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| **World Meteorological Organization**  **Commission for Instruments and Methods of Observation**  **CIMO Management Group**  **Fifteenth Session** Geneva, Switzerland, 26 – 29 March 2018 | **CIMO/MG-15/Doc. 1.2(2)** |
| Submitted by: The Secretariat  23.02.2018 |

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# Explanatory memorandum

1. **Organization of the Session**
   1. **Opening**

The Fifteenth Session of the Commission for Instruments and Methods of Observation Management Group will open at 09:00 hours on Monday, 26 March 2018, at the WMO Headquarters, Geneva, Switzerland.

* 1. **Adoption of the Agenda**

The provisional agenda will be submitted to the Session for adoption.

* 1. **Working Arrangements**

The Meeting will agree on details concerning the organization of its work, including working hours. The documentation and meeting will be conducted in English only.

1. **WORK PROGRAMME OF THE COMMISSION – EVALUATION OF PROGRESS, PROPOSALS FOR FUTURE ACTIVITIES AND RECOMMENDATIONS TO CIMO-17**
   1. **Report of the President**

The President of CIMO will brief the Management Group on his activities since the last session of the Management Group, and in particular, on outcomes of the Presidents of Technical Commissions meeting (PTC) and of the EC Working Group on Strategic Planning meeting related to the restructuring of the WMO constituent bodies.

* 1. **OPAG In-Situ Technologies and Instrument Intercomparisons**

For each of the CIMO Expert Teams (ET), Task Teams (TT), Inter-programme Expert Team (IPET), and Theme Leaders (TL), the responsible OPAG Co-Chairperson will provide a concise report on the main achievements against the workplans of the ET/TT/IPET/TL since CIMO-16, experienced difficulties (if any), proposed recommendations to be submitted to CIMO-17 for consideration and approval, and a list of activities that should be addressed as a priority by the ET/TT/IPET/TLs for the forthcoming intersessional period. It is expected that only the main points, provided in the executive summary of the document will be discussed during the meeting.

* 1. **OPAG Remote-Sensing Technologies**

Same as for 2.2

* 1. **OPAG Capacity Development and Operational Metrology**

Same as for 2.2

* 1. **Reports of CIMO Focal Points**

The CIMO Focal Points will present short reports on their activities giving particular attention to aspects that need to be addressed at CIMO-17 and activities that will have to be carried out in the forthcoming intersessional period.

* 1. **Other activities**

Under this agenda item, the Meeting will be informed on the evaluation of the performance of CIMO Testbeds and Lead Centres and will be invited to consider actions that may be needed to ensure optimal use of the outcomes and capabilities of these centres by CIMO for the benefit of all WMO Members.

The Secretariat will provide information on other relevant activities performed by the Commission since CIMO-16, which do not fall directly under the responsibility of the OPAGs. These include TECO-2016, the International Conference on Automatic Weather Stations, and the development of specifications for the procurement (neutral tender specifications) of automatic weather stations in collaboration with HMEI.

1. **CIMO ACTIVITIES in the evolving context of wmo, and collaboration with international organizations**
   1. **The WMO constituent body reform and the WMO Strategic Plan**

Congress-17 adopted the WMO Strategic Plan 2016-2019. The [WMO Operating Plan 2016–2019](http://www.wmo.int/pages/about/documents/WMO_OP_2011_en.pdf) provides details on key outcomes, deliverables and activities to be implemented to achieve results defined in the WMO Strategic Plan, with the resources provided under WMO Results-based Budget, and activities of technical commissions and regional associations to be implemented through in-kind support.

WMO is in the process of developing the WMO Strategic Plan for 2020-2023 and preparing a constituent body reform that will impact the technical commissions. The meeting will be informed on the current state of development of the WMO Strategic Plan and of the WMO constituent body reform.

The meeting will be invited to take this information in consideration throughout its deliberations and use them as guiding principle for the preparation of the CIMO-17 session. The meeting will also be invited to provide comments on and proposals for improvement of the present draft of the plan and reorganization, if appropriate.

* 1. **Review of the Vision for the future of environmental measurements, the current status of the WIGOS vision, and of relevant decisions of the WMO Executive Council**

The Meeting will be invited to review the Vision for the future of environmental measurements, to ensure it is complementary to the WIGOS vision, and to ensure both visions are not conveying any contradictory messages and that they adequately support the WMO strategic planning.

The Meeting will then beinformed on the latest development of the WIGOS vision, on relevant deliberations of the Inter-Commission Coordination Group on WIGOS (ICG-WIGOS) and on relevant decision of the WMO Executive Council.

The meeting will decide on any action that is needed to further support WIGOS, and towards the adoption of the Vision for the future of environmental measurements by the CIMO-17 session.

* 1. **Cooperation with Technical Commissions, Regional Associations and relevant WMO projects/programmes**

The Meeting will be informed on some activities that were/are carried out in collaboration with other WMO technical commissions, regional associations, and other WMO projects/programmes. The meeting will be invited to consider any decision that should be taken by CIMO with respect to joint activities and whether and how to incorporate them in the future workplan of CIMO.

The Meeting will also be invited to consider how it could further strengthen the collaboration with these groups and initiate collaboration with other similar groups.

* 1. **Collaboration with other international organizations**

The meeting will be informed about the status of collaborations with other international organizations, such as the International Organization for Standardization (ISO), the Association of Hydro-Meteorological Equipment Industry (HMEI) and the International Bureau of Weights and Measures (BIPM).

The meeting will be invited to review the experiences made in developing common ISO-WMO standards and consider a proposal to formalize the standard review process within WMO.

The meeting will be invited to consider how to strengthen these collaborations in the future, and also ensure they will be preserved through the WMO reorganization process.

1. **the Future CIMO working structure**
   1. **Identification and prioritization of key future activities after CIMO-17**

Under this agenda item, the meeting will be invited to identify the areas which should be treated with priority during the years following CIMO-17, possibly until the time of the reorganization of the WMO technical commissions, or until the next CIMO session.

The meeting will also review and prioritize the future activities that were proposed in the reports provided in agenda item 2.

* 1. **Ensuring continuation of CIMO’s activities in the new WMO governance structure**

Under this agenda item, the meeting will be invited to consider the process and activities that will have to be undertaken to ensure the continuation of CIMO’s activities in the new WMO governance structure.

The meeting will also be invited to identify whether specific processes need to be put in place to ensure that the CIMO Management Group will have the flexibility to take necessary actions to support and contribute to the WMO governance structure reorganization.

* 1. **Update of the CIMO Working Structure and Mechanisms**

The meeting will be presented with a proposed modified working structure of CIMO, developed at the CIMO Strategic Management meeting, that is simpler than the current structure. It is aimed at ensuring that key activities are given proper focus, and at ensuring that relevant tasks/teams could be easily transferred to the new WMO technical commission structure, when the reorganization will take place. The meeting will be invited to review this proposed new structure and propose modifications. The working structure should make best use of the human and financial resources available, provide an effective mechanism to respond to new requests/activities needing CIMO’s support, and facilitate the WMO technical commission reorganization.

The Meeting will also be invited to consider ways to further improve the efficiency and effectiveness of CIMO, building on positive experiences made by specific expert teams, task teams, theme leaders, and other relevant groups, but also taking into account experienced difficulties (if any). This may include considerations on the needed interactions between the MG and the ETs/TLs, specific skills that ET Chairs and experts should have, possibilities of making increased use of consultants and seconded experts, etc.

1. **ISSUES RELATED TO THE PLANNING, COORDINATION AND MANAGEMENT OF COMMISSION ACTIVITIES**
   1. **Arrangements for CIMO-17**

The Meeting will be invited to review and agree on the plans for conducting CIMO-17, including the draft provisional agenda, preparation of pre-session documents and responsibilities of Management Group members before and during the session.

* 1. **Arrangements for TECO-2018**

The Meeting will be invited to review and agree on the plans for conducting TECO-2018.

* 1. **Certificates and other pertinent activities**

The Meeting participants will be invited to present proposals for awarding CIMO certificates to experts that significantly contributed to the work of the commission in the intersessional period.

1. **Other Business**

Under this agenda item, the meeting will be invited to consider any other issue brought forward by participants at the meeting.

1. **Closure of the Session**

The Session is tentatively scheduled to close on Thursday 29 March 2018, around 17:00.

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