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| WORLD METEOROLOGICAL ORGANIZATION  COMMISSION FOR BASIC SYSTEMS OPAG on DPFS  MEETING OF THE RA-IV EXPERTS GROUP ON  SEVERE WEATHER FORECASTING DEMONSTRATION PROJECT (SWFDP)  Miami, USA, 23-26 May 2017 |  | WDS-DPFS/RAIV-SWFDP-EG/Doc.2.1(2)  (12.IV.2017)  \_\_\_\_\_\_\_  ENGLISH ONLY |

**ANNOTATED PROVISIONAL AGENDA**

**1. OPENING**

The Meeting of the RA-IV Experts Group on Severe Weather Forecasting Demonstration Project (SWFDP) will be opened at 09.00 hours on Tuesday, 23 May 2017 at the US National Hurricane Centre, Miami (RSMC Miami). Opening and welcome remarks are anticipated to be made by the representatives of US NOAA/NCEP and the WMO Secretariat.

**2. ORGANIZATION OF THE MEETING**

**2.1 Adoption of the agenda**

The meeting will review and adopt the provisional agenda. The draft of provisional agenda has been made available to the participants prior to the meeting.

**2.2 Working arrangements**

The meeting will agree on the details concerning the organization of its work program including working hours with appropriate lunch/coffee breaks and any other practical session arrangements. The documentation for the meeting and the meeting itself will be in English. A Documentation Plan (INF. 1) including provisional and annotated agenda has been developed to assist participants to prepare for the meeting. The same 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 before end of April 2017. They are also welcomed to provide input to any other items.

**3. SEVERE WEATHER FORECASTING DEMONSTRATION PROJECT (SWFDP) FRAMEWORK**

**3.1 SWFDP Guidebook for Planning Regional Subprojects (2016 version) and overall framework** **including requirements from participating centres, project management and sustainability**

The meeting will be presented with information on the SWFDP framework, including guidance from the Commission for Basic Systems (CBS), and the “*SWFDP Guidebook for Planning Regional Subprojects”* which is developed and reviewed by CBS Steering Group for SWFDP to provide guidelines on development planning of a SWFDP regional subproject in a geographical area and its implementation plan. The meeting will also be informed on summary of SWFDP experiences since its inception in 2006, and SWFDP requirements from all participating centres (global, regional and national), and project management and its sustainability. The meeting will consider this information and follow up discussions in developing the Regional Subproject Implementation Plan (RSIP) for SWFDP- Eastern Caribbean.

**3.2 Current status of the Regional Subproject Implementation Plan (RSIP) and outcomes from HC-39 side meeting (San José, Costa Rica, 25 March 2017)**

The Chair will inform the meeting on the current status of Regional Subproject Implementation Plan (RSIP) draft for SWFDP-Eastern Caribbean and outcomes from a side meeting on SWFDP-Eastern Caribbean held during 39th Session of RAIV Hurricane Committee (HC-39) in San José, Costa Rica in March 2017.

**4. SWFDP’s CASCADING FORECASTING PROCESS**

**4.1 Roles of Global centres and products availability: Meteo France, ECMWF, US NOAA/NCEP, Environment Canada and UK Met Office**

The representatives of Meteo France, ECMWF, US NOAA/NCEP, Environment Canada and UK Met Office and will inform the meeting of the general features of their global NWP production and Nowcasting system (e.g. satellite and/or radar based etc.) as appropriate, their future development plans and the kinds of NWP/EPS and Nowcasting products that are provided or could be provided for the sub-region within the framework of SWFDP, with focus on severe weather monitoring, forecasting and early warnings. The representatives of Global Centres will also inform the meeting on potential contributions for global and regional NWP LAM capabilities for the subproject and their roles and contributions in various other projects in synergy to the SWFDP in the sub-region. The meeting will consider this information and follow up discussions in developing the Regional Subproject Implementation Plan (RSIP) for SWFDP-Eastern Caribbean.

**4.2 Roles of Regional centres and products availability: RSMC Miami; and CIMH Barbados**

Under this agenda item, the meeting will discuss the potential roles of RSMC Miami and CIMH Barbados, and products availability and technical support from these two centres within the framework of SWFDP-Eastern Caribbean. The role of RFSF Martinique will be discussed separately under agenda item 5.

The representative of RSMC, Miami will inform the meeting of the general features of their NWP production system(s), relevant observational datasets and products (e.g. satellite-based) which are available or can be developed further, relevant to severe weather monitoring and forecasting including specifically for hurricanes/tropical cyclones forecast support and technical training support.

The representative of CIMH will inform the meeting about the activities of CIMH including related to availability of products and technical training support for capacity development of NMCs in the Eastern Caribbean.

The meeting will consider above information and follow up discussions in developing the Regional Subproject Implementation Plan (RSIP) for SWFDP- Eastern Caribbean.

**4.3 National Meteorological Centres (NMCs) Operational Systems Capacity and Needs**

The representatives of NMCs will brief the meeting on forecasting and warning capacity of the NMCs in the sub-region including NMCs’ contingency planning and Standard Operating Procedures (SOPs). They will update the meeting on NMCs’s observing and forecasting systems, and early warning services for users especially general public, media, and Disaster Management and Civil Protection Agencies (DMCPAs) for improved decision making processes and effective DRM and DRR activities. They will also brief on NMCs’ internet infrastructure to access to the satellite information and NWP products and on verification of forecasts and warnings. They are also expected to highlight their national needs and requirements to benefit from the implementation of SWFDP’s *Cascading Forecasting Process* in the sub-region for enhancing severe weather monitoring and forecasting processes and delivery of warning services to users, and express their commitment for NMCs’ effective involvement in the SWFDP-Eastern Caribbean. The meeting will discuss capacity building, internet, training and other needs of NMCs. The meeting will consider this information and follow up discussions in developing the Regional Subproject Implementation Plan (RSIP) for SWFDP-Eastern Caribbean.

**5. ROLE OF RFSF MARTINIQUE AND GUIDANCE PRODUCTS FROM RFSF**

The representative of Meteo France Martinique will inform the meeting on the role of RFSF Martinique including i) its LAM NWP products, Nowcasting system, and availability of ECMWF products, ii) its potential Daily Guidance product for hydrometeorological and coastal sea hazards towards the NMCs in the Eastern Caribbean based on RSMC Miami forecasts and products in case of tropical cyclone in the sub-region, iii) project website and portal, and iv) RFSF work plan and activities etc. The meeting will consider this information and follow up discussions in developing the Regional Subproject Implementation Plan (RSIP) for SWFDP-Eastern Caribbean.

**6. PUBLIC WEATHER SERVICES (WMO): DELIVERY OF WARNING SERVICES**

The Secretariat will provide information on WMO Strategy for Service Delivery including on impact based forecasts and warnings, and use of Common Alerting Protocol (CAP) in dissemination of warnings. The meeting will discuss service delivery aspects and use of CAP including introduction and strengthening of impact-based forecasts and warnings for users especially general public, media, and DMCPAs, engagement of NMCs with these groups for improved decision making process and DRR activities. The meeting will also discuss needs and requirements for further improvements, and will consider above information and follow up discussions in developing the Regional Subproject Implementation Plan (RSIP) for SWFDP-Eastern Caribbean.

**7. REPORTING MECHANISM AND FEEDBACK BY NMCs (Submission of regular Progress Reports by NMCs including on Verification of Forecasts, Case Studies, Users’ Response etc.)**

As part of SWFDP implementation, regular feedback from NMCs on the progress of SWFDP implementation at national/local levels including issuance of forecasts and dissemination of warnings (both accuracy and timeliness), verification of forecasts and warnings, usefulness of forecasts and warnings, and user’s response, is highly important for overall improvement in the observational and forecasting/warning system. Based on SWFDP experience in Africa, WMO Secretariat has published “Forecast Verification in African Severe Weather Forecasting Demonstration Projects” (WMO No. 1132) in 2014. The meeting will also be briefed on the development of SWFDP database using WMO’s Country Profile Database (CPDB) platform.

The NMCs involved in the SWFDP-Eastern Caribbean are required to provide their feedback in the form of Quarterly Progress Reports on types of severe weather observed, forecasts and warnings issued dissemination channels, users’ response, and verification of forecasts and warnings etc. The NMCs are also expected to do case studies of selected severe events and provide key findings of case studies as part of their progress reports. The meeting will review the template of Progress Report. The meeting will consider this information and follow up discussions in developing the Regional Subproject Implementation Plan (RSIP) for SWFDP-Eastern Caribbean.

**8. DEVELOPMENT OF REGIONAL SUBPROJECT IMPLEMENTATION PLAN (RSIP) FOR SWFDP-EASTERN CARIBBEAN**

In order to have better understanding of requirements for various components of Regional Subproject Implementation Plan (RSIP) for the sub-region, including products/data to be shared and the Guidance products for NMCs, the meeting will be engaged in three brainstorming sessions as mentioned below under sub-items, and later consider this information in development and review of the draft RSIP. The meeting may consider appointing animators/reporters for the brainstorming sessions who may provide appropriate text for inclusion in the relevant paragraphs of the draft RSIP which will be developed and reviewed by the meeting.

8.1 Products/Data to be shared: Brainstorming on NWP

8.2 Products/Data to be shared: Brainstorming on Observations and other relevant information

8.3 Guidance Products for NMCs: Brainstorming on Guidance Products

8.4 Development/Review of draft RSIP for SWFDP-Eastern Caribbean

**9. ANY OTHER BUSINESS**

The meeting may consider any other issue(s) requiring discussions and/or actions.

**10. REVIEW OF THE MEETING REPORT AND NEXT STEPS**

The meeting will be invited to review the Report of Meeting.

**11. CLOSING**

The meeting is expected to close at 17:00 hours on Friday, 26 May 2017.