



International Civil Aviation Organization

**THIRD MEETING OF ASIA/PAC OPMET MANAGEMENT TASK FORCE
OF CNS/MET SUB-GROUP OF APANPIRG (OPMET/M TF/3)**

Bangkok, Thailand, 2-4 March 2005

**Agenda Item 1b): Review of the work undertaken on the action item list adopted by
OPMET/M TF/2.**

REVIEW OF ACTION ITEM LIST

(Presented by Rapporteur)

SUMMARY

This paper presents a review of the progress on the Action Item list developed by the OPMET/M TF/2 meeting. The list has been updated from information supplied by Task Force members.

1 INTRODUCTION

1.1 The Second Meeting of the ASIA/PAC OPMET Management Task Force (OPMET/M TF/2) continued the Action Item list from the OPMET/E TF/1 meeting, adding agreed action items from the OPMET/M TF/2 meeting.

1.2 The Action Items represent *de facto* a detailed work schedule to be followed by the task force in carrying out the task defined by the CNS/MET SG.

2. DISCUSSION

2.1 It is identified from the TF/2 action list that 5 tasks from TF2 have been fully completed and 2 tasks partly completed, while the rest of the tasks are on going. TF/2 action list, 23 tasks have been fully completed, with 8 tasks partly completed, while the rest of the tasks are ongoing.

2.2 The ROBEX Handbook and ICD are major work that has been completed during the year with the cooperation of task force members and especially the secretariat.

2.3 The AIREP team have completed a survey of AIREPs in the ASIA/PAC Region, a large task prepared and coordinated successfully by the members from Singapore and Australia.

2.4 The attached table contains the reported status of action items, there may be more task completed or part completed that have not been reported to the secretariat or rapporteur.

3. ACTION BY THE MEETING

3.1 The meeting is invited to:

- a) note the information in this paper;
- b) provide any updated information on action items not reflected in the attached table.

-END-

Revised List of Action Items from OPMET/E TF/1 Meeting, 19 – 21 February 2003

Action Item ID	Paragraph from the Report	Action	Status	Target Date	TF Member(s)
2.1	2.1.6	Consultation with ATN Transition TF on the possible impact on OPMET Data exchange; report to OPMET/E TF/2	<i>Ongoing</i>	Permanent task	Secretariat (RO/CNS)
3.1	3.2	Provide the Secretariat with updated information on the AIREP exchange in ASIA/PAC	Completed	July 2004	AIREP Team
3.2	3.3	Preparation of a draft proposal for the re-composition of the ROBEX scheme based on the current MCC and TCC centres	Completed	15 April 2003 to be reported to CNS/MET SG/7 July 2003	Secretariat
3.3	3.4	Introduction of the new terminology to the ROBEX Handbook and other relevant documents	Completed	April 2003 to be reported to CNS/MET SG/7 July 2003	Secretariat
3.4	3.5	Coordination of the ROBEX Tables with the ROBEX centres	Completed	Tables sent to States before 30 April 2003 Replies from States before 15 June 2003	Secretariat All Members
3.5	3.6 (1)	Australian METAR and TAF bulletins to be rearranged to include all required international aerodromes	Completed	March 2004	Australia
3.6	3.6 (2), 4.12	Survey of the availability of METAR and TAF from the Pacific States (based	<i>Ongoing</i> IP presented for TF3	July 2004	Fiji Australia

Action Item ID	Paragraph from the Report	Action	Status	Target Date	TF Member(s)
		on FASID Table MET 1A and SUG Annex 1	meeting		United States
3.7	3.9	Harmonization of the format and content of OPMET related Tables in different documents; change of format of FASID Tables MET 4A and 4B	Ongoing	July 2004	Secretariat
3.8	3.10	Change of OPMET bulletin structure from multinational to national	Ongoing. Australia will provide CD at TF3	2005	Secretariat, Rapporteur, ROBEX centres
3.9	3.12 5.4	Preparation of Catalogue of ASIA/PAC OPMET bulletins	Ongoing	First draft – January 2005	Australia
3.10	3.14	Deletion of obsolete EUR AFTN addresses from the distribution lists of ROBEX centres	Completed (Distribution lists for FTSR31, FTSR32 & FCSR31)	July 2004	Singapore ROBEX Centre
3.11	3.14, 3.15, 3.16	Designation of inter-regional OPMET Gateways as single contact points for other regions	Completed	Continuous implementation	Singapore Bangkok Tokyo Secretariat
3.12	3.17	RODB Bangkok to provide back-up to RODB Singapore as IROG for EUR	Completed	April 2004	Bangkok Singapore Secretariat
3.13	3.19	ASIA/PAC RODBs to handle all OPMET data types	Completed	31 May 2003	All RODBs
3.14	3.20	Introduction of mirroring of Databank's content (first phase)	Ongoing	31 December 2004	Bangkok Singapore Tokyo
3.15	3.21	Further standardization of access procedure to the ASIA/PAC RODBs	Ongoing	Along with action item 5.3	All RODBs Secretariat Rapporteur

Action Item ID	Paragraph from the Report	Action	Status	Target Date	TF Member(s)
3.16	3.23	Study of the possibilities of the RODBs to provide ftp and Internet access to OPMET related information.	Completed <i>Ongoing</i>	31 March – web place for the OPMET/E TF February 2005	Australia Other RODBs
4.1	4.2	Proposal for transforming the Task Force into a “Management Group”	Completed	CNS.MET SG/7 Meeting July 2003.	Secretariat
4.1/1	4.2	Preparation of a modified OPMET update procedure for ASIA/PAC based on the EUR procedure	<i>Ongoing</i>	July 2004	Secretariat
4.2	4.3	NO messages generated in EUR to be distributed to ASIA/PAC	<i>Ongoing</i>	ASAP	Rapporteur of BMG
4.3	4.7	Introduction of the EUR monitoring procedure by RODB Bangkok on a trial basis; provision of relevant software by UK	Completed	First 24-hour trial – AIRAC date 2 May 2003	Bangkok UK Secretariat
5.1	5.1	Preparation of the new edition of the ROBEX Handbook	Completed Completed	Submission of the first draft to the ROBEX centres for review, comments and proposals – 30 April 2003 - Responses by the ROBEX centres – 15 June 2003 - Final draft to be presented at the CNS/MET SG/8 Meeting, July 2004	Secretariat Secretariat
5.2	5.3	Singapore RODB to provide	Completed	30 April	Singapore

Action Item ID	Paragraph from the Report	Action	Status	Target Date	TF Member(s)
		Secreatariat with information on the current availability of EUR OPMET data			
5.3	5.4	Preparation of the new edition of the Asia/Pacific Regional ICD for OPMET Data Bank Access Procedures	Completed	July 2004	Secretariat RODBs
7.1	7.2	Resolving operational problems with OPMET bulletins	Ongoing	Permanent Task	Rapporteur Secretariat

List of Action Items agreed by the OPMET/M TF/2 Meeting, 10 – 13 February 2004

Item No.	Field	Description	Action	Status	Target Date	To be done by
1	2	3	4	5	6	7
PART 1. Operational Issues						
2004-1	<u>1.1 Data Management</u>	OPMET DATA Shortfalls - ASIA OPMET Shortfalls - PAC Data shortfalls - MID data shortfalls	Prepare list of missing OPMET data by Region and inform States	<i>Ongoing</i>	July 2004	TF members and ROBEX centres
		New Bulletins - Australia - Thailand - Indonesia - Papua New Guinea - East Timor - Others	States planning for new bulletins to inform Secretariat when ready	<i>Ongoing</i> Problems PNG, Nauru, Honiara, East Timor non-receipt of regular data	All new bulls to be introduced not later than 1 Jan 2005	TF members, Secretariat
		Situation with OPMET data from Philippines	Validate with the Philippines and add to deficiency list	<i>Completed</i>	ASAP	TF member from HK, China, Secretariat
		Filing time of TAF by Japan	Japan to correct the procedure for filing time for the TAFs in accordance with Annex 3 and ASIA/PAC ANP		To be advised	Japan
		TAFs for Cambodia issued by Vietnam – clarify	Check with Cambodian authorities	<i>Completed</i>	May 2004	Secretariat

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1	2	3	4	5	6	7
2004-2	<u>1.2 Procedures</u>	Inclusion all RODB addresses in distribution lists for all bulletins	1. List to be provided after verification 2. All ROBEX centres informed on RODBs addresses	Completed	May 2004	1. Australian member 2. All RODBs, Secretariat
		Deletion of obsolete EUR AFTN addresses (avoid duplication)	1. Letter to ROBEX Centres 2. Checking and removing duplications	Deleted obsolete EUR AFTN addresses in FT & FC bulletins July 2004	May 2004	1. Secretariat 2. RODBs/ ROBEX centres Singapore Australia
		Consultation with US on the way to send ASIA/PAC OPMET data to US	Coordination by RODBs concerned		May 2004	RODB Tokyo, Brisbane, Nadi
		How to handle Irregular METARs/TAFs	Require information on the availability of METAR and TAF during the day		July 2004	Secretariat
2004-3	<u>1.3 Standardize formats</u>	Use of BBB group	Detailed explanation in ROBEX Handbook	Completed	April 2004	Secretariat
		Changes METAR & TAF Amd 73	1. Coordinate with the HQ and inform TF members 2. Conclusion for APANPIRG/15 3. State letter		1. March 2004 2. July 2004 3. August 2004	Secretariat; TF
		SIGMET Headers	Prepare a new ROBEX Table	Completed	April 2004	Secretariat
		AFTN Address Brisbane RODB	Provide one address for use by all centres concerned	Completed	May 2004	TF member from Australia

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		Clarification PIREP – Japan	Remove “PIREP” from SPECIAL AIREP messages		-	TF member from Japan
2. Studies necessary for improvement/optimization						
2004-4	<u>2.1 AIREP</u>	Study: - current situation with collection/dissemination; - current use of AIREP by Met Offices; - proposals from States for improvement.	1. Prepare a questionnaire and send to all States concerned 2. Prepare proposal for amendment of ROBEX scheme as necessary	Completed Report TF3	July 2004	AIREP Team: Singapore & Australia – chair, assisted by RODBs & ROBEX
2004-5	<u>2.2 SIGMET and advisories</u>	- Continue survey on the SIGMET headings; - Survey advisories headings; - Survey dissemination schemes used by MWO	- Finalize SIGMET table for ROBEX - Prepare proposal for optimization of dissemination schemes - Proposal for SIGMET tests	Ongoing WP TF3	April 2004 Rest of the task – TF/3 meeting	SIGMET Team: Rapporteur – Chair, assisted by all RODBs
3. Regional Guidance documents						
2004-6	<u>3.1 ROBEX handbook</u>	Editorial changes proposed at the meeting	All changes agreed to be introduced by Secretariat	Completed	May 2004	Secretariat
		Add information on procedures for splitting the long bulletins	Include information in Appendix F	Completed	May 2004	Secretariat
		Clarify provision about filing times, obs. times & DTG SPECI	Consult with the HQ	Completed	May 2004	Secretariat
		New table short TAF	Prepare table	Completed	May 2004	Secretariat

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		New table SIGMET	Prepare table	Completed	May 2004	Secretariat
		Update MID Region ROBEX tables	Information to be provided by the MID Region	Completed	May 2004	Secretariat
		Final draft – all ROBEX centres (incl MID)	Send to TF members for coordination; Present at CNS/MET SG/8	Completed	June 2004	Secretariat
2004-7	<u>3.2 ICD</u>	Update information for RODB Nadi	Nadi RODB to provided updated information		April 2004	Nadi RODB
		Standardize the ICD with a “common” part and appendices	Remove ‘common’ part from current Appendices – describe differences for RODB’s only	Completed	May 2004	Secretariat in coordination with RODBs
		Decide standardized ‘reply’ message	Decide is it necessary, is it possible, software changes required.	Ongoing	May 2004	Secretariat in coordination with RODBs
		Final draft	Send to TF members for coordination; Present at CNS/MET SG/8	Completed	July 2004	Secretariat, RODBs
2004-8	<u>3.3 DB & Catalogue</u>	Distribute DB from Brisbane to RODBs and ICAO	Finalize DB distribute to RODBs	Completed CD at TF3	April 2004	Australia
		- Complete DB OPMET data from ASIA/PAC & MID - Add Available OPMET from other Regions	RODBs to update data	Updated the SIN DB Catalogue September 2004	June 2004	RODBs Singapore RODB

Item No.	Field	Description	Action	Status	Target Date	To be done by
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		Use of DB on trial basis.	- RODBs to trial use of DB - OPMET/M TF/3 to review and prepare proposals for further use	Ongoing	February 2005	RODBs Secretariat DB to be checked & trailed following TF2 meeting
4. Quality Management Procedures						
2004-9	<u>4.1 Monitoring exercises</u>	Continue monitoring trials against - ROBEX Tables - FASID Tables (ASIA/PAC, MID) - SUG Annex 1	RODBs to perform monitoring exercises as appropriate; RODBs to share data sets and monitoring results	Ongoing	2004	All RODBs Sampling process implemented
		Present monitoring results at CNS/MET SG/8	Bangkok to prepare a paper for CNS/MET SG/8 showing result of monitoring	Completed	July 2004	Bangkok RODB
		Decide performance indices & presentation styles	Paper for TF/3 meeting		End of 2004	RODBs to coordinate and decide
		Exchange operational data sets	Send data on CD or via FTP		May 2004	Brisbane RODB to coordinate
		Standardize monitoring procedures	Exchange information via e-mail and prepare proposal for TF/3 meeting		Late 2004	RODBs; TF members

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1	2	3	4	5	6	7
2004-10	<u>4.2 ROBEX update procedures</u>	Revise APANPIRG conclusion regarding the use of EUR OPMET procedure	Revisit the EUR procedure and amend it according to the regional practice		July 2004	Secretariat
2004-11	<u>4.3 SIGMET monitoring procedures</u>	Develop procedure for SIGMET monitoring	To be developed base on the SIGMET study by the SIGMET Team	Ongoing WP presented to TF3 Meeting		SIGMET Team
5. Liaison with other groups						
2004-12	<u>5.1 Groups</u>	- ATN/T Task Force - MID CNS/MET SG - MID Bulletin Management Group - BMG - US NWS - Other ICAO Regions	MID pass to Secretariat resolution of meeting Request for Rapporteur to attend meeting Send report Send report Send report	Ongoing Unable to attend		Rapporteur, Secretariat
6. Administrative						
2004-13	<u>6.1 Improving efficiency of the TF</u>	Focal point ROBEX centres	Rapporteur to write State letter requesting nomination of focal person	Completed	April 2004	Rapporteur, Secretariat

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1	2	3	4	5	6	7
		Use of WEB site - Report TF - Discussion Group	Investigate possibility of discussion email/web group	Completed		Rapporteur
		Reporting CNS/MET SG/8	Report to be prepared and presented	Completed	July 2004	Rapporteur
	6.2 Composition of the TF	Include Indonesia as a member of the group	Present proposal to CNS/MET SG/8	Completed	July 2004	Secretariat
		Invite India to join the group	Send invitation letter	Completed	December 2004	Secretariat

Legend - notification

Secretariat

Singapore

Australia
