

APPENDIX A

Terms of Reference, Work programme and composition of the AFI OPMET Management Task Force (MTF)

1. Terms of Reference

- Review the OPMET exchange scheme in the AFI Region and develop proposals for their optimization taking into account the requirements by the aviation users and the current trends for global OPMET exchange;
- Develop monitoring and management procedures related to AMBEX exchange and other exchange of OPMET information;
- Regularly update the regional guidance material related to OPMET exchange;
- Liaise with other groups dealing with communication and/or management aspects of the OPMET exchange in AFI and other ICAO Regions (ASIA/PAC OPMET/M TF, DMG EUR Region, CNS/MET SG MID Region, etc.).

2. Composition

The Task Force is composed of experts from:

- a) Algeria, Cameroon, Kenya, France, Madagascar, Morocco, Niger, Nigeria, Senegal (Rapporteur), South Africa and ASECNA.
- b) Representatives of IATA and WMO are invited to participate in the work of the Task Force.

3. MTF Future Work Programme for 2013 – 2017 (5 years: Current and next triennium)

	Task	Source	Recent Progress Next milestone and its deadline	Status of Implementation	Final Result (completion)
1	Examine the existing and any new requirements for OPMET exchange in AFI and adjacent regions and assess the feasibility of satisfying these requirements, taking into account the availability of the data;	APIRG/16 Décision. 16/54	a) Finalize specific amendments of the AMBEX Handbook by APIRG/20 b) Develop back up procedures for the AFI RODBs (2014)	a) Implementation by States underway b) Still under development by the RODBs (expected completion by 2013)	OPMET exchange in AFI and adjacent regions, improved
2	Keep under review the AMBEX scheme and other OPMET exchange schemes and prepare proposal for updating the optimizing of the schemes;	APIRG/16 Décision. 16/54	c) the AMBEX scheme reviewed by a Core Team and report to MTF/6 d) Continuous review of the AMBEX scheme	c) Reviewed and submitted to MET/SG/12 d) Continuous basis	Exchange of OPMET information through AMBEX, improved
3	Review and update the procedures for interregional OPMET exchange and ensure the availability of the required AFI OPMET data for the AFS satellite broadcast (SADIS);	APIRG/16 Décision. 16/54	e) The related Chapter of the AMBEX Handbook reviewed (July 2013) f) SADISOPSG/18 Concl. Reviewed g) Continuous review of the procedures h) SADISOPSG/19 Concl. Review (2014): yearly	e) Implemented by MTF/5 f) Implemented by MTF/5 g) Continuous basis h) Yearly basis	Efficient inter-regional OPMET exchanges and availability of AFI OPMET on SADIS, improved
4	Keep under review and provide timely amendments of the regional guidance materials on the OPMET exchange; to ensure that	APIRG/16 Décision. 16/54	i) The related Chapter of the AMBEX Handbook reviewed and updated (Sept. 2010) j) These chapters will be reviewed by the Core	i) Implemented by MTF/5 j) implemented by MTF/6	Regional guidance material for the issuance of

	Task	Source	Recent Progress Next milestone and its deadline	Status of Implementation	Final Result (completion)
	guidance material covers procedures for the exchange of all required OPMET data types: SA, SP, FT, WS, WC, WV, FK, FV, UA;		Team k) Continuous review	k) Continuous basis	OPMET established and improved
5	Conduct trials and develop procedures for monitoring and management of the OPMET exchange; to foster implementation of quality management of OPMET data by the AMBEX centres and the RODBs; and	APIRG/16 Décision. 16/54	l) procedures for monitoring and management of the OPMET exchange reviewed (Sept 2010) m) SIGMET Tests conducted yearly (since Nov./2008 to Nov. 2012) n) Three SIGMET Tests planned for November 2013 o) A joined OPMET monitoring by the RODBs every three months: end of March, June, September and October p) Assessment of the RODBs during yearly meeting	l) Implemented by MTF/2 m) Implemented in 2008/2012 n) To be implemented by November 2013 o) Not implemented yet, procedures for implementation endorsed by APIRG/18 p) Implemented by MTF/4 in 2012, yearly basis	SIGMET exchange and management of other OPMET, enhanced
6	Prepare regional plan for the transition to XML coded OPMET information in coordination with the relevant APRIG contributing bodies.	APIRG/ 16 Decisio n. 16/54	q) Final decision on future OPMET XML coded format awaited from MET Div (2014) r) AFI Regional Plan to be prepared after the adoption by the MET Div Meeting)	q) Development of transition Plan postponed r) Plan to be prepared by MTF in 2015	A regional OPMET format transition plan established

4) Status of Implementation of the MTF Work Programme

	Task	Source	Recent Progress Next milestone and its deadline	Status of Implementation
1	Examine the existing and any new requirements for OPMET exchange in AFI and adjacent regions and assess the feasibility of satisfying these requirements, taking into account the availability of the data;	APIRG/16 Décision. 16/54	c) Finalize specific amendments of the AMBEX Handbook by APIRG/20 d) Develop back up procedures for the AFI RODBs (2014)	e) To be endorsed by APIRG/20 f) Completed: Back up procedures of the RODBs developed (APIRG/19/43).
2	Keep under review the AMBEX scheme and other OPMET exchange schemes and prepare proposal for updating the optimizing of the schemes;	APIRG/16 Décision. 16/54	a) the AMBEX scheme reviewed by a Core Team which will report to next MTF meeting b) Continuous review of the AMBEX scheme	a) Completed: Review endorsed by MET/SG/12 b) Continuous basis
3	Review and update the procedures for interregional OPMET exchange and ensure the availability of the required AFI OPMET data for the AFS satellite broadcast (SADIS);	APIRG/16 Décision. 16/54	a) The related Chapter of the AMBEX Handbook reviewed (July 2013) b) SADISOPSG/18 Concl. Reviewed c) Continuous review of the procedures d) SADISOPSG/19 Concl. Review (2014): yearly	a) Completed: Implemented by MTF/5 b) Completed: Implemented by MTF/5 c) Continuous basis d) Continuous basis
4	Keep under review and provide timely amendments of the regional guidance materials on the OPMET exchange; to ensure that guidance material covers procedures for the	APIRG/16 Décision. 16/54	a) The related Chapter of the AMBEX Handbook reviewed and updated (Sept. 2010) b) These chapters will be reviewed by the Core Team	a) Completed: Implemented by MTF/5 b) Completed: implemented by MET/SG/12

	Task	Source	Recent Progress Next milestone and its deadline	Status of Implementation
	exchange of all required OPMET data types: SA, SP, FT, WS, WC, WV, FK, FV, UA;		c) Continuous review	c) Continuous basis
5	Conduct trials and develop procedures for monitoring and management of the OPMET exchange; to foster implementation of quality management of OPMET data by the AMBEX centres and the RODBs; and	APIRG/16 Décision. 16/54	<ul style="list-style-type: none"> a) procedures for monitoring and management of the OPMET exchange reviewed (Sept 2010) b) SIGMET Tests conducted yearly (since Nov./2008 to Nov. 2012) c) Three SIGMET Tests planned for November 2013 d) A joined OPMET monitoring by the RODBs every three months: end of March, June, September and October e) Assessment of the RODBs during yearly meeting 	<ul style="list-style-type: none"> a) Completed: Implemented by MTF/2 b) Completed: Implemented in 2008/2012 c) Completed: SIGMET Tests conducted November 2013 d) Not implemented yet: procedures for implementation endorsed by APIRG/18 e) Continuous basis
6	Prepare regional plan for the transition to XML coded OPMET information in coordination with the relevant APRIG contributing bodies.	APIRG/ 16 Decisio n. 16/54	<ul style="list-style-type: none"> a) Final decision on future OPMET XML coded format awaited from MET Div (2014) b) AFI Regional Plan to be prepared after the adoption by the MET Div Meeting) 	<ul style="list-style-type: none"> a) Completed: Development of transition Plan prepared by MET/SG/12 b) To be endorsed by APIRG/20