



Our ref.: 04771/2025/S/AVI/AVRDP-SSC-4

13 June 2025

Annex: 1

Subject: Fourth meeting of the Scientific Steering Committee of the Aviation Research and Development Project – Phase II (AvRDP2-SSC-4) in Exeter, United Kingdom, from 24 to 26 September 2025

Action required: WMO Secretariat to be notified by **1 July 2025** whether your expert will attend the meeting and if attendance will be in person or online

Dear Sir/Madam,

I am pleased to inform you that the fourth meeting of the Scientific Steering Committee of the Aviation Research and Development Project – Phase II (AvRDP2-SSC-4) will be held in a hybrid format, online and at the Met Office Headquarters in Exeter, United Kingdom, from 24 to 26 September 2025. The meeting will take place daily from 0900 to 1700 hours British summer Time (UTC+1).

The main objectives of the AvRDP2-SSC-4 will be the review of work progress and outcomes of experiments or trials conducted over the past 12 to 15 months regarding the new impact-based convection nowcasting and forecasting capabilities for the two chosen air routes. The committee will consider the verification and validation phase in 2025, the final year of the project. Additionally, the SSC will discuss potential recommendations to advance the observation, forecasting, and warning of significant convection and associated hazards and related information services in support of air navigation. Consideration will also be given to the need for and feasibility of a phase 3 of AvRDP, possibly commencing in the twentieth WMO financial period (2028–2031). A provisional agenda will be made available to participants in due course.

The membership of the SSC (see the [Annex](#)) includes an expert from your country, who has been nominated, with your approval, to serve on the committee. I would, therefore, be grateful if you could kindly confirm the possibility of his/her attendance.

In accordance with WMO General Regulation 31 (*Basic documents No. 1* (WMO-No. 15)), the “expenses of attendance of members of subsidiary bodies of constituent and additional bodies at sessions of these bodies shall normally be borne by the Members or the international organization to which those members belong”. It is, therefore, hoped that these expenses will be borne by your Government, should your expert attend in person.

If your Government is unable to meet the expenses for in-person attendance, WMO is prepared to consider providing financial support for this purpose. However, in view of the limited funds available for supporting sessions of subsidiary bodies, I should be grateful if you could explore the possibility of meeting at least part of the costs involved.

To: Permanent Representatives of Members with WMO (limited distribution)

cc: Members of the AvRDP2 SSC from the SERCOM SC-AVI

For administrative purposes, I kindly request you to notify the WMO Secretariat at wmo@wmo.int with a copy to aviation@wmo.int, at your earliest convenience, but preferably not later than **1 July 2025**, regarding your expert's attendance. Please indicate whether they will attend online or in-person, and in the latter case, whether financial assistance will be required, specifying whether support for travel costs, per diem, or both will be needed. Should your expert's travel costs be borne by WMO, then travel arrangements will be made by the WMO Secretariat and details will be sent to your expert in due course.

Regarding insurance coverage for non-staff members, may I draw your attention to the following:

Non-staff members of WMO who are authorized to travel at the Organization's expense and/or who are receiving a DSA from WMO must ensure they are fully responsible for expenses incurred in the event of death, illness or injury during official travel and attendance at meetings on behalf of the Organization. They are, therefore, fully responsible for arranging life, health, and accident, as well as any other forms of insurance with an adequate level of coverage for the duration of such meetings and events.

WMO liability is limited to the performance of services or attendance at a meeting on behalf of the Organization, is covered by an injury and illness benefit insurance which provides limited coverage for medical, emergency, and supplementary official travel expenses.

I would like to take this opportunity to thank you for your continued support and contribution to WMO activities.

Yours faithfully,



Ms Ko Barrett
for the Secretary-General

**MEMBERSHIP OF THE AVIATION RESEARCH AND DEVELOPMENT PROJECT — PHASE II
SCIENTIFIC STEERING COMMITTEE (AvRDP2-SSC)**

(Certified correct as of 11 April 2025)

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| Co-chairs | Dr Piers Buchanan (United Kingdom) Mr Chris Davis (United States of America) |
| Core experts | <p><i>From the Research Board (RB)/World Weather Research Programme (WWRP):</i></p> <p>Dr Ramon De Elia (Argentina) Dr John Methven (United Kingdom) Dr Fanglin Yang (United States of America)</p> <p><i>From the SERCOM SC-AVI:</i></p> <p>Mr Morné Gijben (South Africa) Mr Ping Cheung (Hong Kong, China) Ms Michiko Ikeda (Japan)</p> |