

NMD/NOM/NMOC	Operational Instruction						Doc. ID:
							OI/25-064
Issued on: 08/09/2025 By: CNECULAE	Subject Occupancy procedure Operational Trial 2025 (replace OI/25-057)						Validity From: 18/09/2025 To: 31/12/2025 NOP Portal: Yes Briefing: No
Applicability	AD		FM	✓	FP		TLP Status White

1. INTRODUCTION

This OI defines the trial procedure to maintain occupancy counts at FMP desired levels through a combination of one entry regulation and one occupancy regulation in tactical operations.

Using occupancy regulations instead of MCP should be strongly considered as a better standard tool for short occupancy peaks. In these cases, occupancy regulations provide the same functionality as MCPs but with reduced workload. They also adapt automatically and dynamically to changing situations. Therefore, it might be a better alternative for areas where the MCP regulation does not work well, particularly in situations of high volatility, where occupancy spikes are highly dynamic and continually shifting over time

The edition, cancellation of regulations and corresponding flight actions are also described.

This live trial will be based on operational expertise: FMP's expertise of local traffic patterns and conditions and NMOC's expertise on regulation mechanisms.

The following will be determined by the FMP:

- Identifying the demand and capacity imbalance in occupancy
- The need to trigger and apply this procedure
- The objective of applying this procedure, which is whether to control occupancy and entry counts or just occupancy counts by providing the expected effect of applying this procedure. However, if the decision is taken to implement an occupancy regulation, an entry regulation might be implemented too, as explained below under 6.2 item.

2. TRIAL OBJECTIVES

The aim of this trial is to:

- refine the requirements for an enhanced regulation algorithm based on: a combination of entry and occupancy constraints.
- collect more data and investigate the relationship between E20 and E60 and occupancy.

3. TRIAL TIMEFRAME

Trial is scheduled in two phases:

- **Phase 1:** from 01/04/2025 to 30/06/2025 (inclusive).
- **Phase 2:** from 01/09/2025 to 31/12/2025 (inclusive).

July and August are out of scope.

This Operational Instruction is applicable for Phase 2.

Trial hours are between 0600UTC and 2000UTC from Monday to Sunday (day D). The latest end time of an occupancy regulation shall be at 2000UTC.

The trial is limited to **tactical request and application only**, with no provision for D-1 (pre-tactical) request.

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4. TRIAL PARTICIPANTS

4.1. FMPs

The following Air Navigation Units and ACCs are allowed to participate in the trial:

- Avinor (ENBO, ENOS)
- DFS (EDUU)
- DSNÄ (LFBB)
- ENAV (LIRR and LİMM)
- LFV (ESMM)
- MUAC (EDYY)
- NATS (EGTT)
- NAVPortugal (LPPC)
- PANSÄ (EPWW)

Trial related requests coming from other FMPs will be rejected by NMOC staff.

4.2. NMOC staff

FMP requests will be coordinated by default directly with the NM Coordinator (SNOC) under the phone number provided in section 5.

Note NM Specialists (NOCs) will normally not implement occupancy regulations during the trial.

5. TRIAL COMMUNICATION MEANS

FMPs will call the NM Coordinator (SNOC) using the following telephone number +32 2 745 1905 to apply this procedure and related requests.

Telephone is the only means of communication for the trial (B2B requests are not allowed).

6. TRIAL GEOGRAPHICAL SCOPE

Any sector from the abovementioned trial participants could be subject to occupancy regulations during the trial.

6.1. TRIAL PROCEDURE

6.2. Apply Entry and Occupancy regulation

Identification of the need to apply this occupancy procedure is determined by the FMP.

The objective and desired effect are also determined by the FMP and shall be communicated to the concerned NM Coordinator (SNOC).

Regulations are implemented in coordination with NMOC.

Occupancy procedure shall not be requested to recover directly from a zero-rate regulation. It is not recommended to apply this occupancy procedure with large reduction of capacity.

All occupancy regulations will be defined following the same naming convention as for entry regulations, but they will all start by the letter O.

NOTE: The official electronic version takes precedence over any paper copies (except in the event of contingency)

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Upon request by the FMP or under NM Coordinator (SNOC) own decision, a simulation can be performed.

The **FMP staff** shall contact the NM Coordinator (SNOC) and:

- Request to apply this **occupancy procedure**.
Note: the order of implementation of the entry regulation and occupancy regulation is at the discretion of the FMP.
The application of the entry regulation is **optional**.
- Request to apply an **occupancy regulation**, providing the following information:
 - Traffic Volume
 - Start and end of time period of the regulation
 - Occupancy duration
 - Rate at which traffic will be regulated in occupancy and Peak OTMV
 - Reason SPECIAL EVENT
 - Remark: OC CASA trial
- Request to apply an **entry regulation** to cover for potential occupancy spikes (volatility) providing the following information:
 - Traffic Volume (same TV as in the occupancy regulation)
 - Start and end of time period of the regulation
Note: it is recommended that the entry regulation start time is 20 minutes before the occupancy regulation start time.
 - Rate at which traffic will be regulated in entry (rate may be defined as deemed suitable)
 - Reason SPECIAL EVENT
 - Remark: OC CASA trial

Note: At the request of the FMP, a supplementary information can be added in the **ANM** remark **to support clarity and traceability in post ops analysis (including delay re-attribution through the NM Post Ops Performance Adjustment Process)**. ~~This is meant to facilitate the post ops analysis.~~

Note: At the discretion of the FMP, the entry regulation may be created no later than 15 minutes after the creation of the occupancy regulation.

- If necessary, request to refine parameters of entry and/or occupancy regulation
- Monitor the traffic load in entry and occupancy of the TV.

The FMP staff may request to the NM Coordinator (SNOC) to address an occupancy issue with full discretion as long as they adhere to the entry and occupancy requirements defined by the FMP.

Following coordination with the relevant FMP, the **NM Coordinator (SNOC)** shall:

- Activate the **occupancy regulation** with parameters as agreed with the FMP and in addition:
 - Insert a Pending rate of 5%
 - Auto linking – always

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- Ensure the occupancy regulation is correctly applied according to the abovementioned values.
- Activate the **entry regulation** according to the parameters requested by the FMP, including pending rate and window width as per standard procedures.
 - Auto linking – always
- Ensure the entry regulation is correctly applied according to the abovementioned values.
- If simulation was performed,
 - Publish the simulation with the title OCC trial followed by the name of the FMP.
 - Inform the FMP that the simulation has been published.
 - If approved by the FMP, transfer the regulations on the server,
 - If not approved by the FMP,
 - unpublish the simulation
 - amend the regulations
 - publish it again with the same title followed by 2 or 3 or 4 if appropriate.
 - Transfer from SIMEX to LIVE system when the results are approved by FMP.
- Record results and/or relevant information in appropriate channels (e.g. if results differ when the order of implementation of the entry and occupancy regulations changes).

6.3. Monitoring tasks

The **FMP** is the only responsible for monitoring the entry and occupancy load in their AoR (it is not a joint task together with the NMOC).

The **FMP** shall monitor the effect of the occupancy regulation in their AoR.

Note: NM monitoring follows current operations criteria for regulation performance and safety.

In case of DCB imbalance, the **FMP staff** shall:

- Contact the NM Coordinator (SNOC) to solve the DCB imbalance as they deem necessary (with a flight action, or update of any regulation)

6.4. Tactical updates in Occupancy/Entry regulation

Standard Operating Procedure apply for modification of regulations.

6.5. Cancel Occupancy/Entry regulation

The occupancy regulation and entry regulation shall be cancelled where no longer necessary or not working correctly. In this case, the decision for cancellation lies with the FMP.

Where the FMP decides to cancel the occupancy procedure, the **FMP staff** shall:

- Contact the NM Coordinator (SNOC) to request the cancellation of the occupancy regulation and corresponding entry regulation.
- Check the traffic load after cancellation.
- Assess whether another mitigation measure is still required or not to solve the occupancy issue.

The **NM Coordinator (SNOC)** shall:

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- Assess the Network impact of cancelling both the occupancy and entry regulations (order is not relevant)
- Inform adjacent ACCs (or any negatively impacted ACCs) in case of heavy delays. Cancel the occupancy and entry regulations following current procedure as per request of the FMP if the impact assessment allows it.
- Provide feedback in appropriate channels.

Current standard procedures apply in case of cancellation request of the entry regulation.

6.6. Flight actions with regard to Occupancy regulations

The following procedures on flight actions are allowed when the flight is targeted by an occupancy regulation.

- Exclude/re-include flight from/in an occupancy regulation
- CTOT Improvement/extension of a flight in an occupancy regulation
- Slot swapping

The procedures shall be the same as for standard entry regulations except for slot swapping, where the flight elapsed time (i.e., flight duration in the sector) shall also be considered.

These procedures shall be used in case the occupancy regulation is not performing as expected and DCB imbalance occur or in case the occupancy regulation can be optimised.

All flight requests coming from AOs and TWRs through E-Helpdesk, AOLO and Specialist (NOC) positions, which triggers a peak alert, then refer to NM Coordinator (SNOC).

In all cases, Network Impact for occupancy regulations shall be assessed on the occupancy load values.

7. TRIAL SUSPENSION

In case of **issues that can neither be accepted, nor mitigated (e.g. severe adverse weather conditions)**, the **NM Coordinator (SNOC)** in coordination with the OM and DOMs shall inform the participant FMPs about the suspension of the trial via AIM and the NOP Portal. This may happen on D-1 or D-0.

The trial may be reactivated whenever possible, but sufficient time must be allowed for its coordination and communication.

The **NM OMs** shall also inform the project team at ctm@eurocontrol.int.

8. POST OPS

The trial will be followed by a post operations analysis to:

- Understand relationship between E20, E60 and occupancy with regard to volatility
- Provide results of delay, performance and feasibility of this occupancy procedure
- Develop requirements for a future system combined solution entry-occupancy
- Assess NM Coordinator (SNOC)'s workload of this occupancy procedure
- Assess if there is any difference in the results when the order of implementation of the occupancy and entry regulations changes.

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9. REPORTING AND FEEDBACK

Participant FMPs are encouraged to hold internal daily briefings in the morning to comment about trial findings from the previous day so to promote a continuous learning process throughout the trial period.

After each phase of the trial, participant representatives shall provide their feedback to the NM project team at ctm@eurocontrol.int.

The NM project team shall gather feedback from NMOC staff and elaborate a validation report including the outcome of the trial. For this purpose, a questionnaire has been created and shall be filled in by NM Coordinators (SNOC): <https://forms.office.com/e/vzUeQr9ush>



Depending on the urgency, any difficulties while applying the procedure or possible adjustments required should be communicated to ctm@eurocontrol.int.

Head of NMOC