

## **EXPLANATORY MEMORANDUM**

### **1. ORGANIZATION OF THE SESSION**

#### **1.1 Opening of the session**

The first session of the CIMO Management Group (MG) will be opened on Monday, 2 May 2005, at 08:30 a.m. in the NIMH, Bucharest, Romania.

#### **1.2 Adoption of the agenda**

The meeting will be invited to consider the provisional agenda with a view to its adoption.

#### **1.3 Working arrangements for the session**

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

### **2. EVALUATION OF THE PROGRESS ACHIEVED IN THE WORK PROGRAMMES**

#### **2.1 Report of the Acting President on EC-LVI**

The Acting President of CIMO will brief the Management Group on the main results of EC-LVI relevant to CIMO.

#### **2.2 Reports of the OPAG Co-Chairpersons**

The Co-chairpersons of OPAGs will provide a concise report on their achievements since CIMO-XIII against the working plans of individual expert teams within their responsibilities. Co-chairpersons will bring to the attention of the Management Group any changes needed in the working plans and membership of ETs.

### **3. ISSUES RELATED TO PLANNING, COORDINATION AND MANAGEMENT THE WORK OF THE COMMISSION, ITS OPEN GROUPS AND EXPERT TEAMS**

#### **3.1.1 Review of the Working Structure of CIMO including membership**

The meeting is invited to review the working structure of CIMO, including the membership of OPAGs and expert teams.

### **3.1.2 Review of the TOR of OPAGs and ETs**

The meeting is invited to review the Terms of Reference of CIMO OPAGs and Expert Teams, as appropriate, and updated the Work Plans of Expert Teams accordingly.

### **3.1.3 Review of the Milestone Plan of CIMO activities and meetings**

The meeting is invited to review and adopt the Milestone Plan of CIMO activities and meetings.

### **3.1.4 Other pertinent issues**

The relevant OPAG co-chairpersons are invited to provide information on basic outcome of the WMO instrument intercomparisons already performed and the meeting is invited to review and adopt a plan of the WMO instrument intercomparisons.

The Vice-President is invited to brief the MG on the status of the testing of a Flexible Upper-air System in Tanzania.

The meeting will be informed on the status of preparation of, and plans for updates in the CIMO Guide and is expected to make a decision on further action. It will also be informed on the status of preparation of, and a revised plan for IOM Reports and is expected to make a decision on further action.

## **4. INTERACTION WITH WMO CROSS-CUTTING ACTIVITIES**

Based on the decisions of Cg-XIV and EC-LVI, the Acting President of CIMO is invited to propose the role and actions of CIMO as relates the WMO cross-cutting activities, such as Natural Disaster Prevention and Mitigation Programme (NDPMP), Global Earth Observation Systems of Systems (GEOSS) and WMO Quality Management Framework (QMF).

## **5. ANY OTHER BUSINESS**

### **5.1 Other matters**

Under this agenda item, the meeting will be invited to discuss issues that may be brought forward by participants at the meeting.

## **6. CLOSURE OF THE SESSION**

It is expected to close the meeting on Tuesday, 3 May 2005, late afternoon.