



International Civil Aviation Organization

**NINTH MEETING OF THE
COMMUNICATIONS/NAVIGATION/SURVEILLANCE AND
METEOROLOGY SUB-GROUP OF APANPIRG
(CNS/MET SG/9)**

Bangkok, Thailand, 11–15 July 2005

Agenda Item 9: Exchange of OPMET Information

THIRD OPMET MANAGEMENT TASK FORCE MEETING

(Presented by Rapporteur of OPMET M/TF)

SUMMARY

This paper reviews the work accomplished by the Third OPMET Management Task Force Meeting held in Bangkok, Thailand, 2 - 4 March 2005, and presents the work program developed by the meeting for review and consideration.

1. INTRODUCTION

1.1 The OPMET Exchange Task Force (OPMET/E TF) was established by Decision 13/29 of APANPIRG based on the proposal by the sixth meeting of the CNS/MET Sub-group held in Bangkok in July 2002 to address issues related to the ROBEX scheme and other OPMET exchanges.

1.2 The OPMET/E TF was renamed the OPMET Management Task Force (OPMET/M TF), with revised terms of reference, work program and composition, at the CNS/MET SG/7 meeting held in Bangkok from 15-21 July 2003 and endorsed at the APANPIRG/14 meeting held in Bangkok from 4 to 8 August 2003. The TORs and the work programme of the group were again updated by the CNS/MET SG/8 meeting and APANPIRG/15; they are provided in Attachment A to this paper.

1.3 This paper represents the work accomplished by the Third Meeting of the Task Force. Electronic version of the full report of the 3rd meeting of the Task Force with relevant Appendices is available on the ICAO web at: http://www.icao.int/cgi/goto_m_apac.pl?apac/meetings.htm.

2. DISCUSSION

2.1 The OPMET/M TF/3 Meeting was held in Bangkok from 2 – 4 March 2005. The meeting was attended by experts from Australia, Hong Kong China, India, Indonesia, Japan, Singapore, Thailand, Vietnam and IATA.

2.2 The meeting reviewed the TOR and work program of the group as endorsed by APANPIRG/15 and decided that no further changes were necessary. Nevertheless, the CNS/MET Sun-group is invited to review them again and propose any changes as necessary. The meeting further reviewed the List of Action Items adopted by its second meeting. It was identified that good progress had been made of the Action Items with 22 completed and 18 on-going or of permanent nature. The meeting also agreed to rearrange the Action Items with a completed tasks and on-going tasks in separate sheets. Detailed information on the status of the tasks is provided in Appendix B, *Revised list of Action Items by OPMET/M/TF/3 meeting*, of the full Meeting Report, which is reproduced in Attachment B to this paper

Major achievements

2.3 The meeting appreciated some major achievements, such as the finalization and publication of the new editions of the ROBEX Handbook and the OPMET data banks ICD. Both documents were distributed in hard copy and CD-ROM to all ASIA/PAC and MID States, as well as being posted on the ICAO web site. In view of the completion of these important tasks the meeting felt that in the future the focus of the work should be on developing monitoring and quality management procedures for the OPMET exchange and ensuring full availability of the required OPMET information from the region.

2.4 IATA expressed appreciation of the fact that since the first meeting of the OPMET/M TF the availability of OPMET data from the ASIA/PAC region on SADIS and ISCS has noticeably improved. Nevertheless there were a number of shortfalls yet to be resolved. IATA had conducted monitoring over a limited time period and the meeting agreed that further verifications of the shortfalls from the IATA monitoring should be carried out through monitoring exercises by all RODBs in coordination with the Secretariat.

Follow-up of APANPIRG/15

2.4 The meeting discussed the outstanding follow-up action on APANPIRG conclusions related to OPMET exchange:

- Conclusion 15/37, *Fostering the standardization of OPMET information in the Asia/Pacific region*. From the previously identified serious discrepancies in the format of METAR and TAF message and bulletins, it was agreed that a State letter should be sent by ICAO to all States in the region emphasizing the need for full compliance with the format of OPMET messages specified by WMO and ICAO
- Conclusion 15/38, *New data type designators for bulletins containing special air-reports*, has been addressed to the WMO.
- Conclusion 15/39, *Feasibility of extending the validity of TAF to 30 hours*, was not yet initiated.
- Decision 15/40, *Planning for migration to BUFR-coded aeronautical meteorological messages*, the meeting agreed that a joint meeting with the ATN Transition Task Force of APANPIRG should be carried out in early 2006 to discuss the regional plan for the transition.

2.6 The group discussed the OPMET data shortfalls in the Pacific Region and the proposed survey of the availability of METAR and TAF from the Pacific States. Preliminary work determined which bulletins were sent on AFTN or GTS. A letter and accompanying survey questionnaire was sent to all Pacific States in late January 2005. The results of the survey were very disappointing (further details are in a separate paper of this meeting).

AIREP Survey

2.7 The AIREP Team conducted a survey on the AIREP exchange in the ASIA/PAC region in order to verify the current exchange procedures and to check the availability and correctness of the AIREP bulletins. A survey questionnaire was developed and sent to ROBEX centres, with the survey conducted over a 10-day sampling period. The core group of the AIREP Team, comprising experts from Brisbane and Singapore presented the final comprehensive analysis of the survey responses by 15 ROBEX centres. The full report is available on the ICAO ASIA/PAC web site as WP/8 for the OPMET/M TF/3 meeting. The results and recommendations are in a separate paper.

2.8 Knowing the importance of special AIREP for the issuance of SIGMET, the meeting expressed concern at the extremely low availability of these reports. It was felt that an additional investigation should be carried out to find out the reasons. In this regard, the meeting requested the member from IATA to look at this issue and consult with airlines.

2.9 The meeting also addressed the additional issues from the AIREP survey:

- Use of GTS instead of AFTN
- Irregularities in the AIREP exchange
- Formatting errors

The meeting felt that additional guidance should be provided to the ROBEX centres in order to improve the current situation with the AIREP exchange. It was also decided that States would be consulted on the future requirements for the AIREP exchange, whether the UA bulletins should be excluded from the ROBEX scheme.

Operations of the RODBs and Inter-regional exchange

2.10 Representatives of the RODBs Bangkok, Brisbane, Singapore and Tokyo presented to the meeting information on the current status of the operations of their respective centres. The meeting concluded that all RODBs have been operating satisfactorily during the period since the OPMET/M TF/2 in February 2004. It was identified that there was a tendency towards standardizing the procedures and improving the availability of information from the region. The Secretariat was requested to introduce all reported changes in the ROBEX handbook and ICD document.

2.11 RODB Tokyo was averaging 460 requests per day for METAR and TAF; the group saw this as a serious problem. It was felt that to correct some of the requests and formatting errors, generated by airline users, that IATA should provide a link to the electronic version of the ICD document via some IATA web site.

2.12 Following discussion on the Inter-Regional Exchange, it was concluded that the current exchange with EUR, MID and NAM Regions was satisfactory. It was necessary to clarify the situation with the exchange between ASIA/PAC and AFI and ASIA/PAC and SAM regions. The Secretariat would coordinate corresponding with ICAO Offices in these regions and advise the group at the fourth meeting.

Regional guidance material on OPMET exchange

2.13 The meeting recalled that the 12th edition of ROBEX Handbook was published by the ICAO Office, Bangkok in November 2004. The Handbook was distributed in hard copy and CD-ROM to all States in ASIA/PAC Region. Copies of the Handbook were also sent for distribution in the MID ICAO Region and for information to all other ICAO Regions. The Handbook was also made available on the ICAO web site in pdf format

2.14 The meeting discussed the need for updating and amending the ROBEX Handbook with the following areas for improvement identified:

- In light of the AIREP survey results, Chapter 9, AIREP Exchange needs reviewing
- Chapter 12, *Management of OPMET exchange under the ROBEX scheme*, was yet to be developed. Quality Control was one of the most important parts of the Chapter and a QC Team was established to collect information on existing quality control procedures and prepare a draft text ready for TF/4 meeting in 2006.
- Appendix G, *Exchange of OPMET data between regions*, was included without change because no updates were received. Information will be sought to update Appendix G by TF/4 meeting in 2006.
- The meeting requested a “Record of Amendments” sheet in the beginning of both the ROBEX handbook and the ICD, as well as revision date in the web version to facilitate tracking changes.

2.15 The 3rd edition of the ASIA/PAC OPMET Data Banks Interface Control Document (ICD) was published in hard copy and CD-ROM and distributed in November 2004 to all States in ASIA/PAC Region. Copies of the ICD were also sent for information to the other ICAO Regions. The ICD is available on the ICAO web site in pdf format.

2.16 The meeting addressed the following outstanding issues related to the ICD:

- Standard format of the reply message, as used by EUR OPMET, although the usefulness in the ASIA/PAC region was not clear.
- Standard format of RODB’s OPMET Data Catalogue, only Bangkok and Singapore have a common format, other RODBs were encouraged to adopt the same format.
- Syntax of request/reply procedures for FK and FV bulletins. The meeting agreed that a syntax was possible but would require further investigation.
- Development of a unified ASIA/PAC OPMET Catalogue.

2.17 The meeting expressed appreciation to the expert from Brisbane RODB for the tremendous work done in creating the **ROBEX Database** developed by means of Microsoft Access, a very useful tool for managing the OPMET exchange in the region. The database contains detailed information related to all ROBEX bulletins and centres/aerodromes. It is a query-driven application that allows for a variety of searches and generation of different tables and reports. It was envisaged that the Database would be used by all ROBEX Centres and RODBs, as well as by the ICAO Secretariat, together with the main regional guidance documents, the ROBEX Handbook and the ICD. The Database would also be very instrumental in compiling the unified ASIA/PAC OPMET Catalogue. It was agreed that the Database be tested by all members and then presented to CNS/MET SG/9 meeting for consideration.

OPMET monitoring and related procedures

2.18 The meeting expressed appreciation to the experts from Singapore and Bangkok, as well as to IATA for presenting interesting OPMET monitoring results and developments. The meeting reinstated its previous views that the monitoring of the exchange should be harmonized and performed routinely by all RODBs in the region. In this regard, it was decided that the quality control Team (QC Team) should also undertake the task of designing the monitoring procedures and performance indicators for the ASIA/PAC region.

2.19 OPMET bulletin update procedures were considered by the meeting, with the introduction of a notification of the update to AFTN users by means of a standard METNO message. The members would study the feasibility of introducing the notification and if agreed it would be included in the ROBEX Handbook.

2.20 The meeting recalled APANPIRG Conclusion 15/42, *Conducting SIGMET tests in the Asia/Pacific region*, which called for ICAO to invite all States in the Region to participate in the tests. The following action has been undertaken:

- Test for SIGMET for volcanic ash and tropical cyclones conducted – tests were extremely useful in revealing deficiencies.
- Draft procedures for general SIGMET test presented to meeting – test date to be set.

2.21 OPMET Data Banks and quality control procedures were discussed by the meeting, which expressed concern at the large number of bulletin header errors that were being identified by all centres. Therefore, the meeting agreed that quality control procedures should be harmonized and automated to the extent possible. The meeting agreed that a QC Team should be set up to study the problem and report to the OPMET/M TF/4 meeting in March 2006. The QC Team will comprise members from all RODBs with the member from Singapore acting as coordinator of the Team.

2.22 The meeting discussed proposals for harmonization of the FASID MET Tables related to the OPMET exchange and the similar tables in other documents: ROBEX Handbook, ICD and SADIS User Guide. The meeting recognized that all FASID Tables related to ROBEX and other OPMET exchanges needed significant updates. It was recalled that these tables were introduced a long time ago under completely different communications capabilities. In their current format FASID Tables MET 2A and 2B were difficult to update, since the update procedures involved all States and regions and many States outside the region. On the other hand the usefulness of these tables for the users was questionable. Some of the requirements in the tables were in contradiction with Annex 3.

2.23 The meeting discussed the possibility that the two tables could either be replaced by a table similar to SUG Annex 1, or completely abolished. Based on the discussion the meeting agreed that a proposal for amendment/replacement or deletion of FASID Tables related to OPMET exchange is prepared for discussion by CNS/MET SG/9 meeting.

2.24 Based on the discussions on the different agenda items of the meeting, the list of action items was updated by the meeting with corresponding target dates and responsibilities as shown in *Appendix B to the report*. It was expected that during the period between meetings the group should continue working actively by correspondence.

3. ACTION BY THE MEETING

3.1 The meeting is expected to:

- a) review the report of the OPMET/M TF/3 Meeting and the updated list of action items; and
- b) discuss and amend as necessary the terms of reference and the future work to be done by the task force.

TERMS OF REFERENCE OF ASIA/PAC OPMET MANAGEMENT TASK FORCE

ASIA/PAC OPMET MANAGEMENT TASK FORCE (OPMET/M TF)

1. Terms of Reference

- Review the OPMET exchange schemes in the ASIA/PAC and MID 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 ROBEX exchange and other exchanges 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 ASIA/PAC and other ICAO Regions (ASIA/PAC ATN Transition TF, BMG EUR Region, CNS/MET SG MID Region, etc.).

2. Work Programme

The work to be addressed by the ASIA/PAC OPMET Management Task Force includes:

- (a) to examine the existing and any new requirements for OPMET exchange in ASIA/PAC and MID regions and assess the feasibility of satisfying these requirements, taking into account the availability of the data;
- (b) to keep under review the ROBEX scheme and other OPMET exchange schemes and prepare proposal for updating and optimizing of the schemes;
- (c) to review and update the procedures for interregional OPMET exchange and ensure the availability of the required ASIA/PAC and MID OPMET data for the AFS satellite broadcasts (ISCS and SADIS);
- (d) to 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 exchange of all required OPMET data types: SA, SP, FC, FT, WS, WC, WV, FK, FV, UA;
- (e) to conduct trials and develop procedures for monitoring and management of the OPMET exchange; to foster implementation of quality management of OPMET data by the ROBEX centres and the RODBs;

Note: It is recommended that the EUR OPMET quality control and management procedures be reviewed and utilized in developing similar procedure for the ASIA/PAC and MID Regions.

3. Composition

- (a) The Task Force is composed by experts from:

Australia (Rapporteur); China; Fiji; Japan; Hong Kong, China; Indonesia, Singapore; Thailand; United Kingdom and United States;

- (b) Representatives of IATA, EUR BMG and MID OPMET Bulletin Board are invited to participate in the work of the Task Force

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List of Action Items
(OPMET/M TF/3 Meeting, 2 – 4 March 2005)

PART III – New Action Items adopted by OPMET/M TF/3

Item No.	Field	Description	Action	Status	Target Date	To be done by
1	2	3	4	5	6	7
PART 1. Operational Issues						
05-1 (p. 2.4.5)	<u>1.1 Data Management</u>	OPMET DATA Availability - ASIA OPMET Shortfalls - PAC Data shortfalls	Follow-up the reported shortfalls by IATA		July 2005	TF members and ROBEX centres; Secretariat to coordinate
05-2 (p. 2.4.6)		- Check if the content of OPMET information on SADIS and ISCS is identical	Coordinate with SADISOPSG and Provider States		June 2005	Secretariat
05-3 (p.2.4.7)		OPMET data from Viet Nam	Advise of availability		July 2005	Viet Nam
05-4 (p.2.3.2, 2.3.3)		Improve the inter-regional exchange	Coordinate with ICAO Paris the exchange between ASIA/PAC and MID; Coordinate with ICAO Dakar and Nairobi the exchange between ASIA/PAC and AFI; Coordinate with ICAO Lima the exchange between ASIA/PAC and SAM		End of 2005	Rapporteur, Secretariat

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Item No.	Field	Description	Action	Status	Target Date	To be done by
1	2	3	4	5	6	7
05-5 (p.3.2.3.3)	<u>1.2 Procedures</u>	Request format for FK and FV bulletins	RODBs to introduce request format with dummy CCCC identifier		End of 2005	RODBs
05-6 (p.4.2.4)		Bulletin changes notification via AFTN	Introduce METNO bulletin		Next meeting	All ROBEX centres in coordination with Secretariat
2005-7 (p. 2.1.2)	<u>1.3 Standardize formats</u>	METAR and TAF format	TF Members to provide examples of wrongly formatted messages		1 May 2005	All members
2005-8 (p.2.2.6)		Format of request message to RODBs	Users to be informed of the format; IATA to provide web link to the ICD		-July 2005	IATA
2. Studies necessary for improvement/optimization						
2005-9 (p.2.1.14)	<u>2.1 AIREP</u>	Follow-up the AIREP survey	<ul style="list-style-type: none"> - Send AIREP report to all ROBEX Centres – receive feed-back - Present the survey report at CNS/MET SG/9 - Decide on AIREP exchange in ROBEX 		1 May 2005 July 2005 Next meeting	AIREP Team and Secretariat
2005-10 (p.4.3.1.5)	<u>2.2 SIGMET and advisories</u>	Follow-up SIGMET tests	Present results of the VA and TC tests at CNS/MET SG/9; Advise States with identified deficiencies		July 2005	SIGMET Team, Secretariat

Item No.	Field	Description	Action	Status	Target Date	To be done by
1	2	3	4	5	6	7
2005-11 (p.4.3.1.8)		Conduct tests for WS SIGMET	Present the draft procedures at CNS/MET SG/9 and coordinate date		July 2005	SIGMET Team
3. Regional Guidance documents						
2005-12 (p. 2.2.9)	<u>3.1 ROBEX Handbook</u>	Update ROBEX Handbook	Update with the information received during the meeting		June 2005	Secretariat
2005-13 (p. 3.1.2.2, 4.1.6, 4.4.4)		Finalize the chapter on OPMET Management	Develop QC procedures; Develop monitoring procedures		Next meeting	QC Team (all RODBs, Rapporteur – Singapore)
2005-14 (p.3.1.2.3)		Review and update Appendix G	Coordinate with the Regions concerned		End of 2005	Secretariat
2005-15 (p. 3.1.3)		Introduce “Record of Amendments” page	Develop page and include in the updated version on web		June 2005	Secretariat
2005-16 (p.2.2.9)	<u>3.2 ICD</u>	Update ICD	Update with the information received during the meeting		June 2005	Secretariat
2005-17 (p.3.2.3.3)		Format of RODB’s OPMET catalogues	Standardize all OPMET catalogues		End of 2005	RODBs
2005-18 (p.2.3.7)		Introduce Back-up procedures	Add an appendix in the ICD with the back-up arrangements between SIN and BKK		June 2005	Secretariat, RODB Bangkok and Singapore

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Item No.	Field	Description	Action	Status	Target Date	To be done by
1	2	3	4	5	6	7
2005-19 (p.3.2.6)	<u>3.3 ROBEX DB & Catalogue</u>	Development of the ROBEX Database (MS Access application)	<ul style="list-style-type: none"> - Members to test the beta-version and provide feed-back to Brisbane; - Database to be presented at CNS/MET SG/9 		1 June 2005 July 2005	All Members
2005-20 (p.3.2.6)	<u>3.4 FASID</u>	Harmonize OPMET information in different documents	Prepare amendment proposals for OPMET related FASID Tables for consideration by CNS/MET SG/9		July 2005	Secretariat in coordination with all Members
5. Liaison with other groups						
2005-21 (p.5.4)	<u>5.1 Groups</u>	ATN/T Task Force	Coordinate with the ATN/T TF (or its successor) a joint meeting in 2006 to discuss BUFR transition issues		April 2005	Rapporteur, Secretariat
		Other ICAO Regions	Send report		April 2005	Secretariat
6. Administrative						
	<u>6.2 Composition of the TF</u>	New members	Advice CNS/MET SG/9 on the participation of India and Viet Nam in the work of the TF		July 2005	Secretariat

**List of Action Items
(OPMET/M TF/3 Meeting, 2 – 4 March 2005)**

PART II – Outstanding Action Items adopted by OPMET/M TF/1&2

Action Item ID	Paragraph from the Report	Action	Status	Target Date	TF Member(s)
3.6	3.6 (2), 4.12	Survey of the availability of METAR and TAF from the Pacific States (based on FASID Table MET 1A and SUG Annex 1)	Ongoing IP presented for TF3 meeting	July 2004	Fiji Australia United States
3.7	3.9	Harmonization of the format and content of OPMET related Tables in different documents; change of format of FASID Tables MET 4A and 4B	Ongoing	July 2004	Secretariat
3.8	3.10	Change of OPMET bulletin structure from multinational to national	Ongoing.	2005	Secretariat, Rapporteur, ROBEX centres
3.14	3.20	Introduction of mirroring of Databank's content (first phase)	Ongoing	31 December 2004	Bangkok Singapore Tokyo
3.15	3.21	Further standardization of access procedure to the ASIA/PAC RODBs	Ongoing	Along with action item 5.3	All RODBs Secretariat Rapporteur
3.16	3.23	Study of the possibilities of the RODBs to provide ftp and Internet access to OPMET related information.	Completed Ongoing	31 March – web place for the OPMET/E TF February 2005	Australia Other RODBs
4.1/1	4.2	Preparation of a modified OPMET update procedure for ASIA/PAC based on the EUR procedure	Ongoing	July 2004	Secretariat
7.1	7.2	Resolving operational problems with OPMET bulletins	Ongoing	Permanent Task	Rapporteur Secretariat

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List of Action Items
(OPMET/M TF/2 Meeting, 10 – 13 February 2004)

Item No.	Field	Description	Action	Status	Target Date	To be done by
1	2	3	4	5	6	7
PART 1. Operational Issues						
2004-1	<u>1.1 Data Management</u>	OPMET DATA Shortfalls - ASIA OPMET Shortfalls - PAC Data shortfalls - MID data shortfalls	Prepare list of missing OPMET data by Region and inform States	Ongoing	July 2004	TF members and ROBEX centres
		New Bulletins - Indonesia - Papua New Guinea - East Timor - Others	States planning for new bulletins to inform Secretariat when ready	Ongoing Problems PNG, Nauru, Honiara, East Timor non-receipt of regular data	All new bulls to be introduced not later than 1 Jan 2005	TF members, Secretariat
		Filing time of TAF by Japan	Japan to correct the procedure for filing time for the TAFs in accordance with Annex 3 and ASIA/PAC ANP		To be advised	Japan
2004-2	<u>1.2 Procedures</u>					
		Consultation with US on the way to send ASIA/PAC OPMET data to US	Coordination by RODBs concerned		May 2004	RODB Tokyo, Brisbane, Nadi
		How to handle Irregular METARs/TAFs	Require information on the availability of METAR and TAF during the day	Ongoing	July 2004	Secretariat

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Item No. 1	Field 2	Description 3	Action 4	Status 5	Target Date 6	To be done by 7
2004-3	<u>1.3 Standardize formats</u>					
		Clarification PIREP – Japan	Remove “PIREP” from SPECIAL AIREP messages		-	TF member from Japan
2. Studies necessary for improvement/optimization						
2004-4	<u>2.1 AIREP</u>					
2004-5	<u>2.2 SIGMET and advisories</u>	<ul style="list-style-type: none"> - Continue survey on the SIGMET headings; - Survey advisories headings; - Survey dissemination schemes used by MWO 	<ul style="list-style-type: none"> - Finalize SIGMET table for ROBEX - Prepare proposal for optimization of dissemination schemes - Proposal for SIGMET tests 	Ongoing WP TF3	April 2004 Rest of the task – TF/3 meeting	SIGMET Team: Rapporteur – Chair, assisted by all RODBs
3. Regional Guidance documents						
2004-6	<u>3.1 ROBEX handbook</u>					
2004-7	<u>3.2 ICD</u>	Update information for RODB Nadi	Nadi RODB to provide updated information		April 2004	Nadi RODB
		Decide standardized ‘reply’ message	Decide is it necessary, is it possible, software changes required.	Ongoing	May 2004	Secretariat in coordination with RODBs
2004-8	<u>3.3 DB & Catalogue</u>					
		<ul style="list-style-type: none"> - Complete DB OPMET data from ASIA/PAC & MID - Add Available OPMET from other Regions 	RODBs to update data	Updated the SIN DB Catalogue September 2004	June 2004	RODBs Singapore RODB

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Item No.	Field	Description	Action	Status	Target Date	To be done by
1	2	3	4	5	6	7
		Use of DB on trial basis.	<ul style="list-style-type: none"> - RODBs to trial use of DB - OPMET/M TF/3 to review and prepare proposals for further use 	Ongoing	February 2005	RODBs Secretariat DB to be checked & trailed following TF2 meeting
4. Quality Management Procedures						
2004-9	<u>4.1 Monitoring exercises</u>	Continue monitoring trials against <ul style="list-style-type: none"> - ROBEX Tables - FASID Tables (ASIA/PAC, MID) - SUG Annex 1 	RODBs to perform monitoring exercises as appropriate; RODBs to share data sets and monitoring results	Ongoing	2004	All RODBs Sampling process implemented
		Decide performance indices & presentation styles	Paper for TF/3 meeting		End of 2004	RODBs to coordinate and decide
		Exchange operational data sets	Send data on CD or via FTP		May 2004	Brisbane RODB to coordinate
		Standardize monitoring procedures	Exchange information via e-mail and prepare proposal for TF/3 meeting		Late 2004	RODBs; TF members
2004-10	<u>4.2 ROBEX update procedures</u>	Revise APANPIRG conclusion regarding the use of EUR OPMET procedure	Revisit the EUR procedure and amend it according to the regional practice		July 2004	Secretariat

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Item No. 1	Field 2	Description 3	Action 4	Status 5	Target Date 6	To be done by 7
2004-11	<u>4.3 SIGMET monitoring procedures</u>	Develop procedure for SIGMET monitoring	To be developed base on the SIGMET study by the SIGMET Team	Ongoing WP presented to TF3 Meeting		SIGMET Team
5. Liaison with other groups						
2004-12	<u>5.1 Groups</u>	<ul style="list-style-type: none"> - ATN/T Task Force - MID CNS/MET SG - MID Bulletin Management Group - BMG - US NWS - Other ICAO Regions 	<p>MID pass to Secretariat resolution of meeting</p> <p>Request for Rapporteur to attend meeting</p> <p>Send report</p> <p>Send report</p> <p>Send report</p>	<p>Ongoing</p> <p>Unable to attend</p>		Rapporteur, Secretariat

List of Action Items
(OPMET/M TF/3 Meeting, 2 – 4 March 2005)

PART I – Completed Action Items adopted by OPMET/M TF/1&2

Action Item ID	Paragraph from the Report	Action	Status	Target Date	TF Member (s)
2.1	2.1.6	Consultation with ATN Transition TF on the possible impact on OPMET Data exchange; report to OPMET/E TF/2	Closed (superseded by action item by OPMET/M TF/3)	Permanent task	Secretariat (RO/CNS)
3.1	3.2	Provide the Secretariat with updated information on the AIREP exchange in ASIA/PAC	Completed	July 2004	AIREP Team
3.2	3.3	Preparation of a draft proposal for the re-composition of the ROBEX scheme based on the current MCC and TCC centres	Completed	15 April 2003 to be reported to CNS/MET SG/7 July 2003	Secretariat
3.3	3.4	Introduction of the new terminology to the ROBEX Handbook and other relevant documents	Completed	April 2003 to be reported to CNS/MET SG/7 July 2003	Secretariat
3.4	3.5	Coordination of the ROBEX Tables with the ROBEX centres	Completed	Tables sent to States before 30 April 2003 Replies from States before 15 June 2003	Secretariat All Members

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Action Item ID	Paragraph from the Report	Action	Status	Target Date	TF Member (s)
3.5	3.6 (1)	Australian METAR and TAF bulletins to be rearranged to include all required international aerodromes	Completed	March 2004	Australia
3.10	3.14	Deletion of obsolete EUR AFTN addresses from the distribution lists of ROBEX centres	Completed (Distribution lists for FTSR31, FTSR32 & FCSR31)	July 2004	Singapore ROBEX Centre
3.11	3.14, 3.15, 3.16	Designation of inter-regional OPMET Gateways as single contact points for other regions	Completed	Continuous implementation	Singapore Bangkok Tokyo Secretariat
3.12	3.17	RODB Bangkok to provide back-up to RODB Singapore as IROG for EUR	Completed	April 2004	Bangkok Singapore Secretariat
3.13	3.19	ASIA/PAC RODBs to handle all OPMET data types	Completed	31 May 2003	All RODBs
3.16	3.23	Study of the possibilities of the RODBs to provide ftp and Internet access to OPMET related information.	Completed Ongoing	31 March – web place for the OPMET/E TF February 2005	Australia Other RODBs
4.1	4.2	Proposal for transforming the Task Force into a “Management Group”	Completed	CNS.MET SG/7 Meeting July 2003.	Secretariat

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Action Item ID	Paragraph from the Report	Action	Status	Target Date	TF Member (s)
4.2	4.3	NO messages generated in EUR to be distributed to ASIA/PAC	Completed	ASAP	Rapporteur of BMG
4.3	4.7	Introduction of the EUR monitoring procedure by RODB Bangkok on a trial basis; provision of relevant software by UK	Completed	First 24-hour trial – AIRAC date 2 May 2003	Bangkok UK Secretariat
5.1	5.1	Preparation of the new edition of the ROBEX Handbook	Completed	Submission of the first draft to the ROBEX centres for review, comments and proposals – 30 April 2003	Secretariat
			Completed	- Responses by the ROBEX centres – 15 June 2003	ROBEX centres
				- Final draft to be presented at the CNS/MET SG/8 Meeting, July 2004	Secretariat
5.2	5.3	Singapore RODB to provide Secreatriat with information on the current availability of EUR OPMET data	Completed	30 April	Singapore

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Action Item ID	Paragraph from the Report	Action	Status	Target Date	TF Member (s)
5.3	5.4	Preparation of the new edition of the Asia/Pacific Regional ICD for OPMET Data Bank Access Procedures	Completed	July 2004	Secretariat RODBs

List of Action Items

(OPMET/M TF/2 Meeting, 10 – 13 February 2004)

Item No.	Field	Description	Action	Status	Target Date	To be done by
1	2	3	4	5	6	7
PART I. Operational issues						
2004-2	<u>1.2 Procedures</u>		1.			
		Inclusion all RODB addresses in distribution lists for all bulletins	List to be provided after verification All ROBEX centres informed on RODBs addresses	Completed	May 2004	1. Australian member 2. All RODBs, Secretariat
		Deletion of obsolete EUR AFTN addresses (avoid duplication)	1. Letter to ROBEX Centres 2. Checking and removing duplications	Deleted obsolete EUR AFTN addresses in FT & FC bulletins July 2004	May 2004	1. Secretariat 2. RODBs/ ROBEX centres Singapore Australia
2004-3	<u>1.3 Standardize formats</u>	Use of BBB group	Detailed explanation in ROBEX Handbook	Completed	April 2004	Secretariat
		Changes METAR & TAF Amd 73	1. Coordinate with the HQ and inform TF members 2. Conclusion for APANPIRG/15 State letter		1. March 2004 2. July 2004 3. August 2004	Secretariat; TF

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Item No.	Field	Description	Action	Status	Target Date	To be done by
1	2	3	4	5	6	7
		SIGMET Headers	Prepare a new ROBEX Table	Completed	April 2004	Secretariat
		AFTN Address Brisbane RODB	Provide one address for use by all centres concerned	Completed	May 2004	TF member from Australia
2. Studies necessary for improvement/optimization						
2004-4	2.1 AIREP	Study: - current situation with collection/dissemination; - current use of AIREP by Met Offices; - proposals from States for improvement.	1. Prepare a questionnaire and send to all States concerned 2. Prepare proposal for amendment of ROBEX scheme as necessary	Completed Report TF3	July 2004	AIREP Team: Singapore & Australia – chair, assisted by RODBs & ROBEX
3. Regional Guidance documents						
2004-6	<u>3.1 ROBEX handbook</u>	Editorial changes proposed at the meeting	All changes agreed to be introduced by Secretariat	Completed	May 2004	Secretariat
		Add information on procedures for splitting the long bulletins	Include information in Appendix F	Completed	May 2004	Secretariat
		Clarify provision about filing times, obs. times & DTG SPECI	Consult with the HQ	Completed	May 2004	Secretariat
		New table short TAF	Prepare table	Completed	May 2004	Secretariat
		New table SIGMET	Prepare table	Completed	May 2004	Secretariat

Item No.	Field	Description	Action	Status	Target Date	To be done by
1	2	3	4	5	6	7
		Update MID Region ROBEX tables	Information to be provided by the MID Region	Completed	May 2004	Secretariat
		Final draft – all ROBEX centres (incl MID)	Send to TF members for coordination; Present at CNS/MET SG/8	Completed	June 2004	Secretariat
2004-7	<u>3.2 ICD</u>					
		Standardize the ICD with a “common” part and appendices	Remove ‘common’ part from current Appendices – describe differences for RODB’s only	Completed	May 2004	Secretariat in coordination with RODBs
		Final draft	Send to TF members for coordination; Present at CNS/MET SG/8	Completed	July 2004	Secretariat, RODBs
2004-8	<u>3.3 DB & Catalogue</u>	Distribute DB from Brisbane to RODBs and ICAO	Finalize DB distribute to RODBs	Completed CD at TF3	April 2004	Australia
4. Quality Management Procedures						
2004-9	<u>4.1 Monitoring exercises</u>	Present monitoring results at CNS/MET SG/8	Bangkok to prepare a paper for CNS/MET SG/8 showing result of monitoring	Completed	July 2004	Bangkok RODB
6. Administrative						
2004-13	<u>6.1 Improving efficiency of the TF</u>	Focal point ROBEX centres	Rapporteur to write State letter requesting nomination of focal person	Completed	April 2004	Rapporteur, Secretariat
2004-13	<u>6.1 Improving efficiency of the TF</u>	Use of WEB site - Report TF Discussion Group	Investigate possibility of discussion email/web group	Completed		Rapporteur

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Item No.	Field	Description	Action	Status	Target Date	To be done by
1	2	3	4	5	6	7
		Reporting CNS/MET SG/8	Report to be prepared and presented	Completed	July 2004	Rapporteur
		Include Indonesia as a member of the group	Present proposal to CNS/MET SG/8	Completed	July 2004	Secretariat
	<u>6.2 Composition of the TF</u>	Invite India to join the group	Send invitation letter	Completed	December 2004	Secretariat