

WORK PROGRAMME REPORTING, REVIEW AND COORDINATION

Expert Network on Communication and Outreach (EN-COM)

(Submitted by Marina Petrova and Claudia Ribero as co-leads of EN-COM)

Summary and Purpose of Document

This document provides a progress report on the activities of EN-COM since its establishment following the CAeM-16 session in July 2018. The composition of the expert network as well as draft terms of reference, work plan and other considerations are presented for review by the Management Group.

ACTION PROPOSED

The Management Group (MG) is invited to:

- (1) review the composition, draft terms of reference and work plan, and other considerations of the expert network;
 - (2) offer comment and/or strategic direction in respect of (1) above.
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1. EXPERT NETWORK ON COMMUNICATION AND OUTREACH (EN-COM) PROGRESS REPORT

Composition

1.1 The Expert Network on Communication and Outreach (EN-COM) comprises the following lead and core experts:

LAST NAME	First name	Country	Lead or Core Expert	Regional Association
PETROVA	Marina	Russian Federation	Co-lead	VI
RIBERO	Claudia	Argentina	Co-lead	III
ABDELRAHMAN	Maha	Sudan	Core	I
BUCHER-STUDER	Kaspar	Switzerland	Core	VI
LEE	Yiu-fai	Hong Kong, China	Core	II
TRIWIBOWO	Harie	Indonesia	Core	V
WILSON	Lora	United States of America	Core	IV

1.2 The selection process initiated by the president of CAeM immediately after CAeM-16 (July 2018) allowed successful completion of the composition of EN-COM with core experts by end-September 2018. By and large, the EN-COM achieved the optimum geographical and gender balance, helping to facilitate communication channels with the WMO Regions and enhance dialogue and cooperation with numerous regional experts in aeronautical meteorology.

Terms of reference

1.3 In the first welcome address from the EN-COM co-Leads made on 30 November 2018, the core members were greeted, introduced into the new CAeM working structure and encouraged to make contributions in line with the priority themes identified for EN-COM in the intersessional period, namely:

- (1) Issuance of periodic newsletters;
- (2) Conducting of feedback surveys; and
- (3) Maintenance of up-to-date focal point listings.

1.4 Draft terms of reference of the expert team are given in Part A of the EN-COM work plan, as presented at [Annex A](#).

Work plan

1.5 The work plan has been given due consideration by EN-COM. Although a new work plan template is introduced, the EN will try to follow the basic operating work principles inherited from ET-CCP¹. A draft work plan of the expert team is given in Part B of the EN-COM work plan, as presented at [Annex B](#).

¹ CAeM Expert Team on Communication, Coordination and Partnership (2014 to 2018)

Interactions within EN-COM

1.6 The very first contacts with the core members at the end of 2018 and early 2019 identified some technical errors in the contact details of the experts from Sudan and Indonesia. To date, these errors have been overcome with the help of the Secretariat and the communication with the core members continues on a routine basis.

1.7 Interactions with the EN, both formal or informal, in person or virtual, will be maintained through teleconferences, correspondence, forums and, where appropriate, during the participation in the MET-related workshops and meetings.

Teleconferences

1.8 Given that face-to-face meetings are not advised for EN-COM, teleconferences become a dynamic communication tool. The frequency of teleconferences must be ongoing and should take place on a quarterly basis to update the core members on the most significant CAeM-related events, evaluate the team capacity to meet the new tasks set by MG, as necessary, and exchange regularly regional/sub-regional implementation reports. The first teleconference of the team is scheduled for 7 February 2019 to discuss, inter alia: a) the issues associated with Newsletter-1/2019; b) the Recommendations arising from the CAeM Newsletter Satisfaction Survey 2018; and c) the 2019 CAeM Global Survey which might need full or partial involvement from the team core members to obtain relevant feedback from WMO Members.

Liaison with aviation task teams/subgroups

1.9 As part of coordinating function, EN-COM is tasked to ensure the availability of the information on CAeM activities and developments and its distribution in the CAeM community. Consequently, EN-COM will have to contact with regional/sub-regional working groups/aviation task teams to monitor the progress made by Members in regional planning and implementation process and coordinate assistance for Members in need.

1.10 In addition, such contacts will help keep updated the listings of MET focal points in the Members throughout the WMO Regions, identifying additional MET network experts and replacing those who are not available in the Members' services any more. Once updated, the MET focal point network will ensure adequate responses from Members to CAeM surveys, regional/sub-regional reports on the implementation process, meteorological service improvements and institutional upgrades related to ICAO/WMO initiatives, and delivery of proper CAeM recommendations for WMO Regions/sub-regions.

1.11 The scale of the MET information demand makes cooperation with the following MET working groups/bodies essential, namely: a) the CIS ICH Working Group-4 and ICAO EANPG METG PT/EAST (RA VI) which have established a practice of holding joint meetings to develop a collective action plan; b) the Working Group on Compliance Issues in Marine and Aeronautical Meteorological Services and Cost Recovery and the Task Team on Aeronautical Meteorology (RA I) which address regional issues at the joint meetings; c) the Expert Group on Aeronautical Meteorological Services Delivery (EG-AeM) (RA II) which succeeds in meeting the changing regional requirements; d) the Programmes and Projects Committee (PPRC) (RA III); e) the WMO Working Group on Weather Services (RA V); f) the Project Team on Meteorological Operational Service Delivery (PT-MET-OPS); g) the ICAO Asia/Pacific Meteorological Requirements Working Group (MET/R WG), developing regional guidance for MET information supporting ATM; h) the ICAO APANPIRG Meteorology Subgroup (MET SG), dealing with SIGMET coordination and collaboration projects in the APAC Region; i) the ICAO EANPG Meteorology Group (METG);

j) the ICAO METG Data Management Group (DMG); k) the EUMETNET Working Group on Aviation (AVIMET), dealing with aviation weather issues; l) the MET Alliance.

Moreover, better coordination is needed with ICAO Meteorology Panel (METP) and IATA. Liaison with regional/sub-regional aviation task teams/subgroups, which can be efficient in producing some input in the CAeM discussions, will be increased, mainly via correspondence or participation in the events of the MET working groups/bodies above.

Communication and outreach

CAeM Newsletters

1.12 The ultimate objective of issuing Newsletters is to manage the flow of AeM-related information, the exchange of knowledge and best practices, and to enable CAeM its relevance to the MET community. The biannual issuance of CAeM Newsletters was approved by the feedback received during the CAeM Newsletter satisfaction survey (2018). Once the composition of EN-COM was completed, the EN got down to arranging the next issue of the CAeM Newsletter. Up to now, the list of topics for Newsletter-1/2019 has been agreed with the core members, the president, the vice-president and the secretariat to include 13 topics, as given at the [Attachment](#) below.

It is anticipated that Newsletter-1/2019 will be further discussed during the CAeM-MG-2019 meeting and appear in early March 2019.

CAeM Newsletter satisfaction survey 2018

1.13 Following the request from CAeM Management Group, the Expert Team on Communication, Coordination and Partnership (ET-CCP) conducted a short 'satisfaction survey' in English via an online questionnaire. The survey was launched on 26 February 2018 and remained open for responses until 31 March 2018. 185 responses received during the survey were later analysed by EN-COM, not ET-CCP. EN-COM also made recommendations, aiming to identify improvement areas for future newsletters. The analysis and recommendations arising from the survey are included in [CAeM-MG-2019/INF. 4.1\(5\)](#).

2019 CAeM Global Survey – Sensitivity analysis

1.14 In line with Decision 42 (EC-69), on 1 February 2019 a CAeM Global Survey was launched via an online questionnaire to collect data for a sensitivity analysis of various scenarios of future meteorological service delivery to aviation amongst WMO Members. Given that a short online questionnaire will be available for only a month (until the end of February 2019) EN-COM is expected to provide support in collecting feedback from the Members.

Promotion of gender issues

1.15 Assessing participation of women in the activities of the Commission for Aeronautical Meteorology (CAeM) to meet the provisions of Resolution 6 (CAeM-16, July 2018), it was decided to designate a gender focal point under CAeM. Since one of the EN-COM co-leads agreed to take on the responsibilities as CAeM gender focal point, EN-COM will be dealing, inter alia, with gender-specific issues.

Other considerations

1.16 Despite the change in the form, the present team, now known as Expert Network on Communication and Outreach, is devoted to foster the communication, coordination and partnership practices introduced by the preceding group.

ATTACHMENT

LIST OF TOPICS FOR NEWSLETTER-1/2019
(*Newsletter-1/2019 to be issued in early March*)

1. Message from the president of the CAeM (Ian)
 2. New CAeM working structure for 2018-2022 (Stephanie)
 3. Preparations for Cg-18 (Geneva, Switzerland, 5-14 June 2019) (Greg & Bob)
 4. Outcomes of CAeM Management Group-2019 (Melbourne, Australia, 12-15 February 2019) (Greg & Bob)
 5. Outcomes of RA I ACMA (Dakar, Senegal, 28-30 November 2018) (Gabo)
 6. Outcomes of conjoint VAAC BP/VASAG session (Wellington, New Zealand, 5-9 November 2018) (Greg/Ian)
 7. Short summary of the outcomes of ICAO ANC-2018 and MET Panel meeting (late 2018) (ICAO Secretariat)
 8. Space Weather issues (ICAO Secretariat/Meteo-France/Finnish Meteorological Institute/NWS). First WMO RA III/RA IV Space Weather (SWx) Online Workshop, First Edition (Buenos Aires, Argentina, 5-9 November 2018) (Claudia)
 9. Operational use of MODE-S derived wind-data in the EUR Region (KNMI)
 10. Progress made under WMO and IATA Working Agreement on AMDAR (Dean Lockett/YF Lee). Regional insight into the AMDAR issues:
 - a) Outcomes of the WMO/IATA Workshop on AMDAR (Moscow, Russian Federation, 17-18 October 2018) (Marina)
 - b) First WMO/IATA/SMN (Argentina) AMDAR Workshop in RA III (Buenos Aires, Argentina, 5-6 December 2018) (Claudia)
 11. Progress made in SIGMET coordination projects:
 - a) initiated by Hong Kong, Singapore, Malaysia and Indonesia (YF Lee)
 - b) initiated by the CIS countries (Marina)
 12. Technical cooperation between the ICAO CAR/SAM States within the framework of the projects led by ICAO SAM - Ecuador's case study:
 - Implementation of the Automated System for the Evaluation of Aerodrome Terminal Forecasts (SAETAF) (Claudia);
 - Improvements in the SIGMET GRAPHIC system in the framework of the implementation of the GOES meteorological satellite-16. (Peruvian software shared with other RA III countries) (Claudia)
 13. Outcomes of the International training workshop on Meteorology-Air Traffic Management (MET-ATM) (October 2018) (YF Lee)
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