

INTRODUCTION

In view of the upcoming (EU) Reg 2017/373, the NSA brings to the attention of all ANSPs revised procedures related to the notification and management of changes to the functional system. All changes, including those that not require prior approval, shall as from 02 January 2020, be notified to the NSA in accordance with ATM/ANS.OR.A.040.

Change Management Procedures on the interfaces and arrangements between the ANSP and NSA shall be approved by NSA as laid down in point ATM/ANS.OR.B.010.

Changes that might require a review and need approval before implementation.

The functional system is defined as 'a combination of procedures, human resources and equipment including hardware and software organised to perform a function within the context of Air Traffic Management/Air Navigational Services (ATM/ANS) and other ATM network functions' and can be broken down as follows:

- changes to the way the components of the functional system are used;
- changes to equipment, either hardware or software;
- changes to roles and responsibilities of operational personnel;
- changes to operating procedures; Supplementary Instructions;
- changes to system configuration, excluding changes during maintenance, repair and alternative operations that are already part of the accepted operational envelope;
- changes that are necessary as a result of changing circumstances to the operational context under the managerial control of the provider that can impact the service, e.g. provision of service under new conditions;
- changes that are necessary as a result of changing circumstances to the local physical (operational) environment of the functional system;
- changes to the working hours and/or shift patterns of key personnel which could impact on the safe delivery of services;
- Modifications to the approved change management procedure.

A service provider planning such changes shall submit to the NSA a notification in compliance with the requirements laid down in point ATM/ANS.OR.A.045 and shall not implement the change before an approval is issued by the NSA. It is to be noted that only parts of the change for which the NSA has approved the argument shall enter into operational service.

Non-ATS providers shall include in their procedures other general and additional requirements as laid down in point ATM/ANS.OR.C.005.

ATS providers shall include in their procedures other general and additional requirements as laid down in points ATS.OR.200, ATS.OR.205 and ATS.OR.210.

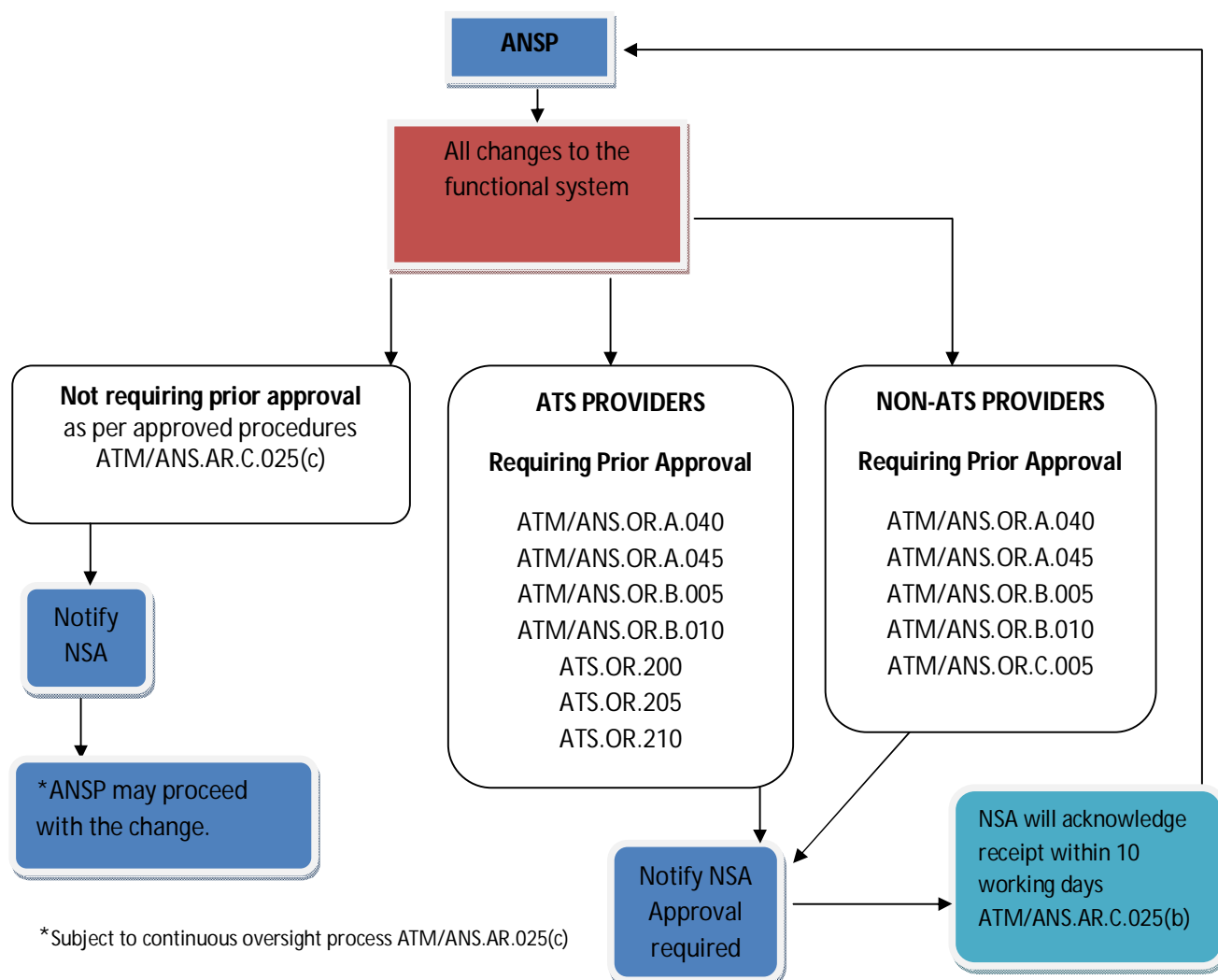
CIVIL AVIATION DIRECTORATECivil Aviation Directorate Pantar Rd. Lija LJA2021 Malta. Tel: +356 2555 5645 Fax: +356 2123 9278 info.tm@transport.gov.mt www.transport.gov.mt**Changes that do not require prior approval before implementation.**

Changes to the service provider's management system and/or safety management system that does not have an affect on the functional system will be considered as 'changes not requiring prior approval' after the NSA has approved the service provider's procedure defining the scope of such changes and describing how such changes will be notified and managed as laid down in point ATM/ANS.AR.C.025(c). Unless such a procedure has been approved, ANSPs will process such changes as 'requiring prior approval'.

Further Information

For Guidance Material and Alternative Means of Compliance ANSPs are to refer to EASA's published Easy Access Rules for ATM/ANS

<https://www.easa.europa.eu/document-library/general-publications/easy-access-rules-air-traffic-managementair-navigation>



Notifications should reach the NSA as soon as identified and not less than 30 working days before intended implementation or entry into service.