

International Civil Aviation Organization

WORKING PAPER (WP/02)



ICAO

ASIA AND PACIFIC (APAC) TWENTY-FOURTH
MEETING OF THE METEOROLOGICAL
INFORMATION EXCHANGE WORKING
GROUP (MET/IE WG/24)

Nadi, Fiji, 21 to 24 April 2026

Agenda Item 2: Review of Follow-up Actions from Previous Meetings**FOLLOW-UP ACTION FROM MET/IE WG/23**

(Presented by the Secretariat)

SUMMARY

This paper reviews the follow-up status of outcomes from MET/IE WG/23, including two Draft Conclusions, one Decision, and associated action items. Its purpose is to ensure that agreed actions are progressing as planned and remain relevant. The paper presents updated status information using consolidated lists of Decisions and Actions, highlighting recent changes and removing completed or obsolete items. The meeting is invited to review these updates, confirm progress, and approve any necessary revisions to ensure accurate tracking and effective follow-up.

1. INTRODUCTION

1.1 The Twenty-Third Meeting of the Meteorological Information Exchange Working Group (MET/IE WG/23) was held in Bangkok, Thailand, from 25 to 28 March 2025. A joint session with the Twelfth Meeting of the Aeronautical Communication Services Implementation Coordination Group (ACSICG/12) took place on 26 March 2025. The meeting resulted in two Draft Conclusions, one Decision, and eighteen action items (ref: [Report of MET/IE WG/23](#))¹.

1.2 This meeting will review the status of follow-up on those outcomes, identify any additional actions required, and consider updates to the MET/IE WG List of Actions for endorsement.

2. DISCUSSIONMET/IE WG/23 – Draft Conclusions

2.1 MET/IE WG/23 developed two Draft Conclusions for consideration by the Meteorology Sub-Group (MET SG). In accordance with its terms of reference, MET SG addresses technical and regionally applicable matters requiring State action or ICAO follow-up under APANPIRG procedures.

2.2 Draft Conclusion MET/IE WG/23-01 (Management of obsolete planning and

¹ <https://www.icao.int/APAC/meetingdocs?fid=539>

implementation guidance documents on the ICAO APAC Office website) and Draft Conclusion MET/IE WG/23-02 (IWXXM update notification process) were presented to MET SG/29 (Bangkok, 18–22 August 2025). Details of the MET SG/29 review are provided in WP/03.

MET/IE WG/23 – Decision

2.3 MET/IE WG/23 adopted one Decision relating to internal working arrangements. The follow-up status of Decision MET/IE WG/23-03 (Use of IWXXM Product Version in OPMET Performance Indices) is shown in **Appendix A**, which contains the MET/IE WG List of Draft Conclusions, Draft Decisions, and Decisions.

2.4 Appendix A shows the follow-up status in the final column. Updates since the previous meeting are shown using highlighted and strike-through text. Items previously agreed as completed, superseded, closed, or redundant have been removed.

MET/IE WG/23 – Action Items

2.5 The follow-up status of the eighteen action items from MET/IE WG/23, together with outstanding items from earlier meetings, is presented in the MET/IE WG List of Actions in **Appendix B**.

2.6 Appendix B shows the follow-up status in the final column. Updates since the previous meeting are indicated using highlighted and strike-through text. Items agreed as completed, superseded, closed, or redundant have been removed.

3. ACTION BY THE MEETING

3.1 The meeting is invited to:

- a) Review the status of follow-up on Decision MET/IE WG/23-03 and the MET/IE WG List of Actions, as presented in Appendices A and B; and
- b) Propose and approve any necessary updates to ensure that the Lists accurately reflect current progress and required follow-up actions.

— END OF SECTION —

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APPENDIX A: MET/IE WG LIST OF DRAFT CONCLUSIONS, DRAFT DECISIONS, AND DECISIONS

MET/IE WG/23 – Draft Conclusions (DC) and Decision (D)

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

| No | Title of Decision | Text of Decision (What:) | Responsibility (Who:) | Target Date (When:) | Status/Remarks |
|----------|---|---|-----------------------|------------------------|---|
| (1) | (2) | (3) | (4) | (5) | (6) |
| DC 23-01 | Management of obsolete planning and implementation guidance documents on the ICAO APAC Office website | That, ICAO take appropriate action to manage (clearly identified as obsolete or remove) the archive of obsolete and historic planning and implementation guidance documents on its website, including those related to MET and other AN fields. | Secretariat | As soon as practicable | ADOPTED (Ref: adopted by MET SG/29 in Draft Conclusion MET SG/29/02 – <i>Management of obsolete planning and implementation guidance documents on the ICAO APAC Office website</i> , Report of MET SG/29, paragraphs 2.12. – 2.21.) |
| DC 23-02 | IWXXM update notification process | That, ICAO in coordination with WMO take appropriate action to initiate an IWXXM update notification process for all relevant stakeholders, including IWXXM consumers and system vendors. | Secretariat | As soon as practicable | ADOPTED (Ref: adopted by MET SG/29 in Draft Conclusion Draft Conclusion MET SG/29/03 – <i>IWXXM update notification process</i> , Report of MET SG/29, paragraphs 2.12. – 2.21.) |
| D 23-03 | Use of IWXXM Product Version in OPMET Performance Indices | That, MET/IE WG adopt the practice of calculating OPMET performance indices based on IWXXM product versions rather than package versions for the purposes of OPMET monitoring. | MET/IE WG | As soon as practicable | |

MET/IE WG/22 – Draft Conclusions (DC)

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

| Decision No | Title of Decision | Text of Decision (What:) | Responsibility (Who:) | Target Date (When:) | Status/Remarks |
|-------------|---|--|-------------------------------------|---------------------|---|
| (1) | (2) | (3) | (4) | (5) | (6) |
| DC 22-01 | Availability and Timeliness of TAC and IWXXM Meteorological Information | The annual OPMET monitoring activity of TAC and IWXXM information should monitor availability and timeliness of TAF and METAR messages (instead of availability, compliance and reliability), highlighting any statistics less than 95%. Further, the MET Deficiency Identification Guide should be updated to: | MET SG Ad hoc group on deficiencies | MET SG/28 | ADOPTED [Conclusion MET SG/28-02] |

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| Decision No | Title of Decision | Text of Decision (What:) | Responsibility (Who:) | Target Date (When:) | Status/ Remarks |
|-----------------|---|---|---------------------------------------|---------------------|---|
| (1) | (2) | (3) | (4) | (5) | (6) |
| | | <ul style="list-style-type: none"> • Reflect the requirement for IWXXM OPMET information dissemination • Reflect the requirement for successful translation (where applicable) Identify METAR and TAF that have availability and timeliness scores of less than 95% during the monitoring period. | | | |
| DC 22-02 | Review of APAC Region IWXXM Implementation Status/ Readiness | States / Administrations provide ICAO an update on the status and readiness dates for the following: <ol style="list-style-type: none"> a) AMHS with FTBP/IHE and configuration for single body part; b) AMHS connection(s) will have sufficient capacity to support IWXXM exchange; c) when operational IWXXM information will available; and d) commencement of operational exchange of IWXXM with their Regional OPMET Centre (ROC), and where applicable their respective Inter-regional OPMET Gateway. | Sub groups, APAC States, ICAO APAC RO | 22-Mar-24 | ADOPTED [Conclusion MET SG/28-03] |

— END OF SECTION —

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APPENDIX B: MET/IE WG LIST OF ACTIONS

(Note: Proposed updates are indicated with ~~strike through~~ and **highlighted** text)

MET/IE WG/23 – List of Actions

| ACTION ITEM | DESCRIPTION | BY DATE | RESPONSIBILITY | STATUS/ REMARKS |
|---------------------------|---|--------------|---|--|
| MET/IE WG/23 01 | <u>Updating MET-related regional guidance documents</u> Document a process to clarify how States should initiate required changes to all the relevant (MET-related) regional guidance documents. [Ref: para. 2.4.] | tbc | Secretariat, with assistance from the Chair and New Zealand | COMPLETED [Decision MET SG/29/09, MET SG Action 29/05 and 29/06] |
| MET/IE WG/23 02 | <u>Including WIFS in the annual SIGMET tests</u> Respond to the action item (MET SG/28 28/06: Consider the feasibility of including WIFS in the annual SIGMET tests) for consideration by MET SG/29 [Ref: para. 2.6.] | MET SG/29 | SIGMET test focal points, Japan and Singapore | |
| MET/IE WG/23 03 | <u>Including IWXXM results in the SIGMET test reports</u> Include the IWXXM results in future SIGMET test reports. [Ref: para. 3.2.] | MET/IE WG/24 | Singapore | |
| MET/IE WG/23 04 | <u>Investigating IROG back-up arrangements</u> Investigate the impact of an IROG outage at each of the IROGs, including Brisbane, Nadi and Tokyo, and the importance of implementing back-up arrangements. [Ref: para. 3.9.] | tbc | IROG provider States | |
| MET/IE WG/23 05 | <u>Increasing IWXXM-specific (Availability and Timeliness) PI independence</u> Review the IWXXM-specific Performance Indices (PI) algorithms to increase the independence of the Availability and Timeliness results. [Ref: para. 3.13.] | tbc | Thailand | |
| MET/IE WG/23 06 | <u>Identifying non-operational ICAO APAC OPMET website documents</u> Ensure historic OPMET-related documents (e.g., FASID Tables) on the ICAO APAC Office website are clearly identified as obsolete and non-operational. [Ref: para. 4.3.] | tbc | Secretariat | IN PROGRESS |
| MET/IE WG/23 07 | <u>Managing ICAO APAC web documents archive</u> Prepare a Draft Conclusion proposing that ICAO take appropriate action to manage the archive of obsolete and historic planning and guidance documents on its website, including those related to MET and other AN fields. [Ref: para. 4.4.] | tbc | tbc | COMPLETED [Draft Conclusion MET SG/29/02 => Conclusion APANPIRG/36/15] |
| MET/IE WG/23 08 | <u>Submitting ROBEX Handbook update proposals</u> Invite the USA to submit the ROBEX Handbook update proposals for its aerodromes in the APAC Region. [Ref: para. 4.5.] | tbc | Secretariat | COMPLETED [Ref: ROBEX HB, 19 TH Ed] |

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| ACTION ITEM | DESCRIPTION | BY DATE | RESPONSIBILITY | STATUS/REMARKS |
|---------------------------|--|------------|---|--|
| MET/IE WG/23 09 | <u>Proposing ROBEX Focal Point updates</u> Propose necessary updates to the ROBEX Handbook, Appendix I, Focal Point information. [Ref: para. 4.6.] | tbc | Secretariat, Republic of Korea, Hong Kong China, Fiji, Japan, Malaysia, and Singapore | COMPLETED [Ref: ROBEX HB, 18 TH Ed] |
| MET/IE WG/23 10 | <u>Completing previous ROBEX Handbook update proposals</u> Prepare previously proposed but uncompleted updates to the ROBEX Handbook for review and possible adoption by MET SG/29. [Ref: para. 4.8.] | MET SG/29 | Secretariat | IN PROGRESS |
| MET/IE WG/23 11 | <u>Publishing updates in the ROBEX Handbook, 18th Edition</u> Publish the updates presented in MET/IE WG/23, WP/11, Appendix A, in the ROBEX Handbook, 18th Edition, dated March 2025, and include the available focal point updates in the 18th Edition of the ROBEX Handbook. [Ref: para. 4.11.] | tbc | Secretariat | COMPLETED [Ref: ROBEX HB, 18 TH Ed] |
| MET/IE WG/23 12 | <u>Publishing updates in the ROBEX Handbook, 18th Edition</u> Publish the updates presented in MET/IE WG/23, WP/17, Appendices A and B, in the ROBEX Handbook, 18th Edition, dated March 2025. [Ref: para. 4.14.] | tbc | Secretariat | COMPLETED [Ref: ROBEX HB, 18 TH Ed] |
| MET/IE WG/23 13 | <u>Updating the ICAO Asia/Pacific Regional SIGMET Guide, Appendix E</u> Ensure the proposed updates in MET/IE WG/23, WP/12, concerning WMO headers for Tropical Cyclone Advisories from TCAC Darwin, are included in the next revision of the ICAO Asia/Pacific Regional SIGMET Guide, Appendix E. [Ref: para. 4.16.] | tbc | Secretariat, in collaboration with the ad hoc group on the SIGMET Guide | COMPLETED [Ref: SIGMET Guide, 12 TH Ed] |
| MET/IE WG/23 14 | <u>Publishing updates to the IWXXM Implementation FAQs</u> Publish the updated version of the "IWXXM Implementation in APAC Region – FAQs" on the ICAO APAC Office website (States are invited to provide feedback on the amendments within a two-week period, which will be reviewed and addressed by Australia and Hong Kong China before the amendments are published. Any contentious issues will be deferred for further review at MET SG/29). [Ref: para. 4.18.] | MET SG/29 | Secretariat, Australia and Hong Kong China | COMPLETED [Ref: IWXXM FAQs, 3 rd Ed] |
| MET/IE WG/23 15 | <u>Proposing updates to the APAC Common SWIM Information Services list</u> Propose updates to the draft list of business functionalities for APAC Common SWIM Information Services to reflect outcomes from the recent METP/6 meeting, the information service priorities, and include consistent use of the term “information service” for further review and consideration by the SWIM TF. [Ref: para. 5.7.] | SWIM TF/10 | tbc | |
| MET/IE WG/23 16 | <u>Automating notification of updates to the APAC IWXXM Exchange Status</u> Develop the <i>Online Register of APAC IWXXM Exchange Status</i> , accessible on the ICAO APAC e-docs webpage under MET, to enable Regional OPMET Centres (ROCs) and National OPMET Centres (NOCs) to update the register and automatically notify other ROCs and NOCs of enhanced AMHS capability to disseminate IWXXM reports. [Ref: para. 6.1.25.] | tbc | Australia and Hong Kong, China | |

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| ACTION ITEM | DESCRIPTION | BY DATE | RESPONSIBILITY | STATUS/REMARKS |
|--------------------|--|---------|----------------|--|
| MET/IE WG/23 17 | <u>Providing an IWXXM update notification process</u> Prepare a Draft Conclusion proposing that ICAO seek support from WMO to provide an IWXXM update notification process for all relevant stakeholders, including IWXXM consumers and system vendors. [Ref: para. 6.7.] | tbc | tbc | COMPLETED [Draft Conclusion MET SG/29/03 => Conclusion APANPIRG/36/16] |
| MET/IE WG/23 18 | <u>Producing PIs for ROCs, NOCs, or States/Administrations</u> Investigate the advantages and disadvantages of producing State performance indices (PIs) for Regional OPMET Centres (ROCs), National OPMET Centres (NOCs) or States/Administrations. [Ref: para. 6.9.] | tbc | Thailand | |

MET/IE WG/22 – List of Actions

| ACTION ITEM | DESCRIPTION | BY DATE | RESPONSIBILITY | STATUS/REMARKS |
|--------------------|---|--------------------------|------------------------|--------------------|
| MET/IE WG/22 03 | <u>ROBEX Handbook updates – procedure for OPMET monitoring</u> Include the procedure for obtaining the latest ROBEX data, i.e., from the Secretariat (rather than from the published ROBEX Handbook) for use as the benchmark for OPMET monitoring, in the next proposed update to the ROBEX Handbook. [Ref: Report of MET/IE WG/22, para. 2.4.] | 1 month before MET SG/28 | Secretariat | TO COMMENCE |
| MET/IE WG/22 07 | <u>IWXXM dissemination – issues for non-ROBEX locations</u> Forward the MET/IE WG/22 discussion outcomes concerning the issue of disseminating METAR/SPECI in the IWXXM form for weather stations not listed in the ROBEX handbook (as presented in MET/IE WG/22 WP/15) to the MET Panel for further consideration. [Ref: Report of MET/IE WG/22, para. 4.4.] | April 2024 | Secretariat and Chair | IN PROGRESS |
| MET/IE WG/22 09 | <u>ROBEX Handbook updates – focal points</u> Review the membership of the ROBEX Handbook focal points and clarify the purpose of these contacts; propose appropriate updates to the ROBEX Handbook. [Ref: Report of MET/IE WG/22, para. 6.10.] | 1 month before MET SG/29 | Secretariat | IN PROGRESS |
| MET/IE WG/22 17 | <u>MET/IE WG meeting – timeliness of papers</u> Review the timeliness of availability and submission of papers at future MET/IE WG meetings [Ref: Report of MET/IE WG/22, para. 9.1.] | MET/IE WG/23 | Secretariat and Chairs | IN PROGRESS |

MET/IE WG/21 – List of Actions

| ACTION ITEM | DESCRIPTION | BY DATE | RESPONSIBILITY | STATUS/REMARKS |
|--------------------|---|--------------------------|----------------|--------------------|
| MET/IE WG/21 12 | Incorporate the changes to Table B format (as proposed by New Zealand in MET/IE WG/21, WP/12, and subject to the minor change suggested by the Meeting) in the proposal for updates to follow the publication of the ROBEX Handbook, Fifteenth Edition. [Ref: MET/IE WG/21 Report, para 6.11] | 1 month before MET SG/29 | Secretariat | IN PROGRESS |

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| ACTION ITEM | DESCRIPTION | BY DATE | RESPONSIBILITY | STATUS/REMARKS |
|--------------------|---|-----------|----------------|----------------|
| MET/IE WG/21 16 | Contact the listed members that were not in attendance at MET/IE WG/21 to confirm their membership status on the MET/IE WG [Ref: MET/IE WG/21 Report, para 7.2] | MET SG/27 | Secretariat | IN PROGRESS |

MET/IE WG/20 – List of Actions

| ACTION ITEM | DESCRIPTION | BY DATE | RESPONSIBILITY | STATUS/REMARKS |
|--------------------|---|--------------------------|---|---|
| MET/IE WG/20 02 | Coordinate the consequential amendments to the ANP (Volume II, Table MET II-2 – Aerodrome Meteorological Offices) to reflect the requirements for MET service at QUANG NINH/Van Don International Airport (ICAO location indicator VVVD). [Ref: Report of MET/IE WG/20, para. 3.5.] (a) Ref: MET SG/27, WP/14 - Review of the APAC ANP (b) Ref: ROBEX HB 15 th Ed. | 1 month before MET SG/29 | Secretariat | IN PROGRESS ANP PFA pending circulation by the Secretariat; COMPLETED [Ref: APAC.II.25/25-MET] |
| MET/IE WG/20 10 | Coordinate with Indonesia to: a) Validate the proposed updates in WP/08, which concerned aerodrome names that were not reflected in the ANP, Table AOP I-1 – <i>International Aerodromes Required in the APAC Regions</i> ; and b) Include the validated proposals in the next update of the ROBEX Handbook. [Ref: Report of MET/IE WG/20, para. 6.9.] Ref: MET SG/27, WP/14 - Review of the APAC ANP | 1 month before MET SG/29 | Secretariat, in coordination with participants from Indonesia | IN PROGRESS ANP PFA pending circulation by the Secretariat [Ref: APAC.II.25/25-MET] |
| MET/IE WG/20 13 | Convene a quarterly meeting of the MET/IE WG (core) members to progress updates to the work plan and terms of reference, including assigning specific dates and responsibilities (incl. identifying a lead and supporting resources for activities) and merging Activities 1 and 2 in the work plan. After the Secretariat and Chairs of MET SG and WGs have prepared the integrated reporting template. [Ref: Report of MET/IE WG/20, para. 7.5.] | Before MET SG/27 | Chair MET/IE WG and Secretariat | IN PROGRESS |
| MET/IE WG/20 15 | Concerning the inclusion of MWOs not located in the APAC Region, perform a cross-check of the ICAO APAC SIGMET Test Procedures against the legacy FASID Tables MET 3A – <i>Tropical Cyclone Advisory Centres</i> and 3B – <i>Volcanic Ash Advisory Centres</i> . [Ref: Report of Conjoint Session of MET/IE WG/20 and MET/S WG/12, para. 2.17.] | 1 month before MET SG/29 | Secretariat | IN PROGRESS |
| MET/IE WG/20 17 | Follow up with Myanmar on the appropriate addressing of letters from ICAO inviting participation in SIGMET tests. [Ref: Report of Conjoint Session of MET/IE WG/20 and MET/S WG/12, para. 2.23.] | Before MET SG/27 | Secretariat, in coordination with participants from Myanmar | IN PROGRESS |

MET/IE WG/18 and MET/S WG/10 – List of Actions

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|-------------|---|--------------------------|---------------------------|--|
| 18 | ROBEX Handbook and SIGMET Guide updates – Legacy FASID information: Prepare the consequential updates of the required information from the legacy FASID Tables relating to meteorology, apart from Table MET 1A, Table MET 1B and Table MET 3C, and the existing ICAO APAC regional guidance documentation, according to the proposal in WP/11 and the Draft Decision [ref: para. 4.16.] | 1 month before MET SG/29 | Secretariat | IN PROGRESS Ref: MET/IE WG, 5. Work Plan, Activity 6 |
| 19 | ANP and ROBEX Handbook updates – Vietnam NOC: Coordinate on the implementation of the Vietnam NOC, including development of proposed updates to the APAC ANP [ref: para. 3.7.] Ref: MET SG/27, WP/14 - Review of the APAC ANP | 1 month before MET SG/29 | Vietnam and Thailand | IN PROGRESS Ref: MET/IE WG, 5. Work Plan, Activity 6 COMPLETED [Ref: APAC.II.25/25-MET] |
| 20 | ANP and ROBEX Handbook updates – Indonesia new aerodromes: Determine any requirement (based on IP/09) to update the ICAO APAC (a) ANP and/or (b) ROBEX Handbook [ref: para. 8.27.] (a) Ref: MET SG/27, WP/14 - Review of the APAC ANP (b) Ref: MET SG/27, WP/09 - ROBEX HB UPDATES | 1 month before MET SG/29 | Secretariat and Indonesia | IN PROGRESS Ref: MET/IE WG, 5. Work Plan, Activity 6 [Ref: APAC.II.25/25-MET] |

MET/IE WG/17 – List of Actions

| ACTION ITEM | DESCRIPTION | BY DATE | RESPONSIBILITY | STATUS/ REMARKS |
|-------------|---|--------------------------|----------------|---|
| 17/1 | Coordinate all necessary notifications concerning the planned handover of the provision of SIGMET service valid for Phnom Penh FIR from MWO Chengdu to MWO Phnom Penh, including the following: updates to the ANP, including the legacy FASID tables, and the Regional SIGMET Guide. <i>[Report of MET/IE WG/17, para. 3.1 – 3.4, refers]</i> | 1 month before MET SG/29 | Secretariat | IN PROGRESS |
| 17/10 | Liaise with the SADIS Provider concerning obtaining OPMET availability statistics on SADIS for future meetings of the MET/IE WG. Propose appropriate actions to apply the statistics to improve OPMET availability. <i>[Report of MET/IE WG/17, para. 4.21, refers]</i> | Before MET SG/27 | Secretariat | IN PROGRESS |
| 17/20 | Propose updates to all required APAC documentation regarding the originating address of Australian WV SIGMETs (i.e., YMMC, rather than AMMC). <i>[Report of conjoint session of MET/IE WG/17 and MET/S WG/9, para. 2.24, refers]</i> | 1 month before MET SG/29 | Secretariat | IN PROGRESS ANP Table MET II-1 pending update COMPLETED [Ref: APAC.II.25/25-MET] |

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