747 948 1792"></td> <td data-bbox="954 1747 1426 1792"></td> </tr> <tr> <td data-bbox="475 1800 948 1845"></td> <td data-bbox="954 1800 1426 1845"></td> </tr> <tr> <td data-bbox="475 1854 948 1899"></td> <td data-bbox="954 1854 1426 1899"></td> </tr> </tbody> </table>	Unit	Frequency								
Unit	Frequency										
Transmit	<p>Make directed transmissions to aircraft that will be operating in the contingency airspace.</p>										

Suggested phraseology	
Directed transmissions	<ul style="list-style-type: none"> • ABC, AUTHORISED TO OPERATE WITHIN THE TEMPORARY RESTRICTED AREA DESCRIBED IN NOTAM XXX (domestic or international NOTAM number as appropriate) • AUTHORISATION TO OPERATE IN THIS TEMPORARY RESTRICTED AREA DOES NOT CONSTITUTE A CLEARANCE THROUGH RXXX (embedded or adjacent military restricted areas) • KNOWN TRAFFIC IS • TIBA FREQUENCY IS • KNOWN MILITARY ('DUE REGARD') (HIGH SEAS FIRING) OPERATIONS IN AREA XXX. (NOTAM XXX REFERS) • 15 MINUTES PRIOR TO (boundary waypoint, or approximate distance of boundary from known point along track, e.g. 230 NM AD) CONTACT CENTRE (next unit's frequency) FOR AIRWAYS CLEARANCE • CONTACT TOWER ON (if operating, see table above) APPROACHING THE CIRCUIT AREA. • FIS ON REQUEST AVAILABLE ON HF AND MAY BE AVAILABLE FROM ADJACENT SECTOR FREQUENCIES • [CONTROL SERVICE], [TRAFFIC INFORMATION SERVICE], [IDENTIFICATION] TERMINATED. • TRAFFIC INFORMATION BROADCAST AREA PROCEDURES NOW APPLY, FREQUENCY CHANGE APPROVED.
Arriving aircraft	<p>Pilots should establish communications with the next available ATS sector/unit 15 minutes prior to exiting TRA.</p> <ul style="list-style-type: none"> • Provide a known traffic statement and issue airways clearance.
Arriving aircraft - HMI	<p>Validate operational data entered by the CRM during the contingency before using for separation purposes.</p> <p>When an aircraft establishes communication:</p> <ul style="list-style-type: none"> • Assume jurisdiction of the aircraft • Enter the cleared CFL • Remove 'TIBA' from the LABEL_DATA field • Identify the aircraft (if applicable).

B.3.4 Resumption of service

Broadcast	Broadcast to advise that TIBA procedures will terminate and normal services will resume.
Suggested phraseology	
Resumption of published services	TIBA PROCEDURES IN ADJACENT AIRSPACE TERMINATED, PUBLISHED SERVICES HAVE RESUMED.

B.4 Class D Towers

- **Stop** all departures into TRA
- **Deny** all requests for airways clearance into TRA
- **Notify** all affected aircraft
- **Coordinate** with the CRM for resumption of traffic processing to and from the TRA.

B.4.1 Pre contingency

Broadcast	Broadcast Hazard Alerts (standard parameters apply) advising that ATS will not be available and that contingency procedures will apply.
Suggested phraseology	
Hazard alert	ALL STATIONS, ATS NORMALLY PROVIDED BY CENTRE ON (frequency) NOT AVAILABLE FROM (time). ACCESS TO CLASS A, C AND E AIRSPACE WILL BE RESTRICTED. TIBA PROCEDURES WILL APPLY. REFER TO NOTAM XXX (domestic or international NOTAM number as appropriate).
ATIS	Update ATIS with relevant information and include: 'ATS SERVICES PROVIDED BY (BRISBANE or MELBOURNE) CENTRE ARE NOT AVAILABLE. EN ROUTE [AND APPROACH] SERVICES ARE AFFECTED. CONTINGENCY PROCEDURES APPLY. CONTACT AIRSERVICES (<i>number</i>) FOR FURTHER INFORMATION'.
Notification	Notify: <ul style="list-style-type: none"> • Airport operator • UTS • ARFFS.
Transmit	Make a general broadcast at the start of the contingency. Make directed transmissions to aircraft that will be operating in the contingency airspace.
Suggested phraseology	
Broadcast at start of contingency	ALL STATIONS, TIBA PROCEDURES NOW APPLY IN ADJACENT AIRSPACE. ACCESS TO AIRSPACE IS RESTRICTED. REFER TO NOTAM XXX (domestic or international NOTAM number as appropriate)

Directed transmissions	<ul style="list-style-type: none"> • ABC, AUTHORISED TO OPERATE WITHIN THE TEMPORARY RESTRICTED AREA DESCRIBED IN NOTAM XXX (domestic or international NOTAM number as appropriate) • AUTHORISATION TO OPERATE IN THIS TEMPORARY RESTRICTED AREA DOES NOT CONSTITUTE A CLEARANCE THROUGH RXXX (embedded or adjacent military restricted areas) • KNOWN TRAFFIC IS • TIBA FREQUENCY IS • KNOWN MILITARY ('DUE REGARD') (HIGH SEAS FIRING) OPERATIONS IN AREA XXX. (NOTAM XXX REFERS) • 15 MINUTES PRIOR TO (boundary waypoint, or approximate distance of boundary from known point along track, e.g. 230 NM AD) CONTACT CENTRE (next unit's frequency) FOR AIRWAYS CLEARANCE • CONTACT TOWER ON (if operating, see table above) APPROACHING THE CIRCUIT AREA • FIS ON REQUEST AVAILABLE ON HF AND MAY BE AVAILABLE FROM ADJACENT SECTOR FREQUENCIES • [CONTROL SERVICE], [TRAFFIC INFORMATION SERVICE], [IDENTIFICATION] TERMINATED. • TRAFFIC INFORMATION BROADCAST AREA PROCEDURES NOW APPLY, FREQUENCY CHANGE APPROVED.
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B.4.2 During contingency

Arrivals - exiting from TRA	<ul style="list-style-type: none"> • Provide a known traffic statement and issue airways clearance or sequence instructions. • Validate operational data entered/provided by the CRM during the contingency before using for separation purposes. 								
Departing aircraft - terminating services	<ul style="list-style-type: none"> • Provide a known traffic statement in TRA. Separation will only be provided while the flight is receiving a control service. • Advise the pilot that TIBA procedures apply on frequency – see table below • Provide a directed release from control to TIBA frequency – see 'Directed transmissions' phraseology above. 								
SARWATCH	SARWATCH for IFR aircraft is maintained by the Unit receiving the aircraft from the contingency airspace. The CRM will provide estimates for arriving aircraft. Continue to hold SARWATCH for aircraft departing into the TRA until the aircraft has been released to TIBA frequency.								
TIBA frequencies	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Airspace</th> <th style="text-align: left;">TIBA frequency</th> </tr> </thead> <tbody> <tr> <td>ENR airspace at and above FL200</td> <td>128.95</td> </tr> <tr> <td>ENR airspace below FL200</td> <td>126.35</td> </tr> <tr> <td>Domestic Class G airspace</td> <td>Applicable FIA frequency</td> </tr> </tbody> </table>	Airspace	TIBA frequency	ENR airspace at and above FL200	128.95	ENR airspace below FL200	126.35	Domestic Class G airspace	Applicable FIA frequency
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Downstream frequencies	<p>CRM to enter relevant downstream frequencies (for traffic exiting TRA):</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Unit</th> <th style="text-align: left;">Frequency</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Unit	Frequency						
Unit	Frequency								

B.4.3 Resumption of service

ATIS	Update ATIS with relevant information.
Broadcast	Broadcast to advise that TIBA procedures will terminate and normal services will resume.
Suggested phraseology	
Resumption of published services	TIBA AND MANDATORY BROADCAST PROCEDURES [IN ADJACENT AIRSPACE] TERMINATED, PUBLISHED SERVICES HAVE RESUMED.

B.5 Adjacent sectors

- Airspace affected by the contingency retains the ICAO classification
- Domestic Class A, C and E airspace is declared TRA
- Class A oceanic airspace retains classification; no ATS provided
- IFR aircraft in Class G no service airspace will require authorisation to enter the TRA
- IFR aircraft planning to enter the TRA from Class G no service airspace must obtain authorisation through pre-flight briefing
- VFR aircraft require authorisation to enter the Class E volumes of the TRA
- The terms of an airways clearance previously issued to an aircraft do not apply to that portion of flight within TRA. Where a STAR is normally issued, ATC should continue to issue the STAR, but in TRA STAR tracking is advisory only - the decision to continue via the STAR is at pilot discretion
- FIS on request is available from HF and may be available from adjacent sectors
- Operational Control (the exercise of authority over the initiation, continuation, diversion or termination of a flight) rests with the pilot in command and/or the operator
- Pilots are responsible for terrain and collision avoidance within the TRA

B.5.1 Controller duty of care

A controller must not perform an air traffic control function unless that person holds the required licence, rating and endorsement and satisfies the recency and currency requirements for the place or airspace where the function is to be carried out.

However, if a controller becomes aware of a situation in a contingency environment which would lead to a reasonable conclusion that an unsafe situation exists, or may occur, that person may be able to take appropriate action to address that risk.

In this context, the reasonableness of any action will depend on the circumstances and be driven by professional judgement including the likelihood of the risk manifesting, the potential severity of the outcome, and what a reasonable person with the same skills and experience may do in the same situation.

B.5.2 Pre contingency

Broadcast	Broadcast Hazard Alerts (standard parameters apply) advising that ATS will not be available and that contingency procedures will apply.
Suggested phraseology	
Hazard alert	ALL STATIONS, ATS NORMALLY PROVIDED BY CENTRE ON (frequency) NOT AVAILABLE FROM (time). ACCESS TO CLASS A, C AND E AIRSPACE WILL BE RESTRICTED. TIBA PROCEDURES WILL APPLY. REFER TO NOTAM XXX (domestic or international NOTAM number as appropriate).
Broadcast at start of contingency	<ul style="list-style-type: none"> • ALL STATIONS, TIBA PROCEDURES NOW APPLY IN ADJACENT AIRSPACE. ACCESS TO AIRSPACE IS RESTRICTED. REFER TO NOTAM • XXX (domestic or international NOTAM number as appropriate) • FIS ON REQUEST AVAILABLE ON HF AND MAY BE AVAILABLE ON ADJACENT SECTOR FREQUENCIES • HIGH (low) LEVEL TRAFFIC TO THE (north, south, east, west) OF (well known location, e.g. LEC, AD, MA) WILL BE AFFECTED.

B.5.3 During contingency

Aircraft entering TRA - terminating services	<ul style="list-style-type: none"> • Provide a known traffic statement in TRA • Advise the pilot that TIBA and mandatory broadcast procedures apply on frequency – see table below • Obtain pilot intentions • Provide a directed release from control to TIBA frequency – see table below.
SARWATCH	<p>If a pilot lodges SARTIME details (irrespective of flight category) for arrival at locations within the TRA, relay the details to Sartimes.</p> <p>SARWATCH for IFR aircraft is maintained by the Unit receiving the aircraft from the contingency airspace. The CRM will provide estimates for aircraft exiting the TRA. Continue to hold SARWATCH for aircraft entering the TRA until the aircraft has been released to TIBA frequency.</p>
HMI	<p>If the aircraft will communicate with Airservices ATC on exit from the TRA:</p> <ul style="list-style-type: none"> • Clear the CFL • Put 'TIBA' in the LABEL_DATA field - to indicate aircraft has been given TIBA/TRA frequency • Do not hand-off label - the next available controller will assume jurisdiction when comms are established with the aircraft. <p>Inhibit the FDR if all of the following apply:</p> <ul style="list-style-type: none"> • The airspace will not be monitored during the contingency • The aircraft will land within, or vacate, the TRA prior to resumption of normal services • The aircraft will not communicate with Airservices ATC on exit from the TRA, e.g. exiting into Defence airspace • Display the INHI List to assist the controller resuming normal service.
Climb or descent request in TRA	<p>If an aircraft requests a change of level when entering TRA, advise CLIMB/DESCENT IS AT PILOT DISCRETION, and provide an updated traffic statement if applicable.</p> <p>Within TRA ATC does not provide separation.</p>

TIBA frequencies	Airspace	TIBA frequency
	ENR airspace at and above FL200	128.95
	ENR airspace below FL200	126.35
	Domestic Class G airspace	Applicable FIA frequency
Downstream frequencies	CRM to enter relevant downstream frequencies (for traffic exiting TRA):	
	Unit	Frequency
Transmit	Make directed transmissions to aircraft that will be operating in the contingency airspace.	
Suggested phraseology		
Directed transmissions	<ul style="list-style-type: none"> • ABC, AUTHORISED TO OPERATE WITHIN THE TEMPORARY RESTRICTED AREA DESCRIBED IN NOTAM XXX (domestic or international NOTAM number as appropriate) • AUTHORISATION TO OPERATE IN THIS TEMPORARY RESTRICTED AREA DOES NOT CONSTITUTE A CLEARANCE THROUGH RXXX (embedded or adjacent military restricted areas) • KNOWN TRAFFIC IS • TIBA FREQUENCY IS • KNOWN MILITARY ('DUE REGARD') (HIGH SEAS FIRING) OPERATIONS IN AREA XXX. (NOTAM XXX REFERS) • 15 MINUTES PRIOR TO (boundary waypoint, or approximate distance of boundary from known point along track, e.g. 230 NM AD) CONTACT CENTRE (next unit's frequency) FOR AIRWAYS CLEARANCE • CONTACT TOWER ON (if operating, see table above) APPROACHING THE CIRCUIT AREA. • [CONTROL SERVICE], [TRAFFIC INFORMATION SERVICE], [IDENTIFICATION] TERMINATED. • TRAFFIC INFORMATION BROADCAST AREA PROCEDURES NOW APPLY, FREQUENCY CHANGE APPROVED. 	
Aircraft exiting TRA	<p>Pilots should establish communications with the next available ATS sector/unit 15 minutes prior to exiting TRA.</p> <p>Provide a known traffic statement and issue airways clearance.</p>	
Aircraft exiting TRA - HMI	<p>Validate operational data entered by the CRM during the contingency before using for separation purposes.</p> <p>When an aircraft establishes communication:</p> <ul style="list-style-type: none"> • Assume jurisdiction of the aircraft • Enter the cleared CFL • Remove 'TIBA' from the LABEL_DATA field • Identify the aircraft (if applicable). 	

B.5.4 Resumption of service

Broadcast	Broadcast to advise that TIBA procedures will terminate and normal services will resume.
Suggested phraseology	
Resumption of published services	TIBA PROCEDURES IN ADJACENT AIRSPACE TERMINATED, PUBLISHED SERVICES HAVE RESUMED.

B.6 HF

- ATS provided from [Brisbane/Melbourne] ATSC by [sector] on [frequency] is not available from [time] UTC due to operational restrictions
- NOTAM [number] applies
- Maps of contingency areas can be viewed at <https://www.airservicesaustralia.com/notammaps/index.asp>
- It is anticipated that normal services will resume at [time] UTC
- Please contact [name, position] on [number] if you require further information or clarification.

B.6.1 During contingency

If HF receives a call from an aircraft in TIBA airspace and that aircraft wishes to provide information or seek ATS support:

Domestic airspace	Oceanic airspace
<ol style="list-style-type: none"> 1. Record the information provided on the Flightwatch Communications Record; 2. Advise the caller that TIBA procedures are active and that Air Traffic Control services are not provided; and 3. Pass the information to the CRM by voice or AFTN message to the relevant Centre. 	<ol style="list-style-type: none"> 1. For existing strip presentations, record in the ESDS the information provided by the caller and send the AIREP as normal; 2. Where a service is requested by the pilot (e.g. level change request) advise the caller that TIBA procedures are active and that Air Traffic Control services are not provided; and 3. Pass the information to the CRM by voice or AFTN message to the relevant Centre.

Advice to pilots	<p>Aircraft inbound to contingency airspace will contact HF approximately 30 minutes from the FIR boundary in order to provide an estimate for the boundary and a flight level.</p> <p>Advise pilots of TIBA frequencies and limits of affected airspace</p> <p>Advise pilots to contact next available sector at least 15 minutes prior to boundary with active control (see frequency table).</p>	
Coordinate	<p>Coordinate received estimate and level with the CRM.</p>	
TIBA frequencies	Airspace	TIBA frequency
	ENR airspace at and above FL200	128.95
	ENR airspace below FL200	126.35
	Domestic Class G airspace	Applicable FIA frequency
Downstream frequencies	<p>CRM to enter relevant downstream frequencies (for traffic exiting TRA):</p>	
	Unit	Frequency
Suggested phraseology		
To aircraft inbound to OCA subject to TIBA	<ul style="list-style-type: none"> • ATS PROVIDED BY MELBOURNE CENTRE ON (<i>frequency(s)</i>) ARE NOT AVAILABLE. TIBA PROCEDURES APPLY IN CONTINGENCY AIRSPACE ON (<i>frequency</i>). REFER NOTAM (<i>number</i>) • ADVISE ESTIMATE (<i>position</i>) AND INTENDED ENTRY LEVEL • KNOWN MILITARY (DUE REGARD <i>or</i> HIGH SEAS FIRING) OPERATIONS IN AREA. NOTAM (<i>number</i>) REFERS • CONTACT (<i>next sector</i>) ON (<i>frequency</i>) FIFTEEN MINUTES PRIOR TO (<i>position</i>) 	

B.7 Military

- Air Traffic Services provided from [Brisbane/Melbourne] ATSC by [sector] on
- [frequency] is not available from [time] UTC due to operational restrictions
- NOTAM [number] applies
- Contingency maps can be viewed at:
- <https://www.airservicesaustralia.com/notammaps/index.asp>
- It is anticipated that normal services will resume at [time] UTC
- Please contact [name, position] on [number] if you require further information or clarification.

B.7.1 Pre contingency

Suggested phraseology	
Hazard alert	<p>ALL STATIONS, ATS NORMALLY PROVIDED BY BRISBANE/MELBOURNE CENTRE NOT AVAILABLE FROM <i>time</i>. ACCESS TO CLASS A/C/E AIRSPACE IS RESTRICTED. TIBA PROCEDURES APPLY. REFER NOTAM <i>number</i></p> <p>Note: Oceanic airspace is not restricted</p>
At start of contingency	<ul style="list-style-type: none"> • ALL STATIONS, TIBA PROCEDURES NOW APPLY IN ADJACENT AIRSPACE. ACCESS IS RESTRICTED. REFER NOTAM <i>number</i> • FIS ON REQUEST AVAILABLE ON HF AND MAY BE AVAILABLE ON ADJACENT SECTOR FREQUENCIES • HIGH/LOW LEVEL TRAFFIC TO THE <i>direction</i> OF <i>position</i> WILL BE AFFECTED

B.7.2 During contingency

Procedures for aircraft									
Entering TRA	<p>Domestic Class A, C and E airspace has been classified TRA with no ATC services available. Climb and descent is at pilot discretion</p> <p>Class A and G oceanic airspace greater than 12 NM from the coastline remains classified as Class A and G airspace for which no ATS is available • TIBA procedures apply.</p> <p>Pilots are responsible for terrain and collision avoidance within contingency airspace</p> <p>Authorisation to operate in the TRA does not constitute a clearance through embedded or adjacent military restricted areas</p>								
Exiting TRA	Pilots should establish communications with the next available ATS sector/unit 15 minutes prior to exiting TRA or in the case of a transit of less than 15 minutes, as soon as possible prior to the boundary for airways clearance								
TIBA frequencies	<table border="1"> <thead> <tr> <th>Airspace</th> <th>TIBA frequency</th> </tr> </thead> <tbody> <tr> <td>ENR airspace at and above FL200</td> <td>128.95</td> </tr> <tr> <td>ENR airspace below FL200</td> <td>126.35</td> </tr> <tr> <td>Domestic Class G airspace</td> <td>Applicable FIA frequency</td> </tr> </tbody> </table>	Airspace	TIBA frequency	ENR airspace at and above FL200	128.95	ENR airspace below FL200	126.35	Domestic Class G airspace	Applicable FIA frequency
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Unit	Frequency								
Suggested phraseologies									
Transferring to TIBA (as applicable)	<ul style="list-style-type: none"> • CONTROL SERVICE TERMINATED • FLIGHT INFORMATION SERVICE TERMINATED • IDENTIFICATION TERMINATED • TRAFFIC INFORMATION BROADCAST AREA PROCEDURES NOW APPLY, FREQUENCY CHANGE APPROVED. 								
Traffic statement, TIBA frequency, contact instructions (as applicable)	<ul style="list-style-type: none"> • <i>callsign</i>, AUTHORISED TO OPERATE WITHIN TEMPORARY RESTRICTED AREA • AUTHORISATION TO OPERATE WITHIN THE TRA DOES NOT CONSTITUTE A CLEARANCE THROUGH Rxxx • KNOWN TRAFFIC IS • TIBA FREQUENCY IS • MONITOR <i>frequency</i> • FIFTEEN MINUTES PRIOR TO <i>position</i> CONTACT <i>unit</i> ON <i>frequency</i> FOR AIRWAYS CLEARANCE 								

B.7.3 Resumption of service

Suggested phraseology	
Resumption of published services	TIBA PROCEDURES IN ADJACENT AIRSPACE TERMINATED, PUBLISHED SERVICES HAVE RESUMED.

B.8 Foreign ANSPs

- Air Traffic Services provided from [Brisbane/Melbourne] Centre by [sector] on [frequency] are not available from [time] UTC due to operational restrictions.
- NOTAM [number] applies.
- Class A oceanic airspace remains Class A airspace; no ATS is available.
- Domestic Class A, C and E airspace is declared Temporary Restricted Area (TRA).
- Maps of airspace subject to operational restrictions can be viewed at <https://www.airservicesaustralia.com/notammaps/index.asp>
- It is anticipated that normal services will resume at [time] UTC.
- Please contact [name, position] by telephone on [number] if you require further information or clarification.

B.8.1 During contingency

Procedures for aircraft inbound to contingency airspace	<ul style="list-style-type: none"> • Aircraft are authorised to continue flight into contingency airspace • Authorisation to operate in oceanic control area does not constitute a clearance through embedded or adjacent military restricted areas • There are no services available in oceanic control area • TIBA procedures apply in respective oceanic control area. 								
Estimate	Instruct aircraft inbound to the respective oceanic control area to contact HF (if still operating) no later than 30 minutes prior to the EST for the FIR boundary and provide a boundary estimate and flight level.								
Pilot responsibility	<ul style="list-style-type: none"> • Operational Control (the exercise of authority over the initiation, continuation, diversion or termination of a flight) rests with the pilot in command and/or the operator • Pilots are responsible for terrain and collision avoidance within the TRA • Climb and descent within contingency airspace is at pilot discretion. 								
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Unit	Frequency								

Suggested phraseology	
To aircraft inbound to contingency airspace	<ul style="list-style-type: none"> ATS PROVIDED BY [BRISBANE/MELBOURNE] CENTRE ON (<i>frequency(s)</i>) ARE NOT AVAILABLE. TIBA PROCEDURES APPLY IN CONTINGENCY AIRSPACE. REFER NOTAM (<i>number</i>)
Transferring to TIBA	<ul style="list-style-type: none"> [CONTROL SERVICE], [TRAFFIC INFORMATION SERVICE], [IDENTIFICATION] TERMINATED. TRAFFIC INFORMATION BROADCAST AREA PROCEDURES NOW APPLY, FREQUENCY CHANGE APPROVED.
Instructions for contacting HF	<ul style="list-style-type: none"> CONTACT HF AT LEAST THIRTY MINUTES PRIOR TO FIR BOUNDARY. PROVIDE ESTIMATE FOR FIR BOUNDARY POSITION AND FLIGHT LEVEL.
Aircraft exiting Australian OCA to other FIR	<ul style="list-style-type: none"> Aircraft will contact your frequency for airways clearance prior to the airspace boundary Aircraft may not be on flight planned track if deviating due weather [Brisbane/Melbourne] Centre will not provide any updated flight information for these aircraft.

B.8.2 Resumption of service

Suggested phraseology	
Resumption of published services	TIBA PROCEDURES IN ADJACENT AIRSPACE TERMINATED, PUBLISHED SERVICES HAVE RESUMED.

B.9 Pilot/operator

B.9.1 Airspace

- Some ATC services are not available within the YBBB/YMMM FIR. Refer to NOTAM descriptors or view the contingency maps at <https://www.airservicesaustralia.com/notammaps/index.asp>
- The affected sectors(s) are listed under [YMMM/YBBB]: [sectors]
- Entry to Class A, C and E airspace is restricted. NOTAM [number] applies
- TRA is declared for all civil controlled Class A, C and E airspace within Australian territory in the Brisbane/Melbourne FIR
- Airspace affected by the contingency retains the ICAO classification
- [Oceanic airspace remains classified as Class A airspace, for which no ATS are available].

B.9.2 Service availability

- Control service, Traffic Information Service, Surveillance service are not available. Separation will not be provided
- SARWATCH is held by the downstream sector, TCU or tower. Consider lodging a SARTIME where there is no downstream controller e.g. landing at an uncontrolled aerodrome within the TRA.
- FIS on request available from HF and may be available from adjacent ATS units
- TIBA procedures are the primary means for pilots to develop and maintain situational awareness regarding other flights operating within TRA, affected OCA and Class G airspace
- TCAS and transponder equipment must be selected on at all times
- Navigation and anti-collision lights must be displayed at all times.

B.9.3 Pilot responsibility

The pilot-in-command has sole responsibility for terrain and collision avoidance while operating within contingency airspace. Carefully review the contingency NOTAM to confirm operating requirements.

B.9.4 ATC clearances

- Where authorised to operate in the TRA, submit a flight plan in accordance with flight planning requirements specified in AIP
- IFR aircraft receiving a Class G service will require authorisation to enter the TRA. IFR aircraft planning to enter the TRA from Class G airspace must obtain authorisation through pre-flight briefing
- VFR aircraft require authorisation to enter the Class E volumes of the TRA
- A current airways clearance authorises access to the TRA but the terms of a clearance previously issued to an aircraft do not apply to the portion of flight within the TRA
- Authorisation to operate in the TRA does not constitute a clearance through embedded or adjacent military Restricted Areas

- Where an airways clearance has not been issued before departure, the pilot-in command is responsible for contacting the relevant ATC sector for clearance - frequency management details and access arrangements will be determined during the pre-flight briefing
- Where applicable, ATC may issue inbound aircraft a STAR. In TRA, tracking is at pilot discretion.

B.9.5 Frequency management

- Include frequency management arrangements and clearance issue with the predeparture briefing
- Pilots transiting the TRA or Class G airspace should establish communications with the next available ATS sector or unit 15 minutes prior to exiting the TRA
- Where this is not possible (e.g. short transit, departure close to the boundary, etc) pilots should establish communications and request clearance as early as possible.