



International  
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Международная  
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منظمة الطيران  
المدني الدولي

国际民用  
航空组织

Ref.: T 4/7.5 – AP034/22 (MET)

9 February 2022

**Subject:** ICAO Asia and Pacific (APAC), Twentieth Meeting of the Meteorological Information Exchange Working Group (MET/IE WG/20) (Video Teleconference, 28 to 30 March 2022)

**Actions Required:** Please submit working papers no later than 28 February 2022, and registration forms and information papers no later than 14 March 2022

Sir/Madam,

I wish to invite your State/Special Administrative Region/Organization to attend the Twentieth Meeting of the Meteorological Information Exchange Working Group (MET/IE WG/20) online from 28 to 30 March 2022.

Please note that the above meeting will include a conjoint session with the Twelfth Meeting of the Meteorological Services Working Group (MET/S WG/12)<sup>1</sup> on 30 March 2022.

The MET/IE WG supports the Meteorology Sub Group (MET SG) of the ICAO APAC Air Navigation Planning and Implementation Regional Group (APANPIRG). Its principal function is to facilitate improvements in the availability and reliability of meteorological information provided by States to international air navigation to support flight planning (efficiency) and in-flight re-planning (safety).

The purpose of the above meeting is to review the progress of the MET/IE WG since its last meeting (MET/IE WG/19, online, 22 to 24 March 2021) and to consider further actions aimed at optimizing the meteorological information exchange schemes in the APAC Region.

In particular, MET/IE WG/20 will review the status of planning and implementation by States of the ICAO (Annex 3, Amendment 78) Standards for the dissemination of meteorological information in the ICAO Meteorological Information Exchange Model (IWXXM) GML form, which became applicable as of 5 November 2020.

Please note that all documentation from the previous MET/IE WG meetings is available at the ICAO APAC Office website ([www.icao.int/apac](http://www.icao.int/apac) > Meetings).

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<sup>1</sup> Please refer to the separate invitation letter for MET/S WG/12

Given the importance of the above meeting, we are extending this invitation to all designated members of the MET/IE WG and all APAC Member States, Special Administrative Regions and relevant International Organizations.

Please find enclosed the Provisional Agenda (**Attachment 1**), Meeting Bulletin (**Attachment 2**) and Registration Form (**Attachment 3**). Please also note that all meeting documentation (including templates for submission of meeting papers) is available at the following MET/IE WG/20 website:

<https://www.icao.int/APAC/Meetings/Pages/2022-MET-IE-WG20.aspx>.

To assist ICAO with preparations for the meeting, please confirm attendance by expert/s from your State/Special Administrative Region/Organization by returning the completed Registration Form to [apac@icao.int](mailto:apac@icao.int) **no later than 14 March 2022**. In addition, papers intended for consideration by the meeting should be sent to ICAO at: [apac@icao.int](mailto:apac@icao.int), as early as possible. In any case, **working papers** should reach ICAO **no later than 28 February 2022** and **information papers** should reach ICAO **no later than 14 March 2022**.

Yours sincerely,



Tao Ma  
Regional Director

**Enclosures:**

Attachment 1 – Provisional Agenda  
Attachment 2 – Meeting Bulletin  
Attachment 3 – Registration Form