

WORLD METEOROLOGICAL ORGANIZATION
COMMISSION FOR BASIC SYSTEMS
CBS MANAGEMENT GROUP THIRTEENTH MEETING

22-23 June 2012

Geneva

Switzerland

FINAL REPORT

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REGULATION 44

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CBS-MG-13 – FINAL REPORT

1 ORGANIZATION OF THE SESSION

1.1 Opening of the session

1.1.1 Mr Branski, president of CBS, opened the meeting at 0900 on 22 June 2012. He emphasised that the meeting needed to focus on the key issues.

1.2 Adoption of the agenda

1.2.1 CBS-MG agreed the agenda at Annex 1. Agenda items three and four were discussed together and are recorded under item 3 in this report.

1.3 Working arrangements for the session

1.3.1 CBS-MG agreed its working hours.

2. ARRANGEMENTS FOR CBS-15 AND TECO

2.1 Logistics for sessions, including chairing and document processing

2.1.1 CBS-MG discussed the proposed time table for CBS-15. It recognised the limitations on the length of sessions that were imposed by the availability of interpreters. CBS-MG asked the Secretariat to explore whether the starting ceremony could be moved to 0900; and if it could not, to record it as starting at 0945 to ensure a prompt start to the meeting. A detailed, timed, agenda is required for the opening ceremony to ensure that it runs to time.

2.1.2 In order to brief Members, who may have infrequent interaction with WMO, on cross-cutting issues, CBS-MG asked the Secretariat to introduce a 45 minute slot for discussing GFCS, DRR, Service Delivery and capacity building. This time could be taken from the president's report and the report on credentials.

2.1.3 To help with the presentation of cross-cutting issues, and to keep discussions at CBS-15 brief, CBS-MG asked the Secretariat to create a pictorial representation of how the cross-cutting issues intersect with the CBS OPAGs.

2.1.4 With a shorter meeting than in the past, CBS-15 will have to further focus on issues requiring decisions. CBS-MG asked the Secretariat to ensure that documents were brief and concentrated on decisions that needed to be made. Information on progress should be reported in information papers.

2.1.5 CBS president asked to see a sample document in the format proposed for CBS-15.

2.1.5 CBS president also asked members of CBS-MG to work with the Secretariat to identify those decisions, such as the routine changes to the Manual on Codes, that would be expected to be non-controversial. These items should be placed in separate documents so that they could be agreed as a group without discussion; if a single Member considered an item controversial, it would be discussed under the appropriate agenda item. Members would need to be informed of this procedure.

2.1.6 OPAG Chairs, supported by the Secretariat, should make sure that their presentations identify clearly the decisions and recommendations that are required. These should be summarized at the end of the presentation of relevant documents.

2.1.7 CBS-MG decided that a Committee would be needed at CBS-15 to select the chairs and members of expert teams.

2.1.8 CBS-MG decided that there would be an ad hoc meeting of CBS-MG on the afternoon of Saturday 15th September for those members of CBS-MG who were attending CBS-15.

2.2 Quorum and elections

2.2.1 CBS-MG agreed to publish the provisional list of Members planning to attend the session on the session website.

2.2.2 A quorum is only critical for the elections. CBS president will remind Members that they may nominate proxies for the elections, and inform Members of the list of those that propose to attend to assist them in their choice of proxy.

2.3 TECO agenda and presentations

2.3.1 CBS-MG noted that the side meeting called by Canada at CBS-XIV for Members to promulgate details of the WIS had proved successful. CBS-MG decided to hold "TECO focus sessions" of one hour duration each lunchtime at 1330, starting on Tuesday. Each session would focus on issues associated with one OPAG, and Members would be asked to propose questions in advance.

2.3.2 The TECO and TECO focus sessions will not have interpretation.

2.3.3 Dr Barrell will seek to include more contributions from Regional and national WIGOS projects in the TECO presentations, seeking especially a contribution from a small developing country.

2.3.4 The Service Delivery Implementation Plan will be presented to CBS for formal endorsement. The "TECO focus session" at Tuesday lunchtime will be used by OPAG-PWS to allow the material to be discussed informally.

2.3.5 The topic of the first session of the main TECO will be the WIGOS Implementation Plan; that of the second session will be "Understanding and communicating return on investment from basic systems and services."

2.3.7 The "Return on Investment" session should aim to result in a set of presentations that Members can draw on when preparing their own interactions with their national decision making procedures,

2.3.8 PWS representatives will discuss with World Bank representatives at EC a World Bank contribution to the TECO. The World Bank will be offered 30 minutes.

2.3.9 Noting the success of the panel discussion at CBS-XIV TECO, a Panel discussion will be held during the CBS session during the agenda item in which the report is presented.

3. TOPICS FOR RECOMMENDATIONS FROM CBS-15

3.1 OPAG-IOS

3.1.1 CBS-MG agreed with ICT-IOS that representatives of the regional WIGOS projects should be members of the proposed IPET-WIFI. (Note: IPET-WIFI is a new expert team proposed by ICT-IOS.)

3.1.2 Although the proposed structure of OPAG-IOS appears to follow different principles from the other OPAGs, CBS-MG agreed that this was a necessary consequence of creating WIGOS and

the transition from an EC-focussed management structure to one within CBS; CBS-MG concluded that the structure is similar to that of OPAG-ISS while WIS was in transition.

3.1.3 The EGOS implementation plan was ready for publication. This was a substantial document and would cost about CHF50k to translate, but will form a key part of WIGOS planning documentation.

3.1.4 An expert from OPAG-IOS is needed to represent CBS in the Working Group on the GRUAN.

3.2 OPAG-ISS

3.2.1 ICT-ISS had proposed creating Terms of Reference for focal points. CBS-MG agreed that it would be useful for all OPAGs to do the same, and asked ICT-ISS to ensure that the Terms of Reference were suitable for use as a template.

3.2.2 CBS-MG agreed that members should be informed that the WIS Discovery Metadata includes a statement on the Resolution 40 category of data, and that it is the metadata record that will control access to the data exchanged through the WIS. CBS-MG did not consider it appropriate to ask EC to remove the requirement of formal notification from the PR to the Secretary General of changes to additional data. However, it agreed that CBS should recommend that PRs could be informed of the possibility of the PR writing to the Secretary General to state that in future the PR wished to make formal notification through changes to the metadata records. CBS-MG acknowledged that using separate procedures for formal notification and creating the content of metadata records would result in inconsistencies.

3.2.3 CBS-MG agreed with the recommendation of ICT-ISS and ICT-IOS that the costs and risks of trying to increase the number of station identifiers available for reports in Traditional Alphanumeric Codes (TAC) were unacceptable. It also recognised that creating a solution based on the TAC might dissuade members from migrating to Table Driven Code Forms. CBS-MG welcomed the creation of a station identifier system that allowed the recognition of additional operators of observing networks, but wished to retain a role for PRs in assigning station identifiers. It proposed that an organization should give 45 days notice of a proposed allocation of a station identifier to the Secretary General and PR of the country in which the organization is operating the relevant station. Assurances will also be needed on the quality of the observing process and observations.

3.2.4 CBS-MG welcomed the proposal of ICT-ISS and ICT-DPFS to introduce more flexible working structures in which sub-teams could be formed and disbanded to tackle particular tasks. CBS-MG wished to retain the current arrangement by which of Core Membership of the five (in the case of OPAG-ISS) main teams with funded attendance at meetings to ensure that capacity building of experts in the team was protected.

3.2.5 CBS-MG agreed that chairs of teams should agree the need for a new team that would require financial support with the chair of the parent OPAG and with the relevant WMO Director before making any public commitment to creating the team.

3.2.6 CBS-MG asked ICT-ISS to revise the terms of reference for its expert teams to generalize and simplify them. The terms of reference that had been prepared before CBS-MG-13 should be used as the basis for the work plan to be prepared immediately after CBS-15.

3.3 OPAG-DPFS

3.3.1 CBS-MG was pleased to note that ICT-DPFS had also proposed a flexible team arrangement similar to that of ICT-ISS.

3.3.2 ICT-DPFS was concerned that the benefits from SWFDP are being delayed, and risk being unsustainable, because of the lack of a project office. CBS-MG recognised that there are other

calls for project offices and that any approval would be by EC-65. CBS-MG supported the proposal to seek CBS-15 support for a project office for three years.

3.3.3 CBS-MG recognised that there needs to be a longer term approach to how projects like SWFDP are supported.

3.3.4 The update to the Manual on DPFS will introduce new centres, and ICT-DPFS is preparing a transition plan. These new descriptions will be recommended to CBS.

3.3.5 Even though the documents supporting the Manual on DPFS will only be available online, they will need WMO numbers.

3.4 OPAG-PWS

3.4.1 PWS has retained three Expert Teams and has added “Monitoring and Evaluation” to their Terms of Reference to strengthen alignment with the Service Delivery strategy. These teams have broad remits and in practice have the flexibility shown by the proposals of ICT-ISS and ICT-DPFS.

3.4.2 ICT-PWS will propose a competency framework for forecasters to CBS 15, with specialist competencies largely corresponding to the topic areas of the expert teams. The intention is to seek input from Members with a view to presenting a finalised Competency Framework to CBS in 2014 for agreement.

3.4.3 One of the PWS expert teams has developed guidelines on the forecasting of impacts of weather. This will be refined and presented to CBS.

3.4.4 CBS-MG asked all OPAGs to review the Terms of Reference for their teams to ensure that the needs of GFCS are met.

3.4.5 DRR has stated its expected deliverables. It needs standards or best practices that apply to DRR activities, and a standard against which events can be classified to assist Members in analysing their responses to disasters. CBS will need to plan how it will contribute to this and how it will ensure that the basic systems are used to support DRR instead of developing duplicate systems.

3.4.6 CBS-MG asked DPFS, PWS and the Rapporteur on DRR to produce a proposal for CBS-15 for creating an Inter Programme Expert Team on DRR issues.

3.5 CBS-MG

3.5.1 CBS-MG should continue in its present form, with the same OPAG structure, but changes outside CBS (for example the demise of ICG-WIS) will require a new Resolution. A Resolution is required to create the new expert team structures within the OPAGs.

3.5.2 CBS-MG identified that several of its members would be unable to continue in their positions after CBS-15.

4. WORK PLAN FOR 2012-2016

OPAG structures and work plans were discussed under agenda item 4.

5. REQUIREMENT FOR EXTRAORDINARY SESSION OF CBS

5.1 CBS-MG considered Regulation 192 and concluded that the extraordinary sessions in the past had covered the same wide range of topics as ordinary sessions, other than “election of officers” .

5.2 CBS-MG decided that there will be enough urgent business to require a session of CBS in 2014. Contrary to past practice, this will be identified as an ordinary session of CBS (without an election of officers).

6. DATE AND VENUE FOR NEXT MEETING OF CBS MANAGEMENT GROUP

6.1 The next CBS Management Group meeting will be in November or December 2012. The President will coordinate the date.

6.2 Future practice will be to hold a short meeting at the time of EC and a full meeting following CBS sessions.

7. OTHER BUSINESS

7.1 CBS-MG agreed to recognise the contributions of those participating in the work of the Commission. Certificates for the chairs of Expert Teams and active team members would be a minimum recognition. Certificates would be issued for each inter-sessional period.

7.2 Certificates will be issued to those making contributions to CBS Expert Teams, starting at CBS-15, and recipients recorded in the report of CBS-15.

7.2 OPAG Chairs were asked to provide the Secretariat with a list of recipients for certificates. ICTs should also consider recognizing especial contributions through a separate certificate.

7.3 A presentation of host countries of expert team meetings would also be beneficial.

7.4 CBS-MG agreed to extend the PWS practice of putting the names and photographs of experts on the WMO website.

8. CLOSURE OF THE SESSION

8.1 The meeting closed at 1735.

ACTIONS

2.1.1 CBS-MG discussed the proposed time table for CBS-15. It recognised the limitations on the length of sessions that were imposed by the availability of interpreters. CBS-MG asked to Secretariat to explore whether the starting ceremony could be moved to 0900; and if it could not, to record it as starting at 0945 to ensure a prompt start to the meeting. A detailed, timed, agenda is required for the opening ceremony to ensure that it runs to time.

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3.2.6 CBS-MG asked ICT-ISS to revise the terms of reference for its expert teams to generalize and simplify them. The terms of reference that had been prepared before CBS-MG-13 should be used as the basis for the work plan to be prepared immediately after CBS-15.

3.4.4 CBS-MG asked all OPAGs to review the Terms of Reference for their teams to ensure that the needs of GFCS are met.

3.4.6 CBS-MG asked DPFS, PWS and the Rapporteur on DRR to produce a proposal for CBS-15 for creating an Inter Programme Expert Team on DRR issues.

7.2 OPAG Chairs were asked to provide the Secretariat with a list on recipients for certificates. ICTs should also consider recognizing especial contributions through a separate certificate.

DECISIONS

2.1.7 CBS-MG decided that a Committee would be needed at CBS-15 to select the chairs and members of expert teams.

2.1.8 CBS-MG decided that there would be an ad hoc meeting of CBS-MG on the afternoon of Saturday 15th September for those members of CBS-MG who were attending CBS-15.

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APPENDIX 1: AGENDA

1. Organization of the session
 - 1.1 Opening of the session
 - 1.2 Adoption of the agenda
 - 1.3 Working arrangements for the session
2. Arrangements for CBS-15 and TECO
 - 2.1 Logistics for sessions, including chairing and document processing
 - 2.2 Quorum and elections
 - 2.3 TECO agenda and presentations
3. Topics for recommendations from CBS-15
 - 3.1 OPAG-IOS
 - 3.2 OPAG-ISS
 - 3.3 OPAG-DPFS
 - 3.4 OPAG-PWS
 - 3.5 CBS-MG
4. Work Plan for 2012-2016
 - 4.1 Structure of CBS – OPAGS, Expert Teams and their Terms of Reference
 - 4.2 Key deliverables from OPAGs
 - 4.3.1 OPAG-IOS
 - 4.3.2 OPAG-ISS
 - 4.3.3 OPAG-DPFS
 - 4.3.4 OPAG-PWS
5. Requirement for Extraordinary session of CBS
6. Date and venue for next meeting of CBS Management Group
7. Other business
8. Closure of the session

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