

Prepared by EUMETSAT  
Agenda Item: E.5.1  
Discussed in Plenary  
Agenda Item 9  
Discussed in WG II

## **WGII Term of Reference**

CGMS-43 endorsed the revised Terms of Reference for Working Group I and IV. Currently there are no endorsed Terms of Reference for Working Group II (WG II).

CGMS Working Group II on "Satellite Data and Products, meets at the annual CGMS plenary sessions usually before the plenary session. The WG II meeting has a membership consisting of specialists on the delegations of participating CGMS members.

WG II serves as important link between the annual CGMS meetings and the CGMS International Science Working Groups which provide regular reports and feedback to CGMS. These are currently:

- International TOVS working group (ITWG)
- International Radio Occultation Working Group (IROWG)
- International Precipitation Working Group (IPWG)
- International Satellite Winds Working Group (IWWG)
- International Clouds Working Group (ICWG)

WG II is also the primary interface between CGMS and other international initiatives (such as GSICS and SCOPE) and user communities, such as those organized in the areas of oceanography and marine meteorology, and atmospheric composition.

In order to clearly define the interface between WGII and the above International Science Working Groups and initiatives, the need to define the Terms of Reference for WGII has emerged.

This paper presents the Terms of Reference for WG-II.

Action/Recommendation proposed: CGMS is invited to endorse the Terms of Reference for WG-II.

## **WG II Terms of Reference**

### **1 INTRODUCTION**

CGMS-43 endorsed the revised Terms of Reference for Working Group I and IV. Currently there are no endorsed Terms of Reference for Working Group II (WG II). This paper presents the Terms of Reference for WG-II

CGMS Working Group II on "Satellite Data and Products, meets at the annual CGMS plenary sessions usually before the plenary session. The WG II meeting has a membership consisting of specialists on the delegations of participating CGMS members.

WG II on Satellite Data and Products is the CGMS forum where aspects of technical and scientific nature related to instrument calibration and products from satellites are discussed. The agenda is determined by a) papers that relate to actions and recommendations from previous meetings and b) by additional submissions of papers from delegates.

New proposals for actions and recommendations emerging from the discussions at WG II are presented at the subsequent plenary session and, once adopted, are placed as action or recommendation on CGMS members.

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- International TOVS working group (ITWG)
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Exchange and coordination between CGMS and the International Science Working Groups is realised through a rapporteur for each working group who regularly participates in CGMS meetings as members of a delegation to CGMS. The rapporteur is also obliged to participate in the separate meetings of the scientific working groups. The two co-chairs of the scientific working groups are the interface between the rapporteur (attending CGMS meetings as part of a CGMS delegation) and the scientific working group meetings. It is the task of the co-chairs to provide summaries and recommendations from the working group meetings to the rapporteur for further discussion at the CGMS meetings. The role of the rapporteur is to provide feedback and guidance to the co-chairs on how to best address relevant issues at CGMS meetings.

At a dedicated Meeting on the Links between CGMS and the four International Scientific Working Groups IPWG, IROWG, ITWG and IWWG held in Sopot, Poland, 6 Sep 2012, the following main points of interactions were noted (at that time the International Cloud Working Group (ICWG) was not yet established, however it is assumed that the following points are equally applicable to ICWG):

1. There is a strong commitment by CGMS and WMO to support the ISWGs, and vice versa;
2. ISWG co-chairs should attend CGMS meetings in person and CGMS members should support their participation through appropriate funding;
3. Designated ISWG Rapporteurs should be maintained, nominated among regular CGMS attendees, to ensure regular communication between CGMS and ISWGs, and to serve as back-up in case co-chairs cannot attend CGMS meetings;
4. ISWG co-chairs to liaise either in person or virtually on a regular basis, in particular (two months) before CGMS sessions, (i) to discuss experiences within WGs and share ideas, and (ii) to prepare and synthesize messages for attention by CGMS;
5. ISWGs to synthesize their recommendations to CGMS and limit their number to a maximum of 10 (preferably 5 or less) per WG;
6. Cooperation and dialogue among ISWGs should be fostered, through mutual participation in workshops/meetings;
7. CGMS can allocate tasks to the ISWGs. For tasks with non-negligible resource implications, a mechanism should be found by CGMS, including funding options by CGMS Members;
8. ISWGs may consider forming a sub-group on international issues and future systems, following the ITWG model;
9. The process for nominating rapporteurs and co-chairs needs to be clarified, while preserving the ISWGs' autonomy over their rules of procedure (length of service, rotation etc); a healthy balance between renewal and continuity in co-chairpersons should be maintained;
10. CGMS, WMO and ISWG co-chairs to explore options for sufficient, sustained and efficient funding of ISWG meetings;
11. The possibility of a common web presence and maintenance across all ISWGs should be explored.

WG II is also the primary interface between CGMS and other international initiatives (such as GSICS and SCOPE) and user communities, such as those organized in the areas of oceanography and marine meteorology, and atmospheric composition.

In order to clearly define the interface between WGII and the above International Science Working Groups and initiatives, the need to define the Terms of Reference for WGII has emerged.

Finally it is anticipated that relevant scientific discussions related to the exploitation of the operational meteorological satellite data in support of Space Weather activities will increasingly be addressed in WGII.

## **2 PROPOSED TERMS OF REFERENCE FOR CGMS WORKING GROUP II ON SATELLITE DATA AND PRODUCTS**

### **Scope of WG-II**

WG II on Satellite Data and Products is the forum where aspects of technical and scientific nature related to instrument calibration and products from satellites are discussed. The agenda is determined by a) papers provided by the CGMS International Science Working Groups and other international initiatives (such as GSICS and SCOPE), and reports by user communities, such as in the areas of oceanography and marine meteorology, and atmospheric composition; b) papers that relate to actions and recommendations from previous meetings and c) by additional submissions of papers from delegates.

New proposals for actions and recommendations emerging from the discussions at WG II are presented at the subsequent plenary session and, once adopted, are placed as action or recommendation on CGMS members.

### **Objectives:**

WG-II has the following objectives:

1. Provide a scientific forum for CGMS agencies to address global issues and challenges with respect to data and products generation from their specific satellite systems;
2. Address areas of mutual interest and advice agencies on topics related to development and use of satellite data and products, and related coordination activities;
3. Act as CGMS interface, at expert level, to other groups and organisations in areas of satellite data and products, in particular with respect to science and product development, and instrument calibration activities.
4. Promote common standards and methodologies in the area of product generation (Level-1 and -2) including calibration
5. Address scientific and operational aspects of the satellite data production systems at international level;
6. Exchange and harmonise, where applicable, user requirements for satellite data and products;

7. Address topics from the CGMS High Level Priority Plan within the scope of WG-II.
8. Arrange efficient reporting from the International Science Working Groups and other CGMS-related international initiatives (e.g., GSICS, SCOPE) to WGII and CGMS Plenary
9. Ensure a scientific dialogue at Agency level on pertinent issues and high priority scientific challenges
10. Support the work of the International Scientific Working Groups and provide actions and recommendations to the ISWGs to pursue
11. Assess Recommendations from the International Working Groups and provide guidance to the CGMS Plenary on issues raised.

### **Working arrangements:**

Working Group II is of permanent nature and will be co-chaired by two chairpersons who will be supported by a rapporteur, all appointed by the CGMS Plenary. All agencies of CGMS participate in WG-II. Nomination is under the responsibility of each agency but shall promote continuity and foster active contribution. WG-II co-chairs, WG-II rapporteur and CGMS Secretariat shall be informed by agencies of names of representatives and changes before the respective CGMS Plenary meetings. CGMS Secretariat will maintain the list of representatives up-to-date in the corresponding WG-II CGMS web page.

One of the co-chairs is determined following a 2-yearly rotation scheme, with KMA starting in 2016. Subsequently, co-chairs from CMA, JMA, ROSHYDROMET, and IMD will follow. WMO provides the second co-chair. NOAA and EUMETSAT provide the rapporteurs.

The working group meets during CGMS with an agenda covering the objectives of WG-II and shall also assess the status of implementation of the CGMS High Level Priority Plan and update it as necessary. The WG II co-chairs, with the support of the rapporteur, shall compile a report on the outcome of the meeting of the working group, including proposals for relevant CGMS actions and recommendations. These will be reported to CGMS Plenary and will highlight aspects of relevance and/or identify topics needing high-level approval or guidance at the plenary. As necessary, the working group will also convene inter-sessional meetings for addressing topics of interest or to complete actions and tasks identified at WG meeting and plenary.

### **3 CONCLUSIONS**

CGMS is invited to endorse the Terms of Reference for WG-II.