



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

DIRECTORATE OF AIRSPACE MANAGEMENT

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ATMC

AIR TRAFFIC MANAGEMENT CIRCULAR NO. 06 of 2024

FACILITIES AND RECORDS TO BE MAINTAINED IN RESCUE COORDINATION CENTRES AND RESCUE SUBCENTRES

1. Introduction:

- 1.1 Rescue Coordination Centre (RCC) is a unit responsible for promoting the efficient organization of search and rescue services and for coordinating the conduct of search and rescue operations within a Search and Rescue Region (SRR).
- 1.2 Rescue Subcentre (RSC) is a unit subordinate to a Rescue Coordination Centre, established to complement the latter in its functions.
- 1.3 In general, the SAR services are provided in the Indian Search and Rescue Region (SRR) delineated and coinciding with the four Flight Information Regions (FIR) over land area. Airports Authority of India coordinates SAR services through four Rescue Coordination Centres established at Delhi Mumbai, Kolkata and Chennai ATC Centres which are operational round-the-clock. A Rescue Subcentre (RSC) of Kolkata RCC has been established at Guwahati ATC Centre to provide better search and rescue coordination in the North-East Region of India.
- 1.4 Each Rescue Coordination Centre is manned round-the-clock by trained ATM personnel proficient in the use of the language used for radiotelephony communications.

2 Purpose:

- 2.1 The purpose of this ATMC is to issue instructions for ensuring the availability of required facilities and maintaining records in the Indian Rescue Coordination Centres and Rescue Subcentre, thereby ensuring compliance with the regulatory requirements stipulated vide CAR Section 9 Series S Part I Issue II on "Search and Rescue".



3 Scope:

3.1 This ATMC applies to SAR Coordinators, RCC/RSC Coordinators and SAR-trained ATM personnel assigned with the tasks associated with search and rescue in RCCs and RSC established at Chennai, Delhi, Kolkata, Mumbai and Guwahati Airports.

4 Procedures:

4.1 Each Rescue Coordination Centre shall have means of rapid and reliable two-way communication with:

- a) associated air traffic services units;
- b) associated RSCs, where provided;
- c) where appropriate, coastal radio stations (including port trusts) capable of alerting and communicating with surface vessels in the region;
- d) the headquarters of search and rescue units in the region;
- e) all Maritime Rescue Coordination Centres (MRCC) in the region and aeronautical/maritime RCCs in adjacent regions;
- f) designated meteorological office or meteorological watch office;
- g) search and rescue units;
- h) alerting posts; and
- i) INMCC, Bengaluru.

4.1.1 Rescue Subcentre (RSC), Guwahati shall be equipped at par with RCCs and hence should be treated as equivalent to an RCC as far as infrastructure requirements are concerned.

4.2 Accordingly following facilities shall be maintained in the RCC/RSC Units:

- a) Computers with internet facility;
- b) Printers;
- c) Dedicated STD/ISD Telephone with fax facility and Intercoms;
- d) Plotting boards and plotting equipment;
- e) Photocopier and scanner;
- f) AFTN/AMSS Work Stations with printers;
- g) Appropriate maps and charts;

4.3 Daily serviceability checks of the facilities including the communication facilities available in RCC/RSC shall be carried out by the responsible staff and a record of such serviceability checks be maintained in the RCC/RSC.



4.4 The following documents and reference material shall be maintained in RCC/RSC in hard or soft copies:

- a) National Aeronautical Search and Rescue Manual
- b) Plan of Operations of the concerned RCC/RSC
- c) ICAO Annex 12
- d) DGCA CAR, Section 9, Series S, Part I, Issue II
- e) IAMSAR Manual DOC 9731, Volume I, Volume II and Volume III
- f) Airport Emergency Plans of the airports within the SRR
- g) Contingency Procedures
- h) Access to AIP, AIP Supplements and relevant NOTAMs
- i) AERADIO
- j) Large-scale map covering the entire Search and Rescue Region
- k) Maps of adjacent SRR/MSRR (if applicable)
- l) ATS route map of the concerned FIR/SRR
- m) Letters of Agreement
- n) National Maritime Search and Rescue Manual (RCCs at Mumbai, Kolkata and Chennai)
- o) National Maritime Search and Rescue Plan (RCCs at Mumbai, Kolkata and Chennai)
- p) Addresses and telephone numbers of all operators, or their designated representatives, engaged in operations in the region
- q) Locations, call signs, hours of watch, and frequencies of all radio stations likely to be employed in support of search and rescue operations
- r) Locations and hours of watch of services keeping radio watch, and the frequencies guarded.

4.5 The following records shall be maintained in each RCC/RSC:

- a) Records, analysis and corrective action, if applicable, of communication exercises carried out by the concerned RCC/RSC.
- b) Records, analysis and corrective action, if applicable, of coordination exercises carried out by the concerned RCC/RSC.
- c) Records, analysis and lessons learnt along with action taken on the full-scale exercises carried out by the concerned RCC/RSC.
- d) Records of all SAR incidents handled by the concerned RCC/RSC.
- e) Reports and critical analysis conducted about past SAR actions.



- f) Records of all false alerts and actions taken thereupon.
 - g) Records of initial and recurrent (periodic) training for RCC personnel.
- 4.6 Each RCC/RSC shall develop and maintain a job description for all SAR personnel.
- 4.7 Each RCC/RSC shall ensure that they have access to the national database of 406 MHz beacon registration.

5 SAR Quality Assurance:

- 5.1 ICAO Asia Pacific SAR Plan stipulates that *“All States should establish an internal quality assurance programme, which includes regular internal audit of the RCC, SAR operations, SAR facilities and procedures conducted by trained auditors”*.
- 5.2 DGCA also expects the SAR service provider (AAI) to establish a quality control mechanism for SAR services.
- 5.3 Accordingly, a team of trained auditors nominated by SAR-CHQ shall carry out internal audit of RCCs and RSC every year. The objectives of the internal audit of RCC/RSC are as follows:
- a) Determining the standardisation, quality and suitability of SAR services provided to the users;
 - b) Ensure that the operational procedures are consistent with the LoAs and with domestic and international standards and legislation;
 - c) Detecting any problem areas, deficiencies and potentially unsafe operational procedure(s) and practice(s) to permit the adoption of immediate corrective/preventive measures;
 - d) Examining the appropriateness and serviceability of facilities provided in RCC/RSC;
 - e) Examining the efficiency of communication and coordination among and within units and with stakeholders; and
 - f) Examining whether manpower deployed in RCC/RSC are trained, skilled and competent to perform SAR-related tasks and also whether the manpower is utilised efficiently.
- 5.4 SAR-CHQ shall prepare an audit plan and an audit checklist and distribute the same to the concerned RCC/RSC at least 10 days before the expected date of commencement of the audit. The audit plan shall contain the details of entry and exit meetings, audit team members, documents to be presented before the audit team and detailed schedule of the visit to various units. Upon completion of the audit, the team should prepare a report containing its observations and findings



and submit it to the SAR Coordinator of the concerned RCC/RSC within 30 days of completion of the audit.

6 Queries:

- 6.1 Any queries or further guidance required on the contents of this ATMC should be addressed to:

**Executive Director [Airspace Management]
Airports Authority of India
Rajiv Gandhi Bhawan
Safdarjung Airport, New Delhi-110003.
E-mail: edasm@aai.aero**

7 Validity:

- 7.1 This ATMC shall remain in force until further notice. ATMC 08/2018 stands cancelled.

M. T. F.
23/12/2024
**(MOOSA T F)
EXECUTIVE DIRECTOR [ASM]
AIRPORTS AUTHORITY OF INDIA**

Dated: 23-12-2024