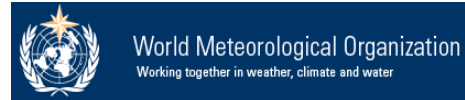


# WORLD WEATHER WATCH COMMISSION FOR BASIC SYSTEMS



ICT-ISS

ICT-ISS-2015-1/D01

Paris, 19-21 May 2015

01-Apr-15

## Annotated Agenda

Agenda item	Lead	Doc
1. Organization of the meeting		
1.1. Welcome	Chair	
<i>Mr dell'Acqua will welcome participants to the meeting. Mr Shi will welcome participants on behalf of the Secretary-General and set the context for the meeting. Mr dell'Acqua will outline the key objectives of the meeting.</i>		
1.2. Adoption of the agenda	Chair	D01
<i>Participants will agree the agenda for the meeting</i>		
1.3. Working arrangements	Chair	
<i>Participants will agree the working arrangements for the meeting</i>		
2. Urgent issues for consideration by ICT-ISS		
2.1. Escalation procedure for data representation errors	Elliott	D02
<i>ICT-ISS will consider the proposal by IPET-DRMM for an escalation procedure to oversee the correction of persistent errors in the coding of data being exchanged through the WIS.</i>		
3. Review of status of WIS		
3.1. Implementation of required functionality	Chair	R03, D04
<i>Participants will review the functionality for the WIS that have been agreed by Congress, Executive Council and the Commission for Basic Systems to have been implemented at this stage and identify what functionality has been provided and what is missing.</i>		
3.2. Assessment of effectiveness of WIS in meeting requirements	Chair	R05, D06
<i>Participants will assess the extent to which the WIS is meeting the requirements of users and assess the extent to which information is made available to monitor this.</i>		
3.3. Functionality required but not yet scheduled for implementation	Chair	R03
<i>Participants will identify functionality that was originally envisaged for WIS but for which implementation had been postponed.</i>		
3.4 Priorities for implementing functionality	Chair	

*Participants will identify priorities for implementing functionality that is either missing or that is not performing as required.*

4. Future requirements for WIS

4.1. Known user requirements for WIS Part A and Part B Chair D07  
*Participants will consider known new or modified requirements for the WIS Part A (GTS) and Part B (discovery, access and retrieval)*

4.2. Known user requirements for WIS Part C Chair D08  
*Participants will consider known requirements for the WIS Part C (lifecycle data management)*

4.3. Gathering new and updated user requirements for WIS Chair  
 (Parts A, B and C)

*Participants will consider how updated requirements of WMO Programmes for WIS should be gathered in preparation for the strategy meeting with users to be held later in 2015.*

5. Developing the strategy for WIS

5.1. Key issues to address in WIS strategy Chair  
*Participants will consider the issues to be addressed by the WIS strategy, including those related to functionality, governance and technologies and other aspects of WIS identified by participants.*

5.2. Draft structure of WIS strategy Chair  
*Participants will develop a draft contents list for the WIS strategy and produce bullet point indications of the topics and issues to be addressed.*

5.3. Finalization of the WIS strategy Chair D09  
*Participants will prepare a plan for completing the definition of the WIS strategy and a roadmap for achieving its approval by Executive Council, including initial preparation for the strategy meetings on WIS and life-cycle data management planned for later in 2015..*

6. Work Plan for members of ICT-ISS Chair

*Participants will develop a work plan for members of ICT-ISS so that the WIS strategy can be considered by the CBS-16 session.*

7. Any Other Business Chair

*Participants will address any other issues that were identified during the course of the meeting.*

8. Closure of meeting Chair

*Mr dell'Acqua will close the meeting at 1700 on 21 May 2015.*

**Meeting work plan**

<b>Session</b>	<b>19th</b>	<b>20th</b>	<b>21st</b>
<b>Morning 1</b>	1.1, 1.2, 1.3, 2.1	5.1	5.3
<b>Morning 2</b>	3.1, 3.2	5.2	5.3
<b>Afternoon 1</b>	3.2, 3.3	5.2	6
<b>Afternoon 2</b>	4.1, 4.2, 4.3	5.2	6, 7, 8

Documents Dnn are to be prepared for this meeting. Documents Rnn are pre-existing documents.

<b>Document</b>	<b>Number</b>	<b>Location</b>
Annotated Agenda (Secretariat)	D01	<a href="http://wis.wmo.int/file=">http://wis.wmo.int/file=</a>
Escalation procedure for operational data representation issues (Secretariat)	D02	<a href="http://wis.wmo.int/file=">http://wis.wmo.int/file=</a>
WIS Functional Specification	R03	<a href="http://wis.wmo.int/file=">http://wis.wmo.int/file=</a>
Assessment of WIS Functional Specification (to be completed by each participant)	D04	
WIS Rolling Review of Requirements	R05	
WIS Monitoring	R06	<a href="http://wis.wmo.int/file=695">http://wis.wmo.int/file=695</a>
Changed user requirements for WIS Part A and Part B (Secretariat)	D07	
User requirements for WIS Part C (Secretariat)	D08	
Contents for WIS Strategy (dell'Acqua)	D09	