



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: T 4/3.2:AP028/13 (MET)

21 February 2013

Subject: Seventeenth Meeting of the
Meteorology Sub-group (MET SG/17) of APANPIRG
(Bangkok, Thailand, 13 – 16 May 2013)

Action Req'd: Reply at your earliest convenience,
preferably, not later than **29 April 2013**

Sir/Madam,

I have the honour to inform you that the Seventeenth Meeting of the Meteorology Sub-group (MET SG/17) of APANPIRG will be held at the ICAO Regional Office, Bangkok, from 13 to 16 May 2013.

I have the pleasure to invite you to designate appropriate expert(s) from your Administration to attend the above meeting. The designated expert(s) may be accompanied by advisor(s), as appropriate. I would urge you to nominate expert(s) who are responsible for planning and implementation of MET facilities and services in your Administration.

The Provisional Agenda of the meeting is provided in Attachment 1. A Meeting Bulletin containing information about the arrangements for the meeting is in Attachment 2. Information about hotel accommodation and other useful information of interest to the participants could be found on the ICAO website at: <http://www.bangkok.icao.int/info.html>

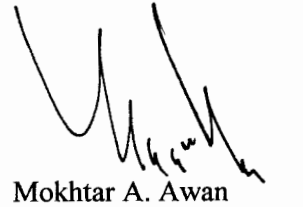
In order to enable this Office to take appropriate action, I would like to request you to:

- a) review the provisional agenda and submit suggestions for changes, if any; and
- b) submit working papers for presentation at the meeting in electronic format (MS Word or Adobe pdf) as early as possible, but not later than **29 April 2013**. This is necessary to facilitate States' internal coordination and the publishing of the papers on the ICAO website well in advance of the meeting. Papers received after **29 April 2013** will be considered as Information Papers only.

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I will be grateful if you could send any proposals for the agenda of the meeting, as well as, the completed Nomination Form(s) provided in Attachment 3 at your earliest convenience and not later than **29 April 2013**.

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



Mokhtar A. Awan
Regional Director ✓

Enclosures:

- Attachment 1: Provisional Agenda
- Attachment 2: Meeting Bulletin
- Attachment 3: Nomination Form



International Civil Aviation Organization

**SEVENTEENTH MEETING OF THE METEOROLOGY
SUB-GROUP (MET SG/17) OF APANPIRG**

Bangkok, Thailand, 13 – 16 May 2013

PROVISIONAL AGENDA

- Agenda Item 1: Adoption of agenda
- Agenda Item 2: Election of Chairperson and Vice Chairperson
- Agenda Item 3: Review
- 3.1 follow-up actions on reports of the CNS/MET SG/16 and APANPIRG/23 meetings
 - 3.2 relevant Action Items of 49th DGCA Conference
 - 3.3 outcome of AN Conf/12 on related issues
 - 3.4 outcomes of meetings of other related Sub-Groups of APANPIRG
- Agenda Item 4: World Area Forecast System (WAFS)
- 4.1 WAFS TF activities
 - 4.2 current status of WAFS implementation
 - 4.3 WIFS & SADIS/SADIS Secure ftp
 - 4.4 gridded forecasts (icing, turbulence and CB) and visualization
 - 4.5 cessation of GRIB1
- Agenda Item 5: Regional Implementation of International Airways Volcano Watch (IAVW)
- Agenda Item 6: Regional Implementation of International Tropical Cyclone Watch (ITCW)
- Agenda Item 7: Meteorological advisories, warnings and hazards
- 7.1 review of MET/H TF/3 meeting
 - regional VA contingency plan
 - 7.2 implementations of advisories and warnings
 - aerodrome warnings (including tsunami)
 - SIGMET for radioactive clouds
 - wind shear alerts & warnings
 - space weather
 - 7.3 review METWSG SIGMET advisory
 - 7.4 SIGMET Guide

Attachment 1

- Agenda Item 8: OPMET (TAF, METAR, SPECI) Exchanges
- 8.1 review of ROBEX TF/11 meeting
 - 8.2 availability of OPMET data
 - 8.3 timeliness and regularity of OPMET exchange
 - 8.4 SIGMET tests
 - 8.5 VAAC & RODB backup tests
 - 8.6 update on ROBEX Handbook and ICD
 - 8.7 optimization of the RODB structure in the APAC region
 - 8.8 digital exchange of OPMET using XML/GML
- Agenda Item 9: Review of regional procedures contained in the ANP/FASID
- Agenda Item 10: MET support to ATM
- 10.1 review of relevant ICAO meetings (ATMRPP, MARIE-PT)
 - 10.2 MET/R TF/3 meeting and MET/ATM Seminar 2013
- Agenda Item 11: Other MET issues (e.g. QMS, Competency & Training)
- Agenda Item 12: Performance Framework
- Agenda Item 13: Review of deficiencies in the MET field (APANPIRG Deficiency List)
- Agenda Item 14: Any other business



International Civil Aviation Organization

**SEVENTEENTH MEETING OF THE METEOROLOGY SUB-GROUP
(MET SG/17) OF APANPIRG**

13 – 16 May 2013, Bangkok, Thailand

MEETING BULLETIN

1. Schedule of Meeting

1.1 The opening session of the meeting will be held at 0900 hours on Monday, 13 May 2013 at the Conference Building of the ICAO Regional Office, Bangkok.

1.2 The daily order of business will be announced on the first day of the meeting.

2. Registration of participants

2.1 Participants are requested to register at the Registration Desk in the front of the ICAO Conference Room between 0830 and 0900 hours on the opening day of the Meeting. Participants are also requested to wear the identification badge all the time inside the ICAO premises.

3. Officers and Secretariat concerned with the Meeting

3.1 Mr. Peter Dunda, Regional Officer MET of the ICAO Asia and Pacific Office will act as Secretary of the Meeting. His contact addresses are as follows:

Mr. Peter Dunda, Regional Officer MET
Tel: +66 (2) 537-8189 to 97 Ext. 153
Fax: +66 (2) 537-8199
E-mail: PDunda@icao.int

3.2 The daily Meeting service is the responsibility of Ms. Sarangtip Sundarachampaka Administrative Officer. Ms. Sriprae Somsri, CNS/MET Secretary, will provide secretarial support.

4. Meeting documents for distribution

4.1 All working/information papers for the meeting will be posted on the ICAO APAC web site. Papers received after **29 April 2013** will be considered as Information Papers only. Participants are requested to submit papers via following email address and download and bring all meeting papers with them. No hard copy of papers will be distributed.

E-mail address for meeting documents: APAC@icao.int

4.2 Any ICAO publications required by the participants may be obtained from the ICAO Regional Office Library located on the first floor of the Secretariat building. These publications may be purchased or borrowed for reference during the Meeting and returned to the Librarian at the end of the meeting.

5. Location of the ICAO Regional Office and hotel accommodation

5.1 The ICAO Regional Office is located at 252/1 Vipawadee-Rangsit Road, Ladyao, Chatuchak, Bangkok next to the Petroleum Authority of Thailand (PTT) Headquarters and opposite the Sofitel Centara Grand Bangkok Hotel. It is about 40 km away from the Bangkok/Suvarnabhumi International Airport and about 12 km. from the Sukhumvit Road, where most of the recommended hotels are located. Location of the Regional Office and the route map of the Bangkok Mass Transit System (BTS, also known as the Skytrain) and MRTA Sub-way system (the Underground Metro) are published in the APAC website <http://www.icao.int/apac/> under the heading "Information for Visitors".

5.2 The nearest BTS (Skytrain) station to the Office is Mo Chit and the nearest MRTA station to the Office is Phahon Yothin. Detailed routing instructions are provided on the web site.

5.3 Participants may contact the hotels listed directly by telephone/fax/e-mail for reservation. Due to heavy demand for hotel accommodation reservations should be made as early as possible. The Regional Office would be pleased to assist participants in making hotel reservation, if required. **When making reservation, participants should mention that they are attending ICAO meeting to get the special room rate.**

5.4 Participants are requested to make their own arrangements for transportation from the airport to the city and from their hotels to the venue of the meeting.

5.4.1 Thai Airways International and Airport Taxi Services operate private limousine services from the airport to downtown Bangkok, at about Baht 1,000 per vehicle. Public taxi service is also available at the taxi stands at the airport. In addition to the fare indicated in the taximeter, 50 Baht surcharge is required to be paid for hiring a taxi from airport to city. The Bangkok Mass Transit Authority operates Airport Bus service to the city centre.

5.4.2 When departing, the hotel can arrange for transportation to the airport. Public taxis, which are less expensive than hotel taxis, are also available. Most taxis have a fare meter.

6. Passport, visa and customs

6.1 All foreign nationals entering Thailand must possess valid passports or other valid documents for travel. Participants from certain countries are not required to obtain visas for a temporary visit not exceeding 15 days. It should, however, be noted that the temporary visas issued upon arrival at the Airport cannot be extended beyond the period of 15 days except under extraordinary circumstances. It is, therefore, suggested that all participants consider obtaining official visas from the Royal Thai Embassy or Consulate prior to their arrival in Thailand. Participants may wish to obtain information on entry requirements by accessing the web page <http://www.mfa.go.th/main/en/services/123>

6.2 International certificates of vaccination against yellow fever are required if arriving within 6 days after leaving or transiting an infected area.

6.3 There are no restrictions on import of foreign currency. However, if the amount exceeds US\$10,000 it must be declared on entry. Foreign currencies may be taken out of the country up to the amount imported and declared. (Current exchange rate US\$1 = Baht 29.00 approx).

7. Other Useful Information

7.1 Time in Thailand is 7 hours ahead of Co-ordinated Universal Time (UTC+7).

7.2 International credit cards such as American Express, Diners Club, Visa, Master Card, etc. are normally accepted at major hotels and department stores.

7.3 All commercial banks exchange major foreign currencies and are open from 0830 to 1530 hours from Monday through Friday and some keep the foreign exchange counter open until 2000 hours during weekdays. Foreign exchange counters operated by various commercial banks are located at several places in the city and are also open during Saturdays and Sundays and on public holidays from 1000 to 2000 hours. To change travellers' cheques you are required to show your passport.

7.4 Weather in Bangkok is generally hot with high humidity. July is part of the wet season in Thailand, which lasts from May until October. More weather information can be obtained from the web site of the Thai Meteorological Department: <http://www.tmd.go.th/en/>

7.5 Most hotels add a 10% service charge to the room rate in addition to the government tax of 7%. Baggage boys at hotel expect at least Baht 20. At restaurants, a tip of about 10% is expected unless a service charge has been added to the bill.

7.6 Although the tap water in Bangkok is chemically treated, it is, however, recommended that participants drink only bottled water and beverages.



**SEVENTEENTH MEETING OF THE METEOROLOGY SUB-GROUP
(MET SG/17) OF APANPIRG**

**Bangkok, Thailand
13 – 16 May 2013**

Registration 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 Bangkok				

Note: Participants are expected to make their own hotel/visa arrangements

Please submit the completed form by 29 April 2013 via e-mail, fax or mail.

E-mail: APAC@icao.int
Fax: +66 (2) 537 8199
Mail: ICAO Asia/Pacific Office
 P.O. Box 11
 Samyaek, Ladprao
 Bangkok 10901, Thailand