

Draft New York Oceanic Work Group Charter

Overall Roles and Responsibilities

The Oceanic Work Group (OWG) is a user/provider working group, partnering to provide for the continued development of effective, streamlined oceanic operations with the goal of improving safety, increasing capacity, and the overall efficiency of service within the Atlantic Region.

Responsibilities

The specific responsibilities of the OWG include:

- To support the activities of the North Atlantic Systems Planning Group (NAT SPG) and its subgroups, North American-European Air Traffic Flow Management Group (NAMEUR), Eastern Caribbean Work Group (E/CAR), North American, Caribbean, and Central American Work Group (NACC), and make recommendations when appropriate.
- To serve as a user-provider forum working to improve the safety and efficiency of oceanic air traffic services in the Atlantic Region.

Members

OWG membership is open to:

- Airspace users in the North Atlantic and Western Atlantic Regions.
- The International Air Transport Association (IATA).
- Interested FAA and other air navigation service providers (ANSPs).
- FAA Air Traffic Control System Command Center (ATCSCC).
- Ancillary Aviation Services providers (e.g., Rockwell Collins ARINC, Mitre Corporation, etc.).

When necessary, an OWG sub-group (OWGSG) made up of representatives from the general membership may be formed to address major issues brought forward during a meeting. The OWGSG membership will be determined based on the specific issue(s) to be reviewed. The OWGSG is empowered by the OWG to establish Ad Hoc working groups, as necessary, to deal with issues requiring on-going detailed review and evaluation.

Meetings

OWG Meetings:

- Meetings will be held at least twice a year. An optional third meeting may be added midway between the two, if deemed necessary.
 - New York Air Route Traffic Control Center (ZNY ARTCC) will chair OWG meetings.
 - The agenda for each meeting will be developed through input from all members.
 - The chair will distribute a call for agenda items followed by the distribution of the proposed agenda prior to the meetings.
 - The main objective of the OWG and its subgroup is to enhance the formal NAT/CAR/SAM ICAO groups and other informal working groups (e.g. NAMEUR) to be able to identify and troubleshoot relevant issues between normal meeting cycles. It is also designed to improve efficiencies and enhance operational awareness and safety within the New York Oceanic FIR.

For proposed solutions to issues that are not wholly contained within the New York Oceanic FIR, proposals will be forwarded to the appropriate NAT or CAR/SAM ICAO subgroup for formal discussion and/or adoption among all ANSP's of the respective region. However, either the OWG or the OWGSG shall be authorized to develop and coordinate for operational trials as long as all affected ANSP's are in agreement to any changed procedure.

- A tentative location for the meeting will be determined by the chair and agreed to by the members.
- In addition to the physical meeting, a virtual meeting will be broadcast with an associated telephone conference line for those wishing to participate, but unable to attend in person. The meeting URL and conference number and passcode will be included with the agenda.

OWGSG meetings:

- The chairperson for the OWGSG will be selected from the sub-group membership at the time of formation.
- Meetings will be held either face-to-face or online, as agreed to by the sub-group membership.
- A quorum is required for OWGSG recommendations. As a minimum, a quorum consists of two representatives from the airspace users and two ANSP representatives.
- The sub-group will provide updates on their progress at subsequent OWG meetings.

Issues/Recommendations

Issues/recommendations may be provided to the OWG through any member. Members may bring subject matter experts as required by the issues.

- The OWG will prioritize issues and develop recommendations as a whole, or through sub-group activity, as necessary.
- Upon consensus of the group, recommendations for action or review will be forwarded to the ANSP, NAT SPG working groups, E/CAR, NAMEUR, or NACC.

Reports

The membership will receive the following:

- The PowerPoint presentation developed for the OWG meeting.
- The synopsis from the OWG meeting.
- Reports and recommendations received from the OWGSG.

Charter Adoption

This Charter was reviewed and adopted...

