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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: T 4/7.5: AP002/13 (MET)

03 January 2013

Subject: 3rd Meeting of the Asia/Pacific Meteorological
Hazards Task Force (MET/H TF/3)
(Bangkok, Thailand 13 – 15 March 2013)

Action required: Reply at your earliest convenience, preferably
not later than 22 February 2013

Sir/Madam,

I have the honour to invite your Administration to participate in the 3rd Meeting of the Asia/Pacific Meteorological Hazards Task Force (MET/H TF/3), which will be held at the ICAO Regional Office, Bangkok, Thailand from 13 to 15 March 2013.

Note: MET/H TF/3 will be held back-to-back with the 11th Meeting of the Asia/Pacific Regional OPMET Bulletin Exchange Working Group (ROBEX WG/11), which will be held from 11 to 13 March, enabling a conjoint session to be held on 13 March 2013 to discuss the common issues of SIGMET relating to both groups.

You will recall that the Sixteenth Meeting of the Communications/Navigation/Surveillance and Meteorology Sub-group (CNS/MET SG/16) of APANPIRG decided to rename the existing Task Forces and that the existing Task Force chairs would provide updates to the Performance Framework Form (PFF), Terms of Reference (TOR) and Work Plan for the renamed groups. As a result, the Meteorological Advisories and Warnings Implementation Task Force (METWARN/I TF) was renamed the Meteorological Hazards Task Force (MET/H TF).

The purpose of MET/H TF/3 is to review progress on the PFF, TOR and Work Plan of the group since the last meeting (METWARN/I TF/2) held in Bangkok from 19 to 20 April 2012. The report of that meeting is available at the following link:

http://www.bangkok.icao.int/cns/meeting.do?method=MeetingDetail&meeting_id=146

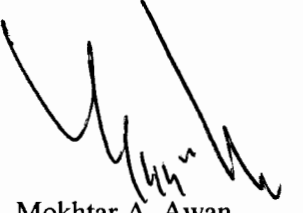
The meeting is also expected to propose further actions aimed at improving the availability and quality of information on meteorological hazards in the ASIA/PAC Region.

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The provisional agenda, meeting bulletin providing general information of the venue and the organizational arrangements and nomination form are provided in the Attachments 1, 2 and 3, respectively.

To facilitate our preparations, I will be grateful if you could confirm participation by expert(s) from your Administration at your earliest convenience, **preferably not later than 22 February 2013**, by returning the completed nomination form. Lastly, I will be grateful if all working and information papers are submitted at your earliest convenience, **preferably not later than 22 February 2013**.

Accept, Sir/Madam, the assurances of my highest consideration.



Mokhtar A. Awan
Regional Director

Enclosures:

- Attachment 1: Provisional agenda
- Attachment 2: Meeting bulletin
- Attachment 3: Nomination form



International Civil Aviation Organization

**THE THIRD MEETING OF ASIA/PACIFIC METEOROLOGICAL
HAZARDS TASK FORCE (MET/H TF/3)**

Bangkok, Thailand, 13 – 15 March 2013

PROVISIONAL AGENDA

- Agenda Item 1:**
- a) Adoption of provisional agenda and working arrangements for the meeting
 - b) Review of the TORs and follow-up action on the TF/2 meeting and relevant APANPIRG/23 Conclusions

Conjoint:
(with ROBEX WG/11)

Agenda Item C1: VAAC Backup Tests

- Agenda Item C2:** SIGMET
- a) SIGMET tests (*Activity 3 – ROBEX WG*)
 - b) Regional SIGMET monitoring and coordination
 - c) Review SIGMET Guide
 - d) Advisory information
 - e) Other business

- Agenda Item 2:** Review educational material
- a) Monitor the developments of IAVWOPSG and METWSG with reference to guidance on radioactive cloud and Tsunami
 - b) Other necessary guidance

Agenda Item 3: Review progress on contingency plans

Agenda Item 4: Aerodrome Warnings

Agenda Item 5: Future Work Programme

Agenda Item 6: Any other business



International Civil Aviation Organization

**THIRD MEETING OF THE ASIA/PACIFIC METEOROLOGICAL
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Bangkok, Thailand, 13 – 15 March 2013

MEETING BULLETIN

1. Schedule of Meeting

1.1 The opening session of the meeting will be held at 0900 hours on Wednesday, 13 March 2013 at the “*Kotaite Wing*” of the ICAO Regional Office, Bangkok.

1.2 The daily order of business will be announced on the first day of the meeting.

2. Registration of participants

2.1 Participants are requested to register at the Registration Desk in the “*Kotaite Wing*” of the ICAO Regional Office between 0830 and 0900 hours on the opening day of the meeting. Participants are also requested to wear their identification badge all the time inside the ICAO premises.

3. Officers and Secretariat concerned with the Meeting

3.1 Mr. Peter Christopher Dunda, Regional Officer MET will be the contact person whose address is as follows:

Mr. Peter Christopher Dunda, Regional Officer, MET

Tel: +66 (2) 537-8189 to 97 Ext. 153

Fax: +66 (2) 537-8199

E-mail: PDunda@icao.int

3.2 The daily meeting service is the responsibility of Ms. Sarangtip Sundarachampaka, Administrative Officer. Ms. Sriprae Somsri will provide secretarial support.

4. Meeting documents for distribution

4.1 Participants wishing to make presentations or present papers for distribution during the meeting are requested to submit electronic copies to the Secretariat as early as possible, and preferably **no later than 22 February 2013.**

4.2 Any ICAO publications required by the participants may be obtained from the ICAO Regional Office Library located on the first floor of the Secretariat building. These publications may be purchased or borrowed for reference during the meeting and returned to the Librarian at the end of the meeting.

5. Location of the ICAO Regional Office and hotel accommodation

5.1 The ICAO Regional Office is located at 252/1 Viphavadi-Rangsit Road, Ladyao, Chatuchak, Bangkok next to the PTT Public Company Limited (PTT) Headquarters and opposite the Sofitel Centara Grand Bangkok Hotel. It is located about 40 km away from the Bangkok/Suvarnabhumi International Airport and about 12 km from the Sukhumvit Road, where most

of the recommended hotels are located. Location of the Regional Office and the route map of the Bangkok Mass Transit System (BTS, also known as the Skytrain) and MRT Sub-way system (the Underground Metro) are published in the APAC website www.icao.int/apac/ under the heading “Information for Visitors”. The nearest BTS (Skytrain) station to the Office is “*Mo Chit*” and the nearest MRT station to the Office is “*Phahon Yothin*”. Detailed routing instructions are provided on the web site.

5.2 Information about the venue, hotel accommodation in Bangkok and other information of interest to the participants could be found on the ICAO APAC website at: <http://www.bangkok.icao.int>

5.3 Participants may contact the hotels listed directly by telephone/fax/e-mail for reservation. Due to heavy demand for hotel accommodation reservations should be made as early as possible. The Regional Office would be pleased to assist participants in making hotel reservation, if required. **When making reservation, participants should mention that they are attending ICAO Meeting to get the special room rate.**

5.4 Participants are requested to make their own arrangements for transportation from the airport to the city and from their hotels to the venue of the meeting.

5.4.1 Thai Airways International and Airport Taxi Services operate private limousine services from the airport to downtown Bangkok, at about Baht 950 to Baht 1,100 per vehicle depending on type of vehicle. Public taxi service is also available at the taxi stands at the airport. In addition to the fare indicated in the taximeter, 50 Baht surcharge is required to be paid for hiring a taxi from airport to city.

5.4.2 When departing, the hotel can arrange for transportation to the airport. Public taxis, which are less expensive than hotel taxis, are also available. Most taxis have a fare meter.

5.4.3 The State Railway of Thailand (SRT) operates Airport Link service connecting downtown Bangkok and Suvarnabhumi airport. The Airport Link's City Line will run every 15 minutes and the Express Line every 30 minutes. Both lines operate from 6am to midnight. The City Line will make eight stops across the capital, starting at Phaya Thai, before heading to the airport. The trains take 30 minutes from Phaya Thai to Suvarnabhumi. Passengers using the City Line pay a flat rate of 15 baht for a trip during the promotion period. Fares will range from 15 baht to 45 baht, depending on the distance travelled, after Jan 1, 2011. The Express Line is a 15-minute non-stop journey between Makkasan and Suvarnabhumi and the fare is 100 baht per trip. However, the fare will be raised to 150 baht after the check-in system are fully set up at Makkasan station. For more information please see <http://www.bangkokairporttrain.com/time-table-route.html>

6. Passport, visa and customs

6.1 All foreign nationals entering Thailand must possess valid passports or other valid documents for travel. Visitors from certain countries are not required to obtain visas for a temporary visit not exceeding 15 days. It should, however, be noted that the temporary visas issued upon arrival at the airport cannot be extended beyond the period of 15 days except under extraordinary circumstances. It is, therefore, suggested that all participants consider obtaining official visas from the Royal Thai Embassy or Consulate prior to their arrival in Thailand. Detailed information regarding entry visa requirements could be found on: <http://www.mfa.go.th/web/2637.php> .

6.2 Participants who require assistance in visa application are requested to notify the Regional Office at least one month in advance and provide their itineraries, passport details i.e. full name, nationality, passport number, date of issue and expiry.

6.3 International certificates of vaccination against yellow fever are required if arriving within 6 days after leaving or transiting an infected area.

6.4 There are no restrictions on import of foreign currency. However, if the amount exceeds US\$ 10,000 it must be declared on entry. Foreign currencies may be taken out of the country up to the amount imported and declared.

7. Other useful information

7.1 Time in Thailand is 7 hours ahead of Co-ordinated Universal Time (UTC+7).

7.2 International credit cards such as American Express, Diners Club, Visa, Master Card, are normally accepted at major hotels and department stores.

7.3 All commercial banks exchange major foreign currencies and are open from 0830 to 1530 hours from Monday through Friday. Some banks keep the foreign exchange counter open until 2000 hours during weekdays. Foreign exchange counters operated by various commercial banks are located at several places in the city and are also open during Saturdays and Sundays and on public holidays from 1000 to 2000 hours. To change travellers' cheques you are required to show your passport.

7.4 The unit of currency in Thailand is the Baht. The current rate of exchange for US \$ is US \$ 1 = Baht 29.00 approximately.

7.5 Weather in Bangkok is generally hot with high humidity. More weather information can be obtained from the web site of the Thai Meteorological Department: www.tmd.go.th.

7.6 Tropical or lightweight clothes and washable cottons will suffice.

7.7 Most hotels add a 10% service charge to the room rate in addition to the government tax of 7%. Baggage boys at hotel expect at least Baht 20. At restaurants, a tip of about 10% is expected unless a service charge has been added to the bill.

7.8 Although the tap water in Bangkok is chemically treated, it is recommended to drink only bottled water and beverages.



**THIRD MEETING OF THE ASIA/PACIFIC METEOROLOGICAL
HAZARDS TASK FORCE (MET/H TF/3)**

**Bangkok, Thailand
13 – 15 March 2013**

Nomination Form				
State/ Organization				
Name	<input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.	Family name (capitals)	First name	Middle initial
Title/Official Position				
Mailing Address				
Telephone (office)				
Telephone (mobile)				
Fax				
e-mail (1)				
e-mail (2)				
Hotel in Bangkok				

Note: Participants are expected to make their own hotel/visa arrangements

Please submit the completed form by 22 February 2013 by e-mail, fax or mail.

E-mail: icao_apac@bangkok.icao.int
Fax: +66 (2) 537-8199
Mail: ICAO Asia/Pacific Office
 P.O. Box 11
 Samyaek Ladprao
 Ladprao
 Bangkok 10901
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