



Our ref.: WDS-DPFS/ICT-DPFS

21 December 2017

Annex: 1

Subject: Meeting of CBS Implementation Coordination Team (ICT) of the OPAG on Data-processing and Forecasting Systems (DPFS), Geneva, Switzerland, from 12 to 16 February 2018

Action required: To notify WMO Secretariat by **10 January 2018** whether your expert(s) will attend the meeting

Dear Sir/Madam,

The World Meteorological Congress, at its seventeenth session (Cg-17) in 2015, decided to undertake a programme of work of the CBS Open Programme Area Group (OPAG) on Data-processing and Forecasting System (DPFS) for the period 2016-2019. OPAG-DPFS is coordinated by the Implementation Coordination Team (ICT) on DPFS and supported by three Expert Teams (ETs), namely the Expert Team on Operational Weather Forecast Process and Support (ET-OWFPS), the Expert Team on Operational Prediction from sub-seasonal to Longer time-scale (ET-OPSLs) and the Expert Team on Emergency Response Activities (ET-ERA). In preparation for the upcoming seventeenth session of the Executive Council (EC-70) and WMO 18<sup>th</sup> Congress (2019), ICT intends to convene a meeting in Geneva, Switzerland, from 12 to 16 February 2018, to review progress on its activities, to develop recommendations to EC-70 on a working programme for OPAG-DPFS for 2020- 2023, including the implementation of the seamless GDPFS as per Resolution 11 of Cg-17.

ICT-DPFS membership (see Annex) includes an expert(s) from your Service or Organization, nominated during the fifteenth session of the Commission for Basic Systems (CBS-16) held in Guangzhou, China, November 2016. I should, therefore, be grateful if you would kindly confirm your concurrence for the attendance of your nominated expert(s) identified in the Annex.

In accordance with WMO General Regulation 37, the "expenses of attendance of members of working groups of constituent bodies at sessions of these groups shall normally be borne by the members to which those members belong". It is, therefore, hoped that these expenses will be borne by your Government.

If it is not possible for your Government to meet the expenses for the attendance of your expert(s), WMO could consider providing financial support for this purpose. However, in view of the limited funds available to support meetings of working groups, I would kindly request your Service or Organization to consider the possibility of meeting at least part of the costs involved.

To: Permanent Representatives of Members of WMO (limited distribution)  
 Australia, Brazil, Canada, China, Japan, South Africa, United Kingdom, United States of America), and Director-General ECMWF

For administrative purposes, I should be grateful if you would kindly notify the WMO Secretariat preferably not later than **10 January 2018** whether your expert(s) will be able to attend the above-mentioned meeting and whether any financial assistance will be required. If so, the details of the assistance required, i.e. travel costs or per diem, or both, should be indicated. If WMO meets the travel costs, the travel arrangements will be made by the Secretariat and details will be sent directly to your expert(s) in due course. Additional information and other relevant documents, including provisional agenda and documentation plan for the meeting will be soon posted on WMO website at:

<https://www.wmo.int/pages/prog/www/BAS/CBS-meetings.html>

I should like to draw your attention to the following:

*"In the case of non-staff members of the Organization who are authorized to travel at its expense and/or who are receiving a daily subsistence allowance, the WMO accepts limited responsibility for compensation in the event of death, illness or injury attributable to attendance at meetings or the performance of services on behalf of the Organization. These persons are therefore fully responsible for any expenses incurred as a result of events which are not attributable to attendance at meetings or the performance of services on behalf of the Organization and for arranging such life, health and other forms of insurance as they consider appropriate".*

I would like to express my appreciation for your continued support in promoting the WMO Programmes and activities.

Yours faithfully,



(W. Zhang)  
for the Secretary-General

**Implementation Coordination Team on Data-Processing and Forecasting Systems  
(ICT-DPFS)**

Ref.: 45088/2017-1.3 WDS/DPFS

<b>HONDA, Yuki</b> (co-chair)  Proposed by: Japan	Japan Meteorological Agency (JMA) 1-3-4 Otemachi, Chiyoda-ku TOKYO 100-8122 Japan Tel: +81 3 3212 8341 (ext.3332) Fax: +81 3 3211 2032 Email: <a href="mailto:honda.yuuki@met.kishou.go.jp">honda.yuuki@met.kishou.go.jp</a>
<b>DAVIES, Paul Andrew</b> (co-chair)  Proposed by: United Kingdom	Met Office FitzRoy Road EXETER EX1 3PB Devon United Kingdom of Great Britain and Northern Ireland Tel: 7785373551 Fax: Not Applicable Email: <a href="mailto:paul.davies@metoffice.gov.uk">paul.davies@metoffice.gov.uk</a>
<b>TUPPER, Andrew</b> (core-member) (TT Chair)  Proposed by: Australia	Bureau of Meteorology G.P.O. Box 1289 MELBOURNE 3001 VIC Australia Tel: +61 3 89204030 Fax: +61 3 89204699 Email: <a href="mailto:andrew.tupper@bom.gov.au">andrew.tupper@bom.gov.au</a>
<b>COELHO DOS SANTOS, Caio Augusto</b> (core-member)  Proposed by: Brazil	Centro de Previsao de Tempo e Estudos Climaticos (CPTEC)/INPE Rodovia Presidente Dutra Km 39 CACHOEIRA PAOLISTA SP Brazil Tel: +55 (12) 3186-8670 Fax: +55 (12) 3101-2835 Email: <a href="mailto:caio.coelho@cptec.inpe.br">caio.coelho@cptec.inpe.br</a>
<b>SERVRANCKX, Rene</b> (core-member)  Proposed by: Canada	Canadian Meteorological Centre Meteorological Service of Canada 2121 Trans-Canada Highway DORVAL H9P 1J3 QC Canada Tel: +1 514 631 8180 Email: <a href="mailto:rservranckx@gmail.com">rservranckx@gmail.com</a>
<b>WANG, Jianjie</b> (core-member)  Proposed by: China	China Meteorological Administration 46 Zhongguancun Nandajie 100081 BEIJING China Tel: +8610-58993198 Fax: +8610-68408079 Email: <a href="mailto:wangji@cma.gov.cn">wangji@cma.gov.cn</a>
<b>RICHARDSON, David</b> (core-member)	ECMWF Shinfield Park

Ref.: 45088/2017-13 WDS/DPS

Proposed by: ECMWF	READING, RG2 9AX United Kingdom of Great Britain and Northern Ireland Tel: +44 118 949 9420 Fax: +44 118 986 9450 Email: <a href="mailto:david.richardson@ecmwf.int">david.richardson@ecmwf.int</a>
<b>SEBEGO</b> , Ezekiel (core-member)  Proposed by: South Africa	South African Weather Service 442 Rigel Avenue South, Erasmusrand PRETORIA 0001 South Africa Tel: +27 12 3676041 Fax: +27 12 3676042 Email: <a href="mailto:Ezekiel.Sebego@weathersa.co.za">Ezekiel.Sebego@weathersa.co.za</a>
<b>MUSCAT</b> , Anton (core-member)  Proposed by: United Kingdom	Met Office FitzRoy Road EXETER EX1 3PB Devon United Kingdom of Great Britain and Northern Ireland Tel: +44 (0)1392 886033 Fax: Not Applicable Email: <a href="mailto:anton.muscat@metoffice.gov.uk">anton.muscat@metoffice.gov.uk</a>
<b>BRANSKI</b> , Fredrick (core-member) (Coordinator for DRR)  Proposed by: United States	NOAA - National Weather Service 1325 East-West Highway MD 20910 United States of America Tel: +(1 301) 427 9044 Fax: +(1 301) 713 9450 Email: <a href="mailto:fred.branski@noaa.gov">fred.branski@noaa.gov</a>
<b>KUMAR</b> , Arun (core-member)  Proposed by: United States	National Weather Service International Activities SSMC2, Room 11104 MD 20910 United States of America Tel: 301-683-3385 Fax: 301-683-1558 Email: <a href="mailto:arun.kumar@noaa.gov">arun.kumar@noaa.gov</a>
<b>RUTLEDGE</b> , Robert David (core-member)  Proposed by: United States	NOAA - National Weather Service 325 Broadway CO 80305 United States of America Tel: (303) 497-3029 Fax: (303) 497-4006 Email: <a href="mailto:robert.rutledge@noaa.gov">robert.rutledge@noaa.gov</a>