



ICAO

INTERNATIONAL CIVIL AVIATION ORGANIZATION

Fourth Meeting of the APIRG Infrastructure and Information Management Sub-Group (IIM/SG6)

(31 July-03 August 2023)

Agenda Item 4.3: Update on the Regional Project implementation: Aeronautical Meteorology (MET) Projects

MET Project 4: Implementation of Aeronautical Meteorological Personnel Competency Standards in the AFI Region

(Presented by Uganda)

SUMMARY

This Paper provides the progress report on the activities of Meteorology (MET) Project 4. **Action by the meeting is in paragraph 3:**

REFERENCE(S):

- APIRG/25 REport
- Doc 9750, *Global Air Navigation Plan*
- Doc 8896–Manual of Aeronautical Meteorological Practice;
- WMO No. 258, *Volume I; Supplement No. 1: Training and qualification requirements for aeronautical meteorological personnel.*
- WMO No. 1209, *Compendium of WMO Competency Frameworks for Meteorological Personnel*
- IIM/SG Fifth Meeting Report,

This working document relates to ICAO Strategic Objectives of:

A - *Aviation Safety*

B - *Air Navigation Capacity and Efficiency*

Related ASBU elements: All AMET ASBU applicable elements

1. INTRODUCTION

1.1 The Africa-Indian Ocean (AFI) Planning and Implementation Regional Group (APIRG) during its twenty-**fifth** meeting (APIRG25), adopted APIRG25 Decision 25/17 on establishment of a **MET Project 4: Implementation of Aeronautical Meteorological Personnel Competency Standards in the AFI Region** under its Information and Infrastructure Management Sub-Group (IIMSG). The main objectives of the Project being:

- a) Complying with the requirements of the World Meteorological Organization (WMO) in respect of qualifications, competencies, education and training of meteorological personnel providing service for international air navigation; and
- b) Implementing a competency assessment process for Aeronautical Meteorological Forecasters (AMF) and Aeronautical Meteorological Observers (AMO).

1.2 The Secretariat submitted SL Ref: T17/6.11-0032 dated 26/01/2023 requesting for nominations for Team Members for MET Project 4. The list of experts nominated by the States are from Uganda, Benin, Equatorial Guinea, Senegal, Togo, Rwanda, Mauritania and from an Organisation (ASECNA), detailed particulars of project team members is contained in Appendix A to this Paper. Uganda was nominated as the Project-Team Coordinator (PTC) during the meeting held on 13 June 2023.

1.3 Since the inception of the project in June 2023, one virtual meeting was conducted to present the Project objectives and working documents to the Project Team Members. The frequency of subsequent meetings is included in the updated Project’s document contained in Appendix B to this Paper.

2. DISCUSSIONS

The first meeting of MET Project 4 was held on 11 July 2023 and a summary of the activities of the Project is provided below:

2.1 *Outcomes of MET Project 4 meetings and activities*

2.1.1 The meeting recalled that APIRG25 Decision 25/17 that established MET Project 4 to assist AFI States in the implementation of aeronautical meteorology personnel competency standards. The Project will benefit all AFI States and interested Organizations that have not yet implementing competence standards for Aeronautical Meteorological Forecasters (AMF) and Aeronautical Meteorological Observers (AMO) as required by Annex 3 to the Chicago Convention (*Meteorological Service for International Air Navigation*).

2.1.2 In the Meeting, the MET Project 4 discussed the implementation of its tasks as shown in the Table below.

NO.	TASK	RESPONSIBLE PERSON	PLANNED DATE	COMMENTS/STATUS
1.	Development of the Project initiation documents	Uganda (PTC)	Completed	Completed - Uganda (PTC) completed the project initiation documents (Project scope, Objectives and tasks) adopted by

				project team members on 11 July 2023.
2.	Terms of Reference (ToRs) for Project Team activities	PTC and Team Members	Completed	The PTC shared the Project's ToRs that were adopted by the APIRG25.
3.	Project questionnaire (<i>To determine status of implementation of Met personnel competency standard, Gaps analysis and development implementation Action Plan</i>)	PTC and Team Members	Ongoing	Work in Progress - Uganda (PTC) and Project Team to develop a Project questionnaire which will be submitted to the Secretariat for distribution to the States.
4.	Evaluation of responses from the Questionnaire	PTC and Team Members	TBD	The Project will evaluate and present the results of Questionnaire feedback from States
5.	Raise awareness on aeronautical meteorology personnel competency standards	PTC and Team members	TBD	Workshop to be conducted in coordination with Secretariat for the ESAF/WACAF Regions to sensitize States on aeronautical meteorology personnel competency standards
6.	Monitoring and assisting States in Implementation of State Action Plan on competency gaps identified	PTC and Team Members	TBD	Virtual meetings with States to assist implementation of State Action Plans on addressing gaps identified from Questionnaire feedback.

2.2 Upcoming Project Activities

2.2.1 In accordance with APIRG25 Decision 25/17, the Secretariat, and the Project Team will take appropriate actions to assist States to meet the aeronautical meteorology personnel competency standards requirement through raising awareness and capacity building on the personnel competency standards among the States.

2.2.2 The date and venue for first ESAF/WACAF Workshop on the Guidance on ICAO Annex 3 requirements on aeronautical meteorology personnel competency standards shall be determined and communicated to States.

3. CONCLUSION

The ICAO Annex 3 prescribes that each Contracting State shall ensure that the designated meteorological authority complies with the requirements of the WMO in respect of qualifications, competencies, education, and training of meteorological personnel providing service for international air navigation. However, a number of States in the AFI Region have not yet implemented the competency standards for aeronautical meteorological personnel and are yet to put in place mechanisms to assess the competencies of their aeronautical meteorological personnel.

Therefore, IIM SG MET Project 4 shall provide guidelines to AFI Region States to ensure effective implementation of aeronautical meteorological personnel competency standards.

4. ACTION BY THE MEETING

The meeting is invited to:

- 4.1 Take note of the information presented in this Paper; and
- 4.2 Encourage States to participate in the upcoming activities of the Project (Completion of the Project Questionnaire, and Workshop on Personnel Competency standards)

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APPENDIX A

IIM MET Project 4 - Implementation of Aeronautical Meteorological Personnel Competency Standards in the AFI Region

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APPENDIX B

APIRG INFRASTRUCTURE AND INFORMATION MANAGEMENT

AFI Region	Project Description (DP)	DP ref.: IIM MET Project	
Programme	Title of the Project	Start	End
<p><i>Aeronautical Meteorology</i></p> <p>Project Facilitators: ICAO Regional Officer, MET - Dakar & Nairobi</p>	<p>Implementation of Aeronautical Meteorological Personnel Competency Standards in the AFI Region</p> <p>MET Project 4 Team:</p> <ul style="list-style-type: none"> • Project-Team Coordinator: Uganda • Experts contributing to the Project 4: Benin, Equatorial Guinea, Mauritania, Rwanda, Senegal, Togo, Uganda and ASECNA 	1/06/2023	30/06/2025
Objective	<p>Assist States in</p> <p>a) Complying with the requirements of the World Meteorological Organization (WMO) in respect of qualifications, competencies, education and training of meteorological personnel providing service for international air navigation.</p> <p>b) Implementing a competency assessment process for aeronautical meteorological forecasters (AMF) and aeronautical meteorological observers (AMO).</p>		
Scope	<p>The Project will benefit all AFI States and interested Organizations that have noted yet implementing competence standards for AMF and AMO as required by Annex 3 to Chicago convention.</p>		
Metrics	<ul style="list-style-type: none"> • Percentage of States with competences standards implemented for aeronautical meteorological forecasters and aeronautical meteorological observers. 		
Strategy	<ul style="list-style-type: none"> • Coordination of the project: The coordination of the project will be carried out by the Project Team Coordinator State - Uganda. • Implementation of the Project activities: Each member of the project team will be assigned specific task to be achieved as per the project work plan. • Supporting experts: Project team members will be supported by State National Coordinator for planning and implementation (NCPI), State technical Focal Point (TFP) in MET and Experts from industry. • Facilitation: Project Facilitators (ROs/MET, Dakar, and Nairobi). • Reporting on the project implementation: Project-Team Coordinator, upon completion of the tasks, will send the results to the Project Facilitators as a final document for submission to the IIM/SG. 		

Rationale	<p>a) Annex 3 to Chicago Convention prescribes that each Contracting State shall ensure that the designated meteorological authority complies with the requirements of the World Meteorological Organization (WMO) in respect of qualifications, competencies, education, and training of meteorological personnel providing service for international air navigation</p> <p>b) Number of States have not yet implemented the competency standards for aeronautical meteorological personnel and haven't put in place a mechanism to assess the competencies of their aeronautical meteorological personnel.</p>										
Targets	<table border="1"> <thead> <tr> <th>Metric</th> <th>Baseline (2022)</th> <th>Milestone, 2023</th> <th>Target, 2024</th> <th>Comments</th> </tr> </thead> <tbody> <tr> <td>Metric</td> <td>No data</td> <td>60%</td> <td>90%</td> <td></td> </tr> </tbody> </table>	Metric	Baseline (2022)	Milestone, 2023	Target, 2024	Comments	Metric	No data	60%	90%	
Metric	Baseline (2022)	Milestone, 2023	Target, 2024	Comments							
Metric	No data	60%	90%								
Status at the End of Project	90% of States with competencies standards implemented for AMF and AMO										
Related projects	d) All APIRG specifically projects requiring new competencies for aeronautical meteorological personnel										

Activity #	Activity Name	Beneficiary States /Bodies	Actors	Duration (in days)	Start	Finish
	<i>Implementation of MET Project 4</i>			700	1-Jun -23	30-Jun -25
1.1	<i>Coordination of the Project and implementation guidance material</i>					
1.1.0	IIM/SG Quarterly PTCs' Coordination Meeting and quarterly report on the implementation of Project activities	AFI States	<ul style="list-style-type: none"> • IIMSG Chair • Supported by Vice-Chair and PTC 	700	Q2 2023	Q2 2025
1.1.1	Establishment of the Project Team and designation of the Project Team Coordinator	AFI States	<ul style="list-style-type: none"> • ICAO 	30	1-Jun-23	30-Jun.-25
1.1.2	Training of the Project Team Members on the Project methodology and expected outcomes	Project Team Experts (PTEs)	<ul style="list-style-type: none"> • PTC • PTEs 	5	1-Jul-23	6-Jul-23
1.1.3	Review/update/development of project implementation guidance material	Project Team Experts (PTEs)	<ul style="list-style-type: none"> • PTC • PTEs 	58	1-Aug-23	30-Sept-23

1.2	Status of implementation of competences standard, Gaps analysis and development implementation Action Plan	AFI States		136	1-Oct.-23	15-Feb-24
1.2.1	Assist States in developing national regulation related competences standard for aeronautical forecasters and aeronautical observers in accordance with WMO standards	AFI States	<ul style="list-style-type: none"> • PTC • Project Team Expert (PTE) • Support from State TFP in MET 	29	1-Oct.-23	31-Oct-23
1.2.2	Assist States in determining the required number of aeronautical meteorological forecasters and aeronautical meteorological observers	AFI States	<ul style="list-style-type: none"> • TPC • PTEs 	29	1-Oct-23	31-Oct-23
1.2.3	Perform the gaps analysis by assessing the current competences of MET staff against the established competencies standards	AFI States	<ul style="list-style-type: none"> • Project Team Expert (PTE) • State TFP in MET 	30	1-Nov-23	31-Nov-23
1.2.4	Produce the report of the gap analysis	AFI States	<ul style="list-style-type: none"> • PTC • PTEs 	14	1-Dec-23	14-Dec-23
1.2.5	Develop Action Plan to address the deficiencies identified upon the gap analysis in terms of complementary training needs	AFI States	State (With the support of PTEs)	30	15-Dec-23	15-Jan.-24
1.2.6	Review and approve Action Plan to guide its implementation of identified deficiencies	AFI States	PTC	30	16-Jan-24	15-Feb-24
1.3	Monitoring the and assist State in the Implementation of State Action Plan			504	15-Feb-24	30-Jun-25
1.3.1	Task PTEs to assist beneficiary States as needed	AFI States	PTC	14	15-Feb-24	28-Feb-24
1.3.2	Provide assistance to States as needed through workshops, trainings, guidance, operational procedures, etc.	AFI States	Tasked PTEs	487	1-Mar-24	30-Jun-25
1.3.3	Coordinate the assistance activities conducted by PTEs	AFI States	PTC	487	1-Mar-24	30-Jun-25

	Provide monthly report to the PTC on their accomplishments	AFI States	PTEs	670	1 Jul. 2023	30-Jun.-25
1.3.4	Provide quarterly and annual Report on the progress of the Project activities	AFI States	PTC	670	Q3 2023	Q2 2025
1.4	<i>Project Exit Wrap up</i>			<i>30</i>	<i>1-Jun-25</i>	<i>30-Jun-25</i>
1.4.1	Review the Project achievements and failures	AFI States	PTC	30	1-Jun-25	30-Jun.-25
1.4.2	Document the lessons learnt and formulate recommendations for improvement	AFI States	PTC	30	1-Jun-25	30-Jun.-25
1.4.3	Present the termination report to the IIM/SG	AFI States	PTC	30	1-Jun-25	30-Jun.-25