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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

Bureau Afrique Occidentale et Centrale / Western and Central African Office

Ref. : T 17/6.11.(M) - 0309

13 Avril 2011

**Subject : Tenth Meeting of the Meteorology Sub-Group (MET/SG/10),
Dakar, Senegal, 29 June to 01 July 2011**

**Follow up Action: Confirm your participation before 6 May 2011 and provide your
contribution (WPs) before 20 May 2011.**

Sir/Madam,

I have the honor to inform you that the Tenth meeting of the Meteorology Sub-Group (MET/SG/10) of the AFI Planning and Implementation Regional Group (APIRG) will be held in **Dakar, Senegal from 29 June to 01 July 2011** at the premises of the ICAO Western and Central African Office, back to back with the AFI OPMET Management Task Force Third Meeting (AFI OPMET MTF/3). The provisional agenda and the information bulletin which includes the list of hotels and their rates are given at attachments A and B to this letter.

You will note that the Sub-Group will discuss various subjects in the field of meteorology, in accordance with its work programme, the recommendations of the AFI OPMET MTF/2 and AFI OPMET MTF/3 meetings and follow up action on Conclusions and Decisions of APIRG/17 Meeting. In accordance with the rules and procedures for the conduct of meetings of subsidiary bodies of the APIRG, the Secretariat will prepare documentation for the meeting. Your contribution, if any, should reach ICAO as soon as possible, preferably **before 20 May 2011**.

As stated in its Terms of References, the Sub-group is composed of experts from States and organizations of **Algeria, Burkina Faso, Cameroon, Congo, Côte d'Ivoire, Egypt, Eritrea, Ethiopia, France, Gabon, The Gambia, Ghana, Guinea, Kenya, Madagascar, Malawi, Morocco, Niger, Nigeria, Senegal, South Africa, Spain, Tunisia, United Kingdom, United Republic of Tanzania, Zambia, ASECNA, IATA and WMO.**

In this regard, you are kindly invited to arrange for the member of the Sub-Group designed by your Administration and/or his alternate to attend the meeting to be held in **English and French**. I would be grateful if you could confirm that your nominee(s) will be attending this tenth meeting of the Sub-Group at the following address details, preferably by e-mail or fax **before 6 May 2011**:

ICAO Western and Central African Office (WACAF)
15, boulevard de la République
BP 2356, Dakar Sénégal
E-mail: icaowacaf@dakar.icao.int or
icao@icao.union.org or aokossi@dakar.icao.int
Site Web: www.icao.int/WACAF
Tél: 221 33 839 93 93
Fax: 221 33 823 69 26

Please accept, Sir/Madam, the assurances of my highest consideration.

M.S. Jallow
For M.S. Jallow
ICAO Regional Director

Attachments : A : Provisional Agenda – MET/SG/10 WP/01
B: Information Bulletin - MET/SG/10 IP/01



INTERNATIONAL CIVIL AVIATION ORGANISATION

AFI PLANNING AND IMPLEMENTATION REGIONAL GROUP (APIRG) METEOROLOGY SUB-GROUP TENTH MEETING (MET/SG/10)

(Dakar, Senegal, 29 June – 01 July 2011)

A- PROVISIONAL AGENDA

- Agenda Item 1: Election of Chairperson and Vice-Chairperson of the Sub-Group
- Agenda Item 2: Review of APIRG Conclusions and Decisions
- Agenda Item 3: WAFS in the AFI Region
- Agenda Item 4: Review of the Reports of the AFI OPMET Management Task Force 2nd and 3rd Meetings (MTF/2 and MTF/3)
- Agenda Item 5: Provision of tropical cyclone and volcanic ash advisories for the AFI Region and of the corresponding SIGMET by MWOs
- Agenda Item 6: Deficiencies in the MET Field
- Agenda Item 7: New Challenges facing AFI Meteorological Services
 - a) the development of a volcanic ash contingency plan for the AFI region, and
 - b) the impact of the Global Air Traffic Management Operational Concept on MET services.
- Agenda Item 8: Regional meteorological procedures
- Agenda Item 9: Terms of reference, work programme and composition of the MET/SG
- Agenda Item 10: Any other business

EXPLANATORY NOTES ON THE PROVISIONAL AGENDA

- Agenda Item 1: Election of Chairperson and Vice- Chairperson of the Sub-Group**
The Sub-Group will elect its Chairperson and Vice-Chairperson.
- Agenda Item 2: Review of APIRG Conclusions and Decisions**
A review will be carried out on actions taken and progress made on the conclusions and decisions of the APIRG.
- Agenda Item 3: WAFS in the AFI Region**
Under this agenda item, the meeting will review the status of the implementation of the WAFS in the AFI Region in particular the activities of the SADIS Operations Group (SADISOPSG) and WAFS Operations Group (WAFSOPSG). The meeting will integrate Conclusions and Decisions of the SADISOPSG/15&16 and WAFSOPSG/5 & 6 of interest to the APIRG.
- Agenda Item 4: Review of the Report of the AFI OPMET Management Task Force 2nd and 3rd Meetings (MTF/2 and MTF/3)**
The meeting will review the reports of the AFI OPMET MTF/2 and 3 which will include the status of operation of the AMBEX Scheme, update of AFI SIGMET Guide, AFI ICD and OPMET related FASID Tables.
- Agenda Item 5: Provision of tropical cyclone and volcanic ash advisories for the AFI Region and of the corresponding SIGMET by MWOs**
The meeting will review the provision of these advisories for the AFI Region and will review the AFI SIGMET test results.
- Agenda Item 6: Deficiencies in the MET Field**
The list of deficiencies in the MET field will be reviewed and updated taking into account improvement made by States and solutions suggested by the APIRG/17 meeting and the strategies being implemented by ICAO.
- Agenda Item 7: New Challenges facing the AFI Meteorological Services**
Under this agenda item the meeting will discuss challenges facing meteorological services of the Region in particular issues related to:
- a) the development of a volcanic ash contingency plan for the AFI region, and
 - b) the impact of the Global Air Traffic Management Operational Concept on MET services. The core team of experts established by Conclusion 17/84 of APIRG/17 Meeting, will provide its report with the main objective of establishing the AFI ATM/MET Task Force.

Agenda Item 8: Regional meteorological procedures

Review and update AFI regional meteorological procedures and amendments to the AFI ANP AND FASID taking into account new requirements.

Agenda Item 9: Terms of reference work programme and composition of the MET/SG

The meeting will update the Sub-Group work programme taking in consideration new developments at ICAO vis a vis the business planning and the composition of the Sub-Group.

Agenda Item 10: Any other business

To discuss any technical matter not contained in the above agenda items and being of an urgent nature.



INTERNATIONAL CIVIL AVIATION ORGANISATION
AFI PLANNING AND IMPLEMENTATION REGIONAL GROUP (APIRG)
METEOROLOGY SUB-GROUP TENTH MEETING (MET/SG/10)
(Dakar, Senegal, 29 June – 01 July 2011)

B- INFORMATION BULLETIN

1. Site of the meeting

1.1 The tenth Meeting of APIRG Meteorological Sub-group (MET/SG/10) will be held back to back with the Third Meeting of AFI OPMET Management Task Force (AFI OPMET MTF/3) in the Conference Room of the ICAO Western and Central African (WACAF) Regional Office premises, Dakar, Senegal, from 29 June to 1 July 2011. The working hours of the office are from 0730 to 1500 UTC.

1.2 The ICAO Regional Office contact points are:

Telephone: +221 33 839 93 93
Fax: +221 33 823 69 26
E-mail: icaowacaf@dakar.icao.int

2. Working Language

2.1 The meeting will be conducted in the English and French language, and documentation will be provided in both languages.

3. Opening Session

3.1 The opening session of the meeting will be held at 0830 UTC Wednesday 29 June 2011 at WACAF Regional Office Conference Room.

4. Working Hours

4.1 The expected daily working hours are as follows:
a) on 29 June 2011: from 0830 to 1700 UTC;
b) on 30 June 2011: from 0800 to 1700 UTC; and
c) on 01 July 2011: from 0800 to 1300 UTC.

4.2 There will be a one-hour lunch break on 29, 30 June and 1 July 2011 from 1200 to 1300 UTC and one 15mn coffee break at 1000 UTC.

5. Registration

5.1 The participants are requested to register at registration desk in the conference on Wednesday, 29 June 2011 between 0800 to 0830 UTC. Participants are requested to wear an identification badge, which will be issued to them, at the registration desk.

6. Office and Secretariat

6.1 The Secretary of the meeting is Mr. Okossi Akoa Benoit, ICAO Regional Officer Met for the West and Central African Office, in Dakar, assisted by Mr. Vitalis Ahago, Regional Officer for Eastern and Southern African Office (ESAF) in Nairobi. Mr. Okossi's contact points are as follows: Telephone:+221 33 839 93 72- Fax:+221 33 823 69 26- E-mail: aokossi@dakar.icao.int

7. Climate

7.1 The mean minimum temperature during the month of June is 23.2°C and the mean maximum temperature is 28.5°C. The mean total rainfall for June 10.3 mm and mean number of rain days is 2. Light clothing is advisable during the meeting period.

8. Passports and visas

8.1 All travellers arriving in Senegal should have a valid passport. Senegal entry visas are not required for nationals of ECOWAS States. Participants are advised to ascertain whether or not they are exempted from the Senegal entry visa requirement. Those who are not exempted should apply for visas well in advance from Senegal Embassies or Consulates, which will issue them upon presentation of documentation showing that the applicants are designated representatives to a particular UN meeting to be held in Dakar. In countries where there is no Senegal Embassy or Consulate, special arrangements can be made for issuance of visas on arrival. Prior notification of at least 30 days, giving name, date of birth, passport number and expiry date should be sent to ICAO, Regional Office, Dakar, 15 Boulevard de la République, Dakar. Tel.: +221 33 839 9393; fax: +221 33 823 6926; e-mail: icaowacaf@dakar.icao.int

9. Banking Service

9.1 The basic unit of currency is FCFA. There are coins of 5, 10, 25, 50, 100, 200, 250 and 500 FCFA. Notes are issued in denominations of 1000, 2000, 5000 and 10 000 FCFA. The FCFA exchange rate is 1 Euro (€) (European currency) for 655.957 FCFA (~656 FCFA).

9.2 Banks located near the airport are open for 24hrs and those located in Almady neighborhood are open from 0745 to 1545 UTC from Monday to Friday inclusive.

10. Hotels

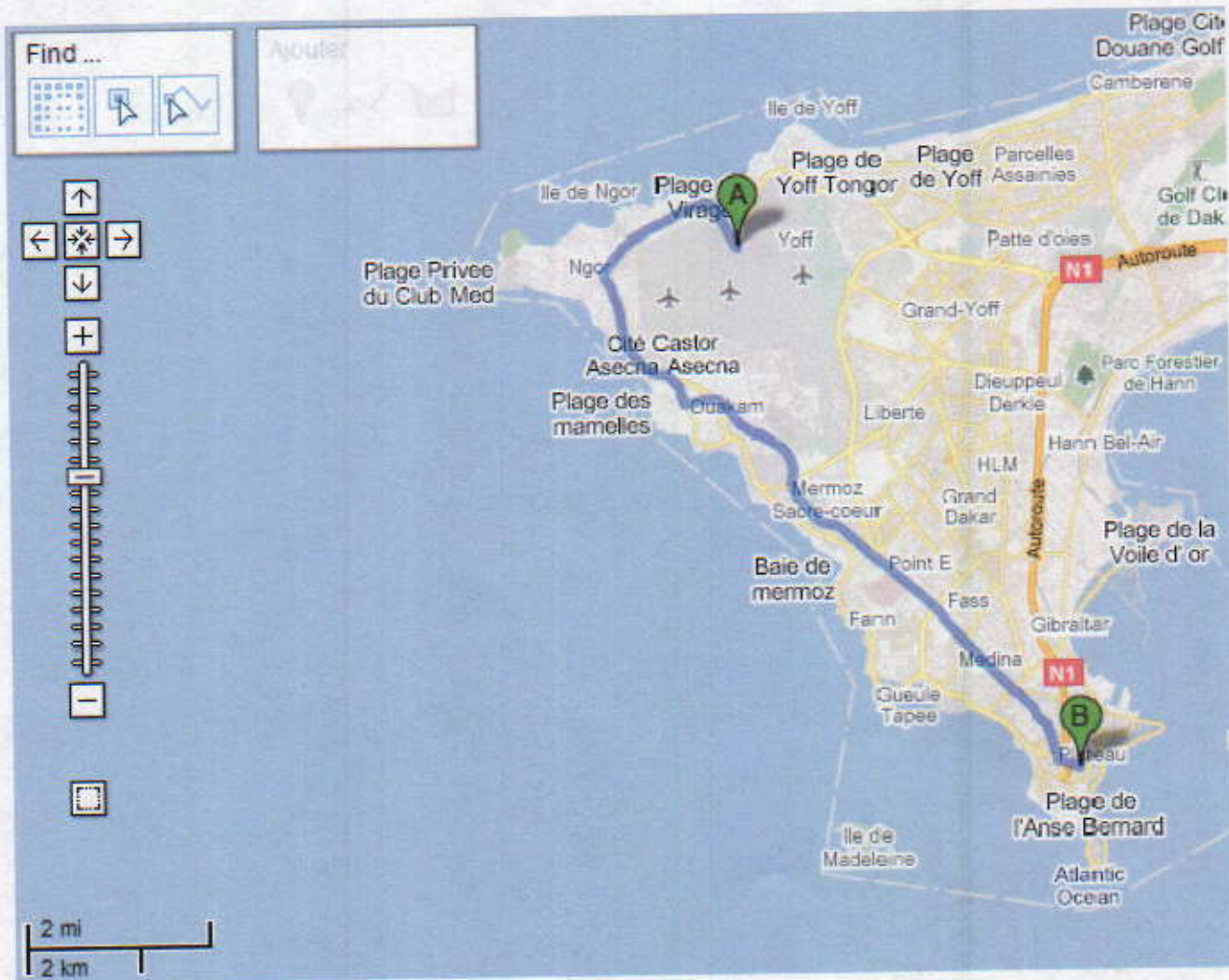
10.1 Participants are requested to make their own hotel reservations. A list of recommended hotels is at Attachment A, and a map to the WACAF office is at Attachment B. When reserving, participants should state that they are attending an UN/ICAO meeting.

11. Health

11.1 International certificate of vaccination against yellow fever is mandatory for travellers over one year of age coming from infested areas. Participants may wish to obtain information on entry requirements by accessing the web page <http://www.who.int/ith> for information on Senegal.

12. Security

The security at the airport is provided for 24hrs.



HOTEL LIST / LISTE DES HOTELS

Rate in FCFA/Prix

Name/Nom	Address/Adresse / ☎	Fax / E-Mail	Single	Double
* Al Afifa ***	46 Rue Jules FERRY B.P. 3474 ☎ 33 89.90.90	33 823 88 39 gmbafifa@orange.sn Petit déjeuner 3 600 FCFA	37 950	41 250
Al Baraka ***	35, Rue El Hadj A. K. Bourgi, B.P. 578 ☎ 33 822 55 32	33 821 75 41 Petit-déjeuner: 3 500 FCFA	25.600	31.200
Atlantic/Ocean ***	Yoff Route de l'Aéroport (à 1 km) ☎ 33 820 00 77 33 820 00 47	Climatisé +TV ☎ Petit-déjeuner: 3 000 FCFA Climatisé ☎	28.000 25.000	35.000 30.000
Faidherbe	Avenue Faidherbe x Raffenel B.P. 3197 Dakar ☎ 33 889 17 50 -	33 889 17 4 Climatisé+TV ☎ faidherbe@orange.sn Petit-déjeuner: 4.400FCFA	38 400	45.400
Farid ***	51, Rue VINCENS B.P. 1514 ☎ 33 821 61 27	33 821 08 94 Petit-déjeuner : 4 000 FCFA	38.100	42.200
* Ganale	38, Rue Amadou A. NDOYE ☎ 33 889 44 44	33 822 34 30 ganale@sentoo .sn Petit-déjeuner: 4 200 FCA	35.600	42.200
* Independence ***	Place de l'Indépendance X Av.Pompidou ☎ 33 823 10 19 33 823 10 50	33 821 11 17 hotelhi@sentoo.sn	29.600	34.200
Lagon 2 ***	Route de la Corniche-Est ☎ 33 889 25 25 - 33 82360 31	33 823.77.27 Petit-déjeuner inclus lagon1@sentoo.sn	72.100	81.200
Le Méridien Président** ***	Pointe des Almadies - BP8181 Dakar Yoff ☎ (221)33 869.69.49 - 33 869.69.29	(221)33 869.69.99 Petit-déjeuner compris resa.meridien@sentoo.sn	86 000 102 000	100 000 116 000
* Miramar	25-27, Rue Félix FAURE ☎ 33 823 20 97 (near/près UNESCO)	33 823 35 05 Petit déjeuner: 2 500 FCFA	28 000	35.000
Nina ***	Rue du Dr. Theze X Rue A.a. Ndoye ☎ 33 889 01 20	33 889 01 81 Petit déjeuner : 4000 FCFA hotelnina@sentoo.sn	30.000	36.000
ONOMO HOTEL	Route de l'Aéroport BP 38 233-Dakar/Yoff - Tél. 221 33 869 06 10	33 820 33 01 Petit-déjeuner : 4 500 CFA SALES.DAKAR@HONO MOHOTEL.COM	42 400	
Océanic	Rue de Thann (Marché Kermel)	33 821 52 28		

Name/Nom	Address/Adresse / ☎	Fax / E-Mail	Single	Double
	☎ 33 822 20 44 - 33 822 17 18	Petit-déjeuner: 2 500F CFA	21.600	25.800
* Plateau	62, Rue Jules FERRY B.P. 2906 ☎ 33 823 44 20 33 823 15 26 33 823 47 80	33 822 50 24 Petit-déjeuner: 3 000 FCFA	26.000	30.000
Saint Louis Sun ***	68, Rue Félix FAURE ☎ 33 822 25 70	33 822 46 51 Petit-déjeuner: 2 500 FCFA	21 210	26.670
Savanna**** ***	Pointe Bernard Petite Corniche BP 6096 Dakar ☎ 33 849 42 42	33 849 42 43/ 33 823 85 86 hotel@savanna.sn Petit-déjeuner: 8 000 FCFA	60.800	65.100
Sohkamon	Boulevard Roosevelt x Nelson Mandela Dakar ☎ 33 889 71 00	33 823 59 89 hotelsokhamon@sentoo.sn Petit-déjeuner : 5 500F CFA	43 200 63 000	47 700 67 500
Airport hotel	route de l'Aéroport +221 33 869 78 78	saccvhotel@orange.sn Petit-déjeuner : 4 500 FCFA	49 600	57 200
Pullman/Teranga** ***	Place de l'Indépendance (Rue Carnot x Colbert) B.P. 3380 ☎ 33 889 22 00 - 33 823 10 44 - 33 823 55 02	33 823 50 01 Vue/ville teranga@ns.arc.sn Vue/mer	76 500 93.000	76.500 93.000
La Croix du Sud ***	20, Avenue du Roi Hassane II (Ex Avenue Albert Sarraut) Tél. 33 889 78 78	33 823 26 55 croixsud@orange.sn Petit-déjeuner inclus	50 600	61 200
TERROUBI****	Bd Martin Luther King Corniche-Ouest - Tél. 33 839 90 39	Fax: 33 839 90 45 reservation@terroubi.com	Vue jardin Vue de mer	95 000 112 000

* Special rates for ICAO. (Delegates should specify that they are attending an ICAO meeting).
Tarifs spéciaux pour l'OACI. (Les délégués doivent préciser qu'ils participent à une réunion OACI).

** Reservation may be requested by fax or e.mail and may indicate ICAO rates
Les réservations doivent être faites par fax ou par e.mai en indiquant le tarif OACI

*** Hotel can provide transport from and to the airport at their own expense (Delegates should specify if they need transport)

Hôtel pouvant transporter les délégués à partir de l'aéroport et à leur départ de l'hôtel à leur propre charge
(Les délégués doivent le préciser en faisant leur réservation)

30 March 2011