1 Version

NOP PUBLIC PORTAL

Document Version: 23.0-123
Last Update: 24/4/2019

NOP User Manual Feedback

Please feel free to send us your feedback on the NOP User Manual - NOT on the Portal itself - to nop.office@eurocontrol.int:

1. Did the Online Help (as a whole, or for the specific topic you were looking for) prove to be helpful enough - In short, do you find it useful?
2. Was the information complete enough for your purpose?
3. If you do not mind, it would help us to know if you are one of the following: AO / FMP / Other (you may wish to specify)
4. You can freely add some more comments / information / suggestion!

...Thank you for your feedback!

⚠️ The online HTML version of the NOP Help will be maintained and kept up to date on a regular basis. The pdf manual, on the contrary, will only be generated on more important revisions.

As a result, the pdf version (and the material printed from it) can be potentially outdated by the time you wish to use it.

Whenever in doubt, please always refer to the online version for the most recent information.
2 The NOP Portal

2.1 Purpose

What is the purpose of the NOP?

The NOP (Network Operations Portal) aims at facilitating the NM Users' access to all kinds of dynamic data and operational information in a consolidated way. Information is displayed according to the ATFCM phases: Strategic, Pre-tactical, Tactical, & Post Operations.

The ultimate goal is to facilitate decision making for all ATFCM actors by sharing the most up to date view on the Network Operations situation along the ATFCM cycle (plans, events, scenarios, real-time information on flights and measures, etc.).

Objectives

The NOP achieves the following objectives, as defined in the DMEAN Concept of Operations:

1. Reflect the ASM / ATFCM decision status at the time they have been taken;
2. Enable a common understanding of the Network situation;
3. Present potential disturbances that could impact the Network and that could therefore require appropriate actions for risk mitigation;
4. Assist Airspace Users to take their operational decisions
5. Assist Planners to build their local ATM plans and adjust them along the ATFCM phases, in full mutual coordination.

All in all, the NOP is the enabler of the operational CDM processes supporting ATM in Europe.

Content management

The NOP is updated dynamically according to operational needs. This means that the frequency of updates may be seasonal, daily, or ad-hoc in real-time depending on the nature of the information. The publication cycle of the operational information follows the principles described in the Network Operations Handbook / ATFCM User Manual.

The NOP content is managed by a NOP office team for general and strategic information during office hours and by the NM operations teams on duty for the pre-tactical and tactical information.

2.2 Technical Prerequisites

Operating System

The recommended operating system is Windows 10. Issues reported on CHMI using Windows 7 will be fixed on a best effort basis.

Browser

In NM23.0 the following browsers are recommended:

- Internet Explorer 11
- FireFox

The NM web-based HMIs will have been fully tested on Internet Explorer 11, Edge and FireFox.

For these recommended browser brands, NM undertakes to investigate and attempt to resolve problems that can be reproduced on the latest stable version of that brand.

Note: Anything else is on a “best efforts” basis.

Display

The ideal display size would be 1600x1200.

Some applications (including Headline News) require Firefox to get the full AUTHORIZATION functionality (Internet Explorer not supported).

Other types/versions of browsers might encounter functionality and/or performance issues.

Some components (the Calendar, the Interactive Map, ATFCM Situation Data) also need a recent Flash plugin installed (minimum 10) - check your current configuration on http://helpx.adobe.com/flash-player/kb/find-version-flash-player.html.

You can also get the most recent version from http://get.adobe.com/fr/flashplayer/.
Note: administrator privileges may be required to carry out the installation.

In addition, your browser should be configured to run JavaScript. This is usually the case by default - but some users or organisations disable it, in which case we suggest to get in touch with your IT service.

Specific Settings

2.2.1 Pop-ups
By default and as a safety feature, browsers forbid scripts to raise windows and, subsequently, the Portal feature of bringing windows to the front cannot work.

To overwrite this safety measure, make sure that pop-ups are set to be allowed for pages opened by the NOP.

Specific Applications
Some specific applications are supported on a smaller range or browsers, due to their requirements on functionality:

- CSSST on Firefox
- e-Helpdesk and Counts on HTML5 featured browsers
- Interactive and Static Map on HTML5 featured browsers
- WIND file upload on Internet Explorer

2.3 Accessing the NOP

The public version of the NOP contains information to assist parties involved in ATM operations. However, some elements which are subject to a service agreement are only accessible from the Protected NOP ('Login to the Protected Portal' in the on-line documentation).

Access to the Portal
The NOP is accessible from the Network Manager website: http://www.eurocontrol.int/network-manager.

Use the highlighted button to access the Protected NOP:

To access the Public NOP, use this other link:

Network Manager quicklinks
- Network Manager contacts
- NOP public portal
- Measuring performance
- Training
- NM Calendar

A large number of URLs have been updated since NM 18.0 (replacing cfmu.eurocontrol.int with nm.eurocontrol.int). In case you have bookmarked some links to the NOP, please make sure they properly reflect the new addresses.

2.4 Global Layout (Main View)
The NOP layout consists in a Header (that manages the navigation) and 5 main areas, which correspond to the ATFCM phases:

- Strategic
- Pre-tactical
- Tactical
- Post-Operations
- Resources (general reference information, not specifically related to any ATFCM phase).

More information of the ATFCM phases in the Timeline Navigation Concept (Section 3.1).

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**HMI Customisation**

When opened for the first time, the NOP presents by default, all the currently available Portlets in their respective 'expanded mode'. This results in a very large amount of information, likely to make the Portal somewhat confusing to use.

The **Portal Customisation** enables you to store your preferences on how some sections of the portal will behave or look like, to best fit your working habits or areas of interest - and significantly reduce the size of the pages. The Portlets can be defined to be visible or invisible on the Portal Main View, resulting in a user-defined layout only displaying the selected items - and presenting them in a compact and practical way.

Please refer to the **Customise the NOP (on-line documentation)** section to learn how to optimise the NOP layout.

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The NOP layout is globally consistent across all the pages to facilitate users’ navigation. For instance, **News** and **Calendar** are always displayed at the top right, **ATFCM Messages** at the top left, the main information of the period at the top centre, the ATM functions at the middle right, and the collaboration functions at the bottom centre - on the other hand, **ACC Info** and **Airport Info** are located differently in **Strategic** and **Post-Operations**.

The overall layout is summarised below, as it appears when all Portlet are expanded and visible:
Each Portal main page is made of **Portlets**: individual content boxes each with its own title bar displaying text, images, links or data dynamically fed by the NM Operational back-end Applications (ETFMS, IFPS, DWH,...) or by the Portal content editors. Each portlet can be collapsed or expanded by means of **or** buttons in the Portlet title bar. Your setup will be saved within your browser settings, and restored if you use the same browser for another session (even after reboot).

In a similar way, the **button** will open a **Contextual Help (Section 4.2.3)** window.

### 2.5 Printing from the Portal

#### A. Printing from the Main View

This may differ from each make and version, but is basically obtained under the "File..." and then "Print ..." function of your browser. Consider having a look at the additional setting capabilities of your configuration to select more appropriate (combination of) settings where relevant:

- the **Properties** linked with your printer and printer's driver
- the **Page Setup** linked with your browser

#### B. Printing from a Detached (Section 4.4) View

Since no toolbar is present in the detached view, you will need to hit the <Ctrl> and the <P> keys of your keyboard to invoke the print dialog box.

You can beforehand specify the display mode of the detached view, using the **Display** toggle button located in the header, right after the right **Set** button.

- ![Screen mode](image) This is the setting by default - the **Screen** mode. The header is kept visible at all times, and the vertical scrolling only affects the data tables. Click on the icon to toggle in the **Print** mode.
- ![Print mode](image) The **Print** mode is used when you want to keep the header and the data together in one piece - typically for sending the whole content of a page to a printer. Click on the icon to toggle in the **Screen** mode.

Consider having a look at the additional setting capabilities of your configuration to select more appropriate (combination of) settings where relevant:

- the **Properties** linked with your printer and printer's driver
- the **Page Setup** linked with your browser (more specifically the orientation of the paper: Portrait or Landscape)
3 The NOP Header

3.1 Timeline Navigation Concept

This is the Header of the NOP, from which you can navigate across the different areas of the Portal. The Timeline features 4 different Phases tabs, based on the ATFCM cycle: Post-Operations, Tactical, PreTactical and Strategic. Each covers a specific time span, as outlined below (\( D \) being the current date):

- **Post-Operations**: \( D+1 \) at 00:00 onwards
- **Tactical**: \( D \) (00:00 to 24:00 UTC)
- **PreTactical**: \( D-6 \) to \( D-1 \) inclusive
- **Strategic**: \( D-12 \) months to \( D-7 \) days inclusive

These tabs allow you to navigate from one Phase to another. In addition, the selected tab rises to provide a visual indication of where you stand in the ATFCM cycle.

A fifth tab is featured as well, opening the **Resources** page containing reference material not linked to time.

**Navigate in Time**

The Portal opens by default with the Tactical phase selected.

A first way to change from one phase to another, and see the Portal content from a different time perspective, is by means of the Date Picker, to be found in the Target Date pane as shown in the red box below.

Clicking on the icon opens the **Date Picker**.

The Date Pickers behaves as you may expect from its layout:

1. the left and right single arrows going one month back or forth, the left and right double arrows going one year back or forth, and the square recalling the current date;
2. the number of the week;
3. the list to jump to a selected week in the year.
Once a date is clicked, the Date Picker vanishes and the Date field (with the pale green background) is updated with the selected value - in this example, July 31st, 2013.

**Note:** in some circumstances, the choice in dates is limited and the Date Picker will only allow you to select the suitable ones - in this example, you could only opt for September 3rd or September 4th:

Please be aware that the Target Date has not been changed yet. You need to first click on the blinking **Set** button to change it to the selected value.

Doing so updates the Target Date and resets the Date field.

**Note** that you can also type the next target date directly in the Date field, following the DD/MM/YYYY format (and confirm with the **Set** button).

### 3.2 Header Buttons

Depending on the user role and profile, a number of buttons are available to provide additional functionalities to the Header.

These buttons are reserved to specific roles. You may therefore not see them when you login to the Portal - this is simply because you will probably not need them.

However, if you think that your profile is misconfigured and that you that you should be able to access, please contact the **NM Customer Support** (CSO Tel: +32 2 745 1997).

From right to left:

- **HELP**: opens the Global Help pages (All users)
- **CUSTOMISATION**: opens the Customisation Editor (All authenticated users)
- **ADMINISTRATION**: gives access to the Delegated Access Administration (AO Administrators)
- **VERSION**: shows the current version of the Portal (Developers)
- **WIND**: opens the NOP content editor (Contributors)
- **VIEW**: shows the Publishing workflow (Contributors)
- **SIMULATIONS**: opens the Simulations workspace (Restricted by profile)
3.2.1 Help

A global Help function is made available from the header:

Clicking on the HELP button opens a pop up window, giving access to a comprehensive Help package. A complete navigation system allows the user to search, browse, bookmark and print any page within the Help system.

The Help window opens by default on the Changes and Updates page:

Contextual Help (Section 4.2.3) is also available from each Portlet, which directly opens the relevant Help page.

3.3 Searching the Portal

The Search function is located in the top right corner of the Header in the Main View.

Type in your query in the light green text field and click on the SEARCH button to open a Search Detached View listing all the found matches. The query is case insensitive, and you can type in one or several words, each separated by a space.

You can also directly click on the SEARCH button to open the Detached View and launch your query from there.

3.3.1 Search Text

Definitions

In order to make the best use of the Search function, here are a few definitions as how the Portal considers your queries:
A Text is a sequence of one or more Items, separated by a space. Example:
"a collection of words" +single_word -another_single_word one_last_word

3.3.1.2 Item
An Item is a group consisting of an (optional) sign in front of a Term. Example:
+single_word or "first_word second_word"

3.3.1.3 Term
A Term is a single word, or a collection of words within opening and closing double quotes. The quotes are telling the system that the space between the words is not to be interpreted as a separator - ore more simply, that the text string between the quotes is the entity for which you are searching a match. Example:
"first_word second_word third_word"

Searching for Text
If an unsigned term matches a keyword with a Damerau-Levenstein distance of at the most 2, the application considers this term as a match (effectively, the search algorithm allows the user up to 2 spelling mistakes) and, depending on the result of the matching process of signed terms, the document will be added to the search result.

Refining the Search
Additional features allow you refine your search:
- the "+" sign right in front of the term: the related term must match a keyword in exactly the same spelling, except letter casing
- the "-" sign: if a keyword exists that matches the related term then the whole document is removed from the set of matching documents

3.3.2 Search Results
The Portal Search Detached View lists all the entries matching the searched term(s).

If the search was initiated from the NOP header, the results are displayed in a new search window. If the search was initiated from the search window, the search window is refreshed with the results.

A color coding tells you the quality of the found match:
- a partial match is indicated with an orange bullet: ⬤
- a full match is indicated with a green bullet: ⬤

See below an example with the query 'EBBR EDDY':

This tells you that 103 matches were found in 3 locations: Daily Plan (over 50 results), Headline News (over 50 results), and Prevalidation Exercise (one result).

Notice the two green expand boxes ✪, indicating that they contain one or more full match.

The fully expanded view looks like this:
Drilling down information

Move your mouse over a result bullet to reveal the matching keyword(s) and scoring:

- **Daily Plan (more than 50 results, please refine your search)**
  - Applicable: 01/06/2013 (last update: 31/05/2013)
  - Matching keywords: eddf
    - Score: full word matches: 0; partial word match score: 5000
  - Applicable: 17/03/2013 (last update: 16/03/2013)

In a similar fashion, move your mouse over a title (light blue link) to get its summary, providing there is something to show. As a matter of fact, the tooltip is not available in all FCUs.
Simply click on the selected entry to open its corresponding item.

In this example, clicking on the highlighted entry **Applicable: 05/08/2012 (last update: 04/08/2012)** will open the corresponding **Daily Plan** detached view depicted below:
### Event

#### Accs

**EBBR runway closure**

WP started at EBBR aid on Wednesday 01-August-2012 and lasts for two weeks. During this period runway 25R/07L will be permanently closed. Depending on wind conditions each day, single runway Ops using runway 02/20 will be required causing a reduction in capacities. Capacity will be increased tactically whenever possible. Notam EB A1556/12 notora.

For today: Pre-tactical regulation applied 0500-1300 with low delays expected.

**Locations**

EBBR, EBBR A10/EBBR A90

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**Weather**
4 Portlets and Views

4.1 Portlet Availability

It is of importance to understand that not all Portlets are available in every ATFCM Phase. Whenever irrelevant, they simply do not appear on the screen.

This is the case for the RAD portlet, not showing in Post-Operations. In a similar way, NMIR will not appear in Strategic.

It may also happen that a Portlet is present (showing the border and title bar), but displays no content.

In this case, a message will tell the reason for the absence of data, as for instance (the exact wording may vary between Portlets, but the overall meaning will be the same):

- The [name of the Portlet, for instance "Network Daily Plan"] is currently not yet available: this means that the data is not available yet for the context (day and/or time) in which it is requested.
- You are not authorized to see [name of the Portlet, for instance "Flights"]: this means that your profile does not grant you access to some restricted information - see table below.
- Data is no longer available: this means that the requested data is no longer accessible from the Portal.

This list is not exhaustive, but as a general rule the displayed message will be such as to make clear the cause of the data unavailability.

Availability table

This table lists the Portlets or specific functions whose access is reserved to authenticated users (in other words, reserved to the Protected Portal):

<table>
<thead>
<tr>
<th>Portlet</th>
<th>Restricted Access</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC3</td>
<td>Profile based</td>
<td></td>
</tr>
<tr>
<td>AIM: Subscribe function</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Airspace Data</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ATFCM Network Situation: Interactive Map</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ATFCM Network Situation Data: Slot Window Compliance and Suspended Flights</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ATFCM Network Situation Data: ASD Detached View - Show Regulations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CASTAR</td>
<td>Profile based</td>
<td></td>
</tr>
<tr>
<td>Crisis Management</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CSST</td>
<td>Profile based</td>
<td></td>
</tr>
<tr>
<td>EC/SAFA ALARMING</td>
<td></td>
<td></td>
</tr>
<tr>
<td>E-Helpdesk</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EVITA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flights</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flight Planning: Route Catalogue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Initial Network Plan: Network Interactive Map</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MCDM Tool</td>
<td>Profile based</td>
<td></td>
</tr>
<tr>
<td>Measures</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Network Events: Create and Subscribe functions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Network Headline News: Subscribe function</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NOP-Showcase</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Traffic Counts</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4.2 Portlets General Features
4.2.1 Portlet Definition

A portlet is a window portion providing a synthetic piece of content on a portal page. This content may be static, or dynamic – with interfaces for dialogue with the user, and with data/graphical information/transactions provided by back-end applications.

NOP Portlets are configurable within the portal, and give access to more detailed information: tools and applications, news, reference material, web pages....

In the Portal, the Portlets are grouped by nature and usage, as explained in the Global Layout (Section 2.4) section.

There are two buttons in the Title bar, one collapsing or expanding the portlet to respectively reveal or hide its content, and the other to call a Contextual help (Section 4.2.3) window.

A portlet will typically show a very synthetic rendering of the data, and whenever relevant present some basic navigation, filtering or querying mechanism to facilitate the retrieval of more detailed information.

This information is presented through pop up windows: Detached Lists (Section 4.3) or Detached Views (Section 4.4), depending on the content.

Several detached views can be left open at a time, for comparison purposes or for later reference.

4.2.2 Portlets Scope

Every Portlet does not show on all pages. Depending on its scope, it will be displayed according to the ATFCM Phase in which the Header is set.

However, this is a configurable setting, and the presence or absence of a given Portlet in a given ATFCM Phase may evolve over time.

For every Portlet individually described in the section Portlets from A to Z, a Typical Scope table summarises where you will most likely be able to see it. Here is such a table, indicating that the corresponding Portlet is present in all 5 phases :

<table>
<thead>
<tr>
<th>Typical Scope</th>
<th>RES</th>
<th>POS</th>
<th>TAC</th>
<th>PRE</th>
<th>STR</th>
</tr>
</thead>
</table>

Some are present in one phase only, and most are present in 2 or 3 phases simultaneously.

This is however purely indicative.

4.2.3 Contextual Help

Each portlet has its own contextual Help page, which can be opened at any time by clicking on the Help button located in the title bar.
Each Help page provides, whenever relevant, links to other concepts of interest, in the form of See also links as shown below, taken from the ATFCM Events page.

In addition to the aforementioned features, the whole navigation system (Table of Content, menu buttons and toolbar) is a complementary means of finding relevant information.
4.3 Detached Lists

A Detached List is a NOP window which opens when you click on the more link from a 'list' Portlet - typically a short table presenting the first items of a series:

<table>
<thead>
<tr>
<th>Description</th>
<th>Released on</th>
</tr>
</thead>
<tbody>
<tr>
<td>NETWORK NEWS FRIDAY 30 AUGUST</td>
<td>29/08/2013 14:42</td>
</tr>
<tr>
<td>TAXI TIME LEMD</td>
<td>29/08/2013 15:35</td>
</tr>
<tr>
<td>TAXI TIME LEPA</td>
<td>29/08/2013 08:35</td>
</tr>
<tr>
<td>TAXI TIME LEPA</td>
<td>29/08/2013 08:33</td>
</tr>
</tbody>
</table>

This new window will list ALL items corresponding to the query:

Clicking on one of them (in this example, TAXI TIME LEMD) will then open the corresponding Detached View:
4.4 Detached Views

Detached Views come in different sizes and layouts - depending on their content - but all having the same purpose:

- provide additional information to what was summarized on the parent Portlet
- allow to further dig in the data by means of elaborate querying.

Detached Views appear under the same NOP header reminding that they are issued from the Portal - be it on your screen or when printed. The header may also display the name of their portlet of origin when relevant.

A Target Date selector is sometimes also present in the header, to modify the dates for which queries can be launched.
Navigation tabs and query areas typically reside at the top of the window, whereas the body content can be of various nature:

- messages
- lists
- links
- etc.

Whenever relevant, one -or more- query areas allow further filtering or sorting operations on the current query result, or the launch of new queries within the same context.

4.4.1 Querying from a Detached View

A number of Detached Views allow you to launch queries without the need to close the window and/or return to the Main View. Some are very simple (like ANM), some more complex (like Airspaces in the Airspace Data Portlet).

When first opened from the Portlet, the ANM Detached View lists the ANMs for a given query (by default, for the currently set Target Date).

**Overview**

- The **Target Date** query field enables you to search for AIMs for a specific day - simply type in the new Target Date as *dd/mm/yyyy* (or use the Date Picker to the left of the date field) then click on the **Set** button.
- The filters **Type**, **FMP** and **Sort By** allow you to narrow down the query, which you launch with the **Go** button.
- A **Timestamp** is generated on each query, as shown against the green background in the example above. It also indicates how many matches are found and listed. This area may also contain a paging slider - see here for more details in the **Paging (Section 4.4.2)** section.
- The matching results are **listed** in the bottom part of the screen.

4.4.2 Paging

One of the features present on a number of Detached Views is the Slide Bar, part of the NOP Paging system.

In effect, a page slider appears under the Query area, in a light green box, when the query returns a list of matches too long to fit on a single screen.

This is how it looks like for a query having returned 611 matches, spread across 25 pages:

Simply move the pointer along the scale to display the relevant page. To help you select the right page, a tooltip appears as you mouse over the different markers, indicating the range (first and last item displayed).
4.4.3 Printing mode

A **Display** toggle switch is present in the header of a **Detached View** displaying large tables (like i.e. in **Flights**, **Airspace Data**, ...) This button switches between the **Screen** mode (set by default) to the **Print** mode - simply click on it to change mode.

**Screen Mode**

The vertical scrolling only affects the data tables. This allows the query area and the table headers to be visible at all times, for an easier on-screen usage and reading.

This setting is however ill-suited for printing, since it only prints what is visible in the window - and in some cases only one of the frames (the header OR the table).

**Print Mode**

This mode is used when you want to keep the header and the data together in one piece - typically for sending the whole content of a page to a printer.

See how the scroll bar on the left of the image now encompasses the whole window:
4.4.4 Color overlays and (Error) Messages

When a query cannot be performed, the Detached View window freezes and is shaded with a light red transparent overlay indicating that an error was encountered.

A pale yellow Alert box also appears, detailing the cause of the error, and if possible providing information on how to solve the problem.

You need to click on the OK button to close the Alert box, unfreeze the window and resume working.

In the above example, the query was launched with no data in the Airspace search field - while it is a mandatory field which must contain at least 1 alphabetic or numeric character.

Loading data - Waiting time

Some queries can put a significantly heavy load on the Portal server, requiring some time to be processed and displayed back in your browser.

To provide a strong visual clue that your computer is indeed waiting for a response from the server and not simply frozen, the classical hourglass pointer has been replaced with a light indigo transparent overlay, telling you that your query is being processed.

For some queries requesting even more computing time, the blue overlay turns gray and comes along with a message indicating the process status:
4.5 Using Wildcards

A wildcard is a special character or symbol (* in the case of the NOP) that stands for one or more characters and is used in text string matching. This enables you to select multiple files with a single specification.

**A few examples for ICAO codes:**

- **EBB*** returns EBBC, EBBE, EBBH, EBBL, EBBR, ...

- ***BX** returns CYBX, EBBX, EDBX, LFBX, LTBX, ...

- ***BB* returns EBBC, EBBE, EBBH, EBBL, EBBR, ...**

and also DABB, DBBB, ... and many more other combinations with a trailing or potentially starting (if such a combination would exist in the ICAO context) ‘BB’ letter group.
**Note:** the * symbol can stand for zero, one or several characters.
5 Portlets from A to Z

This section lists all NOP Portlets in alphabetical order.

💡 When opened for the first time, the NOP presents by default, all the currently available Portlets in their respective 'expanded mode'. This results in a very large amount of information, likely to make the Portal somewhat confusing to use.

The **Portal Customisation** enables you to store your preferences on how some sections of the portal will behave or look like, to best fit your working habits or areas of interest - and significantly reduce the size of the pages. The Portlets can be defined to be visible or invisible on the Portal Main View, resulting in a user-defined layout only displaying the selected items - and presenting them in a compact and practical way.

Please refer to the **Customise the NOP (on-line documentation)** section to learn how to optimise the NOP layout.

5.1 Access Requests

**Typical Scope:**

<table>
<thead>
<tr>
<th>Access Requests</th>
</tr>
</thead>
<tbody>
<tr>
<td>Links below give more information on how to obtain an initial or additional access/es to the NM Operational Applications, including NOP Protected Portal.</td>
</tr>
<tr>
<td>Service Request</td>
</tr>
<tr>
<td>Step-by-step guide for accessing Services</td>
</tr>
</tbody>
</table>

This Portlet has been designed for requesting the subscription to a **Network Manager Service**.

It covers in particular the subscription to a NM Operational Application, such as:

- NOP
- NMIR
- CCMS-Web
- the portfolio of CHMI applications
- etc.

5.2 ACC Info

**Typical Scope:**

<table>
<thead>
<tr>
<th>ACC Info</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC</td>
</tr>
</tbody>
</table>

This Portlet allows you to view all the details for the queried ACC. An autosuggest mechanism will propose you, in a range gradually narrowing as you type in, all matching ACCs identified in the ACC plan whose display period include the current portal UTC date:

**Detached View**

The **ACC Detached View** displays the ACC info for the selected ACC.
**LFFF 2013 - PARIS ALL ACC - FRANCE**

**Overview and operational contacts**

**Operational Contacts**
1. NOP Focal Point: Andre Vignoles andre.vignoles@aviation-civile.gouv.fr
2. FNP: Dominique Meyze dominique.meyze@aviation-civile.gouv.fr
3. CFMU contact: CPM Support CFMU.CPS Support@eurocontrol.int

**Planned Capacity**

- Improved Airspace Management and ATFCM Procedures.
- Staff redeployment & Flextime rostering.
- Improvement of profiles for LFPG arrivals from the south-west (EADP 2013, TROK/2012).
- IFR 2013 (transfer)

Max sectors: 21 UCESO.

**Additional Information**

**Propco**

<table>
<thead>
<tr>
<th>LFFF - PARIS ACC</th>
<th>Target Delay per Flight (min)</th>
<th>Forecast Delay per Flight (min)</th>
<th>Actual Average En Route Delay per Flight (min)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012 Summer</td>
<td>0.35</td>
<td>0.09</td>
<td>0.30</td>
</tr>
<tr>
<td>2013 Summer</td>
<td>0.27</td>
<td>0.27</td>
<td>see below</td>
</tr>
<tr>
<td>2013 Annual</td>
<td>0.23</td>
<td>0.14</td>
<td>see below</td>
</tr>
</tbody>
</table>

**Actual Traffic and Follow Up**

<table>
<thead>
<tr>
<th>LFFF-PARIS ALL ACC</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUN</th>
<th>JLY</th>
<th>AUG</th>
<th>SEP</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>Average STD</th>
<th>Average YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daily Average traffic</td>
<td>2725</td>
<td>2902</td>
<td>2908</td>
<td>3172</td>
<td>3364</td>
<td>3343</td>
<td>3449</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2665</td>
<td>3435</td>
</tr>
<tr>
<td>Observed traffic increase (in %)</td>
<td>-7.2%</td>
<td>-6.6%</td>
<td>-6.1%</td>
<td>-1.8%</td>
<td>-2.3%</td>
<td>-5.5%</td>
<td>-3.8%</td>
<td>0.3%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>-3.8%</td>
<td>-4.7%</td>
</tr>
<tr>
<td>Observed average ATFM delay (in min.)</td>
<td>0.34</td>
<td>0.28</td>
<td>0.21</td>
<td>0.08</td>
<td>0.05</td>
<td>0.30</td>
<td>0.43</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.22</td>
<td>0.24</td>
</tr>
<tr>
<td>Observed average ATFM delay (in min.) - excluding weather &amp; industrial action</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**ATFCM Events**

- Axis Management
- Special Events
- Military Events

Contingency & Critical Events

**ATFCM Events**

- Axis Management
- Special Events
- Military Events

Contingency & Critical Events

**Axis Management**

<table>
<thead>
<tr>
<th>Occurrence</th>
<th>Event</th>
<th>Scenarios</th>
<th>View</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/12/2012 19:30 – 04/04/2013 23:59</td>
<td>SKI Season 2012-2013</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>ACCs</td>
<td>EDMV, EDUL, EDYY, EGTT, LFBE LFMM...</td>
<td></td>
</tr>
<tr>
<td>16/05/2013 00:01 – 05/09/2013 23:59</td>
<td>South West Axie 2013</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>ACCs</td>
<td>EDYY, EGTT, ESN, GCCC, LECB LECS...</td>
<td></td>
</tr>
</tbody>
</table>

Last saved: 24 March 2019
5.3 AIM

Typical Scope: POS TAC PRE STR

NM Operations send an AIM (Air Traffic Flow and Capacity Management Information Message) to inform the Aviation community whenever they consider it relevant. These AIMS are also accessible through an AFTN address, via the CHMI Applications.

A simple table lists the most recent valid AIMS for the selected Target Date, giving as title a short Description of the message along with its Released on date and time.

Note the More link at the bottom of the Portlet, which opens a Detached View ('AIM List' in the on-line documentation) listing all AIMS valid for the selected Target Date. Type your Note Box content here.

Highlights

Newly released AIM messages are displayed against a colored background, to draw the attention of the user.

This highlight disappears when one of the actions below are performed:
- You manually refresh the Portal - and as a result reset the 15 min. timer
- You open the highlighted message (or any other message displayed in the Portlet).

Opening an AIM

The light blue color of the AIM titles indicate a hyperlink opening a Detached View with the full AIM content, as shown in the example below.
5.4 Airport Info

Typical Scope:

The Airport Info Portlet currently prompts you to open a couple of links presented in the Planning of Network Changes Portlet:

1 - The Local Airport Plans and Events document (information provided by the major European airports in Q3 2013):

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Amsterdam-Schipol</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Change of minimum of run up taxiway/run-up/OLER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New configuration of apron/Pump 1 - new taxiway and stands closure</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Change of minimum of run up Pump 2-3-4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bergen-Flughafen</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building a new terminal</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boryspil</td>
<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Change of minimum of run up taxiway/run-up/OLER</td>
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<td></td>
<td></td>
<td></td>
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<td>New configuration of apron/Pump 1 - new taxiway and stands closure</td>
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<td></td>
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<tr>
<td>Change of minimum of run up Pump 2-3-4</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brussels</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New apron planning proposal implementation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New apron planning proposal implementation</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2 - the Public Airport Corner website (non confidential information reported by Airports via the NM Airport Corner):
5.5 Airspace Structure

Typical Scope:

The Airspace Structure Portlet presents some elements formerly carried by the seasonal Network Operations Plan.

5.6 ANM

Typical Scope:

The ANM (ATFCM Notification Message) is a message issued by the NM Operations to notify all concerned in the Aviation community of any ATFCM regulations. The ANMs resulting from the ATFCM Daily Plan are sent the day before the day of operations upon finalisation and release of the plan around 16.00/17.00 UTC summer/winter time.

When the data is not yet available, this is what is shown on the NOP:

Each ANM has an associated released date/time stamp. When the Portlet is refreshed - and if the ANM has a newer date/time stamp than the former one - the "new" item is displayed against a colored background, to draw the attention of the user:
Clicking on the highlighted link opens the ANM List window depicted below, listing all regulations matching the default query - which means all regulations for the selected Day of Operation, with no filter applied, and sorted by FMP Identifier and Regulation Number.

**ANM Query**

The Query area at the top of the window features 3 filtering and sorting options:

- **Type:** (select)
  - All
  - Active

- **FMP:** (text)
  Enter the **exact name** of the searched FMP (wildcards are not effective here)

- **Sort by:** (select)
  - FMP Identifier and Regulation Number
  - Regulation Number
  - Regulation Identifier
  - Released Time and Regulation Identifier

### 5.7 ATFCM Network Situation Data

**Typical Scope:**

- POS
- TAC
The ATFCM Situation Data Portlet is complementary to the Map displayed right above it, in the ATFCM Network Situation Portlet. It provides high level indicators at Network level on the real time status of:

- traffic delays
- delay causes.

The indicators are refreshed every 10 minutes by the ETFMS system. Every hour, a screenshot of the indicators is taken and archived. This allows displaying the evolution of the ATFCM Situation over the day.

By clicking on the More button, a detached view appears which provides:

- Customisable graphical representations of the indicators,
- A list of the delay causes with sorting functions.

### 5.7.1 The ATFCM Situation Data Detached View

The ATFCM Situation Data Detached View comprises the 3 same sections as the Portlet, only to provide more details on their respective scope:

1. **Flights** are rendered in a graphical way, allowing you to switch between pie chart and bar graph modes.
2. The **Delays in minutes** and the **Suspended Flights**, similar to the one provided in the Portlet.
3. And finally the **Delay Causes**. The Delay Causes table contains the regulations for the Target Day. You can click anywhere in the column headers to sort the data as you need (ascending or descending).
5.8 ATFCM Measures (Scenarios)

Typical Scope: TAC PRE STR

The ATFCM Measures (Scenarios) Portlet provides the Scenario List link, which opens the ATFCM Scenarios List (Section 5.8.1) Detached View.

5.8.1 ATFCM Scenarios List

The ATFCM Scenarios List features two tabs:

- Online Scenarios
- Archived Scenarios

The Online Scenarios tab is selected by default.
Online Scenarios

5.8.1.1 Query area

- **Origin:** Where the flow of the traffic to which the scenario applies, is coming from.
- **Area:** The specific airspace(s)/point(s) of congestion alleviated by the application of the scenario
- **Destination:** Where the flow of the traffic to which the scenario applies, is going to.

**Note:** The **Origin**, **Destination** and **Area** text fields may contain the following elements:
- nothing,
- a complete text string,
- a partial text string containing one or more ' .' (dot) characters to represent any character (i.e. **EB..** means that all 4 characters origin string starting by **EB** will match the query),
- a partial text string containing a '* ' character after at least one alphanumeric character (i.e. **E* will return all origin strings starting by E**).

- **Status:** allows you to filter the query by status.
  Possible values can be:
  a) (All) (by default)
  b) Only Active
  c) Non-Draft
  d) Only Draft

- **Network Special Events:** Drop-down list of events valid for the selected Target Date.
- **Scenario ID:** the Scenario name. This parameter is made optional by the presence of the keyword (All) at the top of the list.
  The list is then filled in with the Name of all Network events corresponding to the current mode (online / archived) and the NOP Portal context (ATFCM phase and Target Date selection).

- **Types:** Type(s) of scenarios - select one or more:
  Possible values can be:
  a) (All)
  b) AR - Alternative Route scenario.
  c) EU
  d) FL - Flight Level scenario
  e) NM
  f) PR - Preferred Routing scenario.
  g) RR - Re-Route scenario.

Note that the **Target Date** can also be changed in the header of the detached view, to any other date in the future or in the past.

Archived Scenarios

Selecting the **Archived Scenarios** brings a new query area, very similar to the one in use for the **Online Scenarios** - except for the **Status** filter.

Result
5.8.1.2 Content of the Result area

- **Status**: the possible values are:
  a) **D** for Draft
  b) **P** for Published
  c) **A** for Active or Active and Published
- **Scenario ID**: the identifier of the scenario (ex: LAPW283) - which further links to the corresponding Detailed Scenario window.
- **Origin**: list of Origins
- **On-load Areas**: list of On-load Areas
- **Off-load Areas**: list of Off-load Areas
- **Destination**: list of Destinations
- **Types**: type of scenario (PR, AR, FL, ...)

Finally, clicking on one of the Scenarios identifier (in blue in the Title column) opens a Scenarios Detail (Section 5.8.2) window.

5.8.2 Consulting a Scenario Details

**Scenario Details** can come with or without a picture, as shown on the two examples below.
Definitions of the field labels

- **Identifier**: The Scenario name (in the blue header)
- **Origin**: Where the flow of the traffic to which the scenario applies, is coming from.
- **Destination**: Where the flow of the traffic to which the scenario applies, is going to.
- **Types**:
  - **AR**: Alternative Route scenario: A route (usually non-RAD compatible) opened to alleviate congestion in an area. Due to the non-standard nature of the route, this flow is usually regulated when available.
  - **FL**: Flight Level Cap scenario: the flow of traffic is level-capped (for a portion of its route) to take it out of a congested area.
  - **PR**: Preferred Routing scenario: a suggested route which the concerned ACCs on a particular axis would prefer the flow to follow. This field can be empty.
  - **RR**: Re-Route scenario: the flow of traffic is forced to refile geographically to avoid a congested area.
- **Refile**: Specific condition(s) to which the flow of traffic is required to comply.
- **Suggested Alternative Routes**: Proposed profiles for the Aircraft Operators to consider when selecting a route in order to comply with the Condition(s).
- **Comments**: Used to provide additional information relating to the scenario. For example: RAD restrictions which will be ignored by IPFS to allow compliance with the Condition(s) or Refile fields.
- **Location (Area)**: The specific airspace(s)/point(s) of congestion alleviated by the application of the scenario.
- **On-load Areas**: The key airspaces which may expect to receive additional traffic as a result of the application of the scenario.
- **Off-load Areas**: The key airspaces which may expect to receive less traffic as a result of the application of the scenario.
Applicability: If the availability of the scenario for the ATFCM use is limited to a specific period they are listed here. For example: weekend only during the ski season.

Status: can be either Published, Agreed or Active
- Published: Used to indicate if the scenario is in 'draft' mode or has been 'published' for operational use.
- Agreed: The specific periods (dates + hours) for which the concerned FMPs and Network Operations Division have agreed to apply the scenario.
- Active: The actual specific periods (dates + hours) for which the scenario is/was applied, derived from the ETFMS.

Explanations of the map labels
Map labels contain information from the scenario definition and are used to highlight on the map items of specific interest or which are worthy of particular care and attention.

5.9 Axis Management

Typical Scope:
Axis Management is a CDM process which optimises seasonal flows of traffic across the European Network. The process starts in advance and has as an output ATFCM Measures (e.g., re-routings, FL capping or alternative routings) that would be further consolidated and applied on the day of operations. This output is discussed and agreed through dedicated CDM conferences (either via a meeting or an e-conference) and there is a monitoring process to fine-tune the event management as well.

The Axis Management Portlet presents a short list of links to Network Events (Section 5.23.1) dedicated to Axes.

Each entry comprises three components:
- The Title of the event, serving as link to open the corresponding Network Events Detail Detached View (illustrated below)
- The Estimated Period for which the event is valid, an update link opening the Axis Plan Detached View for the current week (illustrated below).

Axis Plan

The Axis Plan window provides the following elements:
- Axis Details: a link to the corresponding Axis Details Network Event,
- : a date picker to easily navigate between weeks
- A list of updates for each date of the week

Note: the updates features is presently rarely used - this explains the 'No update available at the moment' and 'no updates' mentions on the Axis Plan window.

Example of a Network Event Detail:
5.10 Axis Weekly Management

Typical Scope:

The **Axis Weekly Management** Portlet provides, when available, links to various documents (in PDF format) - see the example of the **SKI Axis Statistics** for Week 6 (13-14 February 2016):
5.11 Contingency

Typical Scope:

The status of the Network Manager operations is NORMAL. NM ATFCM Contingency Plan Summer 2014 Valid 30th March 2014 - 25th October 2014

This document addresses the contingency procedure to be carried out in the event of a long term failure of Network Operations systems.

The Contingency Portlet belongs to the ATFM Information Messages group, as well as the AIM, the ANM and the CRAM Portlets.

Its purpose is to display in a very compact way the status of the NM operations.

The possible status can be:

- NORMAL
- CONTINGENCY

This Portlet also provides a link to the NM Contingency Plan.

5.12 Crisis Management

Typical Scope:
The Crisis Management Portlet provides links to a collection of documents in relation to the following areas:

- Closures and warnings
- Teleconferences
- Special AIREPs for Volcanic Ash

5.13 Current Network Situation

Typical Scope: POS TAC
The **Current Network Situation** displays a map of Europe, where certain ACC areas are colour coded to indicate ATFCM delays for these areas.

Four types of delays are displayed, ranging from over 45 minutes to less than 15 minutes.

- **< 15 min**
- **< 30 min**
- **< 45 min**
- **>= 45 min**

Two links appear at the bottom of the Portlet, namely **Static Map** and **Static Map (IE7/8)**.

The **Static Map (Section 5.13.1)** link opens a screenshot of the Network Situation, refreshed on a regular basis. It does however not allow you to launch queries, plot various entities and get realtime details on various elements such as regulation delays, flights, etc - which come with the **Interactive Map** application presented on the **Protected NOP**.

The **Static Map (IE7/8) (Section 5.13.2)** link does the same as the **Static Map** - to be preferred if you are using **Internet Explorer 7** or Internet Explorer **8** (to overcome possible compatibility issues).

> When in Tactical phase, the **Current Network Situation** displays a map of Europe, where certain elements are colour coded to indicate the **foreseen** ATFCM delays for these elements at the time of consultation.

In the Post-Operations phase, the **Current Network Situation** map for the selected target date displays the **cumulated** ATFM delay recorded per ACC over that day (00:00 am to 11:59 pm), displayed with the same color code as in the Tactical phase.

### 5.13.1 Static Map

The **Static Map** displays a ‘snapshot’ of the actual **Interactive Map** (visible to registered users of the Protected Portal).

The **More** button on the **ATFCM Network Situation** Portlet has opened the detached view with a full screen view of the map.
Navigation Aid

Navigation aid is provided with a set of 'pan' and 'zoom' buttons:

- The arrows reveal the map in the direction indicated
- The + and - sign zoom respectively in and out. The grid icon resets the zoom factor and map position to their default values.

Tip: You can also use the mouse wheel to zoom in and out - or click and hold the left mouse button to pan the map.

Display Refresh

While in Loop Mode (when the Loop check box is ticked), the display is refreshed every 30 seconds, looping through an H to H+4 cycle as selected with the Forecast menu:

5.13.2 Static Map (IE7/8)

The More button on the ATFCM Network Situation Portlet has opened the detached view with a full screen view of the map.
The legend explaining the colour codes can be displayed or hidden by means of the **Show Legend** check box:

![Legend](image)

A navigator can also be displayed or hidden by means of the **Show Navigator** check box:

![Navigator](image)

It consists of a miniature version of the complete area which can be shown on the window. The highlighted area in the navigator indicates the part of the map actually displayed in the window.

To scroll the visible part of the map:

1. bring your mouse over the map area - the pointer will turn into a hand
2. click and scroll (up / down) to reveal the desired part of the map.

The **Show Legend** and **Show Navigator** options are located in the toolbar is provided at the bottom of the map:

![Toolbar](image)

While in **Loop Mode** (when the Loop check box is ticked), the display is refreshed every 30 seconds, looping through an H to H+4 cycle as selected with the **Forecast** menu:

![Forecast](image)
The toolbar also features a Help button bringing up instructions for moving around in the map:

5.14 EAD

Typical Scope: POS  TAC  PRE  STR

EAD is the world’s largest Aeronautical Information System, a centralised reference database of quality-assured aeronautical information. EAD provides access to worldwide NOTAM and related static data, as well as access to AIP information in both PDF and AIXM format for the ECAC region.

The EAD Portlet provides direct links to EAD Basic and EAD Pro:

- **EAD Basic** is the EAD general access for private pilots, general aviation, training schools and any member of the public searching for aeronautical information.
- **EAD Pro** is the database’s service for professional, high-volume users such as air operators, airlines, aviation service companies and Aeronautical Information Services (AIS) data providers. EAD Pro is available on a dedicated terminal (ECIT) or through a secure internet connection using SSL technology.

5.15 E-Helpdesk

Typical Scope: TAC  PRE

To request access to the E-Helpdesk please fill in the NM service request form.
The purpose of the **E-Helpdesk** is to reduce the amount of telephone calls to the Network Manager Operations Centre Helpdesk for slot improvements, extensions and information.

This should:
- lower the waiting time for the clients in receiving a reply on their requests
- free up telephones for other operational issues

You will have to fill in the **NM service request form** to get access to the E-Helpdesk.

- **The User Perspective (on-line documentation)**

5.15.1 **The NMOC Perspective**

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### 5.15.2 E-Helpdesk Movies

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#### 5.16 European AUP/UUP

**Typical Scope:**

<table>
<thead>
<tr>
<th>European AUP/UUP</th>
<th>POS</th>
<th>TAC</th>
<th>PRE</th>
</tr>
</thead>
<tbody>
<tr>
<td>EUUP</td>
<td>11/10/2016 16:00</td>
<td>12/10/2016 16:00</td>
<td></td>
</tr>
<tr>
<td>EUUP</td>
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<td></td>
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<tr>
<td>EUUP</td>
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<tr>
<td>EUUP</td>
<td>10/10/2016 12:00</td>
<td>11/10/2016 12:00</td>
<td></td>
</tr>
<tr>
<td>EUUP</td>
<td>10/10/2016 11:30</td>
<td>11/10/2016 11:30</td>
<td></td>
</tr>
<tr>
<td>EUUP</td>
<td>10/10/2016 10:00</td>
<td>11/10/2016 10:00</td>
<td></td>
</tr>
<tr>
<td>EUUP</td>
<td>10/10/2016 09:00</td>
<td>11/10/2016 09:00</td>
<td></td>
</tr>
<tr>
<td>EUUP</td>
<td>10/10/2016 08:30</td>
<td>11/10/2016 08:30</td>
<td></td>
</tr>
<tr>
<td>EUUP</td>
<td>10/10/2016 07:30</td>
<td>11/10/2016 07:30</td>
<td></td>
</tr>
<tr>
<td>EUUP</td>
<td>10/10/2016 06:30</td>
<td>11/10/2016 06:30</td>
<td></td>
</tr>
<tr>
<td>EAUP</td>
<td>10/10/2016 06:30</td>
<td>11/10/2016 06:30</td>
<td></td>
</tr>
</tbody>
</table>

The **European AUP/UUP** Portlet lists the EAUPs and their updates:

- **EAUP**: The European Airspace Use Plan
- **EUUP**: The European Updated Airspace Use Plan

💡 Move your mouse over the **Valid WEF** link to get a tooltip message with the date and time of release.

Note that some entries may appear against a blue background. This simply means that they are active, with their validity period compatible with the **Portal time setting (Section 3.1)**.

**Opening a European AUP/UUP**

Click on the **Valid WEF** link of your choice and the EAUP Details Detached view will open - with the **CDR Type 2 Availability** tab selected by default.

You can alternatively click on the **More** link to get a **EAUP List** Detached View with the list of currently valid EAUPs, and open the desired EAUP from there:
5.16.1 EAUP Details - ATS Route and CDR Type 1 Closure

Query

- **Route ID**: The Route Identification
- **RSA ID**: The Area Identification
- **FIR ID**: Indicates the FIR that the available area lies within (either wholly or partially) (4 characters)
- **UIR ID**: Indicates the UIR that the available area lies within (either wholly or partially) (4 characters)
- **WEF**: The Start time (hh:mm)
- **TIL**: The End time (hh:mm)

Results

- **Route ID**: The Route Identification
- **Between**: The starting point of the route portion that is impacted by this route statement (2 to 5 characters)
- **And**: The last (ending) point of the route portion that is impacted by this route statement (2 to 5 characters)
- **MNM FL**: The minimum flight level of the available area (3 digits or "GND")
- **MAX FL**: The maximum flight level of the available area (3 digits or "UNL")
- **WEF**: The start time of the available area (hh:mm)
- **TIL**: The end time (de-allocation) of the available area (hh:mm)
- **FIR**: Indicates the FIR that the available area lies within (either wholly or partially) (4 characters)
- **UIR**: Indicates the UIR that the available area lies within (either wholly or partially) (4 characters)
- **Compare**: A link used to list the Predecessors, allowing you to pick one of them for comparison purposes - details here (Section 5.16.4).

5.16.2 EAUP Details - CDR Type 2 Availability
Query

- Route ID: The Route Identification
- RSA ID: The Area Identification
- FIR ID: Indicates the FIR that the available area lies within (either wholly or partially) (4 characters)
- UIR ID: Indicates the UIR that the available area lies within (either wholly or partially) (4 characters)
- WEF: The Start time (hh:mm)
- TIL: The End time (hh:mm)

Results

- Route ID: The Route Identification
- Between: The starting point of the route portion that is impacted by this route statement (2 to 5 characters)
- And: The last (ending) point of the route portion that is impacted by this route statement (2 to 5 characters)
- MNM FL: The minimum flight level of the available area (3 digits or “GND”)
- MAX FL: The maximum flight level of the available area (3 digits or “UNL”)
- WEF: The start time of the available area (hh:mm)
- TIL: The end time (de-allocation) of the available area (hh:mm)
- FIR: Indicates the FIR that the available area lies within (either wholly or partially) (4 characters).
- UIR: Indicates the UIR that the available area lies within (either wholly or partially) (4 characters).
- Compare: A link used to list the Predecessors, allowing you to pick one of them for comparison purposes - details here (Section 5.16.4).

5.16.3 RSA Allocations
Query

- **Route ID**: The Route Identification
- **RSA ID**: The Area Identification
- **FIR ID**: Indicates the FIR that the available area lies within (either wholly or partially) (4 characters)
- **UIR ID**: Indicates the UIR that the available area lies within (either wholly or partially) (4 characters)
- **WEF**: The Start time (hh:mm)
- **TIL**: The End time (hh:mm)
- **AMA**: Checkbox to display AMA (AMC-Manageable Airspace) RSAs
- **NAM**: Checkbox to display NAM (Non-AMC-Manageable Airspace) RSAs.

Results

- 「」: Expands or collapses the **Description** line with three additional fields: **FUA/EU RS Id**, **Description** and **Remark**.
- **RSA**: The Area Identification
- **CAT**: Indicates the RSA Category (AMA or NAM)
- **MNM FL**: The minimum flight level of the available area (3 digits or "GND")
- **MAX FL**: The maximum flight level of the available area (3 digits or "UNL")
- **WEF**: The start time of the available area (hh:mm)
- **UNT**: The end time (de-allocation) of the available area (hh:mm)
- **FUA/EU RS**: FUA Restriction Identification
- **FIR**: Indicates the FIR that the available area lies within (either wholly or partially) (4 characters)
- **UIR**: Indicates the UIR that the available area lies within (either wholly or partially) (4 characters)
- **Compare**: A link used to list the Predecessors, allowing you to pick one of them for comparison purposes - details here (Section 5.16.4).

### 5.16.4 Compare with Predecessors

A **Compare** link is available at the bottom of each EAUP Detached View. It will however only be meaningful in case of a EUUP.

<table>
<thead>
<tr>
<th>Time</th>
<th>RSA</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00</td>
<td>ENOR</td>
<td></td>
</tr>
<tr>
<td>22:25</td>
<td>ENOR</td>
<td></td>
</tr>
<tr>
<td>12:00</td>
<td>EKDK</td>
<td></td>
</tr>
<tr>
<td>22:25</td>
<td>EKDK</td>
<td></td>
</tr>
</tbody>
</table>

Clicking on Compare will in effect open an overlay listing the Predecessors, allowing you to pick one of them for comparison purposes, in order to check the changes having occurred between the original EAUP and its updated EUUP version. Please note that an EUUP can in turn be updated by another EUUP - in which case both will be listed in the Compare overlay. The number of cumulative updates is presently limited to two.

In the example below, the EAUP Details Detached View displays the cumulative updates having been applied to an original EAUP released on 31/03/2016 14:18 and updated by the EUUP released on 31/03/2016 16:45.
5.17 EVITA

Typical Scope: **TAC**

*Note:* Access to EVITA is restricted to NOP (Protected) Portal Users. To read the instructions for subscription please visit the [NM Operational services and products](#) page of our website.

The background color indicates the following:
- **White:** no changes
- **Green:** Update
- **Orange:** Original data before update

*Note:* Comparison information outside the validity period of the latest EUUP is not displayed since it is irrelevant and making the comparison result very difficult to interpret.

5.18 FAQ

Typical Scope: **RES** **POS** **TAC** **PRE** **STR**

The FAQ Portlet lists a number of **Topic Categories**. Click any of them to open the corresponding Detached View.

*Note:* The **more** link here opens by default the Faq page of the first listed item - **Token issues** in this case.
5.19 Flight Plan Management

Typical Scope: TAC PRE

Note: Flight Plan submission is only visible to the profiles with the Flight Plan Management role: AO, ARO, and FMP.

The Flight Plan Management Portlet gives access to the IFPS Validation system (IFPUV). It is aimed to allow Airspace Users and Aerodrome Reporting Offices to submit their flight plans to a dedicated test system for validation, prior to their submission to the operational system. It may also be used to find an IFPS compliant route. The tool delivers the shortest possible IFPS compliant routes taking into consideration some user defined constraints (e.g. via a point or airspace, avoiding a point or airspace).

The IFPUV contains the current IFPS software and receives copies of updates to the operational environment database, fed by live updates. It is therefore an accurate reflection of the operational system.

The Flight Plan Management Portlet also allows you to submit your flight plans and flight plan updates to the operational IFPS system.

Flight Planning Tools

The Portlet lists the available tools:

- The Free Text Editor, Structured Editor and Contact and Support links provide shortcuts to respectively directly access the IFPUV Free Text Editor, IFPUV Structured Editor and Contact & Support tabs of the IFPUV Detached View.
- The Flight Planning Documentation link provides a shortcut to additional online documentation.

The main difference between the two editor modes resides in the way to enter the flight plan: one single text field for the Free Text...
Editor against a set of form elements ensuring data quality in the Structured Editor.

Lastly, the Contacts & Support link opens a tab compiling all the means to get in touch with the NM, access to useful information and documents, and options to report problems.

**Caution:**
- Flight plans submitted to IFPUV for pre-validation are not stored.
- Manual correction is not possible. The IFPUV response is automatic.
- Flight plan originators are reminded that flight plan messages **must** be submitted to the IFPS to ensure acceptance in the operational system.
- The routes that are proposed by IFPUV are not to be considered as ‘NM recommended routes’. IFPUV is NOT a flight planning system. The responsibility to ensure operational acceptance of the IFPUV proposed routes before filing to IFPS is with the flight plan originator.

5.19.1 Free Text Editor

The Free Text Editor tab allows you to enter a flight plan directly in ADEXP or ICAO format, validate it against IFPUV, request for route proposals, and then submit it.

You may either type in the data, or paste it from an external Flight Plan editing application.

The routes that are proposed by IFPUV are not to be considered as ‘NM recommended routes’. IFPUV is NOT a flight planning system. The responsibility to ensure operational acceptance of the IFPUV proposed routes before filing to IFPS is with the flight plan originator.

5.19.1.1 Data Entry

The Editor section features a Validate button, to be used in order to launch the validation process - and see the results in the Validation Results section.
This is where you will enter the content of the following field:

- **FPL Data**: Free text area to enter a flight plan in ADEXP or ICAO format. By default, this field is empty.

### 5.19.1.2 Validation Results

The **Validation Results** panel is in effect a message area, displaying the IFPUV response to the **Validate** action:

- If the submitted flight plan is correct, the message is **NO ERRORS**. The flight plan is therefore considered as being valid:

  ![Validation Results](image)

  **Validation Results**

  NO ERRORS

- If the submitted flight plan is not correct, a message indicating the affected parameter and the nature of the error is displayed:

  ![Validation Results](image)

  **Validation Results**

  Errors

  SYN99: INVALID LONGITUDE DESIGNATOR (EET LONG)

You can then make the necessary corrections and resubmit the query, until the "NO ERRORS" message is returned.

### 5.19.2 Structured Editor

The **Structured Editor** tab allows you to fill in various fields of a flight plan and then validate it against IFPUV, request for route proposals, and then submit it:
It is divided in two sections:

1. **FPL Data** - itself composed of one subsection:
   a. **FPL Data**
2. **Validation Results**

- **Note:** Flight Plan submission is only visible to the profiles with the **Flight Plan Management** role: **AO**, **ARO**, and **FMP**.

### 5.19.2.1 Editing Tabs

When first opened, the **Editor** panel features two tabs, respectively labeled **...1** and **Next FPL**:

- **...1**
- **Next FPL**

#### FPL Data

The first corresponds to the currently displayed data, and is labeled **...1** by default. As soon as you enter data, the label name changes to reflect the value of the **AIRCRAFT ID** field:

If need be, you can create additional tabs (and subsequently, additional flight plans) within the same Detached View and navigate between them.

To **create** a new tab, simply click on the **Next FPL** tab - in this example, the result will be the creation of a new tab, labeled **...2** by default (until you specify the relevant ARCID):

- **TCW842A**
- **...2**
- **Next FPL**

#### FPL Data

To delete a tab, click on the corresponding **Close** red cross:

- **...1**
- **...2**
- **Next FPL**

Which results in:
5.19.2.2 Create / Edit data

Enter or edit the flight plan data - please refer to the FPL Data (Section 5.19.2.4) section for detailed information on the Structured Editor features.

5.19.2.3 Validate

The Editor section features a Validate button, to be used in order to launch the validation process - and see the results in the Validation Results (Section 5.19.1.2) section.

5.19.2.4 FPL Data

Featuring plain text fields as well as dedicated editing components (wizards), the FPL Data area provides a structured and convenient way to enter or check the flight plan information.

- **DATE OF FLIGHT**: The date of the flight - you may either type in the date, or use the Date Picker.

Note: you can achieve the same result by editing the value of the DOF indicator in the OTHER INFORMATION field:

- **AIRCRAFT ID**: Aircraft identification. By default, the field is empty.
• FLIGHT RULES: Flight rules.
  In the Flight Assistant mode, a drop-down list allows to select a possible value from:
  a) I for IFR.
  b) V for VFR.
  c) Y for IFR changing to VFR.
  d) Z for VFR changing to IFR.
  e) Empty – the default value.

• TYPE OF FLIGHT: Flight type. A drop-down list allows selecting a possible value from:
  a) S for scheduled.
  b) N for non-scheduled.
  c) G for general.
  d) M for military.
  e) X for training.
  f) Empty – the default value.

• NUMBER: Number of aircraft, if more than one in case of formation flights. By default, the field is empty.

• AIRCRAFT TYPE: the type of Aircraft. By default, the field is empty.

• WAKE TURBULENCE CAT: Wake turbulence category indicating maximum certified take-off mass of the aircraft.
  A drop-down list allows selecting a possible value from:
  a) L for light.
  b) M for medium.
  c) H for heavy.
  d) J for super.
  e) Empty – the default value.

• EQUIPMENT: Comprises of the following two fields:
  a) Radio communication, navigation and approach aid equipment.
  b) Surveillance equipment.
  By default, both the fields are empty.

A comprehensive wizard facilitates the specification of the equipment and capabilities parameters - see description below.

• ADEP: ICAO code of the aerodrome of departure. By default, the field is empty.

• EOBT: Estimated Off-Block time. By default, the field is empty.

• ROUTE: Brings together the values of the following parameters (by default, the field is empty):
  1. CRUISING SPEED: The true airspeed for the first or the whole cruising portion of the flight.
  2. LEVEL: Requested cruising level.

• ADES: ICAO code of the aerodrome of destination. By default, the field is empty.

• TOTAL EET: Total Estimated Elapsed Time (hhmm). By default, the field is empty.

• ALTN AERODROME: ICAO code of the first alternate aerodrome of destination. By default, the field is empty.

• 2ND ALTN AERODROME: ICAO code of the second alternate aerodrome of destination. By default, the field is empty.

• OTHER INFORMATION: List of additional indicators, when relevant (as specified by ICAO for Field 18 of the FPL).

Wizards

5.19.2.4.1 EQUIPMENT

Click on the highlighted orange arrow to open the EQUIPMENT wizard - note how the DE3FGILORWY / H values of the text fields are presented in the editor:
Select the desired parameters and click on the OK button to exit the wizard and apply the new values to the text fields - or click on the Cancel button to discard unwanted changes.

5.19.2.4.2 OTHER INFORMATION

Click on the highlighted CLICK HERE TO ENTER DATA link to open the OTHER INFORMATION wizard:

The Other Information wizard is structured as follows:

- **INDICATOR**: a drop-down menu listing all available indicators (STS, PBN, EUR, NAV, COM, ...)
- **Parameter(s)**: numerical, alphanumeric value, text field(s), tables, etc.
- **Action Buttons**: the standard OK and CANCEL buttons.
Add Indicator

Example (for the NAV indicator):

1. Select the desired **INDICATOR**:

   ![Image](image1.png)

2. Specify the value(s):

   ![Image](image2.png)

3. Click on the **OK** button:

   ![Image](image3.png)

4. The newly created **NAV** indicator now shows in the **OTHER INFORMATION** field:

   ![Image](image4.png)

Edit Indicator

Simply click on the desired indicator to open the corresponding wizard.

Delete Indicator

Click on the trailing **x** link to remove the corresponding indicator from the **OTHER INFORMATION** field:

![Image](image5.png)

More information on how to work with the **OTHER INFORMATION** wizard can be found in the **IFPUV Users Manual** (http://www.eurocontrol.int/sites/default/files/content/documents/nm/network-operations/HANDBOOK/ifps-users-manual-current.pdf) - additional support can be obtained from the **Contacts and Support** tab:
5.19.2.5 Validation Results

The Validation Results panel is in effect a message area, displaying the IFPUV response to the Validate action:

- If the submitted flight plan is correct, the message is **NO ERRORS**. The flight plan is therefore considered as being valid:

![Validation Results: NO ERRORS](image)

- If the submitted flight plan is not correct, a message indicating the affected parameter and the nature of the error is displayed:

![Validation Results: Errors](image)

You can then make the necessary corrections and resubmit the query, until the "NO ERRORS" message is returned.

5.20 Incident Management Tool

Typical Scope: POS TAC PRE STR

Note: Access to the Incident Management Tool Portlet is restricted to NOP (Protected) Portal Users. To read the instructions for subscription please visit the NM Operational services and products page of our website.

5.21 Initial Network Plan

Typical Scope: POS TAC PRE
The Initial Network Plan Portlet essentially gathers the various components of the Daily plan (presented through the Network (Section 5.21.4), FAB (Section 5.21.5) and FMP (Section 5.21.6) top links), and the resulting compiled Initial Network Plan, in the form of a PDF document distributed by means of the Network Plan (Section 5.21.7) top link.

Note: When the Daily Plan is not yet available (or when the Daily plan exists with an Applicability Date that does not correspond to the NOP Target Date (Section 3.1)) the map is not displayed and the Portlet presents the following elements:

- A picture (if one has been defined) and
- A 'No Daily Plan' Text associated to the selected ATFCM phase.

The Daily Plan is a set of Tactical ATFCM measures (e.g. activation of Routing Scenarios, regulations, etc.) prepared by the NM and other partners (FAB, FMP) concerned during the planning phase.

Published every day around 1600 UTC, it is accessible via the NOP and also promulgated via AFTN by means of the ANM and Network News messages.

The Daily Plan may be updated at any time according to the needs.

5.21.1 Map and colors

The Linked Reference Locations are displayed and coloured on the map according to the type of the defined daily plan item to which it applies:

- If a linked reference location has a daily plan item of type Hotspot, it gets the Hotpost Label Colour, even if it has items of other types.
- If a linked reference location has a daily plan item of type Event ('Axis', 'Special', 'Military' or 'Critical'), it gets the Event Label Colour, even if it has items of other types (except Headline).
- If a linked reference location has a daily plan item of type ACC, it gets the ACCs Label Colour, even if it has items of other types (except Headline or Event).
- If a linked reference location has a daily plan item of type NAT, it gets the NAT Label Colour, even if it has items of other types (except Headline, Event or ACC).
- If a linked reference location has a daily plan item of type Weather, it gets the Weather Label Colour, even if it has items of other types (except Headline, Event, ACC or NAT).
- If a linked reference location has a daily plan item of type Other, it gets the Other Label Colour except it has daily plan items of any other type.

So for a linked reference location to be displayed and coloured on the map, at least one daily plan item has to be associated with this linked reference location.

5.21.2 Color code

The map in this portlet indicates with color codes the areas which are affected by a significant ATFCM event at the moment of publication.

The top left corner displays color patches - one for each Daily Plan section (Hotspot, Events, ACC's, NAT, Weather and Other):
Note: The **Daily Plan** uses the same Map component as the **ATFCM Network Situation**. Please refer to that specific section ('ATFCM Network Situation Interactive Map' in the on-line documentation) to get detailed help, useful information and demo movies on the general Map features.

**Accessing the Map**

Two additional links do also appear at the bottom of the Portlet, namely **Network Static Map** and **Network Static Map (IE7/8)**.

The **Network Static Map** links open static versions of the Map - either for current browsers (**Network Static Map (Section 5.21.8)**) or older Internet Explorer versions (**Network Static map (IE7/8) (Section 5.21.9)**).

### 5.21.3 All

The **All** shortcut opens a **Daily Plan** Detached View presenting a set of Tactical ATFCM measures (e.g. activation of Routing Scenarios, regulations, etc.) prepared by the NM and agreed with all partners concerned.

The table lists all daily plans from your Unit for the selected Target Date, in four columns:

1. **Unit**: the ANU id to which the plan applies - this is an hyperlink that leads to opening one of the other areas (**Network**, **FAB** or **FMP**).
2. **Last Update**: the date time of last update.
3. **Last Published**: last date time the daily plan was made PUBLISHED; left empty if plan is in state NOT_PUBLISHED
4. **State**: the Publication state

**Notes about date and time:**

- If a file is added/removed the last update time is modified to reflect a change in the contents of the daily plan.
- If a file is promoted/demote the last update time is modified to reflect a change in the contents of the daily plan.
- Comments are not considered as daily plan content; therefore adding a comment does not modify the last update time.
- The publication state is not considered as daily plan content; therefore modifying the publication state does not modify the last update time.
- When a daily plan changes from NOT_PUBLISHED to PUBLISHED the last published time is modified.
- When a daily plan changes from PUBLISHED to UNPUBLISHED the last published time is not changed.
5.21.4 Network

5.21.4.1 Network

The Network shortcut opens a Daily Plan Detached View presenting the different parts of the Network Daily Plan grouped in 6 collapsible sections: Hotspot, Event, ACCs, Nat, Weather and Other.

The Network Daily Plan is a list of daily plan items that contain information about:

- Areas with issues that cause network imbalance, either decrease of capacity or increase of demand; these issues can be anticipated (like a special event or an axis management event) and the plan item can be simply the application of a published scenario; issues can also be unforeseen, such as weather conditions.
- Measures taken to address the problems, namely:
  - Application of published scenarios
  - Ad-hoc measures
  - No measure at all, accept and publish the expected consequences

Certain information items may come along with additional elements such as pictures, documents, links to external resources, etc.

Structure and Presentation

Depending on the type of Daily Plan segment or item block, you may encounter the following elements:

- **Title**
  - If an Event Title is defined, it is displayed.
  - A Daily plan item defined as ACC item has no ociated title.
  - The next line contains a comma separated list of the name associated to each ACC identified for the daily plan item - if any.
  - The items are displayed in the same order as they have been introduced by the content contributor(s).
  - Please refer to the corresponding section in the WIND Online Help or User Manual for details on Daily Plan Content Management.
  - Daily plan item defined as Event item has possibly a list of associated Event ACCs.
  - Daily plan item defined as ACC item has only one associated ACC.
  - If the Event reference is defined for the daily plan item, the Event reference is then displayed, preceded by the text defined as Event Label. This Event is implemented as a link opening the Event Details window for the corresponding Event.
  - Next comes the Description text defined for the daily plan item.
  - Then the list of Linked Reference Locations associated for the daily plan item is displayed.
  - On the next line, if defined and if any scenario is to be displayed, the Scenarios Label associated to the daily plan item.
  - Then on every subsequent line (one line per scenario):
    - The Title defined for each scenario Reference associated to the daily plan item in the Scenarios list - a link to open the corresponding Scenario Details (Section 5.8.2) window.
    - Information tagged text associated to the scenario in the Scenarios list of the daily plan item.
  - If defined, the links defined in the Info Link list with the associated descriptive details (Label, Image, Description).
  - Lastly, and if any, the Conclusion tagged text associated to the daily plan item.

**Note:** the screenshots proposed below are taken from a variety of Target Dates, in order to cover the full scope of content possibilities.
Hotspot

List of Pre-tactical headline news reporting very significant unforeseen events that will affect the traffic of that day, such as a strike.

Event

The most relevant network events that affect the traffic on that day, grouped by FIR.

ACCS

The list of ACCs where problems are expected and possibly the measures applied.
Whenever relevant, a **DAILY BRIEF** link opens the corresponding **Pre-Tact Brief** PDF document:

**NAT**

The **NAT** expected problems.
Weather

The **Weather** section displays the relevant weather conditions.

**NAT information**

**Accts**

**EASTBOUND PUBLISHED TRACKS ARE:**
MALOT 53N TO ETIKI 45N WITH CORE VIA DINIM 51N

**WESTBOUND PREDICTED TRACKS ARE:**
SUNOT 57N TO DOGAL 54N WITH PREDICTED CORE VIA RESNO 55N

**Locations**

**NAT TRACKS**

... and link opens the corresponding JPEG image:

![Weather Map](image)

**Weather**

Britain braced for cyclone

**Accts**

Flights are delayed at Heathrow and London City airports, as the Met Office issues severe weather warnings for wind and rain. We bring you the latest updates

**Locations**

**More info here**

The storm is severe and motorists are warned to stay off the roads.

**Other**

Lastly, the **Other** section lists any other information deemed relevant.
Regulation Plan

In cases where the ANM is already released for the selected target date, a Regulation Plan link is provided below the list of information blocks, opening the corresponding ANM window:

**Target Date 23/01/2016**

**Type:** All  
**FMP:**  
**Sort By:** FMP Identifier and Regulation Number

### 23/01/2016 09:37:57 - 55 regulations

<table>
<thead>
<tr>
<th>Seq no</th>
<th>FMP</th>
<th>Regulations Id</th>
<th>Flight Level</th>
<th>Reason</th>
<th>RMK</th>
</tr>
</thead>
<tbody>
<tr>
<td>041</td>
<td>EBBUFMP</td>
<td>EEBRA23E</td>
<td>ALL</td>
<td>Weather</td>
<td>LVF</td>
</tr>
<tr>
<td>002</td>
<td>EDDFA23</td>
<td>EDDFA23</td>
<td>ALL</td>
<td>Weather</td>
<td>LVF</td>
</tr>
<tr>
<td>044</td>
<td>ECDMA23</td>
<td>ECDMA23</td>
<td>ALL</td>
<td>Weather</td>
<td>LVF</td>
</tr>
</tbody>
</table>

**Comments**

You are able to comment the daily plans - any time between D-6 and D+15 months, even if there is no daily plan for your unit and that day.

A comment can be marked as private by the author - using the **Private** check box illustrated below. In that case access too it is restricted to the users belonging to the same ANU as the author of the comment.
5.21.4.2 Comment Daily Plan

**Network Daily Plan**
Only users of whom the ANU is in the ATFM world of the ANU of the daily plan.

**FAB Daily Plan**
Only if FAB is known and active;
only users of whom the ANU is in the ATFM world of the ANU of the daily plan.

**FMP Daily Plan**
Only if FMP is known;
only users of whom the ANU is in the ATFM world of the ANU of the daily plan.

5.21.4.3 View Daily Plan / Download Daily Plan files

**Network Daily Plan**
Private comments in the daily plan are only displayed to users of whom the ANU is the same as the ANU of the comment.
Other comments are only displayed to users of whom the ANU is in the ATFM world of the ANU of the daily plan.

**FAB Daily Plan**
if FAB/FMP/AMC is known;
If daily plan is not PUBLISHED it is only displayed to users of whom the ANU is in the ATFM world of the ANU of the daily plan.
Private comments in the daily plan are only displayed to users of whom the ANU is the same as the ANU of the comment.
Other comments are only displayed to users of whom the ANU is in the ATFM world of the ANU of the daily plan.

5.21.5 FAB

The **FAB** tab allows to upload, view and comment the daily plan of a FAB for a given target date. The Display period in this case is from upload date until infinity.

Type in the selected **Unit ID** and click on the **Go** button:
The Results area features two sections: **Release Area** and **Working Area**.

**Note**: The authoring capacity is based on profile - this section may therefore not be applicable to you.

**Release Area**
This area shows the files that are publishable, i.e., the files that will be made visible on the NOP when the author clicks on the **Publish** button.

**Working Area**
In the area, authors will upload, delete, promote, demote files - in short, manage the elements later to be released, then eventually published.

### 5.21.6 FMP

The **FMP** tab allows to upload, view and comment the daily plan of a given FMP for a given target date. The Display period in this case is from upload date until infinity.

Type in the selected **Unit ID** and click on the **Go** button:
The Results area features two sections: **Release Area** and **Working Area**.

**Release Area**

This area shows the files that are publishable, i.e., the files that will be made visible on the NOP when the author clicks on the Publish button.

**Working Area**

In the area, authors will upload, delete, promote, demote files - in short, manage the elements later to be released and then eventually published.

### 5.21.7 Initial Network Plan

The **Initial Network Plan** is a generated PDF document, produced by NM as replacement for the 1600 conference, the Network News and the current pre-tactical NOP information - in waiting for the **Dynamic Network Plan** project to completed.
Use the Network Plan link from the Initial Network Plan Portlet on the Main page to access/download the document.

5.21.8 Network Static Map
The Static version of the Daily Plan provides an enlarged view of the annotated map proposed on the Main view - with no other feature than basic 'panning' and 'zooming' commands described in the Static Map (Section 5.13.1) section of the ATFCM Network Situation Portlet.

5.21.9 Network Static Map (IE7/8)
The Static version of the Daily Plan provides an enlarged view of the annotated map proposed on the Main view - with no other feature than a basic Navigator as described in the Static Map (IE7/8) (Section 5.13.2) section of the ATFCM Network Situation Portlet.

5.22 Network Axis Management

Typical Scope:

The Network Axis Management Portlet presents some elements formerly carried by the seasonal Network Operations Plan. It provides information about the AXIS’s, according to the actual season.

Outline

- Focus on the traffic flows in a specified area
- Indication of the participating ANSP’s and ACC’s
- When applicable, information on
  - applied Cherry picking
  - Level capping
  - Re-routing options
  - Scenarios
- Possibility for Tactical Supervisors to publish an AXIS update in cases where there is a significant change in the pre-tactical plan, or anything important for the concerned traffic flows.

5.23 Network Events
Typical Scope: POS TAC PRE STR

This is the Network Events Portlet (respectively with the Month and the Day tab selected):

It presents all Network Events (Section 5.23.1) available for a given day or period, as the single access point for information provided during the ATM operational phases:

- Strategic information: when and where the event will occur, what are the expected benefits and the expected operational impact;
- Pre-tactical information: what mitigation measures are to be put in place;
- Post-operations information: performance analysis (what performance was recorded in relation to the event? was the operational impact as expected? were the mitigation means effective? What can we do better/different in the future? etc.).

Overview

When launched, the current date is set on the current portal time. The selected day (highlighted day cell) is set on the portal target date.

The calendar header shows the current calendar date, and the navigation controls.

Current: Click on the square to set display date to portal simulated time.

Previous/ Next: Click on the left/right arrow to go to the previous/next day or month (depending on the View Mode).
**Change the View Mode**

Change the View Mode by clicking on the tabs right under the header.

**Month** (Selected by default in all ATFCM phases besides Tactical)

Click on this tab to display the calendar view showing all the events starting or occurring in the selected month.

**Day** (Selected by default when in Tactical phase)

Click on this tab to display the events scheduled for the selected day, including those having started earlier but which are not ended yet...

**Note:** Starting events are displayed on top of the list, and typed in italic - to make them stand out from the Ongoing events.

Checking the Show starting events only button filters down the displayed list of events to the ones starting on the selected day:
The Select Type component provides an additional method to filter the displayed events:

Select the desired Events Types from the proposed options (AIRPORT, AIRSPACE_IMPROVEMENT, MILITARY and/or SPECIAL) and click on the OK button.

The active filters, if any, are indicated at the top of the display area - and the list filtered as requested:

Viewing Events

By default, the Calendar displays the events associated to the selected Target Date.

When you are in the Month mode, a green symbol (Event Mark) indicates that there is an event scheduled for a given day, either starting or ongoing:

Each symbol stands for one given event - the color telling the type of event:

- = Event(s) starting on the day
- = Event(s) ongoing on the day
- = Event(s) starting while others are continuing
The Calendar also highlights AIRAC dates with a red dot:

Click on date to jump to the corresponding selection, displayed in Day mode. (If you already were in Day mode, disregard the above described step.)

Next click on the title of an event to open the corresponding Event Detail Detached View:

**Special Event**

**EDGG Scenarios**

**General Information**

**Summary**

- **Type:** SPECIAL
- **Sub Types:** CONTINGENCY_CRITICAL
- **Status:** IMPLEMENTED
- **Estimated Period:** 07/02/2010 00:00-31/12/2099 00:00
- **Confirmed Period:**

The NET Functions

The Calendar Portlet features up to 4 NET functions - this will vary according to your profile and the privileges attached to it.

Typically, the Create and Subscribe functions will be reserved to specific NOP content contributors - you may therefore not be able to see them.

The two commands available to you are located at the bottom of the Portlet - click on a link to get more information on each function:

- Search (Section 5.23.2)
- List (Section 5.23.3)

5.23.1 Concept

The Network Event is the root concept of the Network Events Tool (NET) application.

- **Note:** The NET event term should not be confused with the event term.

  A NET event represents a set of activities (international summit, military exercise, ATC re-organisation, aerodrome runway maintenance…) that:
  - Is entered by some NET event author in the NOP system
  - Impacts or might impact the network

  An event denotes an occurred activity (AIM publication, flight update, service failure…) that:
  - Is detected by the NOP system
  - Might interest some network actors

**Definition**

A Network Event is an activity (or set of activities) which may:

- cause air traffic demand to increase for a period (e.g. sports games, etc.)
cause air traffic flows to be shifted for a period (e.g. temporary traffic switch between airports, security measures, etc.)
lead to a temporary reduction of Network Performance (e.g. capacity, safety, etc.) - with various potential causes:
- implementation of new ATM system,
- move to new ACC Ops room,
- major airspace reorganisation,
- works on runways/taxiways,
- runway closures,
- system or procedures changes,
- airport terminal reduced facilities,
- temporary reduction in ATC staff,
- opening of a new airport
- significantly influence normal airport operations (e.g. opening of a new runway/airport, runway closure, new flight procedures (e.g. CDO etc.), weather pattern, etc.)

These events are required to be communicated to the Network Manager, in compliance with the EC Regulation 677/2011 (Network Manager) and EC Regulation 255/2010 (ATFM Implementing Rule), in order to facilitate the planning and coordination of these events at network and local level, thus supporting a more efficient NM response to the evolution of traffic demand.

In short, a Network Event is typically associated with a given area, spans over a certain period of time, and contains various types of data (texts, images, comments, links to other sources, ...). It can in addition contain a number of Activities and/or of Measures and Scenarios who are similarly associated with time limits, and who can in turn contain references to Impacted elements...

In order to meet the requirements and support processes triggered in each operational phase, the NET event data model has been developed to allow the necessary information to be collected gradually and stored in an structured manner, aiming to progress towards a B2B service. The complexity of effects that any events may have on the performance of the ATM Network needs a complex event data model (de-composition) down to the level that would allow detailed analysis of their expected effect (potential operational impact).
The long term goal of such detailed de-composition is to enable automatic exchanges of data between specialised applications designed to increase experts awareness of the event progress through the ATM planning phases and to trigger impact assessments when necessary and most efficient.

This has resulted in a complex but comprehensive data model implemented in NET, which allows decomposition of an event into specific activities, occurring at specific periods in specific locations and producing specific effects on the network performance. Hence a certain level of expertise and attention is required when creating/updating Network Events in NET. The main components of an event in NET are described in more detail below.

Events / Activities / Impacts

An Network Event typically occurs during a given period at a given location or set of locations and may have one of the effects described above, which may in turn affect one or more key performance areas: capacity, flight efficiency, cost-effectiveness, safety. For example, Geneva International Motorshow took place in Geneva between 06 - 16 March 2014. This was expected to result in increased traffic to Geneva airport, causing parking congestion during this event. This simple event consist in just one activity (the motor show itself) taking place at a specific location and over a specific period of time and expected to cause a specific impact on local operations. This potential impact would be assessed prior to the start of the event and mitigation measures identified if necessary. During the event, performance analysis are collected and analysed at specific intervals according to current NM Processes. Performance results are published monthly and annually.

Some Network Events can be more complex and consist in one or more parallel or sequential activities (similar or different) that occur over different periods and at different location sets. Each of these activities may have cause different operational impacts, which may in turn affect one or more key performance areas. Some ATFCM measures may need to be prepared in advance and applied during the event to minimise the operational impact. Performance data collection and analysis will take place as described above. For example, an ACC re-organisation is planned in FRANCE in May 2015, which implies some training activities prior to the re-organisation, some technical tests of the ATC systems, etc. In addition, a related pre-validation exercise is foreseen to take place in Brussels in January 2015, involving a number of controllers from that French ACC. All these activities are consolidated in a single event, which may lead to a temporary reduction of that ACC's capacity.

5.23.2 Search Events

The Search Events link from the Network Events Portlet opens the Query Event View Detached View:
The Query Area

The Query Area features three command buttons, namely Download as CSV and RTF (used to download a generated file with the results of the query and save it on your computer) in addition to the Search button (used to launch the query).

Note: Recognized NOP Editors/Contributors get an additional Create New Event button, allowing to create a Network Event without having to return to the Main page.

A number of search parameters are used to define the query:

- **Name Pattern**: allow you to define 'patterns' using explicitly declared characters, in combination with the following wildcards:
  - the * wildcard can be used in front, at the end or on both sides of a search string, and will stand for any number of characters
  - the ? wildcard can likewise be used in any position, and will stand for a single character.

  **Example**: ca?a* will return any event that contains in the Name field the word: Casablanca, Canarias, CANAC, … where ? can be any character on the third place in the word and * all the characters that follow on the second ‘a’ on the search field

- **Search Rules**:
  - A single word results in an exact match
  - Words separated by spaces return entries matching any one of the listed terms: ‘north east axis’ will return any event that contains the wor ‘north’ OR ‘east’ OR ‘axis’ in the Name field

Note: the search word/string/selected criteria is highlighted in yellow in the search results table (see example for the Name Pattern 'Amsterdam'):

- **Period**: the selected period
- **Free Text**: allows a free text search - it will find any data matching (even loosely, in a ‘fuzzy search’ approach suggesting likely matches) the searched terms, in the following fields:
  - the Name field
  - the Short Description field
  - the Description field
  - the Event itself
  - Activity(ies), if any
  - Impact(s), if any

The * and ? wildcards can be used here as well (see the Name Pattern description above for details).

- **Locations**: the locations(s) concerned by the event
- **Select Types**: opens a dialogue listing the proposed types you can select:
  1. AIRPORT
  2. AIRSPACE_IMPROVEMENT
3. MILITARY
4. SPECIAL

**Note:** the *Select Types* component allows you to fine tune your query down to the sub-type level:

- **Select KPA:** opens a dialogue listing the proposed KPAs you can select:
  1. CAPACITY
  2. FLIGHT_EFFICIENCY

- **Select Status:** opens a dialogue listing the proposed Statuses you can select:
  1. PROPOSED
  2. PLANNED
  3. CONFIRMED
  4. ON_HOLD
  5. IMPLEMENTED
  6. CANCELLED

- **Include Events with undefined Period, Include Deleted & Prefer Draft version:** check boxes to widen or narrow the scope of the query.

Lastly, the Previous Period and Next Period navigation links will allow you to jump to the previous and next period respectively, using the last date interval used.

### The Result Area

The Result Area presents a table listing all entries matching the query criteria - see here an example with a Freetext search for 'EDLL':

<table>
<thead>
<tr>
<th>Type</th>
<th>Name</th>
<th>Period (Est.)</th>
<th>Locations</th>
<th>Status</th>
<th>Responsible Data Source</th>
<th>Last Published Date</th>
<th>Draft Owner</th>
<th>Internal ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIRSPACE_IMPROVEMENT</td>
<td>64.04b EDLF ET operations</td>
<td>(2019/06/28)</td>
<td>DE - BEL (Country), EDVY - MAASSTROOT IAC (ACC), ED - BEL (Country), EDVY - MAASSTROOT IAC (ACC), ED - BEL (Country), EDVY - MAASSTROOT IAC (ACC)</td>
<td>IMPLEMENTED DRNP</td>
<td>03/03/2015</td>
<td></td>
<td></td>
<td>10064</td>
</tr>
<tr>
<td>AIRSPACE_IMPROVEMENT</td>
<td>64.04b EDLF ET operations</td>
<td>(2019/06/28)</td>
<td>DE - BEL (Country), EDVY - MAASSTROOT IAC (ACC), ED - BEL (Country), EDVY - MAASSTROOT IAC (ACC), ED - BEL (Country), EDVY - MAASSTROOT IAC (ACC)</td>
<td>IMPLEMENTED DRNP</td>
<td>03/03/2015</td>
<td></td>
<td></td>
<td>10064</td>
</tr>
<tr>
<td>AIRSPACE_IMPROVEMENT</td>
<td>64.04b EDLF ET operations</td>
<td>(2019/06/28)</td>
<td>DE - BEL (Country), EDVY - MAASSTROOT IAC (ACC), ED - BEL (Country), EDVY - MAASSTROOT IAC (ACC), ED - BEL (Country), EDVY - MAASSTROOT IAC (ACC)</td>
<td>IMPLEMENTED DRNP</td>
<td>03/03/2015</td>
<td></td>
<td></td>
<td>10064</td>
</tr>
</tbody>
</table>

The Results Table features 10 columns (all of them sortable with the exception of the first one):

- (unnamed): Expand/Collapse arrows to display the content of the **Summary** field
- **Type:** The Type of the event
- **Name:** The name of the event
- **Period (est.):** The estimated period for the event
- **Locations:** The locations concerned by the event
Status: The current status of the event
Responsible Data Source: Identification of the originator of the event
Last Published Date: The date of the most recent publication
Draft Owner: Identification of the owner of the Draft version - when relevant, that is, when a draft exists
(unnamed): provides a View Published link to the published version of the event

5.23.2.1 Event Detail

The Event Viewer generates a Network Event Detail detached view as depicted below:

**Network Event Detail: EDGG Scenarios**

**SPECIAL Event**

**EDGG Scenarios**

**General Information**

**Summary**

Type: SPECIAL
Sub Types: CONTINGENCY_CRITICAL
Status: IMPLEMENTED
Estimated Period: 07/02/2010 00:00-31/12/2999 00:00
Confirmed Period:

**Buttons Bar**

5.23.2.1.1 Print ...

This command launches the Print function of your browser, looking like this (this may however vary depending on your browser type and version):
5.23.2.1.2 Hide empty fields / Show empty fields

Respectively hides or shows all fields for which no data has been provided by the event author.

Event Content

The rest of the window displays the full content of the event, in a structured way:

A. General Information
1. Summary
2. Description and Expected Benefits
3. Originator
4. Measures and Scenarios
5. Reference Publications
6. Remarks and Comments

B. Activities and Impacts
This section lists all activities declared for the event. For each activity the following information is available:

1. General Information
   a. Period
   b. Locations
   c. Description
   d. Comments

2. Impacts: for each declared impact the following information is available:
   a. Period
   b. Extended Network Impact
   c. Types
   d. Description
   e. Attachments
   f. Capacity Variation
   g. Sector Configuration
   h. Traffic Sample Description
   i. Impacted Locations
   j. Possible Bottleneck Sectors
   k. Comments

5.23.3 List

The List link from the Calendar Portlet opens the Query Event View Detached View - as does the Search Events (Section 5.23.2) link.
This specific function will however perform an automatic query for the selected period:

5.24 Network Headline News

Typical Scope: TAC, FRA

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>19 Nov</td>
<td>Tactical update 1100 UTC</td>
</tr>
<tr>
<td>19 Nov</td>
<td>ATC staffing issue in LPPC today</td>
</tr>
<tr>
<td>18 Nov</td>
<td>Prohibited area in Azerbaijan</td>
</tr>
<tr>
<td>17 Nov</td>
<td>EASA Safety Bulletin regarding Egypt/Sinati update 17/11/2014</td>
</tr>
<tr>
<td>10 Nov</td>
<td>8.33 kHz carriage checking by IFPS below FL195 in HUNGARY from 13/11/2014</td>
</tr>
<tr>
<td>06 Nov</td>
<td>FAA NOTAM concerning Egypt</td>
</tr>
<tr>
<td>06 Nov</td>
<td>HLLI (Libya) FIR - update 06/11 1600 UTC</td>
</tr>
<tr>
<td>01 Nov</td>
<td>Ukraine situation - new update 01/11 0800 UTC</td>
</tr>
<tr>
<td>04 Sep</td>
<td>Civil aviation overflying Belarus (update 19/09)</td>
</tr>
<tr>
<td>19 Aug</td>
<td>Russia overflight permissions</td>
</tr>
</tbody>
</table>

This Portlet announces events that have a significant impact on the ATFCM Network – the same way the headlines of a newspaper announce the main events of the day. These events may be foreseen or not, such as industrial action, airspace closure, sporting event, bad weather with significant regional impact, etc.

Portlet Structure

5.24.1 Latest News / Ongoing News Tabs

The Portlet opens by default the Latest News tab - to display the list of Headline News as they are set to be announced, with the newest item on top.
Click on the Ongoing News tab to get a list of the currently ongoing events, effectively affecting the Network.

5.24.2 News List
Each line starts with the Date and Time of the item, formatted as DDMMM hh:mm (two digits for the Day and three letters for the Month, then two digits for the hour followed by two digits for the minutes).

Next comes the title of the Network Headline News - displayed in two colors, depending on the level of criticality:
- **black:** INFO means there is no severity - NORMAL is the lowest severity level - WARNING indicates there could be a medium or high severity level.
- **red:** ALARM is the highest severity level. The news is critical.

Headline news must not be confused with AIMs (ATFCM Information messages). Events with minor or local impact on the ATFCM Network may be announced via an AIM while significant events will be announced via both media. It will be let to the NM operations to determine the events that come within the Headline News category.

A summary of the News is revealed when clicking on the expand button, as shown below with the third item.

5.24.3 Links
Two Links are featured at the bottom of the Portlet: Subscribe and more.

**Subscribe**
The Subscribe link opens the Subscription Editor ('Subscriptions' in the on-line documentation), when you can specify for which stream of information you wish to get notified by email subscription.

**More**
The more button opens a Detached View listing all Network Headline News, be they Online News or Archive News - by means of their respective tabs:
- The Online News view contains all items which are in Latest or Ongoing state, sorted by publication time (latest on top):
- The Archive News view contains items on any state but Latest or Ongoing, sorted by publication time (latest on top):
5.25 Network Operations Monitoring and Reporting

Typical Scope: POS

The Network Operations Monitoring and Reporting Portlet gives access to a number of operational reports. The restricted operational reports are available through the EUROCONTROL extranet, OneSky Online for registered users - under NM ATFCM Statistics. New users can request access via the OneSky Online registration form. For public reports, visit the Network Operations and Monitoring website.

If you have any questions about the network performance reports or for receiving archived reports (+2 years), send us an e-mail.

5.26 Network Operations Weather Assessment

Typical Scope: TAC PRE
The Network Operations Weather Assessment Portlet provides support to ANSPs and AOs in anticipating, identifying, monitoring and planning for potential severe weather events that may impact ATM capacity.

From the Tactical tab, the Daily Update link opens a copy of the current Daily Eurocontrol Network Weather Assessment PDF document.

From the PreTactical tab, the Daily Update link opens a copy of the previous Daily Eurocontrol Network Weather Assessment PDF document.

5.27 NM News

Typical Scope: RES

The NM News Portlet displays the last 3 of a selection of the most relevant (for the actors involved in Network Operations) news items published on the Network Manager website.

Below a short summary, and aligned to the left, two distinct links perform the following actions:

At the very bottom of the Portlet itself, and aligned to the right, a button opens the full list of the selection:
Note the two tabs, Online List and Archive List - the latter giving access to more ancient material.

5.28  NM Release Information

Typical Scope:

The NM Release Information Portlet lists the last changes implemented in the Portal, as well as some insight on future releases and evolution.

Click on the arrow to open the Summary of a given item:
Click on the more link to open another detached view with all issued items, under the Online or Archived tab depending on their date of issue:

5.29 NOP Archive

Typical Scope: PQS

5.30 NOP Updates

Typical Scope: STR
5.31 Planning of Network Changes

Typical Scope:

The Planning of ATM Network Changes Portlet presents the major ATM upgrades and events expected over the next four years, to facilitate the planning and coordination of these events at network level. Updates and additions should be provided to the NOP Office (nop.office@eurocontrol.int) via the nominated NOP focal points per ANSP.

5.32 Portal Assistance
Typical Scope: RES POS TAC PRE STR

In case of problem or questions, contact the NOP Office team via the NOP Assistance Portlet.

This portlet provides ways to report a problem with the Portal usage, or to provide feedback on your user experience.

If you have an urgent Operational request in relation to a flight, please follow the procedure in place to reach the NM OPS Room.
If you wish to submit a system improvement request, please submit an Operational User Requirement (OUR).

5.33 RAD

Typical Scope: TAC PRE STR

The objective of the RAD Portlet is to facilitate flight planning.

The RAD Homepage link opens the RAD website homepage, where you can find all data and information related with the RAD updates:
5.34 Tele/WebEx conferences

Typical Scope:

Online web conferences

The online web conferences are used for:

- South West axis
- South East axis
- North East axis
- Ski conferences
- Special events (Olympic Games, Football tournaments and finals, etc.)
- Training on CHMI and NOP
Teleconferences are used for ad-hoc events, like:

- Strikes
- Crisis

**Test your PC and browser**

Please make sure that your PC and browser are compatible to use WebEx, by following this step-by-step procedure:

*Step 1: Click on this link to test your PC and browser*

*Only if Step 1 is unsuccessful, please ask your IT department to check the minimum system requirements below, and click here for Step 2: Further technical requirements*

**Smartphones**

Download the free WebEx app for your **smartphone**

- Webex apps

5.34.3 **Teleconferences with Intercall**

- Telephone with keypad

### 5.35 Training

**Typical Scope:**

The **Training** Portlet provides links to the NM Training website, containing all the training dates and registration information.

### 5.36 Traffic Counts

**Typical Scope:**

The **Traffic Counts** Portlet gives the number of flights for a given Traffic Type. Note that it may not be accessible to you, depending on your role and/or profile.

### 5.37 All Other Portlets

The other Portlets are simple to use: they are made of a summary text - sometimes illustrated - and most of the times propose organized shortcuts and links to the NM website or the EUROCONTROL website.

**AIS Agora: link to the Agora.**
Charts: Link to the EUROCONTROL website providing ATM maps

Claims: Link to the CFMU Claim Management System (CCMS)

CODA: Link to the EUROCONTROL CODA website

Contacts: Link to pages of the NM and EUROCONTROL web sites providing various useful contact points

DDR: Link to the DDR interface
**NEST:** A single simulation tool for network capacity planning and airspace design.

**Network Operations Handbook:** Link to the official documents describing the procedures for interacting with Network Operations.

**NM Developments:** links to several pages of the NM website describing the Network Operations systems and evolutions – including reference documents in the NM Library.
**NM Interactive Reporting:** Link to the NMIR application.

**OneSky Online:** Link to EUROCONTROL’s extranet, OneSky Online.

**SKYbrary:** Electronic repository of safety data related to ATM and aviation safety in general.
**Statfor**: Link to the EUROCONTROL Statfor web site.
6 Help

6.1 User Assistance

In case of problem or questions, contact the NOP Office team via the NOP Assistance Portlet.

This portlet provides ways to report a problem with the Portal usage, or to provide feedback on your user experience.

If you have an urgent Operational request in relation to a flight, please follow the procedure in place to reach the NM OPS Room. If you wish to submit a system improvement request, please submit an Operational User Requirement (OUR).
7 Glossary

A

AIM
ATFCM Information Message

AIS
Aeronautical Information Services

applications

ARO
Air Traffic Services Reporting Office

ATFCM
Air Traffic Flow and Capacity Management - A service that is enhancing ATFM with the objective of managing the balance of demand and capacity by optimising the use of available resources and coordinating adequate responses, in order to enhance the quality of service and the performance of the ATM system.

ATM
Air traffic management - The dynamic, integrated management of air traffic and airspace including air traffic services, airspace management and air traffic flow management — safely, economically and efficiently — through the provision of facilities and seamless services in collaboration with all parties and involving airborne and ground-based functions.

Axis
(Seasonal) Flows of traffic across the European Network.

C

CCMS-Web
Web based Central Claim Management System - The CCMS Web is an independent application where the NM is enabling authenticated clients to access and submit incident reports, user requirements or requests for support in their field of activity.

CDM
Collaborative Decision Making

CFMU
Central Flow Management Unit

CHMI
Collaborative Human Machine Interface - CHMI provides a new graphical interface to the NM operational systems which enables users to display data and graphical information (such as routes, route attributes, airspaces, flight plan tracks, etc.) via map displays. As these maps are updated dynamically, therefore CHMI provides a more user-friendly display of 'real time' information.

CRAM
Conditional Route Availability Message

D

Daedalus
NM tool to dynamically calculate a route which is valid according to all airspace and flow management constraints known to the NM i.e. Conditional Route Availability Message (CRAM), RAD & ATFCM Notification Message (ANM).

DMEAN
Dynamic Management of European Airspace Network

Docked
Status of a Map window or component, when it is attached to the Menu Bar on top of the Map detached view.

DWH
Data Ware House - The DWH system contains archived data from other NM systems, together with derived performance and quality indicators. It is used to provide an assessment of ATFCM performance and enable corrective action by facilitating comparison of the actual traffic situation with the ATFCM plan, and to assist the CFMU and its users in the preparation of their Strategic, Pre-Tactical and Tactical activities, by providing a forecast flight demand model based on historical data.

E

EFD
ETFMS Flight Data - significant flight data updates sent by ETFMS to ANSP's in the form of EFD messages.

ETFMS
ETFMS provides the overall traffic situation for the NM area, both current and future, based upon flight plan data updated with current traffic position data, allowing a precise anticipation of the traffic demand. ETFMS brings benefits in the management of both routine traffic situations as well as unusual or 'exceptional' conditions.
FAAS  
Flight Assessment and Alert System (3 letter acronym: FAS) - The NM system hosting the SAFA application.

FCR  
File Content Repository - The root folder where all the Portal content are stored

FCU  
File Configurable Unit - The smallest content package that can be updated independently. In most cases, it will be a single FCU item - but some items do share common or crossed links and will therefore be grouped within an FCU folder.

Floating  
Status of a Map window or component, when it is freely movable and draggable in the main display area.

FMP  
Flow Management Position

FUM  
Flight Update Messages - aimed at making NM partners aware of the situation of a given flight, in particular regarding the Estimated Landing Time.

IFPS  
Integrated Initial Flight Plan Processing System.

IFPS fulfils two primary functions:
   1. provides a centralised flight planning system for the States within the NM area with the object of rationalising reception, initial processing and distribution of flight plan data to ATC Units.
   2. provides Repetitive Flight Plan (RPL) and Filed Flight Plan (FPL) data for use by the OPSD for ATFCM planning, monitoring and slot allocation.

IMT  
IMT stands for “Incident Management Tool”, where “incident” is meant to be “operational incident with a potential to become a disruption or crisis”.

Nav Aid  
Any visual or electronic device, airborne or on the surface, that provides point-to-point guidance information or position data to aircraft in flight.

Network Manager Website  
Available to the general public, without any registration. It contains information relevant to the NM core business, but information of an operational nature, which are accessible from the NOP Portal.

NMIR  
NM Interactive Reporting

Portlet  
Portal Element - Configurable window providing a synthetic piece of static or dynamic content on a portal page.

Post-Operations  
One of the 4 ATFCM Phases as used in the Portal. Covers the period from "Day +1" 00:00 onwards

Pre-Tactical  
One of the 4 ATFCM Phases as used in the Portal. Covers the period from "Day -6" to "Day -1" inclusive.

Protected Portal  
The NOP Protected Portal contains information for clients involved in ATM operations and is only available after acceptance of the NM Terms and Conditions. It is accessed via RSA SecureID (see Token).

Public Portal  
Available only after self-registration. The NOP Public Portal contains information to assist the NM clients involved in ATM operations - however, some elements which are subject to a service agreement are only accessible from the NOP Protected Portal.

RAD  
The RAD is a sole-source flight-planning document, which integrates both structural and ATFCM requirements, geographically and vertically. The RAD is updated each AIRAC cycle following a structured standard process of
   1. Requirement
   2. Validation
   3. Publication by the Network Manager in cooperation/coordination with the States and the Aircraft Operators.

Scenario
ATFCM measure applied as a result of an ATFCM Event, either planned or unplanned.

Self-Registered
The Self-Registration allows a non-authenticated user to create an account (with userID and static password) to access certain services and data from Network Manager.

SESAR
Single European Sky ATM Research

Strategic
One of the 4 ATFCM Phases as used in the Portal. Covers the period from "Day -12 months" to "Day -7 days" inclusive.

Target Date
The date which has been set in the Portal Header, and therefore for which the queries do apply. The Target Date can also be modified from within the Header of some Detached Views (typically, for all views where you can submit a query).

TIL
Stands for 'Until' - the end date and time of a period.

Token
A software-based one-time password authentication method of protecting network resources, typically used for remote access. It is a small independent program that runs on the PC and that generates every minute a random number called the token code.

UserID
Your UserName or UserID is a login name which has been assigned to your User account by NM. (For example: p0xxx1). The UserName is not case sensitive.

Way Point
A pre-determined geographical position, used for route or approach definition or progress reporting purpose. Two Way Points define a route segment.

WEF
With Effect From - the start date and time of a period.

WIND
Web Interface for NOP Data - This content and workflow management software is used to maintain the content of the Portal (for the static content) and manage the presentation of the content from back-end systems.

WYSIWYG
What You See Is What You Get - A descriptive designation for a form of visual display or graphical user interface (gui) that shows (on the screen) the actual appearance of a document being processed.
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