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| WORLD METEOROLOGICAL ORGANIZATION COMMISSION FOR BASIC SYSTEMS OPAGs on DPFS and PWS  **Severe Weather Forecasting Disaster Risk Reduction Demonstration Project**  **SWFDdP – South Pacific Project**  **Meeting of the Regional Subproject**  **Management Team**  Noumea, New Caledonia, 27-28 July 2018 |  | WDS/TCP-RAV-TCC17&DPFS-RSMT-SWFDDP/INF.3  (18.VII.2018)  \_\_\_\_\_\_\_  Agenda item : 2.2  ENGLISH ONLY |

**Tentative Work Plan**

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| **Date** | **Time** | **Agenda Items** | **By whom** |
| Friday, 27 July 2018 | 08:30 – 09:00 | Registration | All |
| 09:00 – 09:30 | Opening | New Caledonia Rep./Chair/WMO |
| 09:30 – 10:30 | 2.1 Adoption of the Agenda  2.2 Working Arrangements | Chair  Chair |
| 11:00 – 12:00 | 3.1 Summary from progress reports  3.2 Global and regional centre reports  3.3 National Centre Reports | Chair  Global/Regional centres  All NMCs |
| 13:30 –15:00 | 3.4 Review of PWS component of the SWFDDP | WMO, All |
| 15:30 – 17:30 | 4.1 Follow up actions from last RSMT  4.2 Reporting through SWFDP  database | Chair, SPREP, NOAA NWS, WMO  WMO, All |
| Welcome reception on Friday, 27 July 2018 | 18:00 - 20:00 | Cocktail for participants of RSMT meeting at Nouvata hotel (by TOA systems & MetService) | All |
| Saturday, 28 July 2018 | 08:30 – 10:30 | 4.3 Future of the RSMT | Chair, WMO, All |
| 11:00 – 12:00 | 4.4 Updating of Implementation Plan | Chair, All |
| 13:30 – 15:00 | 5 Any other business  6 Conclusion and Recommendations | Chair, All  Chair, All |
| 15:30 –17:30 | 7 Review of Meeting Report  8 Closing | Chair, All  Chair, All |
| Daily health breaks | 10:30 – 11:00  12:00 – 13:30  15:00 – 15:30 | Morning coffee/tea  Lunch  Evening coffee/tea |  |
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| **Agenda Item** | **AGENDA ITEMS**  **Subject** | **Doc. No.** | **Submitted by** | **Expected/ Received** |
| **1** | **OPENING** | | | |
| **2** | **ORGANIZATION OF THE MEETING** | | | |
| 2.1 | Provisional Agenda | 2.1 (1) | Secretariat | 02.07.2018 |
|  | Annotated Agenda | 2.1 (2) | Secretariat | 02.07.2018 |
| 2.2 | Working arrangements | 2.2 | Secretariat | 02.07.2018 |
|  | Template for the cover page of Working Documents | INF.2 | Secretariat | 02.07.2018 |
|  | Tentative work program | INF.3 | Secretariat | 02.07.2018 |
|  | Provisional List of Participants | INF.4 | Secretariat | 02.07.2018 |
| **3** | **EVALUATION AND REVIEW OF SWFDDP INCLUDING ACHIEVEMENTS AND GAPS** | | | |
| 3.1 | Summary from the progress reports including verification of forecasts and warnings, service delivery aspects, case studies etc. | 3.1 | Chair | 10.07.2018 |
| 3.2 | Global and Regional Centre reports | 3.2.1  3.2.2  3.2.3  3.2.4  3.2.5  3.2.6  3.2.7 | UKMO  NOAA NWS  JMA  ECMWF  NZ MetService  BOM  RSMC Nadi | 10.07.2018 |
| 3.3 | National Centre Reports | 3.3.1  3.3.2  3.3.3  3.3.4  3.3.5  3.3.6  3.3.7  3.3.8  3.3.9 | Cook Islands  Fiji  Kiribati  Niue  Samoa  Solomon Islands Tuvalu  Tonga  Vanuatu | 10.07.2018 |
| 3.4 | Review PWS component of the SWFDDP | 3.4 | Secretariat (PWS) | 10.07.2018/  In-session |
| **4** | **TRANSITION OF SWFDDP TO THE NEXT PHASE** | | | |
| 4.1 | Follow up Actions from last RSMT Meeting 2016 | N/A | Chair, SPREP, NOAA NWS, WMO | In-session |
| 4.2 | Reporting through SWFDP database | 4.2 | Secretariat/All | 10.07.2018/  In-session |
| 4.3 | Future of the RSMT | N/A | Chair, WMO, All | In-session |
| 4.4 | Updating of Implementation Plan | N/A | Chair, All | In-session |
| **5** | **ANY OTHER BUSINESS** | | | |
| **6** | **CONCLUSIONS AND RECOMMENDATIONS** | | All | In-session |
| **7** | **MEETING REPORT** | | All | In-session |
| **8** | **CLOSING** | | All | In-session |

**DOCUMENTATION PLAN FOR SWFDDP-SOUTH PACIFIC RSMT MEETING**