



ICAO Annex 3, Chapter 2, §2.1.5: Each Contracting State shall ensure that the designated meteorological authority complies with the requirements of the World Meteorological Organization (WMO) in respect of qualifications, competencies, education and training of meteorological personnel providing service for international air navigation.

*Note. — Requirements concerning the qualifications, competencies, education and training of meteorological personnel in aeronautical meteorology are given in the Technical Regulations (WMO-No. 49), Volume I — General Meteorological Standards and Recommended Practices, Part V — Qualifications and Competencies of Personnel Involved in the Provision of Meteorological (Weather and Climate) and Hydrological Services, Part VI — Education and Training of Meteorological Personnel, and Appendix A — Basic Instruction Packages.*

The Sixteenth World Meteorological Congress, by Resolution 32 (Cg-XVI) decided to integrate into the WMO Technical Regulations a set of teaching outcomes, called the Basic Instruction Program for Meteorologists (BIP-M). Employers are required to demonstrate, before 1<sup>st</sup> December 2016, that their aviation weather forecasters who provide meteorological assistance to international air navigation have the qualifications required by that educational program, as stipulated in the WMO Technical Regulations (WMO-N° 49) Volume I Chapter 5. Such qualifications shall be supported by evidence in accordance with the quality management system used by the weather service provider. In 2012, the WMO Executive Board clarified that reference should be made to the version of the BIP-M that was in effect when the individual began his training<sup>3</sup>.

Aeronautical Meteorological Forecaster Training (AMF) in light of the evolution of WMO guidance for training meteorological personnel (ref. WDA/AN/AMF-Qualification, Appendix I, p.2, 28 Jan 2016).

<i>The Employer employs AMF</i>	<i>The applicable version of the BIP-M is described in WMO Publications No. 49 Vol I and WMO No. 1083</i>	<i>The applicable version of the BIP-M is described in WMO Publication No. 49 Vol I or WMO No. 258 4th Edition</i>	<i>The applicable version of the BIP-M is described in WMO publication No. 258 4th Edition</i>
<i>Employer is considering hiring AMF who started BIP-M after Nov 30, 2013</i>	(1)		
<i>Employer employs AMF who started the BIP-M between Jan. 1, 2007 and Nov. 30, 2013</i>		(2)	
<i>Employer employs AMF who started BIP-M before Jan 1, 2007</i>			(3)

**Purpose of the questionnaire:** a) Checking the level of compliance with the Requirements concerning the qualifications, competencies, education and training of Aeronautical Meteorological Forecasters (AMF) by the Aeronautical Meteorological Service Provider States as indicated in ICAO Annex 3; b) Providing advices and recommendation to States would record deficiencies resulting from this assessment to proceed with their withdrawal.



***A. The employer is considering hiring AMF who started the BIP-M after Nov. 30, 2013 (1) or employing AMF who started their BIP-M either between Jan. 1, 2007 and Nov. 30, 2013 (2), or before January 1, 2007 (3).***

1. Has your State established regulatory framework for the implementation of the aeronautical meteorological personnel?      YES         NO
  
2. Required AMF Workforce         Number of AMF trained under the BIP-M
  
3. Have AMF successfully completed the BIP-M      YES         NO
  
4. BIP-M has been adapted to the local and national context?      YES         NO
  
5. Have you contacted Training Institutions to obtain the training programs and a certificate of compliance with the BIP-M?      YES         NO
  
6. Have you analyzed these programs and identified gaps with respect to the BIP-M requirements?  
OUI         NO
  
7. In the case of a YES answer to question 5.:
  - a) Can you demonstrate that there are no major deficiencies with the BIP-M (certification of compliance, lists of AMF who have successfully completed the training, etc.?      YES     
NO
  
  - b) In case major deficiencies with respect to the BIP-M have been identified, do you have a procedure in place to address these deficiencies?      YES         NO
  
8. Does the Service Provider have a process and plan for assessing the competencies of AMF?      YES  
      NO
  
9. Does the competency assessment process (if any) lead to the issuance of certificates and the implementation of corrective actions in terms of training? YES         NO

***B. A. Employer employs AMF who have not started BIP-M***

10. Does the State providing MET services have documents on the training followed by AMF, including continuing training?      YES         NO
  
11. In the case of an affirmative answer to question 1., have the training taken by the persons concerned, including continuing training (CT) been reviewed and evaluated by a recognized academic or training institution for recommendations on compliance with the BIP-M program (the applicable version of the BIP-M is described in WMO-N° 49 Vol. I and WMO-N° 1083 and should be adapted to local and national context– (1)) ?      YES         NO



12. In the case of an affirmative answer to question 2., have major gaps been identified and documented?  
YES  NO

13. In the case of a negative answer to question 10., or a positive answer to question 13., is there a national procedure or regulation allowing the Met Service Provider State to address gaps for compliance with the BIP-M requirements? YES  NO

***C. Quality assurance***

14. Documented information relating to the training and qualification of AMF Procedure for monitoring compliance with requirements, proof of the courses taken by all AMF employed by the State providing the MET services, certification, certificates of conformity, etc.) are they kept in accordance with QMS requirements? YES  NO

15. MET Human resources - Aeronautical Meteorological Forecaster (AMF)

Situation of the AMF at the MET Service Provider	Current number (CN) of AMF having completed the BIP-M	Required number (RN) of AMF to complete the BIP-M	Need (RN – CN)
Aeronautical Meteorological Forecaster (AMF)			