



International
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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: T 4/3.2.5 – AP016/25 (MET)

24 January 2025

Subject: ICAO Asia and Pacific (APAC), Twenty-third Meeting of the Meteorological Information Exchange Working Group (MET/IE WG/23) (25 to 28 March 2025, Bangkok, Thailand)

Action Required:

- 1) Submit information and working papers no later than **24 February 2025**; and
- 2) Register participants online no later than **10 March 2025**

Dear Sir/Madam,

I am pleased to invite your State/Special Administrative Region/Organization to participate in the Twenty-third Meeting of the Meteorological Information Exchange Working Group (MET/IE WG/23) at the ICAO APAC Office in Bangkok, Thailand from 25 to 28 March 2025.

The meeting's objective is to review the progress of the MET/IE WG since its last convening (i.e., MET/IE WG/22, 18 to 21 March 2024) and consider proposals for action to facilitate meteorological information exchange for international air navigation in the APAC Region. **Attachment A** provides the meeting's provisional agenda.

As agreed at the previous MET/IE WG/22 meeting, MET/IE WG/23 will include a conjoint session with the Aeronautical Communication Services Implementation Coordination Group (ACSICG) to discuss issues concerning the network circuits and communication services necessary for disseminating meteorological information in the ICAO Meteorological Information Exchange Model (IWXXM) form, including the readiness of the Air Traffic Services Message Handling System (AMHS).

Attachment B provides the meeting bulletin, which contains information about the venue, hotels, administrative arrangements, and other useful information.

All meeting documentation, including information and working paper templates, is available on the MET/IE WG/23 website (<https://www.icao.int/APAC/Meetings/Pages/2025-MET-IE-WG-23.aspx>). The meeting information and working papers will be published on the above website in due course, and participants should obtain all materials from the website before the meeting.

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Given the importance of the meeting, we are extending this invitation to the nominated MET/IE WG members and other relevant experts as nominated by your State/Special Administrative Region/Organization. To facilitate the meeting preparations, I request that you please submit any information and working papers from your State/Special Administrative Region/Organization by email to the ICAO APAC Office (apac@icao.int), with copies sent to pdunda@icao.int and vmeeifuengsart@icao.int as early as possible and no later than **24 February 2025**. Furthermore, please ensure all your nominated participants complete the online registration via the above website no later than **10 March 2024**.

For further information, please email the ICAO APAC Office using the addresses above.

I look forward to your participation at the Meeting.

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'Tao Ma'.

Tao Ma
Regional Director

Enclosures:

- A – Provisional agenda
- B – Meeting bulletin