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| WORLD METEOROLOGICAL ORGANIZATION  COMMISSION FOR BASIC SYSTEMS  -----------------------------  SECOND MEETING OF  INTER-PROGRAMME EXPERT TEAM ON CODES MAINTENANCE  OFFENBACH, GERMANY, 28 MAY - 1 JUNE 2018 |  | IPET-CM-II / Doc. 1.2 (2)  (10. 2. 2018)  -------------------------  ITEM 1.2  ENGLISH ONLY |

**EXPLANATORY MEMORANDUM TO THE PROVISIONAL AGENDA**

**1 ORGANIZATION OF THE MEETING**

1.1 Opening of the meeting

The second meeting of the Inter-Programme Expert Team on Codes Maintenance (IPET-CM) will take place in Offenbach, Germany from 28 May to 1 June 2018. The meeting will open at 9:00 AM at the room "Gartensaal" (ground floor) of the Deutscher Wetterdienst Headquarters.

1.2 Approval of the agenda

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

1.3 Working arrangement

The meeting will agree on details of their work at the meeting, including possible teleconference. The documentation will be made available in English only, and the meeting will be held in English. The meeting will agree with implementation dates and procedures in adoption of proposals.

**2 MANUAL ON CODES: TABLE DRIVEN-CODE FORMS**

*FM 92 GRIB*

2.1 The meeting will discuss proposed amendments, including possible clarifications, to the regulations and specifications of octet contents of GRIB edition 2, which are common in GRIB data representation.

2.2 The meeting will be informed of plans for global or local exchange of new data and products in GRIB edition 2, and discuss new templates and tables along with new entries in the existing GRIB2 tables, which are required for the data and products. The meeting may also discuss amendments based on future needs.

*FM 94 BUFR/FM 95 CREX*

2.3 The meeting will discuss proposed amendments, including possible clarifications, to the regulations and specifications of octet contents of BUFR or CREX, which are common in BUFR/CREX data representation. Amendments to BUFR or CREX Table C, which would have impacts to BUFR/CREX software, should also be discussed under this item.

2.4 The meeting will be informed of plans for global or local exchange of new data and products in BUFR/CREX, and discuss new templates and tables along with new entries in the existing BUFR/CREX tables, which are required for the data and products. The meeting may also discuss amendments based on future needs.

*Common Code tables to binary and alphanumeric codes*

2.5 The meeting will discuss amendments specific to Common Code tables.

*New editions of Table-Driven Code forms*

2.6 The meeting will discuss further development of GRIB edition 3 adopted by Executive Council, 69th session for experimental use.

2.7 The meeting will review development of the new editions of BUFR and CREX.

**3 MANUAL ON CODES: REGULATIONS FOR REPORTING TRADITIONAL OBSERVATION DATA IN TABLE-DRIVEN CODE FORMS**

The meeting will discuss amendments to the Regulations for reporting traditional observation data in TDCF (B/C Regulations).

**4 MANUAL ON CODES: TRADITIONAL ALPHANUMERIC CODES**

The meeting may be informed of the draft Amendment 79 to ICAO Annex 3 with a view to reflecting it to the Manual on Codes.

**5 MANUAL ON THE GTS: DATA DESIGNATORS (T1T2A1A2ii)**

The meeting will discuss amendments to the Manual on the GTS with regard to the data designator T1T2A1A2ii in Attachment II-5.

**6 SUMMARY AND CONCLUSION OF PROPOSALS**

6.1 Summary on amendments since IPET-CM-I and update of status of validation

The meeting will be informed of the summary on implementation of amendments to the Manuals on Codes and the GTS since the first meeting of IPET-CM last July.

6.2 Conclusion on intersessional discussion (in lieu of PFC)

The meeting will review Validation Reports for the proposals submitted since IPET-CM-I and agreed for validation. Any other proposals during the period will be submitted as new documents of this meeting and the discussion should be made in the corresponding agenda item.

**7 MIGRATION TO TABLE DRIVEN CODE FORMS**

7.1 Comparison of number of reports received in TDCF and TAC during April 2018

7.2 Reports on status of migration

The meeting will be informed of the status of Migration to TDCF. Members who are in a position to do so, such as Regional Rapporteurs or coordinators, should submit a report on the status of migration in their region. Other participants may submit a paper on their initiatives to the migration in their countries, regions or communities.

**8 ADMINISTRATIVE ISSUES**

**9 IPET-CM AND TASK TEAMS**

The meeting will confirm the activities made by Task Teams of IPET-CM and discuss action plans.

**10 COLLABORATION WITH OTHER ORGANIZATIONS AND TECHNICAL BODIES**

**11 CLOSURE OF THE MEETING**