# Terms of reference for ET WISC Task Teams

The Task Teams TT-GISC, TT-DC, TT-CAC and TT-OM are approved by CBS Management Group 09 and work on specific issues within Terms of Reference of ET-WISC.

As requested by the Chair ICT-ISS in the meeting (ET-WISC/2013-Doc 59), a side meeting of ET-WISC Management Group was held to discuss the TORs for ET-WISC Task Teams (TT-GISC, TT-DC, TT-CAC, TT-OM) on 16 July. According to the discussion, the TORs which was presented to CBS MG 09 was revised and proposed as follows.

## TT-GISC

1. Review and further develop the technical and operational specifications for the components and interfaces of WIS Centres and criteria for interoperability, certification and Quality Management of WIS Centres;

i. Coordinate the functions and interoperability of GISCs, including security, user management and metadata, collection and distribution catalogues to support GISC operations in backup mode and continue to develop the basic services of GISCs to take advantage of new information and communication technologies and practices.

1. Review and develop the relevant aspects of the Manual on WIS (WMO-No 1060), the Guide on WIS and associated informal guidance to better meet the needs of Members;
2. Review, further develop and oversee WIS monitoring activities, including those aspects of monitoring relating to the effectiveness of information exchange on behalf of the WWW and other Programmes, and take action to address issues that are identified by monitoring;

i. Develop the technical specifications for GISC monitoring.

1. Review, develop and coordinate recommended practices and guidance on management of and access to operational information related to exchange of information through the WIS;
2. Provide coordination and collaboration mechanisms for supporting the implementation and operation of WIS Centres;
3. Advise the technical commissions and partner organizations on roles, responsibilities and implementation of WIS Centres;

i. Assist WMO Members centres in implementing and maintaining compliant WIS interfaces and functions in NCs and DCPCs.

1. Identify implementation and operational issues requiring the urgent consideration of the OPAG on ISS;
2. Coordinate the maintenance and development of technical and operational specifications supporting interoperability of WIS Centres.

## TT-DC

1. In corodination with GISCs, Review and further develop the technical and operational specifications for the components and interfaces of WIS Centres and criteria for interoperability, certification and Quality Management of WIS Centres;
2. Review and develop the relevant aspects of the Manual on WIS (WMO-No 1060), the Guide on WIS and associated informal guidance to better meet the needs of Members;
3. Review, further develop and oversee WIS monitoring activities, including those aspects of monitoring relating to the effectiveness of information exchange on behalf of the WWW and other Programmes, and take action to address issues that are identified by monitoring;

i. Develop the technical specifications for DCPC and NC monitoring.

1. Review, develop and coordinate recommended practices and guidance on management of and access to operational information related to exchange of information through the WIS;
2. Provide coordination and collaboration mechanisms for supporting the implementation and operation of WIS Centres;
3. Advise the technical commissions and partner organizations on roles, responsibilities and implementation of WIS Centres;

i. Assist WMO Members centres in implementing and maintaining compliant WIS interfaces and functions in NCs and DCPCs.

1. Identify implementation and operational issues requiring the urgent consideration of the OPAG on ISS.

## TT-CAC

1. Operate the procedures for technical endorsement of WIS Centres and advise CBS on centres’ level of technical compliance with standards and procedures;

1. i. Validate and monitor the conformance of WIS Centres’ interfaces to the agreed specifications and practices;

1. i.1. Maintain guidance and management procedures for the CBS demonstration and assessment capabilities of candidate GISC and DCPC centres in the framework of the GISC/DCPC demonstration procedure described in the Manual on WIS.

1. i.2. Organize demonstrations of capabilities of candidate WIS centres as required, including onsite audits of GISCs.

1. Review and develop the relevant aspects of the Manual on WIS (WMO-No 1060), the Guide on WIS and associated informal guidance to better meet the needs of Members;
2. Identify implementation and operational issues requiring the urgent consideration of the OPAG on ISS;
3. Propose procedures for periodic assessment of the WIS Centres, especially GISCs.

## TT-OM

1. Review and develop the relevant aspects of the Manual on WIS (WMO-No 1060), the Guide on WIS and associated informal guidance to better meet the needs of Members;
2. Oversee and perform WIS monitoring activities, including those aspects of monitoring relating to the effectiveness of information exchange on behalf of the WWW and other Programmes, and take action to address issues that are identified by monitoring;

i. Develop the concept and determine the monitoring requirements for the WIS and develop WIS monitoring scheme.

ii. Coordinate monitoring the WIS-GTS operational information flow and coordinate management of operational information exchange procedures, routing and traffic, with a particular attention to the exchange of high priority data and products in support of a virtual all hazards network within the WIS-GTS.

iii. Analyze the monitoring results of WIS Centres.

1. Identify implementation and operational issues requiring the urgent consideration of the OPAG on ISS.

ET-WISC Action planAs the WIS becomes more operational across the WIS centers the ET-WISC will begin to focus more on user related aspects.

1. Determine the operational criteria for GISCs and DCPCs, and develop the procedures for periodic assessments to assess quality of services offered by WIS Centres, especially GISCs. Submit the first draft to CBS 2014. (TT-CAC)
2. Determine the monitoring requirements for the WIS and develop WIS monitoring scheme to monitor the WIS-GTS operational information flow and the conformance of WIS centres' interfaces to the agreed specifications and practices. (TT-OM)
   1. Submit the first draft to CBS 2014.
   2. Pilot implementation of WIS monitoring in the operational WIS centres.
   3. Analyse the implementation status and monitoring results.
   4. Review the monitoring scheme.
3. Propose amendments to the Manual on WIS. Based on the outcome of TT-GISC, TT-DC, TT-OM, propose amendments to the Manual on WIS, the Guide on WIS and associated informal guidance for enhanced operational arrangements of WIS centres, especially GISCs, to CBS 2014.
4. Develop a management procedure to deal with the future requests for possible changes of the associations between National Centres and their Principal GISCs and Associated GISCs.(TT-GISC)
5. Development of a WIS Competence Framework. Review the outputs of the workshop for the development of WIS competencies and curriculum, which planned in Octorber, 2013, and submit an analysis of Job Tasks, Competencies, Training needs and a draft Curriculum to CBS 2014 together with other OPAG-ISS groups. (Dr. Weiqing Qu and Dr. Sunghoi Huh)

## References

* ET-WISC/2013-Doc 59

## Recommended Text

1. ET-WISC agreed to the revision of the Terms of Reference for ET WISC Task Teams (TT-GISC, TT-DC, TT-CAC, TT-OM), and suggested update the TORs and action plan in the WIS Contacts Database.
2. ET-WISC agreed on the proposed work plan.

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