

Prepared by EUMETSAT  
Agenda Item: G.1, G.2,  
WGI/2, WGIV/2  
Discussed in Plenary, WGI,  
WGIV

## **TERMS OF REFERENCE OF WGS I AND IV**

In response to CGMS actions/recommendations: Plen A45.15

CGMS Working Group I on “Global issues on satellite systems and telecommunication coordination” was set up in 1989.

CGMS Working Group IV on “Global Data Dissemination” was created in 2001.

This WP presents the outcome of the inter-sessional meetings arranged by Chairs and rapporteurs of WG-I and IV following the action agreed at the plenary meeting of CGMS 45 to examine the current Terms of Reference (ToR) in light of the thematic areas covered by both working groups to address overlap and to consider adding relevant topics related to satellite and ground system operational topics not currently covered in either of the two working groups and to report to CGMS-46.

As requested in the action, the proposed updates to the two Working Groups ToRs also includes additional operational topics as well as possible alternatives for realignment of the themes and includes a name change to better represent the proposed scope.

This paper presents the revised Terms of Reference for WG-I and WG-IV, including a change of names for the two WGs.

Action/Recommendation proposed: CGMS is invited to agree to the revised Terms of Reference for WG-I and WG-IV.

## Terms of Reference of WGs I and IV

### 1 INTRODUCTION

The CGMS Working Group I on Telecommunications was originally set up, together with the Working Group on Meteorological products, as part of the decisions taken in the CGMS-18 plenary meeting in Geneva (CH) in 1989. During the existence of WG-I, telecommunications techniques evolved rapidly. The main focus of WG-I has always been to keep CGMS in line with the latest technological solutions that will operationally support the meteorological user community. In doing so, WG-I has provided a forum of discussion for the definition and consolidation of the digital transmission formats already in use by the meteorological community (LRIT and HRIT both global and mission specific details). WG-I has also provided a discussion forum for the different WMO programmes using the International (or even regional) Data Collection System (IDCS), supporting Tsunami Early Warning Systems, Aircraft to Satellite Data Relay (ASDAR) or Automated Shipboard Aerological Programme (ASAP). Similarly, WG-I has allowed direct discussions between different CGMS members on the newer generation of Data Collection Platform (DCP) transmitters and receivers. Finally, it has allowed a coordinated effort in the utilisation and sharing, by the different CGMS members, of the frequency bands allocated to the Meteorological Satellite Service and, where relevant, to the Earth Observation Service.

CGMS Working Group IV on global data dissemination was created in 2001. The Group provided a forum for the discussion and distribution of information on satellite data dissemination from current and future CGMS members' satellite missions, data exchange and retransmission. Furthermore, the Group strived to standardise tools and equipment that enable any authorised user to receive data from any satellite operator. Another key topic was the facilitation of exchange and rebroadcast of satellite data and products between CGMS member agencies. Over the years the Working Group has fostered discussions resulting in the setting up of a growing number of bilateral arrangements allowing access and use of satellite information from satellite systems operating in other parts of the world, not normally "visible" to the user via direct broadcast. The Working Group also realised that effective data exchange also requires a certain level of standardisation of data formats across CGMS satellite operators, and this too has been a major achievement of recent years.

Following CGMS-45 action 15 from plenary meeting, both working groups have agreed to revise the terms of reference and the proposed update is presented in the following section.

## **Proposed updates of the TERMS OF REFERENCE for WG-I and WG-IV**

### **1.1 TERMS OF REFERENCE FOR THE CGMS WG-I: Satellite Systems and Operations**

#### **Scope of WG-I**

CGMS WG-I will provide a regular forum for CGMS agencies to address topics of interest in the related areas (as identified in the list below) allowing agencies to share experiences, lessons learnt and to develop best practices and detailed technical standards where appropriate related to global/common aspects of satellite systems and operations. The working group will address these issues for existing operational systems and will aim at supporting CGMS in preparing for the future generation of meteorological satellite systems and to contribute, in the related areas, to the consolidation and updates of interoperability and standardisation that the evolution of technology imposes.

#### **Objectives**

WG-I will have the following objectives:

- 1) Provide a technical forum for CGMS agencies to address global issues and technical aspects of their satellite systems like sharing/rationalisation of orbits, operational aspects on the implementation of contingency plans or the handling of future large data volumes and associated data circulation;
- 2) Address areas of mutual interest on topics related to frequency coordination and management helping in preparing positions for WRCs topics and agenda inputs. To achieve this, the WG will use the support from SFCG and when/where relevant from WMO SGRFC;
- 3) Address technical and operational aspects of direct broadcast and direct readout services (present and future) of mutual or global interest for the CGMS agencies and derive Best Practices for the benefit of CGMS agencies and of the user community;
- 4) Promote standards, best practices addressing interoperability and operational procedures to the CGMS agencies for the benefit of the agencies and of the user community of their direct broadcast and direct readout services;
- 5) Address, between the relevant CGMS agencies, technical and operational aspects of the Data Collection Systems;
- 6) Promote standards, interoperability and operational procedures within the CGMS agencies for the benefit of the user community of the DCS systems;
- 7) Provide a technical forum to address the use of Space weather data for operational purposes by the CGMS agencies;
- 8) Provide a technical forum to address the reporting on Space weather related events by the CGMS agencies;
- 9) Address relevant aspects on the implementation of the global contingency plan when agreed by Plenary (as proposed by WGIII);
- 10) Address technical and operational aspects related to Space debris and collision avoidance. For achieving this, the WG will liaise with IADC (Inter-Agency Space Debris Coordination Committee);

- 11) Address topics from the CGMS High Level Priority Plan within the scope of WG-I.

### **Working arrangements**

The working group will be 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-I. Nomination is under the responsibility of each agency but shall promote continuity and foster active contribution. WG-I co-chairs, WG-I rapporteur and CGMS Secretariat shall be informed by agencies of names of representatives and changes before the CGMS Plenary. CGMS Secretariat will maintain the list of representatives up-to-date in the corresponding WG-I CGMS web page.

The working group will meet during CGMS with an agenda covering the objectives of WG-I and shall also assess the status of implementation of the CGMS High Level Priority Plan and update it as necessary. For achieving this, the WG will use, when possible, the support of established international working groups and Task Teams (e.g. SFGC, IADC, SWTT).

The WG I 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. This 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.

## **1.2 TERMS OF REFERENCE FOR THE CGMS WG-IV: Data Access and End User Support.**

### **Scope of WG-IV**

CGMS WG-IV will provide a regular forum for CGMS agencies to address topics of interest in areas related to data access in general and the contribution to the WMO Information System. Not within the scope of WG-IV are direct readout systems which are handled by WG-I. The working group will address issues related to the dissemination systems, data formats and metadata exchange, and will also deal with the user interfaces and data access.

### **Objectives**

WG-IV will have the following objectives:

- 1) Support user-provider dialogue on regional/global scales;
- 2) Support the implementation and evolution of sustained and coordinated communication satellite broadcast systems;
- 3) Address global or inter-regional data circulation and access (e.g. WIS/GTS/RMDCN, academic networks, other terrestrial networks, etc.) in coordination with WMO dedicated expert teams;

- 4) Promote the widening of data access, to new missions/providers as well as for other user communities;
- 5) Promote Data formats and standards, including the use of open standards. For achieving this, the WG will use the support from the CGMS Task Teams on data Formats;
- 6) Support the coordination of metadata for satellites and instruments. For achieving this, the WG will use the support from the CGMS Task Team on Metadata;
- 7) Address the user readiness for new satellite systems, with support from SATURN point of contacts;
- 8) Address the notification of changes (and alerts) in satellite data and/or products impacting users, with the aim of defining Best Practices;
- 9) Address topics related to cybersecurity towards end users, within the WG and through Inter-sessional meetings with additional experts with the aim to develop the topic in the WG;
- 10) Address long term data preservation, within the WG and through Inter-sessional meetings with additional experts with the aim to develop the topic in the WG;
- 11) Discuss relevant aspects on the implementation of the global contingency plan from Plenary (as proposed by WGIII);
- 12) Address topics from the CGMS High Level Priority Plan within the scope of WG-IV.

### **Working arrangements**

The working group will be 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-IV. Nomination is under the responsibility of each agency but shall promote continuity and foster active contribution. WG-IV co-chairs, WG-IV rapporteur and CGMS Secretariat shall be informed by agencies of names of representatives and changes before the CGMS Plenary. CGMS Secretariat will maintain the list of representatives up-to-date in the corresponding WG-IV CGMS web page.

The working group will meet during CGMS with an agenda covering the objectives of WG-IV and shall also assess the status of implementation of the CGMS High Level Priority Plan and update it as necessary. For achieving this, the WG will use, when possible, the support of established international working groups and Task Teams (e.g. Task Force on metadata, CGMS Task Teams on Data Formats)

The WG IV 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. This 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.

## **2 CONCLUSION**

CGMS is invited to agree to the revised names and Terms of Reference for WG-I and WG-IV.