



The Bureau
of Meteorology

Aerodrome Forecasts (TAF) request procedure





Revision history

Date	Version	Author	Description
1.0	Feb 2017	Amber Raman	Final version
1.1	Dec 2017	Elizabeth Heba	Clarified requirements for observations
1.2	Sep 2019	Rosanne Dampf	Updated to reflect findings from earlier TAF Reviews as well as align with new Aviation, Land & Maritime Transport (ALMT) Program restructure of July 2019
2.0	Jun 2020	Elizabeth Heba	Updated information on contract services
3.0	Oct 2024	Ashwin Naidu	Amendment to CASA Regulation Number, and updated document to new style template

Review status

Date reviewed	Version reviewed	Reviewer
Oct 2024	2.0	Ashwin Naidu – Aviation Customer Lead

Release history

Date	Version	Status	Approval
Jul 2020	2.0	Approved Final	Greg Stuart, National Manager Transport Customer Engagement
Oct 2024	3.0	Approved Final	Cathy Kingston, Senior Aviation Customer Lead



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1. Purpose

The purpose of this document is to provide an industry agreed procedure for new and/or changes to existing Aerodrome Forecasts (TAF) services.

2. Background

The Bureau of Meteorology (Bureau) regularly reviews the provision of Aerodrome Forecasts (TAF Reviews) in Australia, in response to:

- requests from the aviation industry to meet current and future industry requirements
- International Civil Aviation Organization (ICAO) standards.

The TAF Review assesses and validates the criteria and considerations for the introduction of new TAF or changes to existing TAF services. Refer to documents on [TAF Review](#) for further information.

This document describes the current criteria and considerations for the provision and categorisation of TAF services. It provides the reader with information on how to request new TAF or changes to TAF services outside the TAF Review process, including user-funded TAF services.

3. Requests for new TAF or changes to existing TAF services

TAF services can either be user-funded (on a contractual basis) or funded by the aviation industry through the Meteorological Service Charge (MSC). The Bureau undertakes a full review of TAF services on a regular basis. Between TAF Reviews, aviation customers can apply for new TAF or changes to existing TAF services. Applications should be addressed to:

Attention: Aviation Customer Lead

Email: webav@bom.gov.au

3.1. Requests for new TAF services

Applications for new MSC-funded TAF services should incorporate all relevant details as defined in Appendix 2. The National Manager Transport Customer Engagement will perform a preliminary review of applications, based on the criteria outlined below, and advise on the likelihood of an MSC-funded TAF service and if required the review process in the subsequent aviation industry consultative meeting.

It should be noted that the final decision for an MSC-funded TAF service will be considered by representatives of the aviation industry, via the Bureau's aviation industry consultative meetings.

The Aviation Customer Lead may also recommend further information be submitted to support the request for an MSC-funded TAF service. The applicant can then choose to wait for the outcome or elect to request a user-funded TAF service.

3.2. Criteria

The criteria for provision of MSC-funded TAF services are based on TAF Review Considerations. These are:

- i. comparison of the movement and passenger information to the thresholds defined in Consideration 1
- ii. assessment of the likely beneficiaries of the TAF service (Consideration 4)
- iii. determine if there are any other TAF services available within 60 nautical miles of the location (Consideration 3)
- iv. the current meteorological observational infrastructure at the aerodrome, and the additional initial and ongoing cost of providing the necessary observations (Consideration 7)
- v. the expected benefits of providing an additional TAF to the specific location and to the overall network of TAF services (Consideration 2)
- vi. the capacity of Bureau aviation forecasters to generate the additional TAF and maintain a weather watch over the aerodrome during the TAF validity period.

3.3. Requests for user-funded TAF service

At aerodromes not meeting the MSC-funded TAF service criteria, a user-funded TAF service may be offered on a contractual basis. Applications for new user-funded TAF services should incorporate all relevant details as defined in Appendix 3. The Aviation Customer Lead will assess the application against Criteria iv and vi, as outlined above, to ensure the aerodrome has the necessary observational equipment and that the Bureau has the capacity to perform the service.

Before a TAF service can be provided, an Automatic Weather Observing System (AWOS)¹ must be installed at the aerodrome² meeting the requirements under Civil Aviation Safety Regulations 1998, Part 91 (CASR Part 91). The Meteorological Authority Office, within the Bureau, assists in the regulation of aviation meteorological services and can provide information to organisations wishing to install an AWOS for use by aviation. Further information can be found on their webpage <http://www.bom.gov.au/metauthority/>.

Observations should be provided continuously regardless of the hours of the TAF, however where an aerodrome has difficulty in providing 24-hour observations, the minimum requirement is to

¹ AWOS means a fully integrated and configurable system of instruments, interfaces, processing, and transmission units that provides continuous, real-time information and measurements on aerodrome weather conditions. An AWOS includes, but is not limited to, an Automatic Weather Station (AWS), threshold anemometers, transmissometers (RVR systems) and low-level wind shear systems.

² The Bureau requires the AWOS to be installed and operating for a minimum of 8 weeks prior to commencement of a TAF service.

provide full observations, including cloud and visibility, for a minimum of 2 hours prior to the commencement of the TAF and for the full validity of the TAF service.

3.4. Requests for changes to TAF services

Between the regular review of TAF services, an aerodrome operator, or an aerodrome user, can request a review of the TAF service when:

- a user-funded service may meet criteria to be considered as an MSC-funded service
- or
- an MSC-funded service aerodrome may have experienced changes to passenger and/or movement numbers, such that the category of the aerodrome may have changed.

Requests for changes to TAF services should incorporate all relevant details as defined in Appendix 2. The Aviation Customer Lead will perform a preliminary review of applications based on the criteria outlined in Section 3.1. Where a request is denied, the request can be taken to the next Bureau – aviation industry consultative meeting, where it can be reviewed by industry representatives.

3.5. Cancellation of TAF services

Cancellation of TAF services will typically be done as part of a TAF Review. Outside of the TAF Review cycle, a TAF may be cancelled due to any of the following reasons:

- The aerodrome closes
- There is a change to the use of the aerodrome, such as cessation of Regular Public Transport (RPT) flights
- The aerodrome no longer meets the criteria for a TAF service
- Funding for a user-funded TAF service ceases
- The TAF is user-funded and the required observational infrastructure is no longer available
- The TAF is user-funded and the CASR Part 91 approval of observational infrastructure lapses (i.e. the AWOS is no longer authorised).

The aerodrome owner/operator will be advised of the proposal to cease the TAF service, along with the reasons for doing so, prior to any final action being taken. Once a decision to cease the TAF service is made, the industry will be advised via appropriate channels, such as via NOTAM and at the next Bureau – aviation industry consultative meeting.

Appendix 1 – Relevant TAF Review recommendations

Consideration 1

The Bureau shall categorise aerodromes based upon the following criteria:

Category	Passenger numbers (annual)	Movements* (annual)
International designated aerodromes ³ (A)	N/A	N/A
Large (B)	>150 000	>75 000
Medium (C)	50 001 – 150 000	10 001 – 75 000
Small (D)	10 000 – 50 000	4 000 – 10 000

Table 1: New TAF categories

* Generally, excludes training flights, circuits, touch and go, overshoots and unsuccessful approaches by locally based aircraft.

Consideration 2

Aerodrome Forecasts (TAF) shall be provided for those aerodromes categorised as International (A), Large (B), Medium (C) or Small (D).

Aerodromes not meeting Small (D) thresholds and with a sub-classification of Single User, Military, Network and Climatological will be reclassified as Small (D) aerodromes and will receive a corresponding TAF service.

Sub-category	Description
User-funded	Aerodromes used by a single user or industry and funded by this user on a contractual basis
Military	Aerodromes primarily funded by the Department of Defence
Network	Aerodromes retained to improve the network of TAF services—based on use of aerodrome, distance between services and available infrastructure
Climatological	Aerodromes retained due to complex climatology, as assessed by the Bureau

Table 2: Aerodrome categories

³ International Designated Airports as defined in AIP GEN 1.2

Consideration 3

Where a category Medium (C) or Small (D) TAF is located within 60 nautical miles of another TAF, the need for each Category C and D TAF should be assessed, with typically only one TAF being maintained.

An assessment will be carried out considering complexity of the climatology, availability of meteorological observations, aerodrome infrastructure and access to alternate aerodromes, to determine the location of the TAF to be provided.

Consideration 4

At those locations where the provision of a TAF is warranted by the passenger or movement numbers but is for an aerodrome that exists primarily for services to an individual industry rather than the general community (e.g. does not offer sufficient publicly accessible services), such as mine sites, oil rigs or similar locations, a TAF service shall only be available on a contractual basis.

Consideration 5

At those aerodromes where an MSC-funded TAF service is not continued, a TAF service may be offered on a user-funded basis.

Consideration 6

The issue and validity times of TAFs should be standardised as follows:

Category	Issue and validity times
International (A)	TAF issued 6-hourly, valid for 18, 24 or 30 hours Commencement times 00, 06, 12, 18 UTC
Large (B)	TAF issued 6-hourly, valid for 12 or 18 hours Commencement times 00, 06, 12, 18 UTC
Medium (C)	TAF issued 6-hourly, typically valid for 12 hours Commencement times 02, 08, 14 and/or 20 UTC, except in Western Australia where commencement times are 04, 10, 16 and/or 22 UTC See Note 1
Small (D)	TAF issued 6- or 12-hourly, valid for up to 12 hours Commencement times typically 20 and/or 02 UTC, except in Western Australia where commencement times are typically 22 UTC and/or 04 UTC See Note 1

Table 3: Standard issue and validity times of TAFs

Note 1: Times will be adjusted for daylight saving where applicable.

Consideration 7

If the cost of installing and maintaining observational equipment for a particular site is considered excessive, the provision of the Bureau’s observational service shall be reviewed based upon safety, other benefits (e.g. efficiency) and cost, in consultation with the site owner/operator.

Consideration 8

Any proposed changes to the categorisation and service for individual aerodromes should be provided to industry at the subsequent Bureau – aviation industry consultative meeting, depending on the level of comment and analysis required. This shall not limit the Bureau from making any temporary arrangements, as necessary, following consultation with relevant stakeholders.

Appendix 2 – Application for an Industry Funded TAF Service

This form is to be used by an aviation customer to provide data to support their case for an industry-funded (Meteorological Service Charge (MSC)) funded TAF service. The Bureau may also offer user-funded contractual TAF services to those aerodromes not meeting the industry-funded criteria. Such contractual services will incur required setup and service charges.

Given the intended use of this submitted data, it is essential that the aerodrome owner/operator provide accurate information. Should the Bureau determine that an operator has submitted misleading aerodrome information that resulted in the provision of a MSC funded TAF service, the operator may be required to pay the Bureau all costs incurred to provide this TAF and/or observational service.

Operators are required to provide accurate information that reflects annual movement numbers and annual passenger numbers for the aerodrome. It is requested that information be provided from the previous financial year. If data for this period is unavailable, please provide the most suitable data, indicating the period covered and how the data was collected.

The following form is to be completed by the aerodrome's Chief Financial Officer or Chief Executive Officer and submitted to:

Aviation Customer Lead
Email: webav@bom.gov.au

Application for an industry funded TAF Service or change to TAF Service

Part A: Application of revised aerodrome figures

Aerodrome details

Name: -----

ICAO code: -----

Data

Intra-aerodrome movement numbers (per annum): -----

Passenger numbers (per annum): -----

Metadata

Was this data collected in the previous calendar period 1 July – 30 June? Yes No

If no, over what period were the data collected? -----

Is the data actual or estimated? Actual Estimated

If estimated, provide specific details of how this data was calculated (overleaf if required): -----

Part B: Other supporting information

Please provide any details that support change and criteria ii, iv, v and vi in Section 3.1 of the Aerodrome Forecast (TAF) Request Procedure.

Part C: Authorisation

I certify that the above information is true and correct.

Name of completing officer

Title (only details from CFO or CEO will be accepted)

Signature

Date

Appendix 3 – Enquiry/Request for User Funded TAF Service

Client details

Company name: _____

Company address: _____

Company ABN: _____

Contact name: _____

Contact phone: _____

Contact address: _____

Contact email: _____

Aerodrome details

Name: _____

ICAO code: _____

Meteorological Observations Infrastructure

Automatic Weather Station (AWS): Yes No

Cloud and Visibility sensors (C&V): Yes No

Is the equipment CASR91 Approved? Yes No

NB: If the required meteorological infrastructure is not available, a quotation for supply and installation can be provided where requested. If the required infrastructure is installed but not approved, please refer to the Meteorological Authority for information on the approval process. <http://www.bom.gov.au/met-authority/>

Client Requirements

Provision of METAR/SPECI service: Yes No

Provision of TAF service: 12 hour 18 hour 24 hour
 5 days a week (Mon-Fri)
 7 days a week

Commencement date of service:

Expiration date of service:
(by default this is 3 years)

Additional Details