REPORT OF THE DATA MANAGEMENT GROUP

THIRTEENTH MEETING

(Vienna, 28-30 October 2014)

The thirteenth meeting of the Data Management Group was held from 28 to 30 October 2014 in AustroControl premises in Vienna, 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 (Chairman)
Mrs. Annemiek den Uijl	Netherlands
Mr. Laurentiu Brojboiu	Romania (Secretary)
Mr. Graham Easthope	United Kingdom
Mr. Christopher Keohan	ICAO Paris

Agenda Item 1: Adoption of the provisional agenda

After the meeting opening, the group discussed on the provisional agenda and adopted it as follows:

1. **Approval of the Agenda**

2. **Approval of the DMG 12 report**   WP2

3. **Actions from previous meeting**   WP3

4. **Information from other groups**   WP3, IP4

    ICAO

      METG
        Work program
        Relevant METG decisions and Conclusions

      EUR
        EANPG, COG
        AFSG
        VA

      Coordination with other regions
        Presentation AMBEX Plan AFI

      Global Groups (MET DIV, SADIS, …)

    WMO

5. **OPMET Data Monitoring results and action plans & PHP manager report**

<u>Systematically wrong formatted/coded OPMET data</u>

Monitoring results   WP6, WP7, IP1, IP3,

PHP   WP4

Proposed action plans

<u>Missing data   &   Routing problems</u>

Monitoring results

PHP

Proposed action plans

6 **Performance indices**   IP2, WP5

7. **Consolidated set of time values**

8. **RODEX**   WP8

RODC

ROC Back-up procedures/ contingency arrangements
London   → Toulouse
Toulouse → Vienna
Vienna   → London

Implementation plan on transfer from some States from AFI to MID

Implementation plan on transfer from some States from AFI to EUR

9. **EUR Documents**   WP10

DOC 018

Presentation document of the DMG and its activities

10. **IWXXM**   WP9

Draft CONOPS,

11. **Next meetings**

12. **AOB**

Agenda Item 2: Adoption of DMG12 Report

The group reviewed and approved the DMG12 report, including the comments and updates.

Agenda Item 3:   Actions from the previous meeting

The reviewed the status of the actions established at the DMG12 meeting. The completed tasks were erased from the list (highlighted in yellow; see comments).

List of actions resulted after DMG12

Ag. Item/BMG	Action item	Responsible	Target date
	DMG09		
DMG09-6-6	Prepare WP on the NOC back-up procedures – guidelines to be followed when a NOC is not able to distribute its data via normal means.	G. Easthope J. Funder C. Keohan	DMG10
	DMG10		
DMG10-4-8	Work on the monitoring results presentation and come with a proposal for the next DMG meeting.	A. den Uijl P. Simon H. Swinnen G. Easthope	DMG12
DMG10-4-13	Include in DMG report the proposal to reduce SIGMET monitoring frequency	P. Simon	METG24
	DMG11		
	Update the "Scope & Goals" chapter of the ConOps document for a better description related to SWIM transition	P. Simon	
DMG11-10-2	Introduce in the ConOps provisions related to the WMO model (including reference to documentation, URL links, etc)	P.Simon W. Demol A. den Uijl	DMG14
DMG11-3-1	Include in the DMG report to METG24 information that DMG performed the monitoring of RWY state group usage and the results were presented to ICAO Paris	P. Simon	METG24
DMG 11-8-7	Check the timers results with the February monitoring (or a special monitoring, if needed) and identify what European data will be systematically rejected when applying the proposed timers. The results will be presented to the next DMG and addressed through PHP	ROCs	DMG12
DMG11-6-2	Develop a consolidated requirements specification document for the RODC application and present the document to the next DMG	J. Funder H. Swinnen W. Demol	DMG12
DMG11-11-1	Take action for the public part of the FTP sites being discontinued.	P. Simon H. Swinnen M. Pichler	DMG12
DMG11-11-5	In the DMG report, a caveat will be included to mention	P. Simon	METG24

	that an updated draft version is published and available on the ICAO website.		
	DMG12		
DMG12-2-1	Include the column header in the monitoring results, starting from Sep. 2014 monitoring.	P. Simon	Sep. 2014
DMG12-2-2	Identify what FASID data are received only by GTS and not AFS and will report to the next DMG meetings	ROCs	DMG13-14
DMG12-2-3	Starting with the Sep. 2014 monitoring, Belgium will provide the SADIS 2G monitoring and the corresponding results.	H. Swinnen W. Demol	
DMG12-2-4	Create a presentation document of the DMG and its activities.	P. Simon A. den Uijl C. Keohan	DMG14
DMG12-2-5	Eliminate from the Handbook references to the DMG FTP sites	J. Funder	DMG13
DMG12-4-1	DMG and ICAO will prepare a common working paper present the current stage of implementation of the new runway state format.	P. Simon C. Keohan	METG24
DMG12-4-2	The SADISOPSG Conclusion 19/27 (restructuring SUG Ann.3) needs to be analysed by the DMG and response prepared for the next SADISOPSG meeting.	DMG members	SADISOPSG
DMG12-5-1	Working paper related to the usage of COR SIGMETs, to be presented to the METG24.	M. Pichler	METG24
DMG12-5-2	DB RQM monitoring included into the DMG report for METG24.	W. Demol	METG24
DMG12-5-3	Analyse the monitoring results from H. Swinnen and correlated to the overview presented, derive PHP actions for EUR data in range 01-39	A. den Uijl	DMG13
DMG12-5-4	Restructure the Attachment B of the WIFS-SADIS comparison results and will forward it to ROC London to investigate and confront with the current routing tables, and derive corresponding action plans through PHP	A. den Uijl G. Easthope	DMG13
DMG12-5-5	Check the Sep. 2014 monitoring results along with the current PHP tickets, and if the case issue new tickets per each state.	A. den Uijl (C. Keohan)	DMG13
DMG12-5-6	Review of the documentation (ICAO Doc. 9766) regarding the routing of VA Special AIREPs and come with a proposal to IAVWOPSG	P. Simon, G. Easthope and C. Keohan	
DMG12-7-1	Provide the corresponding paragraph to be included into the DMG report for METG24, which will present the proposed values for the timers and will inform that further monitoring will take place to see what data will be rejected when these timers are applied.	W. Demol P. Simon	METG24
DMG12-6-1	The DMG reports shall be presented in the public part of the DMG website	M. Pichler	DMG13
DMG12-6-2	The METNO updates be formatted in a manner that provides easy search (xls would be a good option), published on the DMG website and periodically updated.	H. Swinnen & G. Easthope M. Pichler	DMG13
DMG12-6-3	Demonstration on the usage of the OneDrive capabilities for the purpose of the DMG activities.	M. Pichler	DMG13
DMG12-9-1	Extract the references to AIREP messages from the Handbook and forward it to ICAO	J. Funder	DMG13

DMG12-9-2	Prepare a new version of the Handbook with changes from EUR to EUR/NAT and forward it to ICAO	J. Funder	DMG13
DMG12-9-3	Investigate and correct the AFTN addresses in the table of Appendix E (distribution determination)	ROCs	DMG13
DMG12-9-4	Proposal for a new structure of the table in Appendix E of the Handbook (the new structure may imply more than one single table).	M. Pichler H. Swinnen	DMG13

The action 9-6-6 (NOC Back-up procedures) was closed and a new action was derived:

Action DMG13-2-1: S. Dingle, M. Pichler, H. Swinnen and J. Funder will present a WP to DMG14 with a proposal for the NOC back-up procedure.

The deadline for the action 11-10-2 was established for DMG14.
Regarding the action 11-8-7 (proposed timers verification), P. Simon informed that partial results are available following a trial performed for the previous monitoring data. The following action was agreed:

Action DMG13-2-2: P. Simon and W. Demol will analyse the available partial results and will apply the proposed timers for a verification of the September 2014 monitoring. The outcome of this evaluation will be presented as a WP for the DMG 14 meeting.

The action 11-6-2 (Consolidated specifications for the RODC application) was regarded in relation with the task included into the DMG Future Work Programme established by METG24: "Provide a RODC System Design Specification". The action 11-6-2 was closed and a new action was derived:

Action DMG13-2-3: J. Funder, A. den Uijl, H. Swinnen and G. Easthope will work on the RODC System Design Specification and present a WP to DMG14.

Regarding action 11-11-1, the members were informed that the public part are practically discontinued and agreed on an action to verify that the corresponding references are removed from the EUR OPMET Handbook.

Action DMG13-2-4: J. Funder will verify that the references to the FTP sites are removed from the EUR OPMET Handbook.

The action 12-2-2 (identification of data received via GTS only) was closed and the following action was agreed:

Action DMG13-2-5: H. Swinnen will extract from the September 2014 monitoring results the information on the data received via GTS only and distribute these information to the ROCs. Each ROC will investigate with the states in its AoR and prepare a WP for DMG14.

Regarding the restructuring of SUG Annex 3, the group agreed on the following:

Action DMG13-2-6: P. Simon will prepare a response to SADISOPSG that currently DMG has no resources available to work on the restructuring of SUG Annex 3.

The action DMG 12-5-6 was closed and a new action was derived:

Action DMG13-2-7: ROC London and Toulouse will prepare a WP on the VA Special AIREP routing for IAVWOPSG.

Agenda Item 4:   Information from other groups

WP 03 – ICAO METG24 Outcomes

C. Keohan presented to the group the METG24 Report, highlighting the sections of interest for the DMG activities.

Special AIREPs VA
With reference to the dissemination of special air-reports on volcanic ash, it was noted that the headers of such reports have not been provided by some States. Therefore the following action was agreed by the DMG:

Action DMG13-4-1: The three ROCs will contact the States in their AoR that did not provide the headers used for the special air-reports on volcanic ash and ask them for those headers. The list of missing headers will be provided by ICAO. Responses from States will then be forwarded to ICAO Paris.

SIGMET COR
On the matter of SIGMET corrected messages, the group was informed that two possible methods were identified and the METG/24 meeting agreed that guidance on how to correct a SIGMET message (e.g. issue new SIGMET and cancel incorrect SIGMET) was needed in order to avoid misinterpretation by users and ensure compatibility with the IWXXM schema and Annex 3 template.
With relation to the PHP procedures, it was noted that deficiencies identified would be communicated to respective ICAO Regional Offices for updating the respective air navigation deficiencies databases.

IWXXM
With regards to the planning on the migration to IWXXM, the METG meeting had agreed that a survey should be developed by the DMG and AFSG to question the States in EUR Region on their plans in this regard. In this respect, DMG was asked that in co-ordination with the AFSG to assist ICAO Paris to develop high level requirements for the State implementation plan of IWXXM based on the draft ConOps. The corresponding actions agreed by DMG in this direction were discussed later during the meeting under the agenda item 10 (WP 9).

METAR Issuance Times
With relation to the METAR issuance times, the METG meeting had decided that an ad-hoc group should be formed, with representatives from a number of States and from DMG. The tasks of this group would include the clarification on terms used with respect to production on METAR, set-out of the process for the states in a position to do so to move to H+00/30 production and restate the user requirements for harmonizing the METAR issuance.
Regarding the clarification on terms, the DMG agreed on the following action:

Action DMG13-4-2: M. Pichler will work on a proposal for the clarification of terms used with respect to production of METAR. The DMG preferred the use of the terms observation (as defined by WMO – when barometer is read), filing (when information is entered in telecom system) and compiling times (transmission time). After agreement from the group, the document will be forwarded to C. Keohan (ICAO Paris).

Regarding the other tasks for this ad-hoc group, the DMG members considered necessary to wait for the decision on the Harmonised European Transition Altitude (HETA) by Eurocontrol and EASA, which is expected in November 2014. C. Keohan will ask D. Hart and will inform the DMG on the decision taken. In accordance with that, DMG will contribute with the relevant information.

RWY State
In respect to information on the state of the runway included as supplementary information in METAR and SPECI, the meeting was informed that the COG agreed to add states that have not

complied yet (Luxembourg and Russian Federation) to the list of Air Navigation Deficiencies in the EUR Region in this regard.

SIGMET Monitoring
Regarding the DMG proposal to reduce the SIGMET monitoring frequency, the group was informed that METG had agreed and had decided one single monitoring exercise be performed each year in September.

EUR OPMET Handbook
Regarding the EUR OPMET Data Management Handbook (EUR Doc 018) update, the meeting was informed that COG agreed on the decision that the revised version be published on the ICAO website in November 2014.

PHP Report
With relation to the Problem Handling Procedure report to METG24, the meeting was informed that in the future, deficiencies identified would be communicated to respective ICAO Regional Offices for updating the respective air navigation deficiencies databases. This was further reflected in the work programme of the DMG.

OPMET Deficiencies
METG had reviewed a list of AOP aerodromes where required OPMET data was not provided based on monitoring by IATA. METG had requested that the missing information and details of monitoring would be reviewed by the DMG in October 2014 and forwarded by the Secretariat to the EANPG/56 meeting as a proposal to add to the list of air navigation deficiencies in the EUR Region. The corresponding actions agreed by DMG in this direction were discussed later during the meeting under the agenda 5b (Missing data and routing problems).

IP04 – Workshop MID-EUR (Vienna, October 2014)

The EUR DMG members were informed that since the last DMG meeting two workshops took place (in Jeddah and Vienna) together with representatives from the MID region. The goal of these two workshops was to inform about the exchange scheme and procedures applied in the ICAO EUR-Region and to give some information about the technical requirements in regard to the message switch and connections. This information will be used by the MID region for the establishment of a ROC Centre in Jeddah and a back-up centre in Bahrein. The meeting was considered very fruitful, and the outcome included the agreement on a number of actions related to an implementation plan of establishing a ROC in the MID Region (implementation of AMHS communication links between Jeddah-Vienna and Bahrein-Vienna, usage of collective addresses for OPMET data distribution, etc.). The representatives from the MID region expressed their intention to attend the DMG14 meeting in DeBilt, March 2015. For a better preparation of the meeting, the following was agreed:

Action DMG13-4-3: M. Pichler will contact the MID Region representatives to ask for the specific matters of interest they intend to discuss at DMG14, such that preparations could be made in advance.

Agenda Item 10 - IWXXM
WP 09 - Implementation of AvXML/IWXXM
M. Pichler informed the group that AustroControl intends to launch a call for tender for the upgrade of the MET switch. The process is identified to be difficult, as official, international guidelines are missing for the requirements in regard to AvXML/IWXXM transition. A number of specific issues were presented and during the discussions additional ones were identified. The resulting list:
- SIGMET Code (FIR/UIR)
- Aeronautical Information, META-Data /AIXM
- Compilation Structure

- Translation Centre identification
- Compliance Process via Test-platform
- Compression
- Extended AMHS

It was considered that for some of the issues AFSG should be consulted. There was noted that the next AFS-PG meeting is scheduled for 9-11 December 2014 in Geneva, and that that could be a good opportunity to address the corresponding problems.

The DMG members agreed on the following actions:

Action DMG13-10-1: P. Simon, C. Keohan and M. Pichler will elaborate on each of the subjects identified for the IWXXM transition and prepare a WP to be presented at the AFS-PG meeting.

Regarding the specifications of the RODB in the context of IWXXM, the group agreed on the following action:

Action DMG13-10-2: W. Demol and M. Pichler will work on the IWXXM RODB Specifications and present a WP to the next DMG.

The specifications should be included also as an appendix to the ConOps and in the future in the EUR OPMET Handbook.

Under this agenda item was also discussed the METG24 conclusion which stated that the DMG (together with AFSG) should assist ICAO Paris in the development of high level requirements for the State implementation plan of IWXXM, and of a questionnaire to gather States' intentions and capacity building needs to implement IWXXM. The group agreed on the following actions:

Action DMG13-10-3: DMG together with AFSG will assist ICAO Paris in the development of high level requirements for the State implementation plan of IWXXM. The deadline will be December 2014 or January 2015 at latest.

Action DMG13-10-4: P. Simon, C. Keohan and G. Easthope, together with Dennis Hart (Eurocontrol) will work on a proposal for the structure and possible questions to be included in the questionnaire. The resulting draft document will be ready in two weeks time and will be forwarded to AFSG.

CONOPS

During a special session, the DMG members analysed the current status of the CONOPS document. It was agreed that an in-depth review should be performed by DMG until mid December:

Action DMG13-10-5: The DMG members to revise the CONOPS document until middle of December.

Going through the sections of the document, particular revision was assigned as follows:
1. Introduction   - needs to be revised by Dennis Hart
2. Scope and Goal   - to be revised by Graham Easthope
3.8 Metadata   - Patrick Simon and Cristopher Keoahan
4. Framework   - Graham Easthope (eliminate repetition of "framework")
4.1.2 Data aggregator   - Patrick Simon +   Annemiek den Uijl + Michael Pichler
4.2.1 NOC   -   Graham   Easthope   and   Laurentiu   Brojboiu   (include references to the functions defined in the doc: data aggregator, translator, switch, etc).
4.2.2-3 ROC, IROG   - Patrick Simon, Graham Easthope, Michael Pichler
4.2.4 RODB   - Wim Demol, Michael Pichler, Patrick Simon

Agenda Item 5 - EUR OPMET Data Monitoring results & action plans. PHP manager report

WP07 – PHP Report

A. den Uijl, as the PHP Manager, presented to the meeting the PHP Progress Report. An overview of the open tickets was analysed by the group. The main type of problems identified included OPMET code formats, routing and availability.

The DMG members analysed the old issued tickets (before DMG12) and agreed on the following actions:

Action DMG13-5-1: C. Keohan will contact the MID Region on the problem with OSDI data sent directly to EUR addresses (ticket 1028).

Action DMG13-5-2: ROC London will keep contact with Finland to verify the implementation of correct format (METAR keyword, ticket 1044) by the end of 2014.

Action DMG13-5-3: M. Pichler will contact representatives from the MID Region on the correct usage of METAR keyword in reports from Syria.
Note: M. Pichler informed that Pristina was recorded as correct.

Regarding tickets no. 1048,1049,1050 the group agreed that these need to be closed and new ones be derived if duplication is still in place.
The same was agreed on tickets no. 1051,1052,1053 (reports received in more than one bulletin).
Action DMG13-5-4: M. Pichler will check for bulletins received from more than one centre and for reports received in more than one bulletin respectively, using the September 2014 monitoring results. If duplication still persists, new tickets need to be opened for each responsible ROC.

Regarding ticket 1061 (incorrect routing from GLRB) the following action was agreed:

Action DMG13-5-5: P. Simon will contact the AFI Region in order to stop addressing data directly to EBBR.

WP06 OPMET Monitoring Results
H. Swinnen informed the meeting about the details of the DMG monitoring exercise in September 2014.
Beginning with this exercise, the SADIS Broadcast monitoring was performed by EBBR and the corresponding results were integrated to the analysing overviews created by the Focal Point. The regular OPMET monitoring took place between 1-14 September. LFPW and EHDB co-ordinated an extra OPMET monitoring of respectively WIFS and SADIS (FTP) from 30 September till 2 October 2014.
The meeting analysed the overviews and considered that appropriate PHP tickets be issued in order to solve the problems depicted.

In order to eliminate duplication, the following action was agreed:

Action DMG13-5-6: G. Easthope (ROC London) will include the originators and provide the monitoring data to H. Swinnen in order to depict duplication data.

WP07 SIGMET Monitoring
M. Pichler informed the group about the results of the SIGMET monitoring exercise that took place on 1st September (WV monitoring was not performed this time because of a potential volcano eruption).
Regarding the header of the SIGMETs received from Azerbaijan (BAKU instead of UBBB as in EUR Doc 014) the group agreed on the following action:

Action DMG13-5-7: M. Pichler will try to reach a contact in Azerbaijan and raise the problem of the correct SIGMET header. If no reaction, then a PHP ticket needs to be opened and the issue will be included in the ICAO deficiencies list.

The problem related to the incorrect header used by Armenia was solved. Armenia confirmed and the new header (WSAY31) was updated in the EUR Doc 014.

The group also commented on the wrong CCCC usage for some bulletins received from Russia (RUYK, RUMS). The following action was agreed:

Action DMG13-5-8: C. Keohan will try to raise during the next PTEAST meeting the issue of using location indicators listed in ICAO Doc 7910 for the compiling centre of OPMET bulletins.

The group noted again that the proposal to reduce the SIGMET monitoring frequency to once per year was approved by METG and therefore the states need to be informed accordingly.

Action DMG13-5-9: M. Pichler will inform states that the SIGMET monitoring will take place once every year in September. The information will be included in the message distributed to the States for presenting the last monitoring results.

IP01 – Template for SADIS – WIFS comparison
A. den Uijl presented to the group a proposal for a template to be used for highlighting differences between SADIS and WIFS. The presented document contained actual, real differences for the non-regular data noticed during the 3 days monitoring. The format of the template was agreed by the group and there was noted that a similar format will be used for regular data.
Regarding the current differences, after short investigations it turned up that a possible cause for availability of some data in WIFS but not on SADIS could be a lesser degree of validation performed at WIFS.

IP03 – ASIA/PAC SIGMET Monitoring

M. Pichler informed the DMG members about the dates fixed for the SIGMET test in ASIA PAC Region:
- 5 Nov 2014 for WC
- 12 Nov 2014 for WV
- 19 Nov 2014 for WS.

The results from ROCs and SADIS (Netherlands) monitoring will be gathered by M. Pichler. The group agreed that in the future the routine problems will not be included in working papers, but rather will be addressed directly through PHP.

OPMET DEFICIENCIES

A. den Uijl, H. Swinnen and C. Keohan reviewed the list of AOP aerodromes that IATA reported to METG24 as missing OPMET data during its own monitoring exercise. This list was confronted to the existing PHP tickets as well as the performance index tool based on the September 2014 monitoring. The following actions were developed:
-Algeria will be requested to provide an implementation plan to upgrade FC to FT for DAAE, DAAJ, DAAS, DAAV, DABT, DAOB and DAUB and that FT be provided consistently for DAUA
-Turkmenistan will be requested to provide an implementation plan to upgrade FC to FT for UTAA as well as not to produce mixed FC, FT
-Tajikistan will be requested to provide an implementation plan to upgrade FC to FT for UTDD
-Obtain clarity with reference to partial OPMET availability for Germany (EDJA and EDTD), Russian Federation (UUBI, USRK)
-Russian Federation will be requested to provide FT consistently for UUEM

Action DMG13-5-10: C. Keohan will notify EANPG on the need for an implementation plan for Algeria OPMET data distribution. There will be noted that 24 hours TAF will be requested, in support of the long haul flights from NAM to South-Africa. In addition, C. Keohan will request an implementation plan from Tajikistan and Turkmenistan to provide 24-hour TAF for the aerodromes listed above.

Action DMG13-5-11: The EUR ROCs will verify the missing data through a one-day extra monitoring in November 2014. The results will be sent to C. Keohan to confirm and consolidate the report to EANPG.

Regarding the alignment of IATA and DMG monitoring, the group appreciated that the current monitoring schedule of DMG is stable and efficient and therefore IATA is suggested to adopt the same dates and procedure for OPMET monitoring.

The group discussed the presence of METAR messages with the RMK section. It was agreed the following:

Action DMG13-5-12: J. Funder will prepare a WP for DMG14 on the presence of RMK section in messages circulated in Europe.

Agenda Item 6 – Performance Indices

IP2 – Update of MET PI Tool
Starting with September 2014 monitoring, Belgocontrol provides the SADIS Broadcast monitoring. Further work will be undertaken from February 2015 monitoring period to utilise the OPMET monitoring results in delimited ASCII files. This will allow the development of the tool to progress towards incorporating other OPMET monitoring participants' results.

WP05 – Definition of Timeliness for PI
G. Easthope presented to the group a WP with a proposal for the definition of the Timeliness metrics, in order to be included in the EUR OPMET Handbook. The group discussed on the proposed definition and agreed that refinement need to be made such that the definition will not refer the number of aerodromes, but the number of reports. G. Easthope noted that the same wording is used for the other two metrics (availability and regularity) and consequently those need to be changed too.

Action DMG13-6-1: A. den Uijl will correct the definitions of the PI in the EUR OPMET Handbook to count the number of messages instead of aerodromes.

Agenda Item 8 - RODEX

WP08 – RODEX Back-up procedure

M. Pichler brought to the attention of the group that no major progress has been recorded with the development of a back-up procedure. That was mainly because RODC was not operational.
Presently the format of the offline routing table is different for each ROC. Therefore a common format should be discussed in order to make it easier for ROCs to exchange the information and possibly develop automatic or semi-automatic tools to update local routing tables accordingly.

Action DMG13-8-1: M. Pichler will work on a proposal for the format to be used for the exchange of routing information between the ROCs. This will be presented as a WP for the next DMG.

In the draft backup-procedure there are already the new AFTN-addresses defined to be used for OPMET-data exchange between the ROCs. Implementing such addresses is necessary in order to not produce loops when activating the backup-procedure.

Action DMG13-8-2: The 3 ROCs will implement the new AFTN-addresses defined to be used for OPMET-data exchange between the ROCs.

Action DMG13-8-3: The DMG members will review the current back-up procedure and come with proposals for update.

Agenda Item 9 – EUR Documents

WP10 – Distribution Determination

The DMG Meeting was presented a draft format for the EUR/NAT OPMET Data Management Handbook, Appendix E: Distribution Determination for OPMET Data, Attachment 2: RODEX responsibility and address information table.
The group analysed the proposed format and noticed some confusion may occur if the addresses data from outside the region need to be sent to are put on the same row with the addresses the data need to be distributed to inside the region. Therefore, the group agreed on the following action:

Action DMG13-9-1: M. Pichler and H. Swinnen will refine the representation of the Distribution Determination and come with a new proposal to DMG14.

In order to obtain a better view of the current worldwide situation, the group agreed on the following:

Action DMG13-9-2: P. Simon and C. Keohan will contact the other ICAO Regions in order to obtain information about the IROGs in those regions and how data are received / distributed in the regions.

Agenda Item 12: Next DMG Meetings

Dates and location of the next meetings

> DMG14: 24-26 March 2015, De Bilt (with participation of MID representatives)

> DMG15: 16-18 June 2015, Toulouse (with possible participation of representatives from Morocco, Tunisia, Alger)

> DMG16: 20-22 October 2015, UK.

List of actions resulted after DMG13

Ag. Item/BMG	Action item	Responsible	Target date
	DMG11		
DMG11-10-2	Introduce in the ConOps provisions related to the WMO model (including reference to documentation, URL links, etc)	P.Simon W. Demol A. den Uijl	DMG14
DMG 11-8-7	Check the timers results with the February monitoring (or a special monitoring, if needed) and identify what European data will be systematically rejected when applying the proposed timers. The results will be presented to the next DMG and addressed through PHP	ROCs	DMG14
DMG11-6-2	Develop a consolidated requirements specification document for the RODC application and present the document to the next DMG	J. Funder H. Swinnen W. Demol	DMG14

DMG11-11-1	Take action for the public part of the FTP sites being discontinued.	P. Simon H. Swinnen M. Pichler	DMG14
	DMG12		
DMG12-2-4	Create a presentation document of the DMG and its activities.	P. Simon A. den Uijl C. Keohan	DMG14
DMG12-6-1	The DMG reports shall be presented in the public part of the DMG website	M. Pichler	DMG14
DMG12-6-2	The METNO updates be formatted in a manner that provides easy search (xls would be a good option), published on the DMG website and periodically updated.	H. Swinnen & G. Easthope M. Pichler	DMG14
DMG12-6-3	Demonstration on the usage of the OneDrive capabilities for the purpose of the DMG activities.	M. Pichler	DMG14
	DMG13		
DMG 13-2-1	WP with NOC back-up procedure	S. Dingle M. Pichler H. Swinnen J. Funder	DMG14
DMG 13-2-2	Apply timers for validation and conclude what data will be rejected	P. Simon W. Demol	DMG14
DMG 13-2-3	RODC System Design Specification	J. Funder A. den Uijl H. Swinnen G. Easthope	DMG14
DMG 13-2-4	Verify the references to FTP are removed from Handbook	J. Funder	DMG14
DMG 13-2-5	Extract data received via GTS only, sorted for each ROC. WP for DMG14	H. Swinnen ROCs	DMG14
DMG 13-2-6	Respond to SADISOPSG that no resources are available for working on SUG Annex 3	P. Simon	
DMG 13-2-7	Prepare WP for IAVWOPSG on VA Special AIREP routing	P. Simon G. Easthope	
DMG 13-4-1	Contact States in their AoR for providing VA Special AIREP headers. Forward information to C. Keohan	ROCs	
DMG13-4-2	Proposal for clarification of terms used for METAR production. Forward to C. Keohan	M. Pichler	
DMG 13-4-3	Obtain information from MID representatives on subject to discuss during DMG14	M. Pichler	DMG14
DMG 13-10-1	Elaborate on pending questions related to IWXXM transition and prepare WP for AFSPG	P. Simon C. Keohan M. Pichler	9 Dec 2014
DMG 13-10-2	IWXXM RODB Specification – WP for DMG	W. Demol M. Pichler	DMG14
DMG 13-10-3	Assist ICAO Paris in development of high level requirements for State implementation plan for IWXXM	DMG	Jan2015
DMG 13-10-4	Structure and questions to be included in questionnaire. Forward to AFSG	P. Simon C. Keohan G. Easthope D. Hart	2 weeks
DMG 13-10-5	Revise the CONOPS document	DMG members	Mid December

DMG 13-5-1	Contact MID Region for OSDI data sent directly to Europe	C. Keohan	
DMG 13-5-2	Check with Finland for implementation of METAR keyword	G. Easthope	DMG14
DMG 13-5-3	Contact MID Region for METAR keyword in reports from Syria	M. Pichler	DMG14
DMG 13-5-4	Check for bulletins received from more than one centre and reports in different bulletins	M. Pichler	DMG 14
DMG 13-5-5	Contact AFI Region to stop distribution of data directly to EBBR	P. Simon	DMG14
DMG 13-5-6	Include originators in monitoring results and depict duplication	G. Easthope H. Swinnen	DMG14
DMG 13-5-7	Contact Azerbaidjan for BAKU in Sigmet header	M. Pichler	DMG14
DMG 13-5-8	Notify PTEAST on the correct usage of 7910 loc ind in OPMET headers	C. Keohan	
DMG 13-5-9	Inform States on one single Sigmet monitoring exercise	M. Pichler	March 2015
DMG 13-5-10	Notify EANPG on implementation plan for Algeria, Tajikistan and Turkmenistan	C. Keohan	
DMG13-5-11	Verify missing OPMET data from DMG monitoring and crosscheck with IATA list. Send results to C. Keohan to include in the report for EANPG	ROCs	
DMG 13-5-12	Monitor the presence of RMK section in METAR messages	J. Funder	DMG 14
DMG 13-6-1	Correct the timers definitions in the EUR Handbook	A. den Uijl	DMG14
DMG 13-8-1	Proposal for the format for the exchange of routing information between the ROCs	M. Pichler	DMG14
DMG 13-8-2	Implement the new AFTN addresses	ROCs	DMG14
DMG 13-8-3	Review the back-up procedure	DMG members	DMG14
DMG 13-9-1	Refine the representation of Distribution Determination	M. Pichler H. Swinnen	DMG14
DMG 13-9-2	Contact the other ICAO Regions for information on IROGs and data collection/distribution	C. Keohan P. Simon	DMG14