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Международная
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гражданской
авиации

منظمة الطيران
المدنى الدولى

国际民用
航空组织

File Ref.: ME 3/2.3-14/180

29 June 2014

Subject: Fifth Meeting of the MET Sub-Group (MET SG/5)
(Jeddah, Saudi Arabia 2-4 September 2014)

Action required: Please reply not later than 10 August 2014

Sir,

I have the honour to inform you that the Fifth Meeting of the Meteorology Sub-Group (MET SG/5) will be held in Jeddah, Saudi Arabia, from **2 to 4 September 2014**. I would like to express my appreciation to the General Authority of Civil Aviation (GACA) and the Presidency of Meteorological and Environment (PME), Saudi Arabia for supporting MIDANPIRG and the ICAO MID Regional Office activities by hosting this meeting. The exact venue of the meeting and Bulletin describing administrative arrangements, including the procedure related to the application for entry visa to Saudi Arabia will be provided in due course.

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. For easy of reference, I have included the Terms of Reference (TOR) of the MET SG at **Attachment C**.

In accordance with the approved procedures, as specified in the MIDANPIRG procedural handbook, Sub-Groups and Task Forces of MIDANPIRG shall be composed of experts able to contribute to the work of these technical Groups. 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 field of Meteorology.

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://www.icao.int/mid/>.

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Your Administration/Organization is encouraged to participate actively in the work of the meeting by submitting working and/or information papers covering subjects contained in the provisional agenda. I would be grateful to receive your papers in an electronic format prior to **10 August 2014**, in order to allow time for processing and advance posting on the web.

I would appreciate if you could, as soon as possible, preferably not later than **10 August 2014** confirm the participation of your Administration/Organization by exchange of correspondence with the ICAO MID Regional Office at the following e-mail address (icaomid@icao.int) with a copy to (ckeohan@paris.icao.int.), giving the name(s) of your delegate(s), using the Nomination Form at **Attachment D**.

Accept, Sir, the assurances of my highest consideration.



Mohamed R. M. Khonji
ICAO Regional Director, Cairo

Attachments

FIFTH MEETING OF THE MET SUB-GROUP (MET SG/5)

(Jeddah, Saudi Arabia, 2-4 September 2014)

PROVISIONAL AGENDA

- Agenda Item 1:** Adoption of the Provisional Agenda
- Agenda Item 2:** Follow-up on MIDANPIRG/14 Conclusions and Decisions relevant to MET
- Agenda Item 3:** Global/Regional developments related to MET
- Agenda Item 4:** Performance Framework for MET implementation in the MID Region:
- 4.1 Review of the implementation of WAFS and SADIS
 - 4.2 Review of the implementation of the Meteorological Advisories and Warnings:
 - a) International Airways Volcano Watch (IAVW);
 - b) Tropical Cyclone Warning System; and
 - c) SIGMET and AIRMET information, and other warnings.
 - 4.3 Review of requirements for OPMET data and status of OPMET data exchange as well as the establishment of a Regional OPMET Centre
 - 4.4 Review and update of the draft MID Air Navigation Strategy parts related to MET
 - 4.5 Quality Management System
 - 4.6 Review of the MET Provisions in the MID Air Navigation Plan
- Agenda Item 5:** Review of air navigation deficiencies in the MET Field
- Agenda Item 6:** Future Work Programme
- Agenda Item 7:** Any other business

FIFTH MEETING OF THE MET SUB-GROUP (MET SG/5)

(Jeddah, Saudi Arabia, 2-4 September 2014)

EXPLANATORY NOTES

AGENDA ITEM 1: ADOPTION OF THE PROVISIONAL AGENDA

The meeting will review and adopt, as appropriate, the agenda for the MET SG/5 meeting.

AGENDA ITEM 2: FOLLOW-UP ON MIDANPIRG/14 CONCLUSIONS AND DECISIONS RELEVANT TO MET

The meeting will review the status of follow-up actions on MIDANPIRG/14 Conclusions and Decisions relevant to MET. Based on the review, further actions may be proposed as necessary.

AGENDA ITEM 3: GLOBAL/REGIONAL DEVELOPMENTS RELATED TO MET

The meeting will be informed of important Global/Regional developments with relevance to the provision of meteorological service for international air navigation (IAVWOPSG/8 (February 2014); METWSG/5 (June 2013); AMOFSG/10 (June 2013); Meteorology Divisional Meeting (July 2014).

AGENDA ITEM 4: PERFORMANCE FRAMEWORK FOR MET IMPLEMENTATION IN THE MID REGION

4.1 Review of the implementation of the WAFS and SADIS

The meeting will be informed about the outcome of the WAFSOPSG/8 meeting (September 2013) and SADISOPSG/19 meeting (May 2014), and will review the implementation of the WAFS and SADIS in the MID Region.

4.2 Review of the implementation of the meteorological advisories and warnings:

- a) International Airways Volcano Watch (IAVW);
- b) Tropical Cyclone Warning System; and
- c) SIGMET and AIRMET information and other warnings.

The meeting will discuss proposals for furthering the implementation of the IAVW and Tropical Cyclone Warning system in the MID region including results of SIGMET tests for volcanic ash and tropical cyclones. Issues related to the SIGMET and AIRMET information, aerodrome and wind shear warnings can also be presented.

4.3 Review of requirements for OPMET data and status of OPMET data exchange as well as the establishment of a Regional OPMET Centre

The meeting will review the issuance and exchange of OPMET data in the MID Region and the inter-regional exchange including progress on the establishment of a Regional OPMET Centre as per the outcomes of the ICAO Regional OPMET Centre (ROC) Workshop. Issues related to meteorological observations and reports (METAR/SPECI) and aerodrome forecasts (TAF) will be discussed under this Agenda Item.

4.4 Review and update of the draft MID Air Navigation Strategy parts related to MET

The meeting will review and monitor the implementation of the MID Air Navigation Strategy parts related to MET and take action, as appropriate.

4.5 Quality Management System

Issues related to the designation of the meteorological authorities by the States, quality assurance and cost-recovery will be considered under this Agenda Item.

4.6 Review of MET provisions in the MID Air Navigation Plan

The meeting will review the MET parts of the MID Air Navigation Plan and consider any further amendments necessary, taking into consideration any new requirements for the provision of meteorological products and services for endorsement by MIDANPIRG/15.

AGENDA ITEM 5: REVIEW OF AIR NAVIGATION DEFICIENCIES IN THE MET FIELD

The meeting will review the methodology for identification, assessment and reporting deficiencies in the MET field. Delegates from States and user organizations are invited to inform the meeting of any identified MET deficiencies for discussions and possible corrective actions.

AGENDA ITEM 6: FUTURE WORK PROGRAMME

The meeting will review and update the Terms of Reference and Work Programme of the MET SG. It will also agree on the dates and venue of the MET SG/6 meeting.

AGENDA ITEM 7: ANY OTHER BUSINESS

This agenda item is intended for procedural matters and exceptionally for technical matters of a particularly urgent nature not falling under any of the above Agenda Items.

METEOROLOGY SUB-GROUP (MET SG)

TERMS OF REFERENCE

The Terms of Reference of the MET Sub-Group are:

- a) ensure that the implementation of MET in the MID Region is coherent and compatible with developments in adjacent regions, and is in line with the Global Air Navigation Plan (GANP), the Aviation System Block Upgrades (ASBU) methodology and the MID Region Air Navigation Strategy;
- b) monitor the status of implementation of the MID Region MET-related ASBU Modules included in the MID Region Air Navigation Strategy as well as other required MET facilities and services, identify the associated difficulties and deficiencies and provide progress reports, as required;
- c) keep under review the MID Region MET performance objectives/priorities, develop action plans to achieve the agreed performance targets and propose changes to the MID Region MET plans/priorities, through the ANSIG;
- d) seek to achieve common understanding and support from all stakeholders involved in or affected by the MET developments/activities in the MID Region;
- e) provide a platform for harmonization of developments and deployments in the MET domain;
- f) monitor and review the latest MET developments that support Air Navigation and provide expert inputs for the implementation of the Air Navigation Systems related to MET based on ATM operational requirements;
- g) provide regular progress reports to the ANSIG and MIDANPIRG concerning its work programme; and
- h) review periodically its Terms of Reference and propose amendments, as necessary.

In order to meet the Terms of Reference, the MET SG shall:

- a) monitor the status of implementation of the required MET facilities and services in the MID Region;
- b) provide necessary assistance and guidance to States to ensure harmonization and interoperability in line with the GANP, the MID ANP and ASBU methodology;
- c) provide necessary inputs to the MID Air Navigation Strategy through the monitoring of the agreed Key Performance Indicators related to MET;
- d) identify and review those specific deficiencies and problems that constitute major obstacles to the provision of efficient MET services, and recommend necessary remedial actions;

- e) keep under review the adequacy of ICAO SARPs requirements in the area of MET, taking into account, inter alia, changes in user requirements, the evolution of operational requirements and technological developments;
- f) develop proposals for the updating of relevant ICAO documentation related to MET, including the amendment of relevant parts of the MID ANP, as deemed necessary;
- g) monitor and review technical and operating developments in the area of MET and foster their implementation in the MID Region in a harmonized manner;
- h) foster the integrated improvement of MET services through proper training and qualification of the MET personnel; and
- i) liaise with other States providing services and/or serve as inter-regional exchange of meteorological information for international civil aviation (e.g. SADIS (U.K.), VAAC Toulouse (France), TCAC New Delhi (India), Regional OPMET Centre Vienna (Austria)).

Composition

The Sub-Group is composed of:

- a) MIDANPIRG Member States;
- b) World Meteorological Organization (WMO) and other concerned International and Regional Organizations as observers; and
- c) other representatives from provider States and Industry may be invited on ad hoc basis, as observers, when required.
