

**Working Group on Meteorological Instrumentation
and
Future Developments**

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Purpose : To present the draft Terms of Reference for the Working Group on Meteorological Instrumentation and Future Developments.

Action proposed : PB-OBS to comment and approve TOR

EUMETNET PB-OBS

Draft Terms of Reference for the **Working Group on** **Meteorological Instrumentation and Future Developments**

1. Context

At several occasions PB-OBS emphasised the need for exchanging information on meteorological sensors and systems between the NMS's in Europe. A working group of instrument experts would be the appropriate forum to cover these topics. The instrument expert teams in the different NMS's are small and it is highly recommended that an exchange of information on instrument test results, future national test campaigns and coming tenders takes place to improve information exchange and prevent duplication of work.

Experience from the preceding OBS-INFO programme show that an informal working group would be appropriate to initiate the information exchange between EUMETNET Members. At its 26th meeting, the EUMETNET Council accepted the creation of the Working Group on Instrumentation and the use of the leftover budget from the OBS-INFO programme. The working group will not duplicate activities of CIMO Expert Teams or topics covered by other EUMETNET Programmes.

Participants will always have to cover their own expenses.

2. Work to be performed by the Working Group

2.1 Organise informal meetings and information links between EUMETNET Members with the objective to exchange information on:

- test reports,
- test results,
- future national test campaigns,
- tendering procedures, and
- requests for extra information.

2.2 Co-ordinate developments and introduction of new systems (e.g. web / video cams)

2.3 Report to PB-OB on activities undertaken, issues arising, and make proposals for any co-ordinated test campaigns.

2.4 It is expected that PB-OBS will keep the continuation of this Group under regular review.

3. Working arrangements

3.1 The working of this Group should be overseen by a Co-ordinator, nominated by PB-OBS, and normally a member of PB-OBS. This Co-ordinator should report on the activities at each meeting of PB-OBS; but the Co-ordinator should encourage other members of the Group to share in the administration and meeting arrangements.

3.2 It is expected that the Group will operate, at least initially, with the following protocols:

- Interchange will be predominately by electronic means and/or telephone (use of e-mails, newsgroups, etc,) with organised meetings as necessary.
- Documents would be held on the restricted EUCOS web site; with access strictly limited to Members – but formal documents would not be seen the primary output.
- Meetings would be arranged as necessary to discuss specific identified issues.

4. Financial Arrangements

4.1 Limited funds are available to the Group. This could be used for inviting an expert to a meeting, or for some common need.

4.2 The Co-ordinator of the Working Group will be responsible to administer the funds and should report the financial situation at each meeting of PB-OBS.

4.2 Proposals to use such funds must be authorised by PB-OBS, or between PB-OBS meetings by the PB-OBS Chair, following a formal request by the Co-ordinator. PB-OBS to consider, when necessary, means to provide additional funding.

4.3 Participants in the Working Group will have to cover their own expenses.