

REPORT OF THE DATA MANAGEMENT GROUP

FIFTH MEETING

(Bucharest, 13-15 March 2012)

The fifth meeting of the Data Management Group was held from 13 to 15 March 2012 in ROMATSA premises, Bucharest, and was attended by the following participants:

List of participants

Mr. Michael Pichler	Austria
Mr. Herman Swinnen	Belgium
Mr. Wim Demol	Belgium
Mr. Johnny Funder	Denmark
Mr. Patrick Simon	France
Mrs. Annemiek den Uijl	Netherlands
Mr. Laurentiu Brojboiu	Romania (Secretary)
Mr. Edward Boorman	United Kingdom
Mr. Kevin Loy	United Kingdom (Chairman)
Mr. Christopher Keohan	ICAO Paris

WP 1 – Adoption of the provisional agenda

After the meeting opening, the group discussed on the provisional agenda and adopted it as follows (7.c Update BMG->DMG removed):

1. Approval of the Agenda
2. Actions from previous meeting
3. Information from other groups
4. EUR OPMET Data Update procedure and data monitoring, reporting and addressing
 - i) Routine
 - ii) Non-routine (incl. SIGMET issues)
 - iii) Volcanic Ash
 - iv) Addressing of EUR and Non-EUR OPMET data
5. Performance Indices
6. RODEX
7. Documentation
 - a) EUR OPMET Data Management Handbook
 - b) PHP
8. WXXM
9. AOB
10. Next meeting

Agenda Item 3: Actions from the previous meeting

The group reviewed the status of the actions established at the DMG04 meeting. The completed tasks were erased from the list (highlighted in yellow; see comments) while the pending actions were maintained and, if necessary, rescheduled.

Ag. Item/BMG	Action item	Responsible	Target date
DMG03-3-1	Analyse the OPMET archives to determine whether there are European FIRs for which test SIGMETs are issued but no real data received so far.	Ed. Boorman	1 Dec. 2011
DMG03-3-2	Contact ICAO Paris (Greg Brock) in order to obtain an updated list of the AFTN addresses to be used to distribute the VAA to each state. This list should be included by the DMG into the RODC catalogue	K. Loy	DMG03
DMG01-6-4	Propose AMOF SG the FIR indication into the AIREP format	P. Simon	DMG05
DMG03-3-5	WP covering a revision to the SADISOPSG Terms of reference (to reflect that the responsibilities on OPMET data management in Europe are on the DMG).	K. Loy	31 Jan 2011
DMG03-5-1	Investigate on the possibility for automatic response on the reception of bulletin not correctly addressed.	M. Pichler	DMG04
DMG3-5-6	Proposal to update the SADIS Gateway Operations Handbook Version 4.0 (SIGMET Validation).	K. Loy	31 Jan 2012
DMG3-5-7	Check whether the SIGMET validation also caters for the MWO and the line terminator ("-") and if affirmative, include the appropriate wording into the proposal for SADIS Gateway Operations Hdbk.	K. Loy	31 Jan 2012
DMG04-3-1	Contact ICAO Paris (C. Keohan) in order to obtain additional clarifications on the runway state monitoring.	K. Loy	DMG05
DMG04-3-2	Monitor rwy state in METAR reports. WP to DMG	J. Funder	DMG05
DMG04-4-1	Contact Dennis Hart to find details on WXXM involvement of DMG (PT/MARIE).	K. Loy	DMG05
DMG04-4-2	The EUR data which are available on SADIS but missing on ISCS will be investigated and action taken to ensure proper routing to Washington (KWBC). For the non-EUR data, DMG will inform Washington in support of actions for data availability.	Ed Boorman P.Simon A. den Uijl	DMG05
DMG04-4-3	Provide EXCEL sheets to London, Toulouse, De Bilt and Brussels asking to check the reception of advisories and SIGMET messages received out of the ASIA/PAC region on that respective days, as well as for WC SIGMET messages from the MID-region on the 8th November 2011	M. Pichler Ed Boorman P. Simon A. den Uijl H. Swinnen	8 Nov. 2011
DMG04-9-1	Check whether RQM requests are still recorded from Taipei. If affirmative, then try to establish details on what the technical problems can be with data distribution from Singapore to Taipei.	Ed Boorman	DMG05

DMG04-5-1	Prepare a WP with the detailed description of indices definition and method of calculation. These information will be included into the OPMET Handbook and also presented to METG.	J. Randall	
DMG04-5-2	Work on ensuring access to the KPI presentation from external locations. If possible, the presentation will be used for the next DMG and also for SADISOPSG and METG meetings.	K. Loy Ed Boorman	
DMG04-6-1	Tele-conference to establish what the current status is and define what the next steps are for RODC (use cases and user interface), in order that by the end of November to have a plan to show how to go to completion of this task.	J. Funder, Ed Boorman, J. Randall	11 Nov. 2011
DMG04-6-2	Approach ICAO (C. Keohan and G. Brock) to explain what we are trying to reach with RODC and the need for a table based list of SIGMET headers (similar to SUG An. 2), with the possibility to keep this list into FASID.	K. Loy	DMG05
DMG04-6-3	Appendix H to EUR OPMET Handbook to be updated to reflect the manual contingency procedures. The Appendix B will be updated with respect to RODC. WP for DMG05	ROCs	DMG05
DMG04-7-1	Provide an electronic version (Word) of the App. E of the Handbook. Work on updating the Handbook with respect to data addressing (whether should be mainly described into the main body of the Handbook or stay in the Att. E).	J. Funder K. Loy P. Simon	DMG05
DMG04-7-2	Prepare WP with a revised proposal on timers definition	(Ed Boorman) P. Simon A. den Uijl Wim Demol	DMG06

With regard to the action DMG 3-3-2 it was mentioned that no list is received yet, but will be made available to DMG members when available. It was considered very useful to have such a list available for consultation on the ICAO website.

C. Keohan checked during the meeting with ICAO Montreal whether is feasible to have access to the database of the addresses that nuclear emergency and VAA messages (and TCA messages in other regions) need to be sent to. IAVWOPSG Conclusion 5/22 addresses the development of a global database of ACC AFTN addresses for notification of the release of radioactive material by VAAC London. ICAO is currently working on producing FASID Tables with this information (regional information extracted from a global database). The meeting expressed a desire to use this database for other applications (dissemination of VAA and TCA). Until such a goal is achieved, the current list of the AFTN addresses used for NEM was made available in PDF format. The DMG meeting analyzed the list and noted some actions needed to fill in the missing information:

Action DMG05-2-1: P. Simon will approach the national responsible persons (DSNA) for providing the AFTN addresses that NEM and VAA need to be sent to. C. Keohan will try to obtain missing information from Russian Federation with the help of Viktor Kourenkov, and from Germany by contacting DWD.

Action DMG05-2-2: C. Keohan will verify that the list is published and maintained on-line (<http://www.icao.int/safety/meteorology/iavwopsg>). (note – already verified) Based on the results, DMG will prepare a paper to reference this publication in the regional volcanic ash contingency plans for the next meeting with the intention to be presented next METG (noting the EANPG or COG of the EANPG would have to approve this proposal and in parallel for the NAT Region – NAT IMG)

Action DMG04-7-2 shall be deleted. No progress has been recorded so far. It was considered necessary that a small task group will address the issue prior to DMG06 as Action DMG05-2-3: Annemiek, Patrick and Wim will have a meeting to propose update to the documentation on timers. The resulting document will be presented at DMG06. (Ed will be kept informed on the subject).

Agenda Item 3: Information from other groups

WP 03 - ICAO status of OPMET

The ICAO paper included a status on OPMET related Decisions and Conclusions presented at METG/21.

Regarding the METG DC 21/03 (EANPG C53/23), DMG considered this as a good opportunity to address a previous action (DMG01-6-4). Consequently, DMG01-6-4 was closed and this new action was derived:

Action DMG05-3-1: Annemiek and Patrick will work on proposals for aligning SIGMET, AIRMET, special AIREP messages and eliminating inconsistencies, and forward this proposal to the MET Warning Study Group representatives for consideration under the umbrella of an existing conclusion (EANPG Conclusion 53/23)

For METG D21/06, the group was informed that a state letter has been sent on November 2011. Nevertheless, as the AMOFSG report contained ambiguous provisions related to the issuance time of an amended TAF, the guidance included into the state letter were not fully correct with respect to the format of the issuance hour group (YYGGggZ). It was considered necessary that a corrected version be distributed as soon as possible to the states.

Action DMG05-3-2: P. Simon and C. Keohan will work together for a corrected version of the state letter on the amended aerodrome forecast times and ICAO will notify the states accordingly.

DMG members were then informed on the outcome of the MID BMG01 and MID MET SG3 meetings related to OPMET issues. It was mentioned that an action group was to be established to: a) determine requirements associated with the establishment of ROCs in the MID Region; b) develop a survey to determine States capability of developing a ROC. Taking this into account, ICAO Paris worked in collaboration with ROC Vienna to develop documents on this matters and it was agreed by DMG that this material be presented to the MID BMG for consideration in an effort to formulate a recommendation of ROCs in the MID Region after a survey based on the requirements has been analysed..

The DMG members were invited to review some comments on the EUR OPMET Handbook (EUR Doc 018) and agreed on the following action:

Action DMG05-3-3: J. Funder will amend the EUR OPMET Handbook according to the comments presented in DMG05 WP03.

Agenda Item 4 - EUR OPMET Data Update procedure and data monitoring

IP01 – RWY state monitoring

As a result of an action from the previous meeting, J. Funder presented to the group the results of the monitoring on the usage of the runway state group into the METAR messages, depicting stations that use the old versus the new format. C. Keohan will refer to these results in the report of the ICAO Secretariat for METG.

WP15 – OPMET Monitoring

The meeting was presented by H. Swinnen with the results of the regular OPMET monitoring from February 2012. Of particular interest were also the results of the ISCS and SADIS monitoring that took place in January 2012, which were discussed and the followings were concluded:

- For required European data which are monitored on SADIS but not on ISCS: first ensure it is distributed to Washington, and then provide the US with the list of these data.
- For data monitored on ISCS but not on SADIS: Ed will liaise with the other 2 ROCs to solve the routing and ensure it receives the data.

For both cases, it was agreed that the corresponding activities be carried on under the PHP, and the following action was concluded:

Action DMG05-4-1: A. den Uijl will make PHP entries for the required problems regarding missing data on ISCS / SADIS. The 3 ROCs will take the necessary actions for solving these issues. The progress results will be reported to the next DMG meeting.

It was noted that the process is desirable to gradually move from human processing to system processing in the future.

Action DMG05-4-2: K. Loy will present a paper to the next SADISOPSG meeting highlighting the efforts done by DMG to ensure proper distribution of data, while little support is received from Washington on the matter.

WP05 – SIGMET Monitoring

The group was presented by M. Pichler with the results of the SIGMET monitoring exercise that took place on 1-2 Feb 2012.

With respect to the SIGMET message from Cairo (WSEG31 HECA), the group was informed that this message was received by both ROCs Vienna and Toulouse. It was mentioned that HECA is in the MID region, but also is part of the AMBEX plan. For different reasons a centre may be part of two regions, but with respect to the OPMET data distribution its data need to be transmitted only to the corresponding European IROG, in order to avoid duplication. C. Keohan informed that he will request Egypt representatives at the meeting in Abu Dhabi and ask them if there is any problem to have the OPMET data routed to IROG Toulouse only. If that is the case, then the routing will be made through IROG Vienna (maybe this needs to be clarified – that Egypt would not send bulletins directly to ROC Vienna).

With respect to other missing messages that were reported by Denmark and Finland, it was pointed out that those messages have an identity time stamp received from the CIDIN switch, which in fact confirms that the messages were actually delivered. Most probably in those cases there could be problems between the CIDIN switch and the MET switch (or even the monitoring tool).

It was mentioned also that Uzbekistan is issuing SIGMETs for two FIRs (UTSR & UTTR) by using the same header. Additionally the FIR indicators used in the test messages are different to those written down in DOC 014. Uzbekistan has been contacted and replied with the updated FIR indicators and AHL. C. Keohan will update the list of the existing headers in doc. 014.

WP09 – Comments on SIGMET Test

The meeting was informed that the VA SIGMETs issued by Belgium during the February exercise contained minor errors and consequently did not pass the validation at the OPMET Gateway ROC

London. In the paper was appreciated that the messages were possibly discarded by the operator, as it contained the text "TEST MESSAGE PLEASE DISREGARD". It was mentioned that a possible explanation for discarding the message was the great volume of work during the monitoring period and was appreciated that the operational data instead are taken care more seriously and that real data with error are definitely subject to corrective actions. With regard to the distribution to the EGZZVANW, it was pointed that this AFTN address is meant for NOTAM warnings and is therefore incorrect referred to into the ICAO documents (e.g. 9766).

WP07 – SIGMETs never received

Ed Boorman presented to the meeting the headers for which test SIGMETs are issued but no real data received so far. By going through the list, it was noted that:

- Tirana informed that no SIGMETs are issued as there is not yet established a MWO (will be in mid-summer 2012)
- For WSSN32, Sweden was already approached by Ed and response is expected
- For WSUK32 – solved, routing announced through METNO and already monitored in Feb 2012
- For WSRA, WSRS headers in the list, Michael mentioned that the routing exists for these messages. Will contact Russian Federation for information on missing data.

It was considered necessary to perform a check of the FIRs / AHL used for SIGMETs against the list published in the Eur SIGMET Guide.

Action DMG05-4-3: By DMG06, M. Pichler will perform a check of the headers and FIRs used in SIGMET messages against the list published in EUR Doc 014. If inconsistencies are recorded, that should be registered through the PHP. C. Keohan will be informed on the status of this action in order to forward the information to the UK member of the METWSG

WP06 – ASIA/PAC SIGMET Monitoring

M. Pichler informed the meeting of the results and action plans derived from the monitoring exercise of ASIA/PAC SIGMETs in November 2011.

WP10 – Incorrect AFTN addressing

The meeting was informed by M. Pichler on the results of action DMG-3-5-1. As a result of the automatic response, an appropriate answer was received from Ukraine and the routing is expected to be corrected soon. For all other cases, a list of the originators and number of messages was presented. It was mentioned that the listing is not only for OPMET data (RQM or OPMET messages), but also NOTAM, flight plans, etc.

With regard to the RQM monitoring, it was noted that there are still a big number of interrogations coming from Canada (Calgary: SkyPlan Services, Navteq Services; Waterloo). The issue needs further addressing.

Action DMG05-4-4: M. Pichler and W. Demol will monitor the RQM interrogations of the databanks and include the results in a WP for DMG06.

WP11 – SADIS Missing Data

The meeting discussed the results of the SADIS monitoring. It was considered to be very beneficial for the members and the users of SADIS if the missing reports become part of the PHP in order to have control and transparency on the solution of the problems. It was mentioned that the PHM is ready to divide the missing reports (by bulletin) and responsible IROG member for a ticket in the PHP.

Action DMG05-4-5: Annemiek will divide the missing reports by responsible IROG for a ticket in the PHP. IROGs shall participate in the PHP procedure.

WP12 – Control on AIRAC update realization

The meeting was presented with a report on the changes announced via the update procedure (METNO / AIRAC), but not yet implemented. By going through the list, there were concluded the following actions:

Action DMG05-4-6: The three ROCs will take the following respective actions:

- AIRMET data from Greece (never received): it was considered necessary that first clarify whether the AIRMET messages are subject to regional distribution. As stated in the text area of the EUR ANP (before the FASID tables), AIRMET (along with GAMET and special AIREP) is considered as required data. It will be further investigated in other ICAO documents on the necessity of distributing it regionally. Based on that, appropriate action will be taken by ROC Vienna (clarify with Athens)
- For missing reports from Italy and missing bulletin from Spain, ROC Toulouse will approach the responsible centres via PHP
- For FCUK32, FTUK34: UK will investigate, as most probably is a mistake.

Taking into account these situations, it was considered very beneficial for the users to have a kind of control on the actual status of the change. It was agreed that the three ROCs should be responsible to check the status of implementation of the respective updates originated from their area of responsibility.

Action DMG05-4-7: The three ROCs will check the status of implementation of the respective updates originated from their area of responsibility after each AIRAC cycle. If the updates are not according to what was nominated, take corresponding action and, if necessary, address the issue through PHP. Where appropriate, a revised METNO message shall be issued.

P. Simon informed that he had received requests for French data coming from the SADIS Gateway. It was mentioned that the normal way of requesting data is by using the update procedure, and that the SADIS Gateway should first address to ROC London. To address this issue, P. Simon will provide samples of the email requests he received.

Agenda Item 5 – Performance Indices

Presentation on PI

UK offered a presentation on the performance indices based this time on real data. This way, an in depth analysis on the indices was possible. The information was structured to offer information on regional level, per OPMET centre and on airfield level. Particular situations were possible to be investigated (for instance, airfields closed during the week-end, etc). The tool was considered to be very valuable for the ROCs, NOCs, for METG, ICAO and other sub-groups. It was mentioned that the application will be available for consultation by these users on-line, over the Internet.

It was agreed to be used further in the PI calculations and for reporting to METG, but was appreciated that there is still some work to be done for defining the thresholds and derive the queries to extract what is not compliant, in order to have this information available for inclusion into the report for METG.

DMG04-5-1 Prepare a WP with the detailed description of PI's definition and method of calculation. These information will be included into the OPMET Handbook and also presented to METG.

Agenda Item 6 - RODEX

WP04 - RODEX Backup Procedure

Minor corrections were proposed to the current version of the procedure:

- LFPW is preferred instead of LFLF. The diagram will be provided to Patrick to modify it accordingly.
- PAC Region is to be added under ROC London

It was discussed on the opportunity to start testing the back-up procedure. Three scenarios need to be taken into account – one for the each ROC failure. It was agreed first to have a tabletop exercise on ROC Toulouse failure. Patrick will try to involve Bordeaux, in order to gain commitment from AFTN responsible persons.

Action DMG05-6-1: The three ROCs will prepare at DMG06 a tabletop exercise to be held in Toulouse (DMG07).

It was mentioned that there will be needed to update accordingly the RODC. The group was invited to think on the subject and come with proposals on what to be available to the public section and respectively in the non-public section.

There was a discussion regarding the way the RODC “shopping cart” should function. More particularly whether it should be possible for a NOC to express the requirement to receive all data from a particular state, inclusive the future FASID MET2 A changes. I.e. whether the data selection could be adapted automatically when new stations are added to the FASID MET2A. An agreement on this was not reached during the meeting.

WP16 - RODC Use Cases

Ed Boorman presented to the meeting the RODC Use Cases document. The DMG members expressed their appreciation on the important progress of the work. It was agreed that the document be updated according to the comments.

Action DMG05-6-2: Ed Boorman will update the document according to the comments expressed during the meeting and will circulate it to the DMG members for review.

Comments and suggestions for inclusion in next draft:

- Add ICAO Actor plus use cases
- Add Read only Actor plus use cases
- Break up the Use Stories for better readability
- Add use case for a NOC – No longer wanting to receive data
- Add reference/Help information to include FASID version, AIRAC Date, RODC Software version, RODC Status.

Agenda Item 7 – Documentation. PHP

WP13 – PHP Report

A. den Uijl (PHP Manager) presented an overview of the problems addressed so far through the procedure. The main types of problems are code formats, routing and availability.

- With regard to the AFI data (ticket 1023), France mentioned that there are difficulties in getting response from the originators. Patrick will try to address the problems to the AFI IROGs.
- There was mentioned that good contacts are established with Iraq and that the corresponding problems were successfully solved.

It was agreed by the members that A. den Uijl (PHP Manager) will be the person to be contacted in the future for administrative issues (like password recovery, etc.)

In accordance with the updates following the BMG change to DMG, Belgium announced that the PHP URL <https://secure.belgocontrol.be/dmghelpdesk> now has been created to replace the <https://secure.belgocontrol.be/bmgghelpdesk> link as soon as all relevant documents and publications on the Internet have been updated and distributed to the users. Also, the DMG Focal Point eMail address DMG_FP@belgocontrol.be (mind the underscore in DMG_FP) has been created to replace the former BMG_FP@belgocontrol.be address once it faded out from all referencing documents.

WP 14- PT LLF Proposal

The paper described discussions and questions raised within PT/LLF during the preparation of a proposal for EUR OPMET Handbook (Doc 018) - Chapter 10 GAMET EXCHANGE. There were presented different options for marking FIR sub-regions within a GAMET message.

Action DMG05-7-1: The DMG members will investigate whether the proposals are in line with Annex 3 (and WMO 386) and will finalize at DMG06 the proposed guidance material.

Action DMG05-7-2: M. Pichler will prepare examples to be included in the Handbook (complete messages included, and separated for each of the possible alternatives).

Agenda item 8: WXXM.

WP08 Transition towards WXXM

Wim Demol presented to the meeting the current progress recorded in the field of transition to WXXM. With regard to the questions raised within the paper on the role of DMG, it was considered premature to formulate answers, as no sufficient information is available on the project. It was again considered very important that DMG be represented to the WXXM projects and the following action was concluded:

Action DMG05-8-1: K. Loy and C. Keohan will have a teleconference by the end of the month and establish the possibilities to approach PT/MARIE (maybe in conjunction with ASIA/PAC).

Agenda item 9: Any other business

WP17 SADIS User Guide

This paper proposed editorial changes to the SADIS User Guide to clarify OPMET Data Management responsibilities. Due to the short time for analyzing the proposal, it was agreed that DMG members submit their comments to K. Loy by e-mail.

WP18 – SADIS Operations Handbook

The paper proposed some editorial changes to the SADIS Gateway Operations Handbook, to take into account for the changes since last issue, e.g. BMG changing to DMG, Annex 3 updates etc. Again, the DMG members will submit their comments to the proposed changes to Kevin.

Action DMG05-9-1: The DMG members will submit their comments to the proposed changes of SADIS User Guide and SADIS Operations Handbook by the end of next week to K. Loy, who will prepare papers for SADISOPSG/17 (inclusive on OPMET quality control).

Under any other business, there were also discussed:

- M. Pichler informed the group on the work done to the DMG website
- Ed Boorman noted that there is a need to take a formal approach regarding the RQM interrogations from Taipei. It was agreed to address it through PHP, via ICAO Paris and ICAO Bangkok.
- K. Loy raised the issue of long messages distributed on AFTN, particularly the splitting of long VAA. He mentioned it will prepare a paper to the AFSG meeting in April, with a list of states / centres that have the capability of permitting long message circulation.
- Dates and location of the next meetings
 - DMG06: Vienna, 19-21 June 2012
 - DMG07: Toulouse, 16-18 Oct. 2012
 - DMG08: De Bilt, March 2013

List of actions resulting after DMG05

Ag. Item/BMG	Action item	Responsible	Target date
DMG03-3-5	WP covering a revision to the SADISOPSG Terms of reference (to reflect that the responsibilities on OPMET data management in Europe are on the DMG).	K. Loy	SADISOPSG 17
DMG05-2-1	Approach DSNA for providing the AFTN addresses that NEM and VAA need to be sent to. Try to obtain missing information from Russian Federation with the help of Viktor Kourenkov, and from Germany by contacting DWD.	P. Simon C. Keohan	DMG06
DMG05-2-2	C. Keohan will verify that the ACC AFTN address list is published and maintained on-line (http://www.icao.int/safety/meteorology/iavwopsg). (note – already verified) Based on the results, DMG will prepare a paper to reference this publication in the regional volcanic ash contingency plans for the next meeting with the intention to be presented next METG.	C. Keohan	DMG06
DMG05-2-3	Meeting to update the documentation on timers. The resulting document will be presented at DMG06.	A. den Uijl P. Simon W. Demol (info Ed Boorman)	DMG06
DMG05-3-1	Work on proposals for aligning SIGMET, AIRMET, special AIREP messages and eliminating inconsistencies, and forward this proposal to the MET Warning Study Group representatives for consideration	A. den Uijl P. Simon	DMG06
DMG05-3-2	Correct version of the state letter on the amended aerodrome forecast times. ICAO to notify the states.	P. Simon C. Keohan	End March 2012
DMG05-3-3	Amend the EUR OPMET Handbook according to the comments presented in DMG05 WP03	J. Funder	DMG06
DMG05-4-1	PHP entries for the required problems regarding missing data on ISCS / SADIS. The 3 ROCs will take the necessary actions for solving these issues. Report to the next DMG meeting.	A. den Uijl	DMG06
DMG05-4-2	Paper to the next SADISOPSG meeting highlighting the efforts done by DMG to ensure proper distribution of data, while little support is received from Washington on the matter	K. Loy	SADISOPSG
DMG05-4-3	Check the headers and FIRs used in SIGMET messages against the list published in EUR Doc 014. If inconsistencies are recorded, registered through the PHP. Inform C. Keohan.	M. Pichler	DMG06
DMG05-4-4	Monitor the RQM interrogations of the databanks and include the results in a WP for DMG06	M. Pichler W. Demol	DMG06
DMG05-4-5	Devide the missing reports by responsible IROG for a ticket in the PHP. IROGs shall participate in the PHP	A. den Uijl	asap

	procedure		
DMG05-4-6	Investigate whether the AIRMET messages are subject to regional distribution. For missing reports from Italy and missing bulletin from Spain, ROC Toulouse will approach the responsible centres via PHP UK will investigate on FCUK32, FTUK34	ROCs	DMG06
DMG05-4-7	Check the status of implementation of the respective AIRAC updates originated from their area of responsibility. Address the issues through PHP.	ROCs	DMG06
DMG05-6-1	Tabletop exercise preparation to be held in Toulouse.	ROCs	DMG07
DMG05-6-2	Update the RODC Use Cases document according to the comments expressed during the meeting and will circulate it to the DMG members for review.	Ed Boorman	DMG06
DMG05-7-1	Investigate whether the proposals for GAMET (Chapter 10 Hdbk) are in line with Annex 3 (and WMO 386) and finalize the proposed guidance material.	DMG members	DMG06
DMG05-7-2	Prepare examples to be included in the Handbook (complete messages included, and separated for each of the possible alternatives).	M. Pichler	DMG06
DMG05-8-1	Teleconference to establish the possibilities to approach PT/MARIE (maybe in conjunction with ASIA/PAC)	K. Loy C. Keohan	End March
DMG05-9-1	Submit comments to the proposed changes of SADIS User Guide and SADIS Operations Handbook. Prepare papers for SADISOPSG/17 (inclusive on OPMET quality control)	DMG members K. Loy	26 March SADISOPSG