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| **WORLD METEOROLOGICAL ORGANIZATION**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **COMMISSION FOR BASIC SYSTEMS**  **THE INTER-PROGRAMME EXPERT TEAM ON WIGOS FRAMEWORK IMPLEMENTATION MATTERS (IPET-WIFI)**  ***(Third Session)***  Exeter, United Kingdom, 1 to 4 September 2015 | CBS/IPET-WIFI-3/Doc. 3.1  (17.VII.2015)  \_\_\_\_\_\_\_\_\_  ITEM: N/A  Original: ENGLISH ONLY |

**the Terms of Reference of the Expert Team on WIGOS Framework Implementation Matters (IPET-WIFI) AND ITS SUB-GROUPS**

Update as approved by CBS Ext (2014)

(Proposed further changes subsequent to CBS-Ext (2014) marked with strikethrough and red text).

The Inter-Programme Expert Team on WIGOS Framework Implementation Matters (IPET-WIFI) shall:

* 1. Address integration aspects of WIGOS as defined in the WIGOS Framework Implementation Plan, based on guidance from ICG-WIGOS;
  2. Provide technical advice, guidance, practices and procedures for WIGOS Framework Implementation, in collaboration with CIMO; with priorities to be given to the GOS-related material in the:

(i) WIGOS Regulatory Material (such as WIGOS Manual, GOS Manual and Guide), in collaboration with the relevant WMO Programmes and TCs;

(ii) Standards for basic WIGOS metadata (e.g., those agreed for international exchange and for WIGOS Operational DB), including the access to WIGOS metadata;

(iii) WIGOS Quality Management, including monitoring;

(iv) WIGOS Information Resource in collaboration with other OPAG-IOS Expert Teams;

(v) WIGOS standards and best practices;

(vi) Capacity development, education and outreach strategy;

* 1. The IPET WIFI is envisaged to encompass ~~three~~ four sub-groups (SGs), each to be activated as/when required:

(i) Sub-group on Regulatory Material;

(ii) Sub-group on Metadata;

(iii) Sub-group on QM,

(iv) Sub-group on OSCAR Development.

1. **SUB-GROUP ON REGULATORY MATERIAL (SG-RM)**

**Terms of Reference:**

Contribute to the development and maintenance of WIGOS regulatory material, both GOS-related material and provisions common to all component systems, as follows:

1. Coordinate with ICG-WIGOS TT WRM regarding requirements for GOS-related provisions and provisions common to all component systems for the WIGOS Regulatory Material
2. Make proposals to ICG-WIGOS TT-WRM for GOS-related provisions and provisions common to all component systems for the WIGOS Regulatory Material
3. Review Manual and Guides on GOS and make proposals to IPET-WIFI for updates
4. Collaborate with TT-WRM on the transition and eventual phasing out of the GOS Manual
5. Collaborate with TT-WRM on development of the WIGOS Guide
6. In close cooperation with ICG-WIGOS TT-WRM, contribute to the creation of mechanisms for the future ongoing review and update of the Regulatory Material

In tackling the above activities, compile input from:

• technical experts across all areas of OPAG IOS;

• the other task areas of IPET-WIFI.

**Membership:**

Russell Stringer, Australia (Chair)

Adam Barber, UK

Volker Kurz, Germany

JaeGwang Won (Republic of Korea)

Rabia Merrouchi (Morocco)

**NOTES:**

1. Will require active collaboration of other OPAG-IOS ETs and Rapporteurs.

2. Representation in the work of those TCs not directly represented on IPET-WIFI will be via ICG-WIGOS TT-WRM

1. **SUB-GROUP ON METADATA**[[1]](#footnote-1) **(SG-MD)**

**Terms of Reference:**

1. Coordinate with ICG-WIGOS TT-WMD on requirements for a WIGOS Core Metadata Standard
2. Contribute to the TT-WMD development of specifications for WIGOS metadata by provision of input on GOS sub-systems
3. Develop proposals, in collaboration with TT-WMD, for GOS-related practices and procedures for implementation of WIGOS metadata standards and for maintenance of WIGOS Metadata
4. Through IPET-WIFI contribute to WIGOS capacity development initiatives in regard to gathering, storing and exchanging GOS-related metadata, consistent with overall WIGOS metadata practices.

**Membership:**

Karl Monnik, Australia (Chair)

Rainer März, Germany

Aziz Mounir, Morocco

Ernest Rudel, Austria (now retired, needs replacement)

Ulrich Looser, Germany

ET-SUP representative (TBA)

**NOTE:**

1. Will require active collaboration of other OPAG-IOS ETs and Rapporteurs.

2. Representation in the work of those TCs not directly represented on IPET-WIFI will be via ICG-WIGOS TT-WMD

1. **SUB-GROUP ON QUALITY MANAGEMENT (SG-QM)**

**Terms of Reference:**

1. Review current QM practices used within the GOS
2. Review material from the WMO Quality Management Framework
3. Coordinate with ICG-WIGOS TT WQM the content of a WIGOS-QMS Implementation Plan
4. Compile GOS-related QM practices, including a proposal for a Fault Management System, to be included in the WIGOS Regulatory Material
5. Submit contributions to the IPET-WIFI for coordination

**Membership:**

Kevin Schrab, USA (Chair)

Branislav Chvila, Slovakia

Federica Rossi, Italy

Mario Garcia, Argentina

Francis Mosetlho, South Africa

**NOTE:**

1. Will require active collaboration of other OPAG-IOS ETs and Rapporteurs.

2. Representation in the work of those TCs not directly represented on IPET-WIFI will be via ICG-WIGOS TT-WQM

1. **SUB-GROUP ON OSCAR DEVELOPMENT (SG-OD)**

**Terms of Reference:**

1. Review the requirements for the surface based observing systems part of OSCAR, and advise with regard to future content management for surface-based capabilities within OSCAR;
2. Assist the WMO Secretariat to fulfil its role – as detailed in the MoU with MeteoSwiss – with regard to the development of the OSCAR/Surface project by MeteoSwiss;
3. Coordinate contributions from other OPAG-IOS Expert Teams to OSCAR Development with the special focus on surface based system capabilities; and
4. Report to IPET WIFI on progress made.

In addressing the above terms of reference, identify and involve experts from the WIGOS component observing system subsystems who can contribute to activities a and b.

**Membership:**

Simon Gilbert, UK (Chair)

Adam Barber, UK

Ulrich Looser, Germany

Rabia Merrouchi, Morocco

März Rainer, Germany

1. WIGOS Metadata is interpretation metadata, as distinct from discovery metadata, which is dealt with under WIS. [↑](#footnote-ref-1)