

**PREPARATORY MEETING OF THE
COORDINATION GROUP ON SATELLITE DATA REQUIREMENTS FOR RA III AND RA IV
College Park MD, USA, 8 April 2013
DRAFT AGENDA (20130404)**

Time	Agenda item	Title	Responsible
8:30		Welcome	WMO, NOAA
8:45		Introduction of the participants	All
9:00	1	Meeting background, objectives, and context	WMO
9:20	2	Status of documenting satellite data access requirements in RA III / RA IV	Machado (Chair of former TT-SDR)
9:40	3	Satellite Data Provider perspectives	NESDIS, EUMETSAT, INPE, CONAE
10:20	4	WMO-NOAA Train the Trainers Workshop: Summary	Caesar
10:30		Break	
10:45	5	Presentation of users' perspectives	All concerned (5 minutes each)
11:15	6	Future working arrangements	All
11:45		Summary and way forward / recommendation to RA IV	WMO, NOAA
12:00		Adjourn	