



International  
Civil Aviation  
Organization

Organisation  
de l'aviation civile  
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Organización  
de Aviación Civil  
Internacional

Международная  
организация  
гражданской  
авиации

منظمة الطيران  
المدنى الدولى

国际民用  
航空组织

File Ref.: AN 10/11.1-13/295

12 November 2013

Subject: **Fourth Meeting of the MID OPMET Bulletin Management Group  
(MID OPMET BMG/4)  
(Jeddah, Saudi Arabia, 16 December 2013)**

**Action Required: Reply not later than 25 November 2013**

Sir,

I have the honour to refer to the MIDANPIRG/14 Invitation Letter Ref.: ME 3/56 – 13/250 dated 3 October 2013) provided in **Attachment A** for easy reference; please note that the Fourth Meeting of the MID OPMET Bulletin Management Group (MID OPMET BMG/4) will be held concurrently with the MIDANPIRG/14 meeting on **16 December 2013** in the same venue (**Intercontinental Hotel**, Jeddah, Saudi Arabia).

It would be highly appreciated if you could ensure that your MET/BMG Focal Point would be part of your delegation attending the MIDANPIRG/14 meeting, in order to participate in the discussions related to the MET field and to participate in the BMG/4 meeting.

The provisional agenda and explanatory notes for the MID OPMET BMG/4 meeting are at **Attachments B and C**, respectively. Your comments on the attached provisional agenda, including any amendment(s) you may wish to suggest, would be appreciated.

The MID OPMET BMG/4 meeting will review documentation associated with OPMET exchange such as the MID Air Navigation Plan Volume II (FASID) Part VI (MET) and MID SIGMET Guide. Furthermore, the meeting is expected to develop a plan on the establishment of Regional OPMET Centres and/or Regional OPMET Data Banks necessary for the efficient regional and inter-regional exchange of OPMET data. The meeting is also expected to review key performance index for OPMET.

In view of the above, your Administration/Organization is encouraged to participate actively in the work of the MID OPMET BMG/4 meeting by submitting working and/or information papers covering some of the subjects contained in the provisional agenda. I would be grateful to receive your papers in an electronic format prior to **1 December 2013**, in order to allow time for reviewing before posting on the website. Your email should be addressed to [icaomid@icao.int](mailto:icaomid@icao.int) with a copy to [ckeohan@paris.icao.int](mailto:ckeohan@paris.icao.int).

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Kindly, note that no documentation in hard copy will be available. However, all working and information papers related to the meeting will be available on the ICAO MID Regional Office website at least 15 days prior to the meeting. Accordingly, participants are requested to download the documentation from the web and bring along their own hardcopies or their laptops to the meeting, as appropriate.

I would appreciate it if you could, as soon as possible, preferably not later than **25 November 2013** confirm the participation of the appropriate MET expert(s) from your Administration/Organization to both the MIDANPIRG/14 and MID OPMET BMG/4 meetings by submitting the Nomination Form (Attachment F of the MIDANPIRG/14 invitation letter) to the ICAO MID Regional Office at the following e-mail address ([icaomid@icao.int](mailto:icaomid@icao.int)).

The Bulletin describing administrative arrangements for the meeting, including the procedure related to application for entry visa to Saudi Arabia is at Attachment E to the MIDANPIRG/14 invitation letter.

Accept, Sir, the assurances of my highest consideration.



Mohamed R. M. Khonji  
ICAO Regional Director, Cairo

**Attachments**



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Civil Aviation  
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internationale

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Международная  
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منظمة الطيران  
المدنى الدولى

国际民用  
航空组织

Ref.: ME 3/56 – 13/250

3 October 2013

**Subject: Fourteenth Meeting of the Middle East Air Navigation Planning and Implementation Regional Group (MIDANPIRG/14) (Jeddah, Saudi Arabia, 15 - 19 December 2013)**

**Action required: Reply no later than 20 November 2013**

Sir,

I have the honour to inform you that the Fourteenth Meeting of the Middle East Air Navigation Planning and Implementation Regional Group (MIDANPIRG/14) will be held in Jeddah, Saudi Arabia, from **15 to 19 December 2013**. The exact venue of the meeting will be provided in due course. I would like to express my appreciation to the General Authority of Civil Aviation (GACA), Saudi Arabia for supporting MIDANPIRG and the ICAO MID Regional Office activities by hosting this important meeting.

Your Administration/Organization is kindly invited to participate in this meeting. The Provisional Agenda and Explanatory Notes of the meeting are at **Attachments A and B**, respectively. Your comments on the attached Provisional Agenda, including any amendment(s) you may wish to suggest, would be appreciated.

I would appreciate if you could, as soon as possible, preferably not later than **20 November 2013** confirm the participation of your designated MIDANPIRG Member, Alternate and/or Adviser, as appropriate, by submitting the Nomination Form at **Attachment F** to the ICAO MID Regional Office at the following e-mail address (icaomid@icao.int). For your convenience, the updated list of the designated MIDANPIRG Members/Alternates and Advisers together with a list of Chairpersons and Vice-Chairpersons of MIDANPIRG and its subsidiary bodies are at **Attachments C and D**, respectively. In addition to the designated Members/Alternates, the attendance of the MIDANPIRG subsidiary bodies Chairpersons is strongly encouraged.

For more effectiveness, I shall be grateful if you could ensure that your delegation consists of experts familiar with ICAO documentations and policies, having the required qualifications and experience in the fields of AGA, AIM, ATM, CNS and MET. The attendance of your States' Military Authority to this meeting is also highly encouraged.

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The Bulletin describing administrative arrangements for the meeting, including the procedure related to the application for entry visa to Saudi Arabia, is at **Attachments E**.

This letter, all its relevant attachments and working/information papers (as they become available), will be posted in PDF format on the ICAO MID Website at: <http://icao.int/mid/>.

It is to be highlighted that the documentation for the meeting is prepared mainly based on MIDANPIRG subsidiary body meeting reports, which have already been distributed to States and Members and are also available on the ICAO MID Website. I would appreciate that participants bring with them relevant copies of documentations.

I strongly encourage for correspondence the use of electronic mail as the most suitable means of communication. Your correspondence should be addressed to [icaomid@icao.int](mailto:icaomid@icao.int).

Accept, Sir, the assurances of my highest consideration.



*for/* Mohamed R. M. Khonji  
ICAO Regional Director, Cairo

**Attachments**

**FOURTEENTH MEETING OF THE MIDDLE EAST AIR NAVIGATION PLANNING AND  
IMPLEMENTATION REGIONAL GROUP**

**(MIDANPIRG/14)**

*(Jeddah, Saudi Arabia, 15-19 December 2013)*

**PROVISIONAL AGENDA**

- Agenda Item 1:** Adoption of the Provisional Agenda
- Agenda Item 2:** Follow-up on the outcome of MIDANPIRG/13 Meeting
- 2.1 Review of action taken by the ANC on MIDANPIRG/13 Report
  - 2.2 Review status of MIDANPIRG/13 Conclusions and Decisions
- Agenda Item 3:** Global, Inter and Intra-Regional Activities
- Agenda Item 4:** Performance Framework for Regional Air Navigation Planning and Implementation
- 4.1 MSG
  - 4.2 AOP
  - 4.3 ATM/SAR
  - 4.4 AIM
  - 4.5 CNS
  - 4.6 CNS/ATM
  - 4.7 MET
- Agenda Item 5:** Air Navigation Deficiencies and Safety Matters
- 5.1 Air Navigation Deficiencies
  - 5.2 Air Navigation Safety
- Agenda Item 6:** Future Work Programme
- Agenda Item 7:** Election of Chairpersons
- Agenda Item 8:** Any other Business

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**EXPLANATORY NOTES ON THE AGENDA FOR MIDANPIRG/14 MEETING**

**AGENDA ITEM 1: ADOPTION OF THE PROVISIONAL AGENDA**

The meeting will review and adopt as appropriate the provisional agenda for the MIDANPIRG/14 meeting.

**AGENDA ITEM 2: FOLLOW-UP ON THE OUTCOME OF MIDANPIRG/13 MEETING**

The meeting will review the actions taken by the ANC on the MIDANPIRG/13 Report, review the status of outstanding Conclusions and Decisions and take note and/or propose further action, as appropriate.

**AGENDA ITEM 3: GLOBAL, INTER AND INTRA-REGIONAL ACTIVITIES**

The meeting will be apprised of the latest developments related to global, inter and intra-regional activities.

**AGENDA ITEM 4: PERFORMANCE FRAMEWORK FOR REGIONAL AIR NAVIGATION PLANNING AND IMPLEMENTATION**

The meeting will consider all planning and implementation issues addressed by the different MIDANPIRG Subsidiary Bodies (MSG, AOP SG, ATM/AIM/SAR SG, CNS SG, CNS/ATM/IC SG and MET SG), including the endorsement of the MID Air Navigation Strategy, which establishes the air navigation priorities, targets and action plans, developed based on the ASBU methodology.

**AGENDA ITEM 5: AIR NAVIGATION DEFICIENCIES AND SAFETY MATTERS**

The meeting will review and update the list of air navigation deficiencies and recommend actions for their elimination, as appropriate. The meeting will also address issues related to Air Navigation Safety, in accordance with the coordination mechanism between RASG-MID and MIDANPIRG, including RVSM safety monitoring.

**AGENDA ITEM 6: FUTURE WORK PROGRAMME**

The meeting will be briefed on the MID Regional Office tentative schedule of meetings, seminars and workshop for 2014 and decide on the date and venue of the MIDANPIRG/15 and MSG/4 meetings.

**AGENDA ITEM 7: ELECTION OF CHAIRPERSONS**

In accordance with the MIDANPIRG Procedural Handbook, Part III, paragraph 6.1, the meeting will elect a New MIDANPIRG Chairperson, as well as a First and Second Vice Chairpersons to replace the present ones.

**AGENDA ITEM 8: ANY OTHER BUSINESS**

Matters not covered by the agenda, are to be addressed under this agenda item.

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**MIDDLE EAST AIR NAVIGATION PLANNING  
AND IMPLEMENTATION REGIONAL GROUP (MIDANPIRG)**

**LIST OF MEMBERS/ALTERNATES/ADVISERS**

<b>NO</b>	<b>STATE</b>	<b>MEMBER</b>	<b>ALTERNATE</b>	<b>ADVISER</b>
1	<b>BAHRAIN</b>	Mr. Ali Ahmed Mohammed Director Air Navigation Civil Aviation Affairs P.O. Box 586 Kingdom of Bahrain Fax: (973) 17 329 977 Tel: (973) 17 321 116 Mobile: (973) 399 69 399 E-mail : aliahmed@caa.gov.bh	Mr. Saleem Mohamed Hassan Chief Air Traffic Management Civil Aviation Affairs P.O. Box 586 Kingdom of Bahrain Fax: (973) 17 321 992 Tel: (973) 17 321 117 Mobile: (973) 39 60 88 60 E-mail : saleemmh@caa.gov.bh	
2	<b>EGYPT</b>	Mr. Mohamed M. Abdel Wahab Head of Department of Navigation Ministry of Civil Aviation Egyptian Civil Aviation Authority Cairo Airport Road Cairo – Egypt Fax : (202) 2267 8537 Tel : (202) 2267 8537 Mobile : (2012) 6340 3444 Email: mohamedabdelwahab@gmail.com	Mr. Mahmoud Mohamed Abdel Aziz Senior Air Traffic Controller National Air Navigation Services Company Cairo Air Navigation Center (CANC) Cairo Airport Road Cairo – Egypt Fax: (202) 226 5796 Tel: (202) 226 5796 Mobile: (2016) 351 0769 Email: mahmoud5531@hotmail.com	
3	<b>IRAN</b>	Mr. Mohammad khodakarami Director General of Aeronautical Affairs Civil Aviation Organization Islamic Republic of Iran Fax : (9821) 66036340 Tel : (9821) 44665576 Mobile: (98912) 3908196 Email: mokhodakarami@gmail.com	Mr. Ebrahim Shoushtari Director General of Iran ATS (Iran Airports Company) Islamic Republic of Iran Fax: (9821) 445 44102 Tel: (9821) 445 44101 Email: e.shoushtari@airport.ir Email: e_shoushtari@yahoo.com	Mr. Hamid Hosseini Director General of Communication & Navigation (Iran Airport Company) Islamic Republic of Iran Fax: (9821) 445 44001 Tel: (9821) 445 44000 Email: hosseini@airport.ir Email: hamid_y110@yahoo.com
4	<b>IRAQ</b>	Mr. Iman Zedan Abd Ameer CNS Director/ Senior Computer & Control Engineer Baghdad International Airport Iraq Email: imzen29@yahoo.com Tel: (9641) 3814044 Mobil: (964) 7901 484525	Mr. Jawdat Abdul Satter Director of ATS Iraq Email: jawdatabulsattar@yahoo.com Tel: (9641) 3814044 Mobil: (964) 79702100836	

NO	STATE	MEMBER	ALTERNATE	ADVISER
5	<b>JORDAN</b>	Capt. Diab Abu Zaid ANS Commissioner Civil Aviation Regulatory Commission P.O. Box 7547 Amman - Jordan Mobile: (962) 795703449 Email: anscom@com.gov.jo	Mr. Nayef Irshaid Al-Marshoud Director of ATM Civil Aviation Regulatory Commission P.O. Box 7547 Amman - Jordan Fax: (962-6) 489 7729 Tel: (962-6) 4891 401 - 3354 Mobile: (962-7) 97498992 Email: datm@carc.gov.jo	Mr. Suleiman Deeb Zayed Director of Communications Civil Aviation Regulatory Commission Civil Aviation Authority P.O. Box 7547 Amman - Jordan Fax:(962-6) 4898 0331 Tel: (962-6) 4898 2282 Mobile: (962-79) 611 7566 Email: suleiman2111@yahoo.com dcom@carc.gov.jo
6	<b>KUWAIT</b>	Mr. Fawzi M. Al Marshood Director of Air Navigation Directorate General of Civil Aviation P.O. Box 17 - Safat 13001- Safat - Kuwait Fax : (965) 24346221 Tel : (965) 24346220 Mobile : (965) 99700663 E.mail: q8dgca_danoff@hotmail.com/ Fm.almarshod@dgca.gov.kw	Mr. Mohammad A.M. Al Awadi Superintendant of Air Navigation Air Navigation Department Directorat General of Civil Aviation P.O. Box 17 – Safat 13001-Safat-Kuwait Fax : (965) 24315359 Tel : (965) 24729762 Mobile : (965) 97177703 E.mail: awadhi7177@hotmail.com/ maa.alawadhi@dgca.gov.kw	
7	<b>LEBANON</b>	Mr. Walid Al Hassanieh Chief Air Navigation Department Lebanese DGCA Hariri Int'l Airport Beirut-Lebanon Tel: (9611) 628178 Fax : (9611) 629023 Mob: (96)1 70 474517 E-mail: hassaniehw@beirutairport.gov.lb		
8	<b>LIBYA</b>			
9	<b>OMAN</b>	Mr. Hamad Ali Mohamed Al-Abri Assistant Director General of Air Navigation Services Public Authority for Civil Aviation P.O. Box 1 – Code 111 Muscat International Airport Muscat-Oman Fax: (968) 24 51 8078 Tel: (968) 24 51 9519 E-mail : h.alabri@caa.gov.om	Mr. Nasser Hamdan Alkindi Director Air Navigation Safety Public Authority for Civil Aviation P.O. Box 1 – Code 111 Muscat International Airport Muscat-Oman Fax: (968) 24 511 425 Tel: (968) 24 51 9277 E-mail: n.alkindy@caa.gov.om	

NO	STATE	MEMBER	ALTERNATE	ADVISER
10	<b>QATAR</b>	<p>Mr. Ahmed Mohamed Al Eshaq  Director Air Navigation  Civil Aviation Authority  P.O. Box 73  Doha, Qatar  Fax: (974) 4465 6554  Tel: (974) 4462 2300  Mobile: (974) 5555 0440  E-Mail: ahmed@caa.gov.qa</p>	<p>Mr. Faisal Alqahtani  Head of Aeronautical Information  Services  Civil Aviation Authority  P.O. Box 73  Doha, Qatar  Fax: (974) 4465 6554  Tel: (974) 4465 6221  Mobile: (974) 5553 7060  E-Mail: faisal.alqahtani@caa.gov.qa</p>	
11	<b>SAUDI ARABIA</b>	<p>Mr. Aon Abdullah Al-Garni  Head of ATM Air Navigation  Services  General Authority of Civil Aviation  P.O.Box 40217  Jeddah 21499 KSA  Saudi Arabia  Fax. +966 2 640 1477  Tel. +966 2 640 1005 or 6402855  E-mail: aonabdul@yahoo.com</p>	<p>Mr. Hassan Al Ghoraybi  System Planning Division-  Airways Engineering  General Authority of Civil Aviation  P.O. Box 15441  Jeddah 21444  Saudi Arabia  Fax: (966-2) 6719041 or  (966-2) 6717717 Ext.276  E-mail: ghorabi@msn.com  hmg_sed@yahoo.com</p>	
12	<b>SUDAN</b>	<p>Mr. Abdulmonem Elshaikh  ANS Director  Civil Aviation Authority  P.O.Box 137 Code 11112,  Khartoum, Sudan  Fax: (249) 183 779715  Tel: (249) 183 772360  Email:  abdulmonem_caa@yahoo.com</p>	<p>Mr. Hayder Mohamed  AIM Director  Civil Aviation Authority  P.O.Box 137 Code 11112,  Khartoum, Sudan  Fax: (249) 183 770534  Tel: (249) 183 770534  Email: aishayder@scaa.gov.sd</p>	<p>Mr. Abas Babiker  ANS Regulatory Director  Civil Aviation Authority  P.O.Box 137 Code 11112,  Khartoum, Sudan  Fax: (249) 183 527 422  Tel: (249) 183 520079  Email: abas@scaa.gov.sd</p>
13	<b>SYRIA</b>			
14	<b>UAE</b>	<p>Mr. Ahmed Al Jallaf  A/Executive Director ANS  General Civil Aviation Authority  P.O. Box 66  Abu Dhabi  United Arab Emirates  Fax: (971-2) 599 6883  Tel: (971-2) 599 6888  Mobile: (971-50) 614 9065  Email: aljallaf@szc.gcaa.ae</p>	<p>Mr. Juma Harib  Deputy Executive Director ANS  General Civil Aviation Authority  P.O. Box 66  Abu Dhabi,  United Arab Emirates  Fax: (971-2) 599 6883  Tel: (971-2) 599 6887  Mobile: (971-50) 668 2725  Email: jharib@szc.gcaa.ae</p> <p>Mr. Mohammad Faisal Al Dossari  Acting Director Air Navigation &amp;  Aerodromes Department  General Civil Aviation Authority  P.O.Box 6558  Abu Dhabi - United Arab Emirates  Fax: (971-2) 4054 4406  Tel: (971-2) 405 4395  Mobile: (971-50) 442 6979  Email: aldossari@gcaa.gov.ae</p>	<p>Mr. Abdulla Al Hashmi   General Civil Aviation  Authority  P.O. Box 66  Abu Dhabi,  United Arab Emirates  Fax: (971-2) 599 6836  Tel: (971-2) 599 6830  Mobile: (971-50) 442 0486  Email:  ahashimi@szc.gcaa.ae</p>

NO	STATE	MEMBER	ALTERNATE	ADVISER
15	YEMEN			

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**LIST OF CHAIRPERSONS AND VICE CHAIRPERSONS OF THE  
MIDANPIRG AND SUBSIDIARY BODIES**

<b>MEETING</b>	<b>CHAIRPERSON</b>	<b>VICE CHAIRPERSON</b>
MIDANPIRG	Mr. Hamad Al-Aufi (Saudi Arabia)	1- Mr. Ahmed Al-Jallaf (UAE) 2- Mr. Saleem Mohamed Hassan (Bahrain)
AOP SUB-GROUP	Mr. Saleh Al Amoush (Jordan)	Mr. Nabil Bin Yehia Al Kutbi (Saudi Arabia)
ATM /SAR/AIS SUB-GROUP	Mr. Saleem Mohamed Hassan (Bahrain)	Mr. Mahmoud Mohammed Aly Ibrahim (Egypt)
CNS SUB-GROUP	Mr. Ali Humaid Al-Adawi, (Oman)	Mr. Dr. Suleiman Deeb Zayed (Jordan)
CNS/ATM/IC SUB-GROUP	Mr. Waleed Madani, (Saudi Arabia)	Mr. Fareed Alawi (Bahrain)
MET SUB-GROUP	Mr. Ali Almotawa (Kuwait)	Mr. Fahad Awad Al-Malki (Saudi Arabia)
TRAFFIC FORECASTING SUB-GROUP	Mr. Saleem M. Hassan (Bahrain)	Mr. Aon A. Al-Garni (Saudi Arabia)
MIDRMA BOARD	Mr. Mohamed A. Zainal (Bahrain)	Mr. Mohamed Abbas M. Soliman (Egypt)
AIM TASK FORCE	Mrs. Hanan A. Qabartai (Jordan)	Mr. Abbas Niknejad (Iran, Islamic Republic of)
ARN TASK FORCE	Mr. Nayef Al- Marshoud (Jordan)	-
PBN/GNSS TASK FORCE	Mr. Ahmed Mohamed Al Eshaq (Qatar)	-
ADCI TASK FORCE	Mr. Mohamed Al Dossari (UAE)	-
ATMM TASK FORCE	Mr. Dawood Al-Jarrah (Kuwait)	-
MIDAD STUDY GROUP	Mr. Salah Alhumood (Bahrain)	-
ATN/IPS WORKING GROUP	Mr. Mohamed Ali Saleh (Bahrain)	-
ANP AD-HOC WORKING GROUP	Mr. Alaa Eldin Mahmoud Orabi (Egypt)	-

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*International Civil Aviation Organization*



**Fourteenth Meeting of the Middle East Air Navigation Planning and Implementation Regional Group**

**(MIDANPIRG/14)**  
**(Jeddah, Saudi Arabia, 15-19 December 2013)**

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**BULLETIN**

**1. LOCATION**

1.1 The Fourteenth Meeting of the Middle East Air Navigation Planning and Implementation Regional Group (MIDANPIRG/14) will be held in **Intercontinental Hotel**, Jeddah, Saudi Arabia from 15 to 19 December 2013.

**2. SCHEDULE OF THE MEETING**

- 2.1 The opening session of the meeting will be held at 09:30 hours on Sunday 15 December 2013.
- 2.2 The daily schedule and the order of the day will be announced at the opening session.
- 2.3 The meeting will be conducted in English.

**3. REGISTRATION OF PARTICIPANTS**

3.1 Participants are requested to register, at the Registration Desk located at the entrance of the Meeting Hall, between 0830 and 0930 hours on the opening day of the meeting. Participants are also requested to wear the identification badge (which will be issued to them) at all times when inside the meeting room.

**4. ICAO PERSONNEL CONCERNED WITH THE MEETING**

- 4.1 Mr. M. Khonji, Regional Director, ICAO Middle East Office, will serve as the Secretary of the Meeting, assisted by relevant Regional Officers from Cairo Office, Paris Office and ICAO Headquarters.
- 4.2 Mrs. Manal Wissa will provide the technical/secretarial assistance.

**5. DOCUMENTATION**

5.1 Kindly note that no documentation in hard copy will be available. However, all working and information papers related to the meeting will be available on the ICAO MID website at least 15 days prior to the meeting. Accordingly, participants are requested to download the documentation from the web and bring along their own hardcopies or their laptops to the meeting, as appropriate.

## **6. HOTEL RESERVATIONS/RETURN AIRLINE BOOKINGS**

6.1 Participants are requested to ensure that their return airline booking is confirmed, soon after their arrival in Jeddah, through their respective hotel reception desk. Participants will need to arrange their own hotel reservation. **A list of hotels with special GACA corporate rates is attached for your convenience with telephone/fax numbers and addresses.**

## **7. TRANSPORTATION**

7.1 Participants are requested to make their own arrangements for transportation from the airport to the city and return.

7.2 Airport taxi services operate private limousine services from the airport to Jeddah City, at 70 Saudi Riyals approximately per vehicle. Public taxi service is also available, at a cost of approximately 50 Saudi Riyals (negotiable), at the taxi stand at the airport.

7.3 Car rental agencies are located at the arrival hall of the airport terminal building.

## **8. INSURANCE**

8.1 Participants are advised to have insurance coverage for any unexpected contingency including transport hazards (taxi, buses, rented cars etc.) and Medical coverage.

## **9. SOME USEFUL TRAVEL INFORMATION**

### **PASSPORT**

9.1 All foreign nationals entering the Kingdom of Saudi Arabia must possess valid passports or other valid passports or other valid travel documents. Passports should be valid for a minimum of six months when arriving to the Kingdom of Saudi Arabia.

### **VISA**

9.2 It is mandatory for participants requiring entry visa to Saudi Arabia to apply/obtain official visas from the Saudi Arabia's Embassy or Consulate in their Country prior to their departure to Saudi Arabia.

9.3 In order to assist in the issuing process of the entry visa to Saudi Arabia, all participants requiring entry visa to Saudi Arabia are requested to fill out the Registration form online: [https://docs.google.com/forms/d/1ZDgE2f9dFz5UfvzIMes6StgFKKfJtNQNGut\\_Y139M74/viewform](https://docs.google.com/forms/d/1ZDgE2f9dFz5UfvzIMes6StgFKKfJtNQNGut_Y139M74/viewform) Moreover, all passport copies and required travel documents should be submitted as soon as possible, not later than **20 November 2013**, to the General Authority of Civil Aviation, Jeddah, MIDANPIRG/14 focal point:

Dr. Hamad Alharbi (e-mail: [alharbi\\_hamad@yahoo.com](mailto:alharbi_hamad@yahoo.com), [cnsatm08@gmail.com](mailto:cnsatm08@gmail.com)) with a copy to: [icaomid@icao.int](mailto:icaomid@icao.int).

### **CUSTOMS**

9.4 The following items may be brought in Saudi Arabia Duty free:

Personal effects, such as necessary clothing  
200 cigarettes or 250 gr. of cigars or tobacco  
Perfume for personal use

Additional quantities of the above items may also be purchased from Jeddah/King Abdulaziz International Airport duty free shops after clearing customs except alcoholic drinks.

## **10. CURRENCY, CREDIT CARDS AND BANKING SERVICES**

10.1 The unit of currency Saudi Arabia is Saudi Riyals (SAR) with notes of 5, 10, 50, 100 and 500 and coins of 5, 25 and 50. The current rate of exchange for US \$1 = 3.75 SAR.

10.2 There are no restrictions on import of foreign currency.

10.3 All major international Credit Cards, such as Visa, American Express, Diners Club, Master Card, Carte Blanche, etc, are usually accepted at most hotels, department stores and restaurants.

10.4 All commercial Banks exchange major foreign currencies and are open from 09:30 to 16:30, during working days (Sunday through Thursday).

## **11. OTHER USEFUL INFORMATION**

### **SHOPPING**

11.1 Be prepared to bargain in small shops, sidewalk vendors etc. In large stores, however, the prices are fixed.

### **TAP WATER**

11.2 It is recommended that all visitors drink only bottled water/beverages.

### **TELEPHONE**

11.3 Cards are available in the Saudi Market for international calls.

## **12. WEATHER CONDITIONS**

12.1 The main daily minimum and maximum temperatures for the month of December are between 19°C and 29°C.

## **13. OTHER ASSISTANCE**

13.1 The General Authority of Civil Aviation (GACA) will be glad to assist the participants to the meeting with any advice they may require.

13.2 In case of emergency in Saudi Arabia, please call Focal Point from the General Authority of Civil Aviation (GACA), Mr. Hasan Al-Ghoraibi Mobile: +966 555 71 9929 e-mail: halghorabi@gaca.gov.sa or Dr. Hamad Alharbi e-mail: alharbi\_hamad@yahoo.com

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## RECOMMENDED HOTELS IN JEDDAH

DOUBLE ROOM PRICE	SINGLE ROOM PRICE	ROOM TYPE	FAX	PHONE	HOTEL NAME
-	1020 SR	STANDARD	0560555666	0122295555	<b>Intercontinental Hotel</b>
			<a href="mailto:hany.mahran@ihg.com">hany.mahran@ihg.com</a>		
1070 SR	920 SR	STANDARD	0126611238	0126611000	<b>Crowne Plaza Jeddah</b>
			<a href="mailto:reservations.cpjeddah@ihg.com">reservations.cpjeddah@ihg.com</a>		
825 SR	715 SR	TWIN DELUXE-CITY VIEW	0122150535	0122150525	<b>ELAF JEDDAH</b>
990 SR	825 SR	BUSINESS - CITY VIEW			
1045 SR	935 SR	SUPERIOR - SEA VIEW			
1200 SR		JUNIOR SUITE			
			<a href="mailto:Reservation@ELAFHOTEL.RSM.COM">Reservation@ELAFHOTEL.RSM.COM</a> <a href="mailto:alaas@ELAFHOTEL.RSM.COM">alaas@ELAFHOTEL.RSM.COM</a>		
1050 SR	875 SR	STANDARD	0126581939	0126590000	<b>Hilton Hotel</b>
			<a href="mailto:Reservation.jeddah@hillton.com">Reservation.jeddah@hillton.com</a> <a href="mailto:nibal.alsabary@hillton.com">nibal.alsabary@hillton.com</a>		
585 SR	485 SR	EIFFEL	0126599090	0126599000	<b>AVAIL GRAND Al Madinah Al Munawrah Rood.</b>
-	625 SR	DELUXE			
-	1196 SR	BARNSELEY			
-	1250 SR	ROYAL			
			<a href="mailto:info@avail.com.sa">info@avail.com.sa</a>		
560 SR	415 SR	SINGLE	0126943737	0126944777	<b>Albilad Hotel</b>
			<a href="http://Jeddah@AlbiladHotel.COM">Jeddah @Albilad Hotel.COM</a>		
1123 SR	970 SR	SUPERIOR	0122570978	0122607111	<b>ROSE WOOD CORNICHE</b>
1203 SR	1030 SR	DELUXE			
1318 SR	1145 SR	EXECUTIVE			
1318 SR	1145 SR	AMWAJ			
			<a href="mailto:Corniche@rosewoodhotels.com">Corniche@rosewoodhotels.com</a>		
-	1300SR-1600SR	STANDARD	0122639777	0122639666	<b>PARK HYATT</b>

Please mention that you are the General Authority of Civil Aviation guest(s) to receive special negotiated rates.

**MID OPMET BMG/4 MEETING**  
**(Jeddah, Saudi Arabia, 16 December 2013)**

**DRAFT PROVISIONAL AGENDA**

- Agenda Item 1: Provisional Agenda
- Agenda Item 2: Terms of Reference and Working arrangements
- Agenda Item 3: Status of regional and inter-regional OPMET exchange
- Agenda Item 4: Regional OPMET bulletin exchange procedures and associated guidance
- Agenda Item 5: SIGMET tests – MID States
- Agenda Item 6: Future Work Programme
- Agenda Item 7: Any other Business

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**MID OPMET BMG/4 MEETING**

**(Jeddah, Saudi Arabia, 16 December 2013)**

**EXPLANATORY NOTES**

**Agenda item 1: Provisional Agenda**

Adoption of the provisional agenda

**Agenda item 2: Terms of Reference and working arrangements**

Review terms of reference of the MID OPMET BMG and agree working arrangements for the meeting (including election of co-rapporteur)

**Agenda item 3: Status of regional and inter-regional OPMET exchange**

Review:

- a) Status of MIDANPIRG/13 Conclusions/Decisions of relevance to the MID OPMET BMG;
- b) Current status of regional OPMET exchange, including requirements contained in the MID Air Navigation Plan Volume II (FASID) Part VI (MET);
- c) Develop implementation plan on the establishment of Regional OPMET Centres (ROCs) and/or Regional OPMET Data Banks (RODBs);
- d) Inter-regional exchange and transmission of OPMET information to SADIS, including new requirements;

**Agenda item 4: Regional OPMET bulletin exchange procedures and associated guidance**

- a) Consider development of a Regional OPMET Bulletin Exchange (ROBEX) Handbook including procedures and processes for the monitoring, management, quality control and backing-up of MID OPMET bulletins (development roadmap dependent on establishment of ROCs/RODBs);
- b) Review and update, as appropriate, the MID SIGMET Guide
- c) Review key performance indicator related to OPMET in support to Aviation System Block Upgrade (ASBU) module B0-AMET – *Meteorological information supporting enhanced operational efficiency and safety*

**Agenda item 5: SIGMET tests – MID States**

- a) Status of SIGMET tests (WS, WV and WC)
- b) Review SIGMET Test Procedures; and
- c) Review findings from recent SIGMET tests, determine follow-up action required with States concerning errors identified, and note future SIGMET test dates.

**Agenda item 6: Future work programme**

- a) Prepare a future work programme and propose a date and venue of the next meeting.
- b) Consider whether any changes are necessary to the terms of reference of the MID OPMET BMG in light of discussions.

**Agenda item 7: Any other business**

Any other matters not covered by the agenda, might be addressed under this agenda item.

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