

**WMO OMM**

World Meteorological Organization
Organisation météorologique mondiale
Organización Meteorológica Mundial
Всемирная метеорологическая организация
المنظمة العالمية للأرصاد الجوية
世界气象组织

Secrétariat

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2022 年 1 月 20 日

附件: 2 个 (仅以英文提供)

主题: 贵机构专家出席将于 2022 年 3 月 29 至 4 月 1 日以混合形式在线并在日内瓦 WMO 总部举行的航空服务常设委员会第二次会议(SC-AVI-2)

要求采取的行动: 于 2022 年 2 月 28 日前通知 WMO 秘书处贵机构专家是否出席该会议, 以及是现场出席还是在线出席

尊敬的先生/女士,

谨此通知您航空服务常设委员会第二次会议(SC-AVI-2)将于 2022 年 3 月 29 至 4 月 1 日以混合形式在线并在日内瓦 WMO 总部举行。

随函附上临时议程(见附件 1), 供您参考。

贵国的一名专家曾经您批准、被提名参加该小组, 现已是该小组的成员(见附件 2)。为此, 望您能研究他/她出席会议的可能性。

根据《基本文件第 1 号》(WMO-No.15)WMO 总则第三十一条: “组成机构附属机构的成员出席这些机构届会的费用通常须由其所属的会员或国际组织承担”。因此, 若贵机构专家现场出席, 希望相关费用由贵国政府承担。

若贵国政府不能支付贵机构专家现场出席的费用, WMO 可以考虑为此提供资助。然而, 鉴于可用于支持组成机构附属机构届会的资金有限, 希望您能考虑至少支付所涉费用的一部分。

出于行政目的, 请您于 2022 年 2 月 28 日前通知 WMO 秘书处贵机构专家是否能够出席上述会议, 是在线出席还是现场出席, 若是现场出席, 是否要求资助。若要求资助, 请说明所需资助的详情: 旅费或每日津贴, 或两者皆需。若由 WMO 支付旅费, 秘书处将做旅行安排, 并将于适当时候将详细信息发送给您。

致: WMO 会员常任代表(阿根廷、澳大利亚、英属加勒比地区、加拿大、智利、中国、中国香港、新西兰、尼日利亚、俄罗斯联邦、南非、瑞士、大不列颠及北爱尔兰联合王国、美利坚合众国)(有限分发)

抄送: SC-AVI 成员

关于保险，根据 WMO “关于公务旅行的常设指令”第 6 章，非工作人员成员在代表 WMO 旅行时，负有确保其具有适当医疗和差旅保险的首要义务。意即：若发生与健康或旅行相关的意外，非工作人员成员应向其所获得的保险寻求帮助，并进行索赔。

WMO 的确对直接归因于服务执行或出席相关会议等活动保有有限责任。但这一涉及医疗、紧急事件和补充公差的保险不应被视为获得私人保险的可行替代方案。

另请旅行人员注意：WMO 的“条例”和“细则”不覆盖因专家延长逗留时间产生的额外费用或因国家主管部门实施旅行限制产生的其他费用。与相关健康保险的规定一样，旅行人员有责任确保其保有必要的旅行保险保护，以应对关闭边境或其他旅行限制等突发事件。

您诚挚的

A handwritten signature in blue ink, appearing to read 'Elena Mankova'.

埃琳娜·玛娜妍科娃博士
代秘书长

**SECOND MEETING OF THE
STANDING COMMITTEE ON SERVICES FOR AVIATION
(SC-AVI-2)**

**Geneva, Switzerland and Online
29 March to 1 April 2022**

PROVISIONAL AGENDA

Ref.: 00769/2022-1.4 S/AVI

1. AGENDA AND ORGANIZATION OF THE MEETING

- 1.1 Opening of the meeting
- 1.2 Approval of the agenda
- 1.3 Working arrangements

2. REPORT OF THE CHAIR OF SC-AVI

3. SC-AVI SUBSIDIARY BODIES PROGRESS REPORTS, OPERATING PLANS AND OTHER MATTERS OF RELEVANCE

- 3.1 Expert Team on Education, Training and Competency (ET-ETC) progress report and operating plan
- 3.2 Expert Team on Aeronautical Meteorological Hazards Science (ET-MHS) progress report and operating plan
- 3.3 Expert Team on Impacts of Climate Change and Variability on Aviation (ET-CCV) progress report and operating plan
- 3.4 Advisory Group on Volcanic Sciences for Applications (AG-VSA) progress report and operating plan
- 3.5 Thematic Coordinators on Strategy and Governance progress report
- 3.6 Task Team on the Long-Term Plan for Aeronautical Meteorology (TT-LTP) progress report and proposed update to the Long-Term Plan for Aeronautical Meteorology (LTP-AeM)
- 3.7 Thematic Coordinators on Capacity Development progress report
- 3.8 Thematic Coordinator on Gender Mainstreaming progress report
- 3.9 Thematic Coordinator on Communications and Outreach progress report
- 3.10 Progress report on Phase 2 of the Aviation Research and Development Project (AvRDP2)

4. MATTERS RELATING TO *TECHNICAL REGULATIONS* (WMO-No. 49) AND SUPPORTING GUIDANCE MATERIAL

- 4.1 Proposed amendment to *Technical Regulations, Volume I - General Meteorological Standards and Recommended Practices* (WMO-No. 49) and update to the *Compendium of WMO Competency Frameworks* (WMO-No. 1209) addressing aeronautical meteorological personnel competency and qualification
- 4.2 Proposed update to the *Guide to Practices for Meteorological Offices Serving Aviation* (WMO-No. 732) addressing service delivery
- 4.3 Proposed update to the *Guide to Aeronautical Meteorological Services Cost Recovery: Principles and guidance* (WMO-No. 904) addressing cost recovery
- 4.4 Discontinuation of *Technical Regulations, Volume II – Meteorological Service for International Air Navigation* (WMO-No. 49) and potential consequential amendments or updates

5. WMO COORDINATION AND COLLABORATION WITH AVIATION STAKEHOLDERS

- 5.1 WMO contribution to ICAO Meteorology Panel (METP), the Airport Economics Panel/Air Navigation Services Economics Panel (AEP/ANSEP) and the Committee on Aviation Environmental Protection (CAEP) and their subsidiary bodies
- 5.2 Status of the reform of ICAO METP and its subsidiary bodies
- 5.3 Progress report on the update to the working arrangements between WMO and ICAO
- 5.4 Coordination between WMO and other aviation stakeholders such as the International Air Transport Association (IATA), Airports Council International (ACI) and the European Union Aviation Safety Agency (EASA)
- 5.5 Coordination needs, if any, arising from SC-AVI Technical Focal Points

6. RISK MANAGEMENT, PROGRESS REPORTING AND FUTURE MEETINGS/EVENTS

- 6.1 Risk identification and mitigation associated with the work of SC-AVI
- 6.2 Review of the terms of reference of SC-AVI and any proposed update thereto
- 6.3 Scope of SC-AVI Chair's progress report to SERCOM MG
- 6.4 2022 and 2023 meetings/events of relevance to SC-AVI
- 6.5 2022 schedule of SC-AVI quarterly video/teleconferences

7. OUTCOMES OF THE MEETING

- 7.1 Summary of actions or decisions arising from SC-AVI-2
- 7.2 Summary of decisions or recommendations for SERCOM-2 arising from SC-AVI-2

8. ANY OTHER BUSINESS

9. NEXT MEETING

10. CLOSURE OF THE MEETING

**MEMBERSHIP OF THE
STANDING COMMITTEE ON SERVICES FOR AVIATION
(SC-AVI)**

(Correct as of 7 January 2022)

Chair	Mr Ian LISK (United Kingdom of Great Britain and Northern Ireland)
First Vice-Chair	Ms Gaborekwe KHAMBULE (South Africa)
Second Vice-Chair	Mr Kent JOHNSON (Canada)
ET-ETC Co-Chairs	Ms Kathy-Ann CAESAR (British Caribbean Territories) Ms Andrea HENDERSON (Australia)
ET-MHS Co-Chairs	Ms Sum Yee (Sharon) LAU (Hong Kong, China) Mr Matt STRAHAN (United States of America)
ET-CCV Co-Chairs	Mr Lei GU (China) Mr Ping CHEUNG (Hong Kong, China)
Thematic Coordinators	Ms Kaspar BUCHER-STUDER (Switzerland) Ms Marina PETROVA (Russian Federation) Ms Claudia RIBERO (Argentina) Mr James LUNNY (New Zealand) Mr Oluwaseun Wilfred IDOWU (Nigeria) Ms Rodrigo FAJARDO ROSSEL (Chile)

Note, the International Civil Aviation Organization (ICAO) is an ex-officio member of the Standing Committee.
