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منظمة الطيران
المدني الدولي

国际民用
航空组织

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21 October 2014

**Subject: Twelfth Meeting of the Meteorology Sub-Group (MET/SG/12),
Dakar, Senegal, 1 to 5 December 2014.**

**Follow up Action: To confirm participation before 8 November and provide papers
before 15 November 2014.**

Sir/Madam,

I have the honour to inform you that the twelfth meeting of the Meteorology Sub-Group (MET/SG/12) of the AFI Planning and Implementation Regional Group (APIRG) will be held in **Dakar, Senegal, from 1 to 5 December 2014** at the ICAO Western and Central African (WACAF) Regional Office. The provisional agenda and the information bulletin which includes the list of hotels and their rates are given at **Appendixes A and B** to this letter.

As you may be aware, APIRG, at its extraordinary meeting held in Zambia from 10 to 11 July 2014, adopted a new Organizational Structure and working methods aligned to the Aviation System Block Upgrades (ASBUs) methodology. The new structure also applies project management principles and other methodologies in support of States' efforts to implement SARPs, Regional requirements and other ICAO provisions and policies. The Agenda of the MET/SG/12 therefore proposes to address the transition to the new APIRG Organizational structure as per Decision EO/03 of the APIRG/EO meeting, including transformation of the present Task Forces into 'Project Teams' that will largely utilize electronic correspondence for interactions.

In view of the above, both AFI OPMET Management Task Force (MTF) and ATM/MET/TF Members are invited to participate in the MET/SG/12 meeting in order to be well apprised of the new APIRG structure and working methods. In addition, they will be expected to report on the outcome of their respective tasks to the MET/SG/12.

In accordance with the rules and procedures for the conduct of meetings of subsidiary bodies of APIRG, the Secretariat will prepare documentation for the meeting which will be posted on the ICAO websites (<http://www.icao.int/esaf> and <http://www.icao.int/wacaf>). Your contribution (Working Papers), if any, should reach the ICAO Regional Offices as soon as possible, and preferably **before 15 November 2014**. No working papers (WPs) will be distributed during the meeting. Participants are therefore, advised to download the WPs from the website and bring laptops with them.

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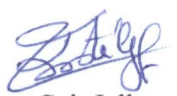
As stated in its Terms of References, the MET Sub-group is composed of experts from the following States/organizations: **Algeria, Burkina Faso, Cameroon, Congo, Côte d'Ivoire, Egypt, Eritrea, Ethiopia, France, Gabon, The Gambia, Ghana, Guinea, Kenya, Madagascar, Malawi, Morocco, Niger, Nigeria, Senegal, South Africa, Spain, Tunisia, United Kingdom, United Republic of Tanzania, Zambia, ASECNA, IATA and WMO.**

The MTF on the other hand, is composed of experts from the following States/Organizations: **Algeria, Cameroon, Congo, Egypt, Kenya, France, Liberia, Madagascar, Morocco, Niger, Nigeria, Senegal (Rapporteur), South Africa, ASECNA, IATA and WMO.**

The AFI ATM/MET/TF is composed of experts from the following States/Organizations: **Cameroon, Cape Verde, Comoros, Democratic Republic of Congo, Djibouti, Eritrea, Ethiopia, France, The Gambia, Kenya, Madagascar, Malawi, Morocco, Reunion Island, Sao Tomé and Príncipe, Senegal, South Africa, Tanzania, Uganda, ASECNA, IATA, IFATPA and WMO.**

In this regard, you are kindly invited to arrange for the members of the MET/SG, MTF and ATM/MET/TF nominated by your Administration and their alternates, if any, to attend this important MET/SG/12 meeting which will be conducted in both English and French languages. I would be grateful if you could confirm the participation of members from your Administration, preferably **by e-mail or fax before 8 November 2014** using the registration Form at **Appendix C** attached.

Please accept, Sir/Madam, the assurances of my highest consideration.


for Mam Sait Jallow
Regional Director

Cc: Directors of the Meteorological Department.

Enclosures:

- Appendix A: Provisional Agenda – MET/SG/12 WP/01
- Appendix B: Information Bulletin - MET/SG/12 IP/01
- Appendix C: Registration Form