

Suggested action list

Receipt of supporting information

1. Advisories from Toulouse
 - a) Check AFTN comms
 - b) Check SADIS receipt
 - c) Check internet for Toulouse VAAC website
www.meteo.fr/VAAC

2. Special air reports
 - a) Letter of agreement MET/ATS (example provided in Doc 9377, Appendix 2) – This is a high-level agreement to supply information in both directions between MET and ATS authorities.
 - b) Use of informal contacts to obtain special air reports (cafeteria, personal friendships etc) – task for forecasters and other MET staff at airports (this works even if a formal letter of agreement is not signed!)

SIGMET requirements

1. SIGMET format

An incorrect format will not necessarily reach users.

Use Annex 3, Appendix 6, Table A6-1

Further guidance in the AFI SIGMET Guide and in Doc 8896

Note: The AFI SIGMET Guide has been specifically written to assist – please use it

2. SIGMET dissemination

Check that SIGMET are addressed correctly to:

- a) Neighbouring MWOs
- b) WAFCs London and Washington (for SADIS dissemination)
- c) Met Office – local requirements (may be in a neighbouring State)
- d) Local ATS (local dissemination – part of agreement with ATS, see 2.a) above)
- e) OPMET databank (for global AFTN dissemination)

Note: All of the above must be included. If you're AFTN is not functioning then your SIGMET will go nowhere.

3. Routine checks for dissemination

Check SIGMET reception routinely by finding it on SADIS and from the OPMET databank.

Note: If the SIGMET does not appear on SADIS and the OPMET databank within 10 minutes then something is wrong and some action is required (check the addresses and the AFTN connection).