

### **Proposed Terms of Reference for Working Group III**

In CGMS-46 Plenary, it was decided to review and update the Terms of Reference for every working group every five (5) years. Working Group III agreed to review its Terms of Reference and present a new version at CGMS-47.

This document proposes the Terms of Reference for a Working Group III. The ToR will be reviewed during the WGIII meeting on the occasion of CGMS-47 and be submitted to CGMS-47 Plenary Session for approval.

Action/Recommendation proposed:

WGIII recommends to CGMS-47 plenary the adoption of the proposed Terms of Reference for the WGIII

## **Proposed Terms of Reference for a CGMS Working Group III: Operational Continuity and Contingency Planning**

### **1 INTRODUCTION**

The Working Group on Contingency Planning (WGIII) was established in 1992 in order to deal with the risk of discontinuity in the key data services provided to WMO and coordinate contingency action planning to mitigate such risks.

The working group was initially focused on key missions for weather monitoring and forecasting. In 2002, CGMS agreed to extend its expand its scope to include climate monitoring missions, and in 2015, to include space weather missions.

Working Group III creates and reviews the CGMS Baseline that shows CGMS Member contributions to weather monitoring and forecasting, climate monitoring, and space weather applications. The CGMS Baseline is the space contribution to the WMO Global Observing System (GOS).

WGIII developed a Contingency Plan to help guide a response if CGMS Members are unable to meet their commitments outlined in the CGMS Baseline document. The Contingency Plan does not proscribe responses, but outlines an approach to resolve these gaps. These actions may be conducted by an individual member, bilaterally through back-up arrangements, or globally through a response coordinated in CGMS.

Working Group III focuses on the monitoring the implementation of the CGMS Baseline, via risk assessments and coordinating any contingency actions if necessary.

### **2 PROPOSED TERMS OF REFERENCE FOR WGIII: OPERATIONAL CONTINUITY AND CONTINGENCY PLANNING**

#### **Scope of WGIII**

WG III drafts, updates and monitors the implementation of the CGMS Baseline, as agreed by CGMS Members, in response to requirements expressed by WMO, IOC, and other relevant user communities. WGIII also conducts an annual risk assessment against the CGMS Baseline to determine the need to take any action in order to secure continuity of services.

#### **Objectives**

Working Group III (WGIII) has the following objectives:

1. Review and propose updates to the CGMS Baseline, with reference to the Vision for WMO Integrated Global Observing System (WIGOS) 2040 and taking into account the strategic plans of the CGMS Members. This review should normally take place every ~~4~~<sup>2</sup> years.
2. Monitor the implementation of the CGMS Baseline
3. Conduct an annual Risk Assessment of CGMS Member contributions against the CGMS Baseline

4. Identify service continuity issues and initiate risk analysis as appropriate
5. Propose contingency planning addressing specific observational gaps or disruption to services to CGMS Plenary
6. Propose optimisation measures for the observing systems as appropriate
7. Ensure migration and integration of R&D missions into operations
- ~~7.8. Review inputs and recommendations from the Socio-Economics Benefits Task Team (SETT)~~
- ~~8. Ensure the OSCAR/Space information is up to date and Utilize OSCAR/Space the database for CGMS Risk Assessment Activities, and ensure the database's information is up to date~~
- ~~9.~~

## Working arrangements

### Members/Participation:

WGIII is of permanent nature and is co-chaired by two chairpersons supported by a rapporteur appointed by the CGMS Plenary. All agencies participate in WGIII.

Nomination of Participants is under the responsibility of each agency but shall promote continuity and foster active contribution. WGIII co-chairs, rapporteur, and the CGMS Secretariat shall be informed by agencies of names of representatives and changes before the CGMS Plenary. The CGMS Secretariat will maintain the list of Participants, as well as the related WGIII information on the CGMS web site ([www.cgms-info.org](http://www.cgms-info.org)).

### Meetings:

WGIII will meet during the annual CGMS plenary session with an agenda covering the objectives of WGIII and shall also assess the status of implementation of the CGMS High Level Priority Plan and propose updates to it as necessary. The WGIII rapporteur compiles a report on the outcome of the meeting of the group, including consensus proposals for relevant CGMS actions and recommendations. This will be reported to the CGMS Plenary and will highlight aspects of relevance and/or identify topics needing high-level approval or guidance at the plenary.

The group convenes one inter-sessional face-to-face meeting to address CGMS Baseline Revision and Risk Assessment, and will ~~also~~ convene inter-sessional (virtual) meetings for addressing topics of interest or to complete actions and tasks identified at the annual WGIII meeting and plenary.

### CGMS Member Coordination with WGIII:

Working Group III will need participation from all CGMS Members and CGMS Working Groups in order to ensure that the CGMS Baseline and Contingency Plan are effectively monitored and implemented. Working Group III will request each CGMS Member and CGMS Working Group to identify a point of contact who would attend each CGMS WGIII meeting.

## 3 CONCLUSIONS

CGMS is invited to adopt the proposed Terms of Reference for a Working Group III.