

**CGMS-~~498~~-CGMS-WP-
0913
V12, 154-035-20210**

Prepared by WG II
Agenda Item: 19
Discussed in WG II

REVIEW OF WG II TERMS OF REFERENCE

CGMS Working Group II on "Satellite Data and Products", meets at the annual CGMS meeting usually held before the plenary session. It is the CGMS forum where aspects of technical and scientific nature related to satellite data and products are discussed.

WG II membership consists of satellite data and products experts drawn from CGMS Members and Observers.

The Working Group serves as the link between CGMS and the CGMS International Science Working Groups (ISWGs), which provide regular reports and feedback to CGMS through WG II:

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

WG II is also the primary interface between CGMS and other relevant international initiatives, such as the Global Space-based Inter-Calibration System (GSICS), the CEOS-CGMS Joint Working Group on Climate (WGClimate) and user communities, such as those organized in the [WMO Application Areas](#).

During its inter-session work in 20210, WG II reviewed the Terms of Reference for Working Group II (WG II) as endorsed by Plenary at CGMS-484 (see [CGMS-484-CGMS-WP-304](#)).

This Working Paper contains the proposed revised text of the Terms of Reference which WG II is invited to review and endorse.

Field Code Changed

Action proposed: CGMS is invited to review and endorse the revised WG II Terms of Reference.

WG II TERMS OF REFERENCE

1 WG II SCOPE

CGMS Working Group II on "Satellite Data and Products" (WG II), meets at the annual CGMS meeting usually held before the plenary session.

WG II membership consists of satellite data and products experts drawn from CGMS Members and Observers.

It 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 provided by the CGMS International Science Working Groups (ISWGs) and other international initiatives; b) reports by user communities; c) papers that relate to actions and recommendations from previous meetings and d) by any additional submissions of papers.

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.

2 WG II OBJECTIVES

The objectives of WG II are to:

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, including on relevant issues for the implementation of the Vision for the WMO Integrated Global Observing System (WIGOS) in 2040;
3. Provide guidance on questions related to satellite data and products to user communities, such as those organized in the WMO Application Areas;
4. Act as CGMS interface, at expert level, to other groups and organisations in areas of satellite data and products, with respect to science and product development, and instrument calibration activities;
5. Promote common standards and methodologies in the area of product generation (Level-1 and -2) including calibration;

6. Address scientific and operational aspects of the satellite data production systems at international level;
7. Exchange and harmonise, where applicable, user requirements for satellite data and products;
8. Address topics from the CGMS High Level Priority Plan within the scope of WG II;
9. Arrange efficient reporting from the ISWGs and other CGMS-related international initiatives to WGII and CGMS Plenary;
10. Ensure a scientific dialogue at CGMS Member agency level on pertinent issues and high priority scientific challenges;
11. Support the work of the ISWGs and provide actions and recommendations for this purpose;
12. Assess recommendations from the ISWGs and provide guidance to the CGMS Plenary on issues raised;
13. Support the preparation of selected thematic Plenary session.

3 WG II WORKING ARRANGEMENTS

All CGMS Members participate in the work of WG II, which is of permanent nature, and CGMS Observers are invited to observe.

WG II meets during the annual CGMS meetings with an agenda covering the objectives of WG-II and the relevant parts of the CGMS High Level Priority Plan, which shall be updated as necessary.

WG II is co-chaired by two chairs supported by two rapporteurs, all appointed by the CGMS Plenary. One of the two co-chairs is selected ~~following a two-year rotation scheme, with KMA starting in 2016. Subsequently, this co-chair position will rotate among from the Asia-Pacific region, CMA, JMA, ROHYDROMET, and IMD.~~ The other co-chair is provided by WMO. NOAA and EUMETSAT provide each one of the rapporteurs.

WG II representatives are nominated by each CGMS Member who shall promote continuity and foster active contribution. WG-II chairs, WG-II rapporteurs and CGMS Secretariat shall be informed by CGMS Members of the names of WG II representatives and any changes prior to the respective CGMS Plenary meetings. CGMS Secretariat shall maintain an updated list of WG II representatives in the corresponding WG-II CGMS web page.

The WG II co-chairs, with the support of the rapporteurs, 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 required, WG II will also convene inter-sessional meetings to address inter-sessional work, including topics of interest and the implementation of its actions and recommendations.

4 WG II, PLENARY AND OTHER CGMS GROUPS

WG II activities are in many cases not self-standing and often linked to discussions in other CGMS groups, including, but not limited to, interactions with

- WG III "Operational Continuity and Contingency Planning" on the CGMS baseline, and with the;
- Space Weather Coordination Group (SWCG) on space weather related data and product matters.

5 WG II AND INTERNATIONAL SCIENCE WORKING GROUPS

The Working Group serves as the link between CGMS and the CGMS International Science Working Groups (ISWGs), which provide regular reports and feedback to CGMS through WG II:

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

Exchange and coordination between CGMS and ISWGs are realised through a rapporteur nominated by each ISWG who regularly participates in CGMS meetings as a member of a CGMS delegation. The rapporteur is also obliged to participate in the separate meetings of the ISWGs.

The two co-chairs of the ISWGs are the interface between the rapporteur and the ISWG meetings. It is the task of the co-chairs to provide summaries and recommendations resulting from the ISWG meetings to the rapporteur for further discussion at the CGMS meetings. The rapporteur provides feedback and guidance to the co-chairs on how to best address relevant issues at CGMS meetings.

WG II is also the interface between the ISWGs and other CGMS groups and in this role coordinates the transfer of actions and recommendations between ISWGs and other CGMS groups.

A meeting held with participation from CGMS and ISWGs in Sopot, Poland, on 6 September 2012, noted the following considerations for close interaction between CGMS and ISWGs:

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 should 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 should synthesize their recommendations to CGMS and limit their number to a maximum of 10 (preferably 5 of 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 should 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.

6 WG II AND OTHER INTERNATIONAL INITIATIVES

WG II is also the primary interface between CGMS and other relevant international initiatives, such as the Global Space-based Inter-Calibration System (GSICS), the

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CEOS-CGMS Joint Working Group on Climate (WGClimate) and user communities, such as those organized in the [WMO Application Areas](#).