



ICAO

*International Civil Aviation Organization***WORKING PAPER****Asia and Pacific (APAC)****Eleventh Meeting of the Meteorological Requirements Working Group (MET/R WG/11)**

Online, 31 May to 3 June 2022

Agenda Item 3: Review of follow-up from previous meetings**FOLLOW-UP ACTION FROM MET/R WG/10**

(Presented by Secretariat)

SUMMARY

This paper presents the status of follow-up action on outcomes from the previous meeting of the Meteorological Requirements Working Group (MET/R WG/10) and invites the meeting to formulate additional follow-up actions as necessary and propose and endorse updates to the status of follow-up action recorded in the MET/R WG List of Actions.

1. INTRODUCTION

1.1 Outcomes from the Tenth Meeting of the Meteorological Requirements Working Group (MET/R WG/10; Online, 24 – 28 May, 2021), including the Meteorology/Air Traffic Management (MET/ATM) Webinar, included two (2) Draft Conclusions (for further consideration by the Meteorology Sub-group (MET SG)), one (1) Decision (related to the internal working arrangements of the MET/R WG), and four (4) new action items (for the MET/R WG List of Actions).

1.2 The meeting will review the status of follow-up action on the outcomes from MET/R WG/10, formulate additional follow-up actions as necessary, and propose and endorse updates to the MET/R WG List of Actions.

2. DISCUSSIONMET/R WG/10 – Draft Conclusions

2.1 MET/R WG/10 formulated the following Draft Conclusions, which are reproduced in full in **Appendix A** to this paper:

- **Draft Conclusion MET/R WG/10/01:** *Update on Regional Guidance for Tailored Meteorological Information and Services to Support ATM Operations*
- **Draft Conclusion MET/R WG/10/03:** *Updates to the MET/R WG Terms of Reference and Work Plan*

2.2 Further discussion on the outcome of the subsequent consideration of the above Draft Conclusions by the Twenty-fifth Meeting of the MET SG (MET SG/25; online, October 2021) and the Thirty-second Meeting of the APAC Air Navigation Planning and Implementation Regional Group (APANPIRG/32; online, December 2021) is provided separately in the MET/R WG/11 working papers, WP/03 – *FOLLOW-UP ACTION FROM MET SG/25* and WP/04 – *FOLLOW-UP ACTION FROM APANPIRG/32*.

MET/R WG/10 – Decision

2.3 MET/R WG/10 adopted the following Decision, which is reproduced in full in **Appendix A** to this paper:

- **Decision MET/R WG/10/02:** *Survey of State Meteorological Information Supporting Air Traffic Management*

2.4 The status of follow-up action on the above Decision is related to the MET/R WG/10 Action Item No. 4, which is discussed below and indicated in **Appendix B** to this paper.

MET/R WG/10 – Action Items

2.5 MET/R WG/10 recorded four (4) new action items along with the unresolved action items from previous meetings of the MET/R WG, which are reproduced in full in **Appendix B** to this paper.

2.6 The List of Actions indicates the status of follow-up on the action items (in the last column). Updates to the status of follow-up on the action items since the last meeting are indicated by highlighted and strike-through text.

3. ACTION BY THE MEETING

3.1 This paper invites the meeting to:

- a) Review the MET/R WG List of Actions, including the status of follow-up on the action items (as indicated in **Appendix B** to this paper);
- b) Propose further updates, as necessary, to the status of follow-up on action items in the MET/R WG List of Actions; and
- c) Endorse the proposed updates to the status of follow-up on action items in the MET/R WG List of Actions.

APPENDIX A

MET/R WG/10 – (2) DRAFT CONCLUSIONS AND (1) DECISION

Draft Conclusion MET/R WG/10/01: *Update on Regional Guidance for Tailored Meteorological Information and Services to Support ATM Operations*

That, the MET SG approves the updates to the *APAC Regional Guidance for Tailored Meteorological Information and Services to Support Air Traffic Management Operations*, for use by States, including the proposed updates to the format for the Appendices (1 and 2), the document maintenance procedure and the format for publishing the guidance on the ICAO APAC Office Website

Decision MET/R WG/10/02: *Survey of State Meteorological Information Supporting Air Traffic Management*

That, the MET/R WG approves circulation of the survey questionnaire (at Attachment A to WP/06) for responses from APAC States in August 2021

Draft Conclusion MET/R WG/10/03: *Updates to the MET/R WG Terms of Reference and Work Plan*

That, the MET SG approves the proposed updates to the MET/R WG Terms of Reference and Work Plan as indicated at the Appendix B to the MET/R WG/10 Report

MET/R WG – LIST OF ACTIONS

(Note: Proposed updates are indicated with ~~strikethrough~~ and highlighted text)

Action items recorded by MET/R WG/10

ACTION ITEM	DESCRIPTION	BY DATE	RESPONSIBILITY	STATUS/REMARKS
MET/R WG/10 01	Review the proposed updates (to the <i>APAC Regional Guidance for Tailored Meteorological Information and Services to Support Air Traffic Management Operations</i>), including the proposed updates to the format for the Appendices (1 and 2), the document maintenance procedure and the method of publication, and provide feedback to the ICAO RO MET [Ref: MET/R WG/10 Report, 5.1]	no later than 11 June 2021	MET/R WG members	In progress Completed; Ref: MET SG/25, WP/20
MET/R WG/10 02	Finalize the proposed updates (to the <i>APAC Regional Guidance for Tailored Meteorological Information and Services to Support Air Traffic Management Operations</i>) and present a proposal for review and possible approval by the MET SG/25 meeting. [Ref: MET/R WG/10 Report, 5.2]	July 2021	Ad hoc group, comprising members from Australia, China, Hong Kong, China, Japan (rapporteur), Republic of Korea, Singapore, Thailand, Vietnam and IATA	In progress Completed; Ref: MET SG/25, WP/20
MET/R WG/10 03	Consider the proposed format for publishing the updates (to the <i>APAC Regional Guidance for Tailored Meteorological Information and Services to Support Air Traffic Management Operations</i>) on the ICAO APAC Office web page. [Ref: MET/R WG/10 Report, 5.2]	July 2021	ICAO (RO MET)	In progress Completed; Ref: MET SG/25, WP/20; Conclusion MET SG/25-10; published on ICAO APAC eDocuments website
MET/R WG/10 04	Conduct the <i>Survey of State Meteorological Information Supporting Air Traffic Management</i> via ICAO State letter and using an online survey tool. [Ref: MET/R WG/10 Report, 5.5]	August 2021	Ad hoc group and Secretariat	Completed; Ref: MET SG/25, WP/09; ICAO State letter Ref.: T 4/3.2.7 – AP170/21 (MET), 22 October 2021; MET/R WG/11, WP/07

Unresolved action items recorded by MET/R WG/09

ACTION ITEM	DESCRIPTION	BY DATE	RESPONSIBILITY	STATUS/REMARKS
MET/R WG/09 01	Publicise the SIGMET Guide and, in particular, the guidance indicating the importance of exchanging special air-reports between airlines, ATS units and MWOs (and aerodrome meteorological offices (AMOs)) in support of improved SIGMET service and flight safety, by way of ICAO State letter (and/or other channels) with distribution to pilots and ATS units supported by States and relevant organizations, as appropriate.	July 2020	Secretary and MET/R WG members	In progress
