## MINUTE OF EVALUATION FOR CAR/SAM PLANNING AND IMPLEMENTATION REGIONAL GROUP (GREPECAS) PROJECTS UPDATE MEETING 18 November 2020

Agenda	
See <b>Appendix</b>	В.
Objective	To evaluate the current CDEDECAS projects to determine their continuity and/or undate, has

**Objective:** To evaluate the current GREPECAS projects to determine their continuity and/or update, based on the information provided during the ePPRC/02 and theone provided by the project Coordinators, in order to adapt them to the current CAR/SAM regional aviation context and the financial resources prevailing as a result of COVID-19.

No Documentation or Presentation was distributed by the ICAO NACC or SAM Regional Offices.

#### Introduction

**List of Participants:** 

See Appendix A.

- 1. Participants were welcomed by the Director of the ICAO NACC Regional Office and GREPECAS Secretary, Mr. Melvin Cintron, who mentioned that the review of projects and their programmes is of great importance for GREPECAS and the States for improvements in the implementation processes of ICAO Standards and Recommended Practices (SARPs), as well as emerging technological requirements in all areas of air navigation. This evaluation should seek to maximize the benefits for the States and be fully in line with the Global Air Navigation Plan (GANP) compliance and the priorities of the regions and the States.
- 2. Likewise, the Director of the ICAO SAM Regional Office, Mr. Fabio Rabbani, also supported this perspective and emphasized that the projects of the different GREPECAS programmes have a performance that should be more effective, using the basic concepts of project management, as a baseline for them.
- 3. Finally, the Chairperson of GREPECAS, Mr. Héctor Porcella (Dominican Republic), emphasized the importance of the review and update of GREPECAS Projects as support to States in implementation actions in the CAR/SAM Regions.
- 4. The Secretariat invited the member States of the Programmes and Projects Review Committee (PPRC) to evaluate the current level of performance and benefit of GREPECAS' work, to identify new implementation needs and to consider/propose new projects or tasks so that the results of the Group satisfy the current and future needs of the States, in line with new priorities. The Project Coordinators were provided the following points as guidance:
  - Follow-up on progress
  - Follow-up on actions to start, continue or finish
  - Current budget context and assigned resources

#### Discussion

#### Agenda Item 1: Review of Air Navigation Projects of the GREPECAS

#### **Project Evaluation Guidance/Evaluation Criteria**

- 1.1 The PPRC set itself the objective of deciding the continuity of the different Air Navigation Services Projects (ANS) that GREPECAS has been developing and working on for a long time. For this work, a Project evaluation guide was provided for the Coordinators to take into account the following points in their analysis and evaluation:
  - a) identify the need to continue with the projects;
  - b) prioritize project tasks;
  - c) prioritize the allocation of resources;
  - d) identify the need for new projects;
  - e) identify actions to mitigate obstacles to achieving the proposed objectives; and
  - f) ensure that projects are consistent and aligned with the GANP and the GREPECAS Terms of Reference (ToR)
- 1.2 It was taken into account that Programmes may have several Projects and that they require periodic reviews, and that the State Coordinators for each project reflect the value of the parts of each Project, in consideration of a uniform criterion.

#### **Evaluation criterion**

- 1.3 The Coordinator of each project had to determine an update/modification to the projects in their area, observing that the main objectives of the project review were:
  - Update the information, determining if it is **Valid** or **Obsolete**
  - Make the decision whether the Project Continues or is Closed
  - Launching new projects is Feasible or Not Feasible
- 1.4 The Meeting determined that the Projects were duly reviewed, mainly by the Coordinators of the Secretariat and, in some cases, with the participation of the Coordinators of the States. Said evaluation was carried out based on:
  - a) Objectives and Scope
  - b) Description/Activities
  - c) Quality
  - d) Cost
  - e) Calendar, Programme, milestones, terms
  - f) Risk
  - g) Results, products, deliverables
  - h) Human resources
  - i) Responsibilities
  - j) Resources: experts and budget
  - k) Metrics/Indicators

#### **Project Evaluation**

#### Aerodromes and ground aids (AGA) area

- 1.5 In the review of the AGA area, the information from appendices A, B and C of WP/04 of ePPRC/02 was presented as a reference for review by the Meeting, as well as the progress of the projects of Aerodrome F Programme; similarly, the follow-up to Decision ePPRC/01/03 was also included, where the Secretariat was requested to evaluate current programmes and projects in the context of COVID-19.
- 1.6 In this regard, both the NACC and SAM Regional Offices presented the status of the Programme F projects for each region. In Appendix C of WP/04, the Secretariat presented an analysis of AGA projects using the methodology suggested under Decision ePPRC/01/03.
- 1.7 The Meeting also recalled the prior agreement from the eCCRP/02 meeting, where the new proposal for an Airport Collaborative Decision Making (A-CDM) was approved for the benefit of the regions, which should include the F Programme.
- 1.8 In summary, after the respective analysis, the Secretariat proposed that F Programme projects be maintained with some modifications, as they continue to be relevant for GREPECAS Member States.

Air Traffic Management (ATM) Area

1.9 In the ATM area of the CAR Region, nothing specific was added since the ePPRC/02 meeting, therefore the understanding that the ATM and Performance-based navigation (PBN) projects are still considered relevant was accepted and they will be maintained, but trying to ensure that the projects are reviewed to remove the routine activities carried out by the Regional Offices and focus on specific Project activities.

Communications, Navigation and Surveillance (CNS) area

- 1.10 In the SAM Region, Projects C (Automation and Situational Understanding) and D (Ground-Ground/Air-Ground Communications Infrastructure) established to address the implementation of CNS/ATM systems (applications) and the necessary CNS infrastructure and to be implemented were:
  - AMHS (Aeronautical message handling system);
  - AIDC (Air Traffic Services Inter-Facility Data Communication);
  - ADS-B (Automatic Dependent Surveillance Broadcast); and
  - ATN (Aeronautical telecommunications network) domestic and regional
- 1.11 The project management approach was not effective due to the difficulty that the Coordinators managed to actually act as project managers; due to the lack of a formally organized project team and available resources, as well as the lack of influence on the representatives of the States of the region.
- 1.12 Likewise, existing project management methodologies support the assignment of a project to each project manager, providing the human and financial resources necessary to conduct the planned activities.

- 1.13 It was reported that in the SAM Region, since the meeting of the Implementation Group SAM/IG/22 (Lima, from 19 to 23 November 2018), the need to support and promote air navigation services modernization initiatives was recognized, as well as to guarantee interoperability among the automated systems utilised by users of Aeronautical Information Management (AIM), ATM, Air Traffic Flow Management (ATFM), CNS and Aeronautical Meteorology (MET), the Interoperability Task Force (Interop TF) was activated, composed of 5 subgroups that are activated, according to the needs identified by the Implementation Group (SAM/IG) as follows:
  - 1. **ATM/AIDC Subgroup**: to establish 76 AIDC communications planned for the region (intraregional and interregional);
  - 2. **ATM/FPL subgroup**: to mitigate errors and duplication/multiplicity in Flight Plans (FPL), which have an impact on the establishment of the automation of air navigation services;
  - 3. **CNS/AMHS Subgroup**: in order to establish the 41 AMHS interconnections planned for the region (28 intraregional and 13 interregional);
  - 4. **CNS/SUR Subgroup**: supporting the States in the implementation of Surveillance (SUR) systems and, specifically, studying and proposing the necessary activities for the implementation of ADS-B Satellite, using the South American Digital Network (REDDIG) as a platform for the distribution of information, and reduce the cost of contracting the telecommunications services by the States interested in contracting the Space-Based (SB) ADS-B service; and
  - 5. **MET/IWXXM Subgroup**: to address the adaptation of aeronautical meteorology user systems to the new ICAO Weather Information Exchange Model (IWXXM).
- 1.14 The Secretariat stated that, although there has been greater effectiveness in the results and deliverables, the subgroups of the Interop TF are far from functioning according to the project management methodologies, greatly overloading the CNS Regional Officer, who facilitates the hosting of teleconferences; the preparation of documents and the support of the Secretariat, as a result of the difficulty of subgroups' rapporteurs/coordinators in having the necessary resources.
- 1.15 The Secretariat made a proposal for the consideration of the Meeting, consisting of the assignment/hiring of project managers for each activated subgroup, with a defined support team that fully assumes the management of the activities, providing reports at SAM/IG meetings and the PPRC.
- 1.16 It was mentioned that, considering the complexity of future implementations of systems related to ATFM and the concept of System wide information management (SWIM), it is imperative that the activities be conducted in a more robust way, fully applying a project management methodology.

#### AIM and MET area

- 1.17 For these Projects in AIM and MET, the Meeting was reminded of the different conclusions that have been raised since GREPECAS/18 and the last PPRC meetings, where indications have been given for these projects to be reviewed.
- 1.18 <u>SAM AIM and MET projects</u>: nothing additional was presented to what had been reviewed and updated during the ePPRC/02 meeting, highlighting the following points of the review carried out in due course, particularly in:

#### a) MET area:

- Projects in the MET area should be replaced by a follow-up project of the implementations that have been left pending in the MET Programme.
- If the preparation of new projects is considered, they should be focused on:
  - Preparation of homogeneous information concerning en-route weather phenomena which may affect the safety of aircraft operations Significant meteorological information (SIGMET)
  - o Implementation of the IWXXM
  - Preparation of meteorological messages for exchange in a SWIM environment

#### b) AIM area:

- it has been considered, if necessary, to prepare new projects for AIM and gradually replace the projects with implementation follow-up actions, which should be focused on:
  - o AIM personnel training programme guides considering the new profile of technicians for their performance in a data management environment; and
  - o review of the processes for issuing notice distributed by telecommunications means that contains information related to the establishment, condition or modification of any aeronautical facility, service, procedure or danger, the timely knowledge of which is essential for the personnel in charge of flight operations (Notice to Air Men NOTAM) to resolve deficiencies in the preparation, dissemination and monitoring of the same.
- 1.19 <u>AIM Projects in the CAR Region:</u> the projects on the Quality Management System (QMS) and Electronic Terrain and Obstacle Data (e-TOD) are terminated, replaced by the "Project on the AIM Collaborative Plan", which includes the 21 steps for the AIM implementation of ICAO's Roadmap for such transition, and a direct link will be integrated with the AIM tracking website (AIM Tracking) which is in the design process.

#### Final comments in the evaluation

- 1.20 A summary of the projects and the review and adjustment actions that each project must carry out is included in the **Appendix C**.
- 1.21 To achieve the expected results of the projects, it is necessary to allocate resources considering that the most important components of these resources are the project coordinators and designated experts, making sure that those designated have the necessary time to carry out appropriate coordination and participate in the various activities and tasks of each project.
- 1.22 The Meeting urged the Project/Programme Coordinators to take into account the bases for the updates recommended by the Project Management Methodologies for each project:

Objective and	The coordinator will explain what the project is about, as well as define and control what
Scope	is and what is not included in the project (scope).
Cost	Project cost management includes the processes involved in estimating, budgeting, and controlling costs so that the project is completed within the approved budget, depending on the needs of the project. It is appropriate that this topic and the next take up the bulk of the review. What everybody wants to know is if it has any limitations and how much it
	would cost to fix them.
Programme	Through effective management, in order to meet the objectives established in the strategic plan. If a Program Performance index less than the established limit is reported, and the project's critical route indicates an end in time, perhaps too many milestones have been limited.
Risk	Project risk management includes processes related to carrying out management planning, identification, analysis, risk response planning, as well as their monitoring and control. Once the baseline is approved, risk management may be irrelevant. Additionally, a risk analysis of this review would indicate that a possible contingency will need to be considered.
Quality	Quality indicates that the result delivered by the project meets the expectations generated by it. Besides, this is more of a human/process-related situation than the specific project.
Communication	The management of Project Communications includes the processes required to ensure that the generation, collection, distribution, storage, retrieval and final disposal of project information and data are adequate and timely.
Human	Project human resource management includes the processes that organize, manage and
Resources	lead the project team, which is made up of people who have been assigned roles and responsibilities to complete the project.

1.23 Finally, the Meeting tentatively agreed that by the end of January 2021, all GREPECAS Programmes and Projects Coordinators shall present their revised and current version of Projects to the Secretariat, taking into account all the comments and discussion of this meeting, adopting the following decision:

DECISION PRESENTATION	OF REVISED GREPECAS PROJECTS							
What:	Expected Impact							
That, considering all the comments and guidelines p	rovided to the 🗌 Political / Global							
Programme Coordinators by the PPRC and the Virt	ual Evaluation 🛛 Inter-regional							
Meeting for the update of the GREPECAS Projects,	as well as the							
alignment of the Projects with the GANP, the p	rioritization of   Environmental							
Projects according to the current CAR/SAM regional a	viation context 🛛 Operational/Technical							
and financial resources prevailing as a result	of COVID-19,							
Project/Programme Coordinators submit their rev	ised and valid							
version to the PPRC by 29 January 2021.								
Why: Approval of the revised and valid versions of GREPECAS Projects/Programmes								
When: 29 January 2021 Status: ⊠ Valid / □ Superseded / □ Completed								
Who: ⊠ Coordinators ☐ States ⊠ ICAO Secretari	at 🗆 ICAO HQ							

Agenda Item 2:	Other Business
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**2.1** No other business was analysed and no other issues were presented related to the Agenda.

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North American, Central American and Caribbean Office (NACC)
Oficina para Norteamérica, Centroamérica y Caribe (NACC)

# MINUTE OF THE VIRTUAL EVALUATION MEETING FOR THE UPDATE OF THE CAR/SAM PLANNING AND IMPLEMENTATION REGIONAL GROUP (GREPECAS) PROJECTS / MINUTA DE LA REUNIÓN VIRTUAL DE EVALUACIÓN PARA LA ACTUALIZACIÓN DE LOS PROYECTOS DEL

#### GRUPO REGIONAL DE PLANIFICACIÓN Y EJECUCIÓN CAR/SAM (GREPECAS)

18 November 2020 / 18 de noviembre de 2020

### APPENDIX/APÉNDICE A LIST OF PARTICIPANTS / LISTA DE PARTICIPANTES

ARGENTINA	СИВА
Mónica Pozzuto	Orlando Nevot
Claudia Ribero	
Paola López	DOMINICAN REPUBLIC / REPÚBLICA DOMINICANA
Daniel Cortés	
Moira Callegare	Gabriel Medina
Héctor Marcelo Cancinos	Carlos Alcántara
Leonardo Costa	Héctor Porcella
Silvia García	Betty Castaing

#### **BOLIVIA**

Reynaldo Cusi René Delgado Rúa Jaime Yuri Álvarez M.

Roxana Vásques Ferro

#### **BRAZIL / BRASIL**

Alexandre Alves Rafael Domingos Rodrígues Marcio Silva Antonio Augusto Rosa Salles

#### CHILE

Francisco Uzieda German Olave

#### **HONDURAS**

Calvin Zúniga

#### PANAMA / PANAMÁ

Ivette Iturrado

#### **PARAGUAY**

José Luis Chávez Tomás Alfredo Yentzch Rocío Araujo

#### **UNITED STATES / ESTADOS UNIDOS**

Michelle Westover Greg Byus Krista Berquist Ernest Snyder Francisco Fuentes Michael Polchert Dulce Roses

#### ICAO / OACI

Melvin Cintron
Fabio Rabbani
Oscar Quesada
Julio Siu
Jaime Calderón
Raúl Armando Martínez
Jorge Armoa
Fabio Salvatierra
Fernando Hermoza
Eddian Méndez
Francisco Almeida Da Silva

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#### **APPENDIX B**

#### AGENDA

Agenda Item 1:	Review of Air Navigation Projects of the GREPECAS
Agenda Item 2:	Other business

#### **AGENDA**

#### **EXPLANATORY NOTES**

Agenda Item 1: Review of Air Navigation Projects of the GREPECAS

Under this Agenda Item, a review of Projects will be carried out by the Coordinators of said projects from the Regional Offices, in order to determine their update and continuity, as well as the proposal of new Projects and the possible cancellation of some others.

Agenda Item 2: Other business

Under this Agenda Item, the Meeting will analyse other business as required, if they are related to the topic of the teleconference.

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#### STATUS OF FIRST REVIEW TO GREPECAS PROJECTS - 18 NOVEMBER 2020

	PROJECT	P References		PROJECT COORDINATOR		ASSOCIATED PROGRAMME		PROGRAMME	Status and Actions to follow for new
Key	Title		Name	State / Intl. Org.	Contact Data	Key	Name	COORDINATOR	revised version of the Project
A1 CAR	Implementation of Performance- Based Navigation (PBN)	B0-APTA, B0- FRTO, B0-CDO and B0-CCO	Riaaz Mohamed	Trinidad and Tobago	rmohamm ed@caa.go v.tt	А	Performance Based Navigation (PBN)	Eddian Méndez, RO/ATM/SAR	Valid Restructure to remove routine NACC/SAM RO activities
B1 CAR	Improve Demand and Capacity Balance (DCB)	(B0-SEQ, B0- FRTO, B0-NOPS and B0 ACDM)	Greg Byus	United States	Greg.Byus @faa.gov	В	Air Traffic Flow Management (ATFM)	Eddian Méndez, RO/ATM/SAR	Valid Restructure to remove routine NACC/SAM RO activities
B2 CAR	Implementation of Flexible use of airspace (FUA)		Greg Byus	United States	Greg.Byus @faa.gov	В	Air Traffic Flow Management (ATFM)	Eddian Méndez, RO/ATM/SAR	Valid Restructure to remove routine NACC/SAM RO activities
Airspace Optim. SAM	Airspace Optimisation	Example: (B0- APTA, B0- FRTO, B0-CDO and B0-CCO)	Julio Pereira	IATA		A1		Fernando Hermosa, RO/ATM/SAR	Valid Restructure to remove routine NACC/SAM RO activities
PBN SAM	PBN	Example: (B0- APTA, B0- FRTO, B0-CDO and B0-CCO)	Julio Pereira	IATA		A2		Fernando Hermosa, RO/ATM/SAR	Valid Restructure to remove routine NACC/SAM RO activities
ATFM SAM	ATFM	(B0-SEQ, B0- FRTO, B0-NOPS and B0 ACDM)	Nicolas Borovich	Argentina		B1		Fernando Hermosa, RO/ATM/SAR	Valid Restructure to remove routine NACC/SAM RO activities NOTE pending confirmation due to change of management, since he must receive permission from his Headquarters.
C CAR	Automation and Improved ATM Situational Awareness	(BO-RSEQ, BO- FICE, BO-SNET, BO-ASUR and BO-SURF)	Carlos M. Jiménez Fernando Casso Dulce Roses	Cuba Dominican Republic United States	Carlosm.ji menez@iac c.avianet.c u/ fernando.c asso@idac. gov.do Dulce.roses @faa.gov	С	Automation and ATM Situational Awareness	Mayda Ávila, RO/CNS	Valid a) Update activities b) Improve operation – Performance results

	PROJECT	References	PROJ	ECT COORDINATO	OR	ASSOCIATED PROGRAMME		PROGRAMME	Status and Actions to follow for new
Key	Title	References	Name	State / Intl. Org.	Contact Data	Key	Name	COORDINATOR	revised version of the Project
C SAM	Automation and Improved ATM Situational Awareness	(BO-RSEQ, B0- FICE, B0-SNET, B0-ASUR and B0-SURF)	Alexander Santoro	Brazil		С	Automation and ATM Situational Awareness	Francisco Almeida, RO/CNS	Valid a) Update activities b) Improve operation – Performance results
D CAR	Ground-ground and air-ground communications infrastructure	(B0-FICE and B0-TBO)	Dulce Roses	United States	Dulce.roses @faa.gov	D	Ground- Ground and Ground-Air Communicati ons Infrastructure	Mayda Ávila, RO/CNS	Valid a) Update activities b) Improve operation – Performance results
D SAM	Ground-ground and air-ground communications infrastructure	(B0-FICE and B0-TBO)	Jorge Merino	Peru		D	Ground- Ground and Ground-Air Communicati ons Infrastructure	Francisco Almeida, RO/CNS	Valid a) Update activities b) Improve operation – Performance results
F1 CAR SAM	Aerodrome safety and certification implementation	(BO-SURF)	TBD	TBD		F	Aerodromes (AGA)	Jaime Calderón, Fabio Salvatierra, ROs/AGA	Valid  Designate Project Coordinator
CAR SAM	ACDM	(B0-ACDM)	TBD	TBD		F	Aerodromes (AGA)	Jaime Calderón, Fabio Salvatierra, ROs/AGA	Valid (recently started) Project approved at PPRC meeting Complete project pending Designate Project Coordinator
G1 SAM	Implementation of the provision of Electronic Terrain and Obstacle Data (e- TOD)	DAIM-B1/3 DAIM-B1/4	Juan González	Uruguay		G	AIM	Jorge Armoa, RO/AIM	Valid
G2 SAM	Implementation of the Standard Aeronautical Information Exchange Model	DAIM-B1/2	Karina Calderón	Peru		G	AIM	Jorge Armoa, RO/AIM	Valid

	PROJECT	References	PROJ	ECT COORDINAT	OR	ASSOCIATE	PROGRAMME	PROGRAMME	Status and Actions to follow for new
Key	Title		Name	State / Intl. Org.	Contact Data	Key	Name	COORDINATOR	revised version of the Project
G3 SAM	Implementation of Quality management system in AIM dependencies (QMS/AIM)	DAIM-B1/1	TBD	TBD		G	AIM	Jorge Armoa, RO/AIM	Valid Coordinator, Mr. Oscar Dioses, is no longer at Peru's AIS. He transferred to another dependency of the provider.  Designate Project Coordinator
G1 CAR	Implementation of Electronic Terrain and Obstacle Data and (e-TOD)		Alfredo Mondragón	COCESNA		G	AIM	Raul Martinez, RO/AIM	Cancelled
G2 CAR	Implementation of Quality management system in AIM (QMS/AIM)		Enrique Echarri	Cuba		G	AIM	Raul Martinez, RO/AIM	Cancelled
G CAR	Implementation of the AIM Collaborative Plan	DAIM-B1/1	Natasha Leonora- Belefanti	Curaçao	nleonora- belefanti@ icaonacc.or	G	AIM	Raul Martinez, RO/AIM	Valid - New
H2 CAR	Implementation of Meteorological Watch For The Monitoring Of En-Route Severe Phenomena, Volcanic Ash, Tropical Cyclones And The Release Of Radioactive Material		Iván González	Cuba		Н	Aeronautical Meteorology (MET)	Luis Sánchez, RO/MET	Completed

	PROJECT	References	PROJ	ECT COORDINATO	OR	ASSOCIATED	PROGRAMME	PROGRAMME	Status and Actions to follow for new
Key	Title		Name	State / Intl. Org.	Contact Data	Key	Name	COORDINATOR	revised version of the Project
H3 CAR	Implementation of the quality management system for the provision of the meteorological service for international air navigation (QMS/MET)		Haley Anderson	Trinidad and Tobago		н	Aeronautical Meteorology (MET)	Luis Sánchez, RO/MET	Completed
H4 CAR	Optimisation of Operational meteorological (OPMET) exchange, including Significant Meteorological information (SIGMET) (WS, WV, WC, and WR), warnings and meteorological alerts		Enrique Camarillo	Mexico	Camarillo enrique@y ahoo.com. mx	Н	Aeronautical Meteorology (MET)	Luis Sánchez, RO/MET	Completed
H2 SAM	Implementation of surveillance of en-route severe phenomena, International Airways Volcano Watch (IAVW), tropical cyclones and and Protocols in case of Release of radioactive material and AMET-B0/2 - Meteorological forecast and warning products		Roxana Vasquez Ferro		TBD	Н	Aeronautical Meteorology (MET)	Jorge Armoa, RO/MET	Valid  Analyse benefits and merge project as CAR / SAM

	PROJECT	References	PROJ	PROJECT COORDINATOR			D PROGRAMME	PROGRAMME	Status and Actions to follow for new
Key	Title		Name	State / Intl. Org.	Contact Data	Key	Name	COORDINATOR	revised version of the Project
H3 SAM	Implementation of QMS/MET		Vacant (Previous Coordinator, Mr. Pablo Malve, is retired from the Argentinian National Civil Aviation Administratio	TBD	TBD	н	Aeronautical Meteorology (MET)	Jorge Armoa, RO/MET	Valid  Analyse benefits and merge project as CAR / SAM  Designate Project Coordinator
H4 SAM	OPMET AMET Exchange -B0/4 - Dissemination of meteorological product		Working directly with the Brasilia OPMET Data Bank on all jobs			н	Aeronautical Meteorology (MET)	Jorge Armoa, RO/MET	Cancelled: work done by RO
Н5	Improvements to MET services according to the new operational requirements in support of ATM		Arturo Lomas		TBD	н	Aeronautical Meteorology (MET)	Jorge Armoa, RO/MET	Valid