



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 – AP027/26 (MET)

11 February 2026

**Subject:** ICAO Asia and Pacific (APAC), Twenty-fourth Meeting of the Meteorological Information Exchange Working Group (MET/IE WG/24), 21 to 24 April 2026, Nadi, Fiji

**Action Required:**

- a) Submit information and working papers by **24 March 2026**; and
- b) Submit official nominations and complete online registration by **7 April 2026**

Dear Sir/Madam,

I am pleased to invite your State/Special Administrative Region/Organization to participate in the **ICAO Asia and Pacific (APAC) Twenty-fourth Meeting of the Meteorological Information Exchange Working Group (MET/IE WG/24)**, to be held in **Nadi, Fiji, from 21 to 24 April 2026**. The Meeting will be kindly hosted by **Fiji**.

The objectives of **MET/IE WG/24** are to:

- exchange information on recent developments in meteorological information exchange supporting international air navigation;
- review monitoring results and propose actions to address gaps in the availability of meteorological information exchanged by States;
- review progress achieved by the MET/IE Working Group; and
- consider proposals for further action to facilitate meteorological information exchange for international air navigation in the APAC Region.

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Asia and Pacific Office  
252/1 Vibhavadi Rangsit Road  
Chatuchak  
Bangkok 10900  
Thailand

Postal Address:  
P.O. Box 11  
Samyaek Ladprao  
Bangkok 10901  
Thailand

Tel.: +66 (2) 537-8189  
Fax: +66 (2) 537-8199

[www.icao.int/apac](http://www.icao.int/apac)  
E-mail: [apac@icao.int](mailto:apac@icao.int)

The Meeting will be conducted in conjunction with:

- the *ICAO APAC Workshop: Supporting State Implementation of Meteorological Services* (20 April 2026); and
- the *Thirteenth Meeting of the Aeronautical Communication Services Implementation Coordination Group (ACSICG/13)* (21 to 24 April 2026).

**Note:** Please refer to the separate **invitation letters** for the **Workshop** and **ACSICG/13** for additional information.

A **Joint Plenary Session** of MET/IE WG/24 and ACSICG/13 will be convened on 22 April 2026 to address matters of mutual interest, including the readiness of the **Air Traffic Services Message Handling System (AMHS)** to support the dissemination of meteorological information using the **ICAO Meteorological Information Exchange Model (IWXXM)**, as well as the exchange of meteorological information within a **System-Wide Information Management (SWIM)** environment.

**Attachment A** provides the provisional agenda for MET/IE WG/24, and **Attachment B** contains the Meeting Bulletin with information on the venue, recommended hotels, administrative arrangements, and other relevant details.

All meeting documentation, including information and working paper templates, will be available on the Meeting website: <https://www.icao.int/APAC/meetingdocs?fid=59662>

Participants are encouraged to download all materials from the website in advance of the Meeting.

Given the importance of this Meeting, nominated MET/IE WG members and other relevant experts designated by your State/Special Administrative Region/Organization are invited to participate. As the Meeting will be held in Nadi, Fiji, the ICAO APAC Office **strongly encourages the active participation of Pacific Region Member States**, for whom the venue offers a valuable opportunity for targeted technical support and direct engagement with ICAO experts.

Participants are also encouraged to attend the *ICAO APAC Workshop: Supporting State Implementation of Meteorological Services* on **20 April 2026**. The Workshop aims to **strengthen States' institutional and technical capacity**—particularly in **Pacific Small Island Developing States (PSIDS)**—to implement **ICAO Annex 3 Amendment 82** through effective designation of the **meteorological authority**, enhanced oversight of meteorological service provision, and sustainable resolution of long-standing aeronautical meteorology deficiencies. Please refer to the **separate invitation letter** and **registration instructions** for additional details.

To support efficient preparation, States/Special Administrative Regions/Organizations are requested to submit any information and working papers by email to [apac@icao.int](mailto:apac@icao.int) (copying [pdunda@icao.int](mailto:pdunda@icao.int) and [vmeefuengsart@icao.int](mailto:vmeefuengsart@icao.int)) as early as possible and **no later than 24 March 2026**.

Please also send an **official nomination letter or email** to the ICAO Regional Director at [apac@icao.int](mailto:apac@icao.int), and ensure that all nominated participants **complete the online registration** via the Meeting website by **7 April 2026**.

For further information, please contact the ICAO APAC Office at [apac@icao.int](mailto:apac@icao.int).

We look forward to the participation of your State/Special Administrative Region/Organization in this important Meeting.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Tao Ma', is centered within a white rectangular box.

For                      Tao Ma  
                                 Regional Director

**Enclosures:**

- A – Provisional agenda
- B – Meeting bulletin