



International Civil Aviation Organization

**FOURTH MEETING OF ASIA/PACIFIC METEOROLOGICAL
REQUIREMENTS TASK FORCE (MET/R TF/4)**

Tokyo, Japan, 2 – 3 July 2015

Agenda Item 1: Organizational matters

ADOPTION OF AGENDA

(Presented by the Secretariat)

SUMMARY

This paper presents the provisional agenda for review and adoption by the meeting.

1. Introduction

1.1. The overall objective of the Meteorological Requirements Task Force (MET/R TF) is to improve safety, efficiency and sustainability of air traffic management (ATM) and operators by promoting and facilitating implementation of meteorological (MET) services needed to meet current and future requirements. This paper presents a provisional agenda for review and adoption by the meeting as the basis on which to conduct discussions that specifically address the business and progress the work programme of the MET/R TF.

2. Discussion

2.1. Under the auspices of the Asia/Pacific Air Navigation Planning and Implementation Regional Group (APANPIRG) and the Meteorology Sub Group (MET SG), the MET/R TF is charged with specific tasks that promote coordination and collaboration in the fields of MET and ATM.

2.2. In its terms of reference, the MET/R TF conducts the following activities:

- Determine requirements for MET information in support of ATM (as well as ATM information in support of MET) and provide appropriate guidance material to assist States;
- Facilitate integration of MET information into ATM, airspace user systems and decision support tools;
- Facilitate implementation of sub-regional exchange of MET information;
- Promote coordination between MET and ATM;

- Facilitate application of MET information in support of CDM/ATFM;
- Facilitate implementation of SARPs for the delivery of MET information supporting ATM;
- Support development of ATM contingency plan(s);
- Support development of ATFM initiatives;
- Promote implementation of MET services in alignment with APAC regional priorities; and
- Report regularly to the MET SG.

2.3. A copy of the provisional agenda was provided with the MET/R TF/4 meeting invitation dated 20 April 2015 (State letter Ref.: T 4/3.2.7:AP067/15 (MET) refers) and is intended to guide the meeting discussions to address important issues within the scope of the TOR of the MET/R TF and to progress the work programme of the MET/R TF addressing the tasks and the expected target dates for their completion. A copy of the provisional agenda is provided in **the Attachment** to this paper for ease of reference.

3. Action by the Meeting

3.1 The meeting is invited to:

- a) Note the information contained in this paper;
- b) Discuss any relevant matters as appropriate; and
- c) Review the provisional agenda and adopt it as the agenda for the meeting.



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PROVISIONAL AGENDA

- Agenda Item 1:** Organizational matters
- Agenda Item 2:** Review of follow-up from previous meetings
- Agenda Item 3:** MET/ATM coordination
- Agenda Item 4:** MET required to support end user system (CDM, AT/ATFM)
- Agenda Item 5:** Sub-regional exchange of MET
- Agenda Item 6:** Future work programme
- Agenda Item 7:** Any other business
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