

STATUS OF IMPLEMENTATION OF PRELIMINARY ACTION PLAN

ACTION	WHOM	WHEN	STATUS
1. Agree project leader and national focal points	Meeting	First meeting	Done
2. Identify and agree Real Time Monitoring Centre/terms of reference	UKMO/NCEP	Feb 2000	Done
3. Identify and agree Data Assembly Centre/terms of reference	NCDC/DWD/UKMO	Feb 2000	Done
4. Implement agreed SHIP code change	WMO/CBS	6 months	Not approved by CBS
5. Implement agreed IMMT format change	WMO/JCOMM	April 2000	Reviewed and agreed at meeting
6. Develop and implement required electronic and paper log changes	KNMI/USA, participants, WMO	6 months (dep. on 4 and 5)	After meeting
7. Develop, agree, distribute draft project promotional material	P. Taylor, V. Zegowitz, WMO with participants	Mar 2000	Reviewed at meeting. To be finalized late 2000
8. Finalize project plan	WMO, Project Leader	Feb 2000	Done
9. Design/agree ship survey/ship inspection report form	SOC, BOM, NWS, Project Leader, with participants	Mar 2000	Reviewed at meeting. To be finalized late 2000
10. Design Metadata catalogue (No. 47) supplement	WMO, DAC, JCOMM	Aug 2000	Reviewed and agreed at meeting
11. Design ship award, project name and project logo	V. Zegowitz, Project Leader, WMO, participants	July 2000	Reviewed at meeting. To be finalized late 2000
12. Undertake preliminary ship identification	Participants	Before next meeting	Done at meeting
13. Convene second project meeting	WMO, Project Leader, DAC to host	Sep/ Oct 2000	Done