

## **ATMAC REQUIREMENTS AND PLANNING WORK GROUP**

### **TERMS OF REFERENCE**

#### **OBJECTIVE:**

The Air Traffic Management Advisory Committee (ATMAC) Requirements and Planning Work Group is to support the Air Traffic Management Advisory Committee in planning and implementing the evolution and transformation of the current National Airspace System into the Next Generation Air Transportation System.

#### **ORGANIZATION & OPERATION:**

- 1) The Work Group will form task/issue oriented subgroups to address current and future taskings. Subgroup leadership will be chosen from the Work Group membership. Outside participants may be called on as required to assist in completing any task. When the task is complete, the subgroup will be disbanded.
- 2) Work Group members are appointed by the RTCA Policy Board with agreement from the FAA. Individuals are chosen based on their skills, knowledge and perspectives. Their personal participation is very important to the success of the Work Group's activities. If a member is unable to participate in three of seven scheduled Work Group meetings, their appointment as a Work Group member will terminate.
- 3) Work Group meetings are closed. Guests may be invited to assist with specific issues, however guests are not invited to attend or participate in other segments of Work Group meetings.
- 4) Work Group members need to have an agenda and supporting materials in advance of meetings to properly prepare for planned discussions. The agenda and supporting material are to be distributed to members one week prior to scheduled meetings.
- 5) RTCA will provide Work Group secretariat support.