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المدني الدولي

国际民用
航空组织

Ref.: T 4/3.2.4:AP061/15 (MET)

17 April 2015

Subject: First Meeting of the Asia/Pacific
Volcanic Ash Exercises Steering Group (VOLCEX/SG/1)
(Manila, Philippines, 27 - 29 May 2015)

Action Required: Reply at your earliest convenience,
preferably, **no later than 6 May 2015**

Sir/Madam,

I have the honour to invite your Administration/Organization to participate in the First Meeting of the Asia/Pacific Volcanic Ash Exercises Steering Group, which at the kind invitation of the Philippines will be held at the Heritage Hotel, Manila, Philippines, from 27 to 29 May 2015, in accordance with Decision 25/47 of the Twenty-Fifth Meeting of Asia/Pacific Air Navigation Planning and Implementation Regional Group (APANPIRG/25); copied below for your ease of reference:

APANPIRG Decision 25/47 – Establishment of a Volcanic Ash Exercises Steering Group in the APAC Region

That, an APAC volcanic ash exercises steering group be established under the MET Sub-Group and in coordination with the ATM Sub-Group with the preliminary terms of reference and composition provided in the revised Attachment C to WP/10 to organize and conduct volcanic ash exercises in the APAC Region.

In accordance with the above, the First Meeting of the Asia/Pacific Volcanic Ash Exercises Steering Group will serve as the inaugural planning meeting for volcanic ash exercises in the Asia/Pacific Region in 2015; with the objective to maintain safety, regularity and efficiency of aviation in the event of a volcanic eruption. The meeting is expected to appoint an exercise leader, develop a schedule and finalize a directive for volcanic ash exercise/s to be conducted in 2015 in the Asia/Pacific Region.

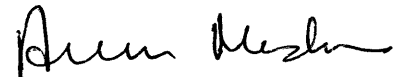
As a complete, system-wide exercise for volcanic ash contamination would be an extremely complex undertaking involving a great number and variety of stakeholders, it is envisaged that this first planning meeting will constrain an exercise to specific parts of the whole system, focusing on a simulated volcanic ash event in the Philippines and the responses of key stakeholders (e.g., volcanic ash advisory centres (VAACs), air navigation service providers (ANSPs), airspace users and regulators) in the affected area.

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The terms of reference of the Asia/Pacific Volcanic Ash Exercises Steering Group, as adopted by APANPIRG/25 in Decision 25/47, are reproduced in **Attachment A**. The provisional agenda for the First Meeting of the Asia/Pacific Volcanic Ash Exercises Steering Group is presented in **Attachment B**. Information related to participation, documentation and other arrangements will be provided separately in the meeting bulletin in due course. A nomination form for participants is also provided at **Attachment C**.

To facilitate our preparations, it would be appreciated if you could confirm participation by a relevant expert/s from your Administration/Organization by returning the completed nomination form as soon as possible and in any case **no later than 6 May 2015**.

Accept, Sir/Madam, the assurances of my highest consideration.



Arun Mishra
Regional Director

Enclosures:

Attachment A – Terms of reference
Attachment B – Provisional agenda
Attachment C – Nomination form

ASIA/PACIFIC VOLCANIC ASH EXERCISES STEERING GROUP TERMS OF REFERENCE

VISION

Maintain safety, regularity and efficiency of aviation in the event of a volcanic eruption.

OBJECTIVES

Coordinate all aspects of the organization and conduct of volcanic ash exercises in the APAC region in order to:

1. Test volcanic activity alerting, AIS and MET message routing, volcanic ash information, air traffic control procedures, air traffic flow and capacity management and aircraft operator response and the CDM between the various actors in accordance with regional and global procedures. The exercises should be designed to:
 - a) practice the conduct of volcanic activity response in accordance with the regional reference documents;
 - b) verify existing information, AIS and MET message routing via AFTN addresses, relevant e-mail addresses, telephone and fax numbers, and internet addresses (URLs);
 - c) maintain appropriate information and message routing between all involved agencies and organizations;
 - d) provide volcanic activity response training for key personnel involved;
 - e) allow regulators to assess the preparedness and operational response in terms of planning, process and procedures of operators; and
 - f) provide, when appropriate, recommendations for amendment of the reference documents, in accordance with the lessons learned and conclusions contained in the final exercise report.
2. Ensure that detrimental effects of exercises on the aviation system performance are avoided, but that nevertheless useful experience and information is generated; and
3. Practice and develop inter-agency response to volcanic activity.

SCOPE

There is significant regional variation in the nature, frequency, observation of and response to volcanic eruptions. As the APAC region encompasses much of the volcanically active zone known as the “Ring of Fire”, there are several States where regular air traffic flow is at risk from encounters with volcanic ash.

The IAVW was established globally to mitigate the risks; however the diverse nature of the APAC region, in terms of both its geography and its communities, is reflected by the diverse challenges faced in responding to volcanic ash events. Therefore, each exercise may have different objectives, which the scenario will be designed to address. For example, any or all of the activities listed below may be tested depending on the scope of the individual exercise:

- a) AFTN, e-mail addresses, websites, message routing and voice communications;
- b) alerting and observation of ash (e.g. use of VONA and VAR);
- c) VAAC response (e.g. volcanic ash information);
- d) ATS response (including air traffic control and AIS for NOTAM issuance);
- e) ATM response;
- f) aircraft operator response (including safety risk assessment);
- g) MWO response (i.e. SIGMET); and
- h) suitability of information, its frequency, format and content.

DELIVERABLES

The steering group is expected to:

1. Appoint an exercise leader for volcanic ash exercise/s;
2. Conduct planning meetings for volcanic ash exercise/s (initial exercise to be conducted in 2015);
3. Publish volcanic ash exercise directive/s, including:
 - Scenario/s – location/s should cover an area/s that could be affected by volcanic ash and the time/period/s should ensure volcanic ash would impact international routes;
 - Procedures/instructions; and
 - Participants
4. Conduct volcanic ash exercise/s (initial exercise to be conducted in 2015);
5. Conduct debrief meeting/s to review the volcanic ash exercise/s, including:
 - Discuss reports;
 - Review the lessons learnt;
 - Revise and improve the volcanic ash exercise directive/s (based on lessons learnt);
 - Recommend improvements to the regional volcanic ash ATM contingency plan;
 - Recommend improvements to global ICAO provisions and forward to APANPIRG and/or IAVWOPSG;
 - Update the future work plan – for subsequent volcanic ash exercise/s; and
 - Consolidated report to the appropriate Sub-Group/s and APANPIRG

STAKEHOLDERS, ROLES and RESPONSIBILITIES

STAKEHOLDERS / STAKEHOLDER GROUPS¹	ROLES	RESPONSIBILITIES
<u>Air navigation service providers (ANSP)²</u>	Participant	Inform aircraft, issue ASHTAM/NOTAM, activate contingencies, forward special air-reports
Airport operators	Participant	Tactical response

¹ Includes relevant industry organizations (CANSO, IATA, AIC, IFALPA)

² Includes air traffic management (ATM), area control centres (ACC), aeronautical information services (AIS) and NOTAM offices (NOF)

STAKEHOLDERS / STAKEHOLDER GROUPS¹	ROLES	RESPONSIBILITIES
<u>Airspace users</u>	Participant	Tactical response
<u>ICAO</u>	Facilitator	Support the steering group, meetings and exercises
Meteorological watch offices (MWO)	Participant	Provide MET watch, issue SIGMET, supply information on volcanic ash (VA)
Regional OPMET Data Banks (RODB)	Support	OPMET exchange
<u>Regulators</u>	Participant	Regulations
<u>Volcanic ash advisory centres (VAAC)</u>	Participant	Issue volcanic ash advisory information (VAA) including graphical format (VAG)
Volcano observatories	Participant	Send information on volcanic activity including Volcano Observatory Notice for Aviation (VONA)

Minimum representation (bold type underlined) required for a quorum for the volcanic ash exercises steering group³.

³ Note: A representative from each stakeholder group should be involved as necessary during each phase (planning, conducting, debrief) of volcanic ash exercises.



International Civil Aviation Organization

**FIRST MEETING OF THE ASIA/PACIFIC VOLCANIC ASH EXERCISES
STEERING GROUP (VOLCEX/SG/1)**

Manila, Philippines, 27 – 29 May 2015

PROVISIONAL AGENDA

- Agenda Item 1: Opening of the meeting
- Agenda Item 2: Election of chairperson and adoption of agenda
- Agenda Item 3: Review background information:
- Establishment of volcanic ash exercises steering group
 - Outcomes from other volcanic ash exercises
 - Existing flow of information on volcanic ash
- Agenda Item 4: Review terms of reference of volcanic ash exercises steering group
- Agenda Item 5: Planning for volcanic ash exercise in 2015
- Appoint exercise leader
 - Adopt volcanic ash exercise directive (key objectives, participants, scenario, schedule and instructions)
- Agenda Item 6: Future work schedule (debrief meeting, future planning meeting/s and exercise/s)
- Agenda Item 7: Any other business
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**FIRST MEETING OF THE ASIA/PACIFIC VOLCANIC ASH
EXERCISES STEERING GROUP (VOLCEX/SG/1)**

**Manila, Philippines
27 – 29 May 2015**

Nomination form				
State/ Organization				
Name	<input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.	Family name (capitals)	First name	Middle initial
Title/Official Position				
Mailing Address				
Telephone (office)				
Telephone (mobile)				
Fax				
e-mail (1)				
e-mail (2)				
Hotel in Manila				

Note:

Participants are expected to make their own hotel/visa arrangements.

Please submit the completed nomination form by email or fax to the following address, preferably **not later than 6 May 2015**:

E-mail: APAC@icao.int; with cc: PDunda@icao.int; ssomri@icao.int

Fax: +66 (2) 537-8199

Mail: ICAO Asia/Pacific Office, P.O. Box 11, Samyaek Ladprao, Bangkok 10901
Thailand