

WORLD METEOROLOGICAL ORGANIZATION

*COMMISSION FOR BASIC SYSTEMS
OPAG DPFS*

**MEETING OF SEVERE WEATHER
FORECASTING DEMONSTRATION PROJECT
STEERING GROUP**

GENEVA, SWITZERLAND
14-16 DECEMBER 2005

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Item: 2

ENGLISH ONLY

EXPLANATORY MEMORANDUM ON THE PROVISIONAL AGENDA

1. Opening of the Meeting

The Meeting of the Steering Group on the Severe Weather Forecasting Demonstration Project will open at 9:30 a.m. on Wednesday 14 December 2005 at WMO Headquarters, Geneva, Switzerland. General information for participants are available via the WMO Web-site at:

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

2. Organization of meeting

- 2.1 Approval of agenda. The Meeting will be invited to consider the provisional agenda with a view to its adoption.
- 2.2 Agreement of working arrangements. The Meeting will agree on the details concerning the organization of its work including working hours. The documents will be available in English only and the meeting will be conducted in English.

3. Introduction – Severe Weather Forecasting Demonstration Project

The Meeting will review the background and supporting documentation for the Demonstration Project including the decision of WMO constituent bodies.

4. Review the Terms of Reference for the Demonstration Project Steering Group

The Meeting will review and adopt the Terms of Reference for the Project Steering Group.

5. Review the overall Project Plan including the specifications and criteria for suitable demonstration projects and participating centres, implementation, and evaluation

The Meeting will review in detail the Overall Project Plan for the Demonstration Project, and finalize it for use in the Project Implementation.

6. Identification of suitable regional projects, and their relative priorities

The Meeting will develop a list of suitable regional subprojects that meet the general terms and criteria that have been established, and prepare a document which proposes this list with their relative priorities for implementation, with the view of implementing one regional subproject in 2006, and also proposes a strategy for future implementation of other regional subprojects.

7. Input to the development of a Project Implementation Plan

The Meeting will provide input on the development of a Regional Project Implementation Plan, which would include for example, detailed specifications for data and products to be exchanged, performance measurements, review and reporting. The Project Implementation Plan is intended for the use by the organization of each regional subproject which includes participation by Global and Regional NWP Centres, NMHSs and National organizations for disaster management and civil protection.

8. Any other business

The Meeting will consider any other business arising.

9. Closing

The closure of the Meeting is anticipated by 17:00 on Friday 16 December 2005.
