

International Civil Aviation Organization

ICAO

**NINTH MEETING OF THE ASIA AND PACIFIC
METEOROLOGICAL REQUIREMENTS WORKING
GROUP (MET/R WG/9)**

Web-conference, 07 May 2020 and 11 – 14 May 2020

Agenda Item 6: Review work programme**REVIEW THE PLAN OF WORK**

(Presented by the Secretariat)

SUMMARY

This paper presents the plan of work of the Meteorological Requirements Working Group (MET/R WG) and invites the meeting to review the plan of work and propose updates, as necessary, to ensure the MET/R WG remains aligned with the broader objectives of the Meteorology Sub-Group (MET SG) and the Asia/Pacific (APAC) Air Navigation Planning and Implementation Regional Group (APANPIRG).

1. INTRODUCTION

1.1 The plan of work of the Meteorological Requirements Working Group (MET/R WG) contributes to the broader objectives of the Meteorology Sub-Group (MET SG) and the Asia/Pacific (APAC) Air Navigation Planning and Implementation Regional Group (APANPIRG).

1.2 This paper invites the meeting to review the plan of work and propose updates, as necessary, to ensure the MET/R WG remains aligned with the MET SG and APANPIRG. For ease of reference, a copy of the MET/R WG plan of work is provided at the **Appendix A** to this paper.

2. DISCUSSION

2.1 **MET/R WG/09: WP/03** – *Review Outcomes from MET/R WG/8 and MET SG/23*, proposed updates to the MET/R WG plan of work based on follow-up actions to the outcomes from the previous meetings of the MET/R WG and the MET SG. These are shown in the plan of work at the **Appendix A** to this paper.

2.2 **MET/R WG/09: WP/04** – *APAC User Requirements for SWIM-based MET Information Services Supporting ATFM*, proposed the establishment of an ad-hoc group with subject matter experts from both the MET/R WG and the Air Traffic Flow Management Steering Group (ATFM/SG) to develop user cases and user requirements for future SWIM-based meteorological information services supporting ATFM. This proposal is reflected under the new deliverable 8 in the plan of work at the **Appendix A** to this paper.

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2.3 **MET/R WG/09: WP/05** – *Survey of State Meteorological Information Supporting Air Traffic Management*, invited the meeting to adopt new terms of reference for the deliverable 2 in the MET/R WG plan of work, endorse a revised survey questionnaire and discuss future plans for this work. These outcomes are reflected under the deliverable 2 in the plan of work at the **Appendix A** to this paper.

2.4 **MET/R WG/09: WP/06** – *Updates of Asia/Pacific Regional Guidance for Tailored Meteorological Information and Services to Support Air Traffic Management Operations*, invited the meeting to endorse updates to the work on the deliverable 4 in the MET/R WG plan of work. These updates are reflected under the deliverable 4 in the plan of work at the **Appendix A** to this paper.

3. ACTION BY THE MEETING

3.1 In view of the discussion above, the meeting may agree to the updates of the MET/R WG plan of work as reflected in **Appendix A** to this paper and may propose additional updates as necessary.

APPENDIX A

Reproduced from the Report of the Eighth Meeting of the Asia/Pacific Meteorological Requirements Working Group (MET/R WG/8), Singapore, 30 – 31 May 2019.

Note: Proposed updates to the MET/R WG plan of work are arranged to show deleted text using strikethrough (~~text to be deleted~~), and added text with grey shading (**text to be inserted**).

PLAN OF WORK
DELIVERABLES
1. Input to the draft update to the Regional SIGMET Guide to assist States in aligning cross-FIR-boundary SIGMET information in coordination with MET/S WG
2. Documented analysis of MET information used in the Region specifically to support ATM operations
3. Draft regional guidance material on MET information needed to support the elements of the APAC Seamless ATM Plan
4. Draft regional guidance material for tailored MET information supporting ATM operations
5. Seminar on regional implementation of MET information to support ATM operations
6. Coordinated review of the APAC ANP Volume III, including proposals for improvements to the ANRF and other parts of Volume III, to clarify the MET-related implementation planning guidance
7. SIGMET coordination activities in APAC Region; Coordinate on the next steps to promote integration and expansion of SIGMET coordination activities among States/Administrations.
8. [New] Development of APAC User Requirements for SWIM-based MET Information Services Supporting ATFM

PLAN OF WORK			
MILESTONES	By date	Responsibility	Status
Deliverable 1: Input to the draft update to the Regional SIGMET Guide to assist States in aligning cross-FIR-boundary SIGMET information in coordination with MET/S WG			
1.1 Input to First draft of guidance for inclusion in Regional SIGMET Guide for review by MET/R WG members (taking into consideration lessons learnt from the SIGMET coordination projects occurring in the Region)	next meeting of MET/R WG	Ad hoc group 1: Japan, Singapore and Secretariat in coordination with MET/S WG	Completed
1.2 First draft of guidance for inclusion in Regional SIGMET Guide for review by MET SG	MET SG/22	Secretariat in coordination with MET/S WG, MET SG	Completed
1.3 Submit the latest version of the guidance for possible approval by MET SG	MET SG/23	Ad hoc group 1: Japan, Singapore and Secretariat in coordination with MET/S WG	In progress Completed
1.4 Review the guidance and propose updates as necessary for possible approval by MET SG [MET SG/23 task: 23/12, tasked the MET/S WG (rather than the MET/R WG) to keep the guidance under review and propose updates as necessary]	meeting of MET/R WG	Ad hoc group 1: Japan, Singapore and Secretariat in coordination with MET/S WG	To begin Redundant
Deliverable 2: Analysis of MET information used in the Region specifically to support ATM operations			

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MILESTONES	By date	Responsibility	Status
2.1 Survey on regional requirements for MET information to support ATM operations	Oct/Nov 2015	Secretariat	Completed
2.2 Preliminary draft documented analysis of MET information used in the Region specifically to support ATM operations	Jun 2016	Secretariat and Chair	Completed
2.3 Final draft documented analysis of MET information used in the Region specifically to support ATM operations	Next meeting	Ad hoc group 2: Australia (Rapporteur), Singapore, New Zealand, China, Japan, Thailand, Hong Kong China	Completed
2.4 Develop a revised questionnaire and conduct a survey, taking into account outcomes from the review of the survey results by the MET SG and ATM/SG and how this can support the next MET/ATM seminar	By 10 June 2019	Ad hoc group 2	In progress Completed
2.5 Submit draft survey questionnaire to MET SG/23 for approval	By 10 June 2019 for MET SG/23 on 17 June	As above	In progress Completed
[2.6 Revise the follow-up action on Decision MET/R WG/8/4 – <i>Survey of State Meteorological Information Supporting Air Traffic Management</i> , taking into account additional proposals to be presented in MET/R WG/9: WP/05 – <i>Survey of State Meteorological Information Supporting Air Traffic Management</i>]			
Deliverable 3: Draft regional guidance material on MET information needed to support the elements of the APAC Seamless ATM Plan			
3.1 First draft of a list on the MET information or services necessary to support implementation of each element of the Asia/Pacific Seamless ATM Plan	Jul 2016 ATM/SG	Ad hoc group 3: Australia, China, Hong Kong, China, and Japan, Thailand, Singapore (Rapporteur)	Completed
3.2 Revise the draft list and present to ATM/SG/5	17 July 2017	Ad hoc group 3	Completed
3.3 Further development pending outcomes of ICAO A40 review of GANP 2019	TBD	TBD	On hold
Deliverable 4: Draft regional guidance material for tailored MET information supporting ATM operations			
4.1 List of tailored MET information or services used in the region to support ATM operations	Jun 2016	Ad hoc group 4: Australia, China, Hong Kong, China, IATA, Japan (Rapporteur), Republic of Korea, Singapore, Thailand and Viet Nam	Completed
4.2 List of sub-regional exchange of MET information and associated agreements that facilitate ATM operations, particularly where major traffic flows affect multiple FIRs	Jun 2016	As above	Completed

PLAN OF WORK			
MILESTONES	By date	Responsibility	Status
4.3 First draft of regional guidance material for tailored MET information supporting ATM operations	Aug 2016	As above	Completed
4.4 Draft of version 2 produced, based on survey results and outcomes/recommendations provided by MET SG and/or ATM/SG	Jun 2018	As above	In progress Completed
4.5 Submit the regional guidance material for tailored MET information supporting ATM operations for possible approval by MET SG and inform the ATM/SG	By 10 June 2019 for MET SG/23 on 17 June	As above	To begin Completed
4.6 Review the regional guidance material for tailored MET information supporting ATM operations and propose updates as necessary for possible approval by MET SG	Next meeting of MET/R WG	As above	To begin Completed
4.7 Review the working draft guidance and provide comment to the ICAO RO MET	No later than 12 June 2020	MET/R WG	To begin
4.8 Finalize the updated guidance for approval at the MET SG in July 2020	End of June 2020	Ad-hoc group, consisting of Australia, China, Hong Kong, China, Japan (rapporteur), Republic of Korea, Singapore, Thailand, Vietnam and IATA	To begin
Deliverable 5: Seminar on regional implementation of MET information to support ATM operations			
5.1 Plan for future seminar on regional implementation of MET information to support ATM operations (May 2020) – initial proposal for MET SG/23 to consider	By 10 June 2019 for MET SG/23 on 17 June	Chair and Secretariat (organizing committee)	To begin
Deliverable 6: Coordinated review of the APAC ANP Volume III, including proposals for improvements to the ANRF and other parts of Volume III, to clarify the MET-related implementation planning guidance			
6.1 First draft of proposed APAC ANP Volume III improvements (pending outcomes from the ICAO eANP WG development on ANP Vol III common template)	TBD	TBD	On hold
Deliverable 7: SIGMET coordination activities in APAC Region; Coordinate on the next steps to promote integration and expansion of SIGMET coordination activities among States/Administrations.			
7.1 Consolidated progress report on SIGMET coordination activities in the APAC Region and recommendations based on lessons learnt: –new and existing SIGMET coordination activities –WP (MET/R WG) and SP (MET/ATM Seminar) –key lessons learnt/recommendations for regional guidance on SIGMET coordination –identify opportunities for integration and expansion of SIGMET coordination activities	Next meeting of MET/R WG and MET/ATM Seminar	Ad hoc group (Japan and Singapore, Hong Kong, China, Malaysia, India, Viet Nam, Thailand, Fiji, IFALPA...) coordinated by the Chairperson and Secretary MET-group Chairs considered this task is	To begin

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MILESTONES	By date	Responsibility	Status
		more appropriate to be included under the work plan of MET/S WG	
[Revise the deliverable to focus on determining the end-users’ requirements; and taking into account the additional proposals to be presented in MET/R WG/9: WP/09 – <i>Review and update of the Work Programme</i>]			
Deliverable 8: [New] Development of APAC User Requirements for SWIM-based MET Information Services Supporting ATFM			
8.1 [Establish a new deliverable taking into account the proposals to be presented in MET/R WG/9: WP/04 – <i>APAC User Requirements for SWIM-based MET Information Services Supporting ATFM</i>] Develop user cases and user requirements for future SWIM-based MET information services supporting ATFM		Ad-hoc group (SMEs from both MET/R WG and ATFM/SG)	
