

ACTION ITEMS ARISING FROM THE WORK OF THE SESSION

Chairman of the Subgroup

- Para. 5.3.4 To liaise with subgroup members and the Secretariat to properly finalize the study on the metadata of the marine ship codes (**Action** with Scott Woodruff).
- Para. 6.1.2 To circulate amended fourth version of the ODAS metadata database to the DBCP, buoy centres and Members for comments (**Action:** with the Secretariat)
- Para 6.1.3 To find an appropriate centre to host the metadata database (**Action:** with Secretariat).
- Para 6.2.2 Prepare and circulate a questionnaire to all members of JCOMM to enquire whether the need existed for archiving WAVEOB reports extracted from the GTS (**Action:** Secretariat to circulate).
- Para 6.2.3 Undertake pilot project to extract from the GTS, WAVEOB reports headed MMXX, for the period of one year, with a preliminary report on results for JCOMM-I.
- Para 6.5.4 To write to Dr Zaharchenko and ask him for an update of the status of the catalogue of storm surge data holdings.

Prepare proposals for JCOMM-I on:

- Para 7.4 the up-dating of the Guide to MMS related to the archival of ocean current data;
- Para. 8.1.7 CLIMARxx to be held some time between JCOMM-I and JCOMM-II.
- Para. 11.1 Terms of reference for the JCOMM expert team (with Secretariat)

Members of the Subgroup

- Paras. 4.6, 4.7 and 10.1.2 Revise the IMMT format to address the VOSCLIM Project requirements and to develop the necessary enhancements to the ship catalogue format (**Action: Joe Elms**** and Scott Woodruff, DAC and Secretariat).
- Para 5.2.1 & 5.2.2 to review the SHIP code regarding the possible need for table modifications to include other sensors and for better harmonization between the IMMT and the SHIP code (**Action:** Joe Elms, Chris Hall, **Fritz Koek*** and Volker Wagner)
- Para. 5.7.4 To prepare a solid list of arguments for the continuation of the use of knots as unit for wind speed in reporting from ships (**Action:** Miroslaw Mietus)
- Para. 6.5.5 To circulate to the eight Responsible Members an updated IMMA for comments and to prepare a report to JCOMM-I,
- Para. 7.4 To copy the archive of surface current data held at the UK Met. Office to the World Data Centres for Oceanography (**Action:** Chris Hall)
- Para 8.2.2 and 8.2.3 Provide material to the Secretariat for missing Annexes of the new version of the Guide to MMS for an accelerated publication (**Action:** W.L. Chang, Joe Elms, Chris Hall, Fritz Koek, Teruko Manabe, Val Swail, Volker Wagner and the Secretariat)

* Leader of the team in **bold** characters

Para 8.3.4 Investigate possibility of help with the topic of "Statistical or Diagnostic Techniques" (**Action:** Scott Woodruff)

WMO Secretariat

Para. 5.1.1 Edit Annex 3.e of the Guide to Marine meteorological Services to include an identification number, i.e. MQCS-III.

Para 5.5.5 Actions to further activate and increase the number of data sets available in INFOCLIMA:

- (i) to place a hit counter in the web pages that give access to the catalogue in order to monitor its use and accessibility;
- (ii) To request Members to establish hyperlinks from their web pages to the INFOCLIMA pages;
- (iii) to inform each Member of their current individual entries for their possible updating. If available, the date of the last update should also be included;

Para. 5.6.2 In order to improve the amount of data received at the GCCs:

- (i) To urge all Members who provide data for later processing by the Responsible Members and the GCCs to submit their data holdings to the MCSS;
- (ii) That Members should provide all the elements allowed in the IMMT-I format;
- (iii) To request Members that during the implementation of the initial QC procedures, they do their utmost to correct the data rather than simply flagging it.

Para. 5.6.4 In order to reduce the number of duplicate ship observations submitted to the GCCs:

- (a) to request Contributing Members (CMs) to provide data from their own recruited ships only;
- (b) WMO Secretariat to extract from WMO Pub 47 a list of all ships and their recruiting countries and to request CMs to ensure that data from any one ship are returned to only one country; and
- (c) to request Members to update WMO Pub 47 as frequently as possible and include all ships recruited by them, independently of the flag the ship navigates under.

Para 6.4.2 To find an appropriate mechanism to obtain an early adoption of the report format of the "Global tropical cyclone track and intensity data set" for possible application as from the year 2000.

Para. 6.6.3 To invite Members having answered the questionnaire on satellite-based ocean wave database to provide their information to INFOCLIMA by completing and submitting the appropriate form.

Para 8.3.3 Bring to the attention of the WCP Department proposals for the inclusion of marine climatology related topics on the Guide to Climatological Practices.

Para 10.2.1 Prepare format and entries for inclusion of vessel digital imagery in WMO No. 47

Para 10.2.2 to make a formal call to VOS operators for the submission of imagery for inclusion in WMO No. 47

Para11.3 To prepare an internet mailing list of subgroup members