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| WORLD METEOROLOGICAL ORGANIZATIONCOMMISSION FOR BASIC SYSTEMSOPAG on DPFSMEETING THE REGIONAL SUBPROJECT MANAGEMENT TEAM (RSMT) OF THE SEVERE WEATHER FORECASTING DEMONSTRATION PROJECT (SWFDP) IN SOUTHEAST ASIAHa Noi, Viet Nam, 11-14 August 2015 |  | DPFS/RAII/SeA-SWFDP-RSMT /Doc. 2.1(2)(19.VI.2015)\_\_\_\_\_\_\_ENGLISH ONLY |

**EXPLANATORY MEMORANDUM TO THE PROVISIONAL AGENDA**

**1. OPENING**

The Meeting of the Regional Subproject Management Team (RSMT) of the Severe Weather Forecasting Demonstration Project (SWFDP) for Southeast Asia will be opened at 09.30 hours on Tuesday, 11 June, 2015 at the Headquarters of the National Hydro-Meteorological Service (NHMS) of Viet Nam, in Ha Noi, Viet Nam. Opening and welcome remarks are anticipated to be made by a representative of NHMS, and the WMO Secretariat.

**2. ORGANIZATION OF THE MEETING**

**2.1 Adoption of the agenda**

The provisional agenda will be submitted to the participants for consideration and adoption.

**2.2 Working arrangements**

The meeting will agree on the details concerning the organization of its work, including the working hours and any other practical session arrangements. The documentation for the meeting and the meeting itself will be in English. A Documentation Plan (INF. 1) has been developed to assist participants to prepare for the meeting, which has been posted on the WMO web site at:

<http://www.wmo.int/pages/prog/www/BAS/CBS-meetings.html>

All participants are requested to provide input on assigned agenda items and are welcomed to provide input to any other items.

**3. INTRODUCTION TO SEVERE WEATHER FORECASTING DEMONSTRATION PROJECT (SWFDP)**

**3.1 Overall Framework**

The meeting will be presented with information on the SWFDP framework, including guidance from the Commission for Basic Systems (CBS), and the basic documents: *SWFDP Overall Project Plan* and *SWFDP Guidebook for Planning Regional Subprojects.*

**3.2 Review the progress of SWFDP-Southeast Asia**

The meeting will review the progress of SWFDP in Southeast Asia since first meeting of RSMT (Ha Noi, October 2011). Later, the meeting will be invited to update the Regional Subproject Implementation Plan (RSIP) for SWFDP- Southeast Asia.

**3.3 Synergy with other projects in the region**

The meeting will share information about any other relevant project initiatives in the region. The participants are invited to discuss synergies with and contributions of the SWFDP for Southeast to any other projects in the region. The meeting will consider this information in updating the Regional Subproject Implementation Plan (RSIP) for SWFDP- Southeast Asia.

**4. SATELLITE DATA-PROCESSING SYSTEMS AND PRODUCTS FOR VERY SHORT-RANGE FORECASTING, INCLUDING NOWCASTING, IN RA II**

The issuing of warnings of imminent threat (as part of forecasting in the first few hours of the forecasting range) requires specific tools, and such tools are even more important for regions having limited or no radar coverage. Therefore, the latest and useful products generated by satellite data-processing systems for nowcasting and very short-range forecasting are highly desirable for the effective implementation of SWFDP. In this context, the meeting will be presented with a brief report on satellite data-processing systems and products for very-short range forecasting, including nowcasting, in RA II. The meeting will consider this information in updating the Regional Subproject Implementation Plan (RSIP) for SWFDP- Southeast Asia.

**5. SWFDP CASCADING FORECASTING PROCESS: ROLES OF PARTICIPATING COUNTRIES**

**5.1 Global: CMA, JMA, KMA, ECMWF, DWD and NOAA/NCEP**

Representatives of CMA, JMA, KMA and ECMWF will inform the meeting of the general features of their global NWP production systems, including their future development plans and the kinds of NWP/EPS products that are provided or could be provided to the project, with focus on severe weather monitoring and forecasting. The meeting will consider this information in updating the Regional Subproject Implementation Plan (RSIP) for SWFDP- Southeast Asia.

Representatives of DWD and NOAA/NCEP will inform the meeting on contributions for global and regional LAM NWP capabilities for the project and their roles and contributions in various other projects in synergy to the SWFDP in the region.

**5.2 Regional: RFSC Ha Noi (Viet Nam), RSMC Tokyo (Japan), RSMC New Delhi (India), and Hong Kong Observatory (Hong Kong, China)**

The representatives of the Regional Forecasting Support Centre (RFSC) Ha Noi will brief the meeting on RFSC’s contributions to the project including its LAM NWP production system and products, project web site and portal, Daily Guidance product issued towards the NMHSs, future plans and activities etc. The meeting will discuss the roles of and contributions by RFSC, Ha Noi as a lead regional centre for the project and will consider this information in updating the Regional Subproject Implementation Plan (RSIP) for SWFDP- Southeast Asia.

The representatives of RSMC Tokyo (Japan), RSMC New Delhi (India), and Hong Kong Observatory (Hong Kong, China) will inform the meeting of the general features of their (regional or limited-area) NWP production system(s), relevant observational datasets (e.g. satellite-based) which are available or can be made available to the project, relevant to severe weather monitoring and forecasting including specifically for typhoon/tropical cyclone forecast support and technical training support. The meeting will consider this information in updating the Regional Subproject Implementation Plan (RSIP) for SWFDP- Southeast Asia.

**5.3 National Meteorological Centres: Cambodia, Lao PDR, the Philippines, Thailand, and Viet Nam**

The representatives of Cambodia, Lao PDR, the Philippines, Thailand and Viet Nam will inform the meeting on implementation and usefulness of SWFDP-Southeast Asia in their respective countries for enhancing the weather monitoring and forecasting processes, to improve the provision of weather services, including warnings, to the main target user groups (general public, media, and disaster management agencies) for improved decision making processes and effective disaster risk reduction activities. They will also inform the meeting about their internet infrastructure and available observations for verification from the domestic network. In addition, they will consider the information provided by the global products centres and regional centres including RFSC Daily Guidance, and inform the meeting on usefulness of the products provided by these centres. The meeting will consider this information in updating the Regional Subproject Implementation Plan (RSIP) for SWFDP- Southeast Asia.

**6. PUBLIC WEATHER SERVICES: DELIVERING SERVICES TO TARGET USER GROUPS**

The meeting will be briefed on the WMO Strategy for Service Delivery and will discuss on improving service delivery through impact-based forecasting for the main target user groups of the project, (the general public, media, and disaster management agencies)including the interaction of the NMHSs with these groups.,

**7. VERIFICATION OF FORECASTS AND WARNINGS, AND THEIR EVALUATION, INCLUDING USEFULNESS AND USER RESPONSE**

Verification of forecasts and warnings is important for improvement in the observational and forecasting system. Based on SWFDP implementation in Africa, WMO Secretariat has recently published “Forecast Verification in African Severe Weather Forecasting Demonstration Projects” (WMO No. 1132). The meeting will discuss the verification of forecasts and warnings in Southeast Asia not only both from the point of view of accuracy and timeliness but also on their actual usefulness and the response from the target user groups on how they are used and applied following their dissemination and reception by the intended users.

**8. SWFDP DATABASE AND REPORTING**

The meeting will be briefed on the development of SWFDP database using WMO’s Country Profile Database (CPDB) platform. The SWFDP Database has been designed to serve as an efficient and paper-free mode for submission of Quarterly Progress Reports (QPR) by the NMHSs. The SWFDP database will be demonstrated for on-line submission of QPR. The meeting will discuss the new reporting mechanism and will consider this information in updating the Regional Subproject Implementation Plan (RSIP) for SWFDP- Southeast Asia.

**9. IMPLEMENTATION OF THE SWFDP IN SOUTHEAST ASIA**

**9.1 Regional Subproject Management Team**

The meeting will review the regional subproject management system and in particular the responsibilities of the members who are appointed to the Regional Subproject Management Team (RSMT). Membership and the Chairperson (and co-chairperson, if required) will be confirmed.

**9.2 Training Aspects**

The meeting will be briefed on the SWFDP training programme and strategy for the capacity development of the NMHSs and to improve their engagement with the targeted user groups. The meeting will be invited to review the training requirements under the project especially taking into consideration national and regional needs.

**9.3 Regional Subproject Implementation Plan (RSIP)**

The meeting will be briefed on the Regional Subproject Implementation Plan (RSIP) for the SWFDP-Southeast Asia which has been developed following guidelines provided in the “SWFDP Guidebook on Planning Regional Subprojects (Rev. 2010)”. Based on discussions including under previous agenda items, the meeting will be invited to review and update the Regional Subproject Implementation Plan (RSIP).

**10. REVIEW THE MEETING REPORT**

The meeting will be invited to review the Report of Second Meeting of RSMT

**11. ANY OTHER BUSINESS (AOB)**

The meeting may consider any other issues requiring actions or discussion by the RSMT.

**12. CLOSING**

The meeting of the Regional Subproject Management Team (RSMT) for the SWFDP - Southeast Asia is estimated to close at 17:00 on Friday, 14 August 2015.