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| WORLD METEOROLOGICAL ORGANIZATION  COMMISSION FOR BASIC SYSTEMS  -----------------------------  THIRD MEETING OF  INTER-PROGRAMME EXPERT TEAM ON DATA REPRESENTATION MAINTENANCE AND MONITORING  BEIJING, CHINA, 20 - 24 JULY 2015 |  | IPET-DRMM-III / Doc. 8.1  (30. 6. 2015)  -------------------------  ITEM 8.1  ENGLISH ONLY |

MANUAL ON CODES

New procedures   
for amending the Manual on Codes and the Manual on the GTS

*Submitted by the Secretariat*

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**Summary and Purpose of Document**

This document is to present the new *Procedures for Maintaining Manuals and Guides Managed by the Commission for Basic Systems*, which has replaced the previous *Procedures for Amending the Manual on Codes*.

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**ACTION PROPOSED**

The meeting will confirm the new Procedures with a view to adjusting them internally for the amendments to the Manual on Codes (WMO-No. 306) and to the abbreviated headings in the Manual on the GTS (WMO-No. 386).

**REFERENCES:**

- Recommendation 15 (CBS-Ext.(2014)) - Procedures for Maintaining Manuals and Guides Managed by the Commission for Basic Systems

**ANNEX:**

I. Excel sheet to compare the texts of new and previous procedures**DISCUSSIONS**

1. The Commission for Basic Systems (CBS) Extraordinary Session (CBS-Ext.(2014)) (Asunción, Paraguay, 8-12 September 2014) recommended the new *Procedures for Maintaining Manuals and Guides Managed by the Commission for Basic Systems* (Rec.15 (CBS-Ext.(2014))). The Recommendation has been adopted by the World Meteorological Congress Seventeenth Session (Geneva, 25 May to 12 June 2015).

2. Prior to the new Procedures, the Manual on Codes has had the *Procedures for Amending the Manual on Codes* (Rec.4 (CBS-XII)/Res.4 (EC-LIII)) since 1 July 2001, which were to introduce the fast-track procedure by the President of WMO. The previous Procedures were revised on 1 July 2009 to introduce the *Procedure for Adoption between CBS Sessions*.

3. The new Procedures have replaced the previous ones on 1 July 2015. However, some generalizations have been made in the new ones for making these applicable to other Manuals and Guides as extracted in the Annex to this document.

4. As an example, types of amendments, to which a specific procedure is applied, were specified in the previous Procedures but generalized in the new ones. The types of amendments specified in the previous ones would have assisted IPET-DRMM members and in particular other WMO Members to develop a proposal in a scheduled manner and accordingly contributed to orderly and successful amendments, meeting their requirements.

5. The meeting will confirm the new Procedures with a view to adjusting "internally" each procedure to amendments to the Manual on Codes (WMO-No. 306) and to the abbreviated headings in the Manual on the GTS (WMO-No. 386). It is to be noted that the internal adjustment does not directly mean further amendments to the new Procedures.