TERMS OF REFERENCE OF THE ETMC

(Submitted by the Secretariat)

Summary and Purpose of Document

This document provides information on the new Terms of Reference of the JCOMM Expert Team on Marine Climatology as agreed upon at the third Session of JCOMM, Marrakech, Morocco, 4-11 November 2009.

ACTION PROPOSED

The Meeting will review the information contained in this report, develop its workplan according to the new Terms of Reference of JCOMM for this intersessional period, and might propose revisions of the Terms of Reference (ToR) of the Expert Team on Marine Climatology, as appropriate for the next JCOMM intersessional period.

Appendices:  
A. Res. 14.4/3 (JCOMM-III) – Data Management Programme Area
DISCUSSION

JCOMM-III re-established the JCOMM Expert Team on Marine Climatology through the Annex to Resolution 14.4/3 (JCOMM-III) – Data Management Programme Area. The full text of JCOMM-III Resolution 14.4/3 and its Annex is provided in Appendix A.

The third meeting of the ETMC is invited to review the Terms of Reference for the ETMC, and to develop its workplan accordingly.
APPENDIX A

Res. 14.4/3 (JCOMM-III) — DATA MANAGEMENT PROGRAMME AREA

THE JOINT WMO-IOC TECHNICAL COMMISSION FOR OCEANOGRAPHY AND MARINE METEOROLOGY,

Noting:

(1) Resolution 4 (JCOMM-II) - Data Management Programme Area,

(2) The report of the chairperson of the Data Management Programme Area to JCOMM-III,

(3) The report of the twentieth session of the UNESCO/IOC Committee on IODE,

Considering:

(1) The need to implement, maintain and make available to users a fully integrated ocean/atmosphere data system,

(2) The requirement for the timely delivery of integrated data and associated metadata,

(3) The need to develop and maintain monitoring, evaluation and follow-up procedures,

(4) The need for common practices including quality control, metadata, analysis, data flow and data exchange standards, formats and procedures,

(5) The need to identify and as appropriate, rescue, digitize and archive historical data,

(6) The need to collaborate and coordinate closely with other programmes and bodies, both within and outside WMO and UNESCO/IOC; namely CBS, CCI and IODE,

(7) The capabilities and experience of existing data management centres, systems and programmes, both within and outside WMO and UNESCO/IOC,

(8) The need to develop and/or strengthen national data management capacity, especially in developing countries,

(9) The successful ongoing collaboration between JCOMM and IODE of UNESCO/IOC,

Agrees that, to the extent possible, the work of the Data Management Programme Area should be implemented through specific, clearly defined, time-limited projects,

Decides:

(1) To re-establish a JCOMM Data Management Programme Area with the following components:

(a) A Data Management Coordination Group;

(b) An Expert Team on Data Management Practices, co-sponsored by the UNESCO/IOC Committee on IODE;

(c) An Expert Team on Marine Climatology;

(2) That the terms of reference of the Data Management Coordination Group and the Expert Teams shall be as given in the Annex to this resolution;
(3) That the general membership of the Data Management Coordination Group and the Expert Teams shall also be as given in the Annex to this resolution;

(4) To select, in accordance with WMO General Regulation 32 and UNESCO/IOC Rule 25, the following experts to serve as members of the Data Management Coordination Group:

(a) Athanasia Iona (Greece) as chairperson of the Data Management Coordination Group and Data Management Programme Area Coordinator;

(b) After consultation with the chairperson of the UNESCO/IOC Committee on IODE, Nikolay Mikhaylov (Russian Federation) as chairperson of the Expert Team on Data Management Practices;

(c) Scott Woodruff (USA) as chairperson of the Expert Team on Marine Climatology;

(d) William Burnett (USA) as Activity Leader on coding and instrument standards;

(e) Joseph Mukuria Kimani (Kenya);

(5) To select, in accordance with WMO General Regulation 32 and UNESCO/IOC Rule 25, the following experts to serve as members of the Expert Team on Marine Climatology:

Derrick Snowden (USA)
Gudrun Rosenhagen (Germany)
Elizabeth Kent (UK)
Mizuho Hoshimoto (Japan)
Svetlana Somova (Russian Federation)
Wing-Tak Wong (Hong Kong, China)

(6) To select, in accordance with WMO General Regulation 32 and UNESCO/IOC Rule 25 and in consultation with the UNESCO/IOC Committee on IODE, the following experts to serve as members of the Expert Team on Data Management Practices:

UNESCO/IOC-IODE selections:
    Mr Mathieu Ouellet (Canada)
    Prof. Yutaka Michida (Japan)
    Dr Sergey Belov (Russian Federation)
    Mr Don Collins (U.S.A)

JCOMM selections:
    Anyuan Xiong (China)
    Jixiang Chen (China)
    Nicola Scott (UK)
    Paul Ng’ala Oloo (Kenya)

Requests the Secretary-General of WMO and the Executive Secretary UNESCO/IOC to invite CBS, CCl, IODE of UNESCO/IOC, directors of relevant centres of the World Data System and other relevant organizations and bodies to participate in the work of this programme area as appropriate.

Annex: 1
1. Data Management Coordination Group

Terms of Reference

The Data Management Coordination Group, in close collaboration with IODE and CBS subsidiary bodies and related experts, shall:

(a) Maintain a data management plan for JCOMM that identifies, assesses and specifies priorities and actions for the Data Management Programme Area;

(b) In concurrence with the co-presidents of JCOMM and the co-chairs of IODE, establish and create expert teams, task teams, pilot projects and appoint rapporteurs, as appropriate, to undertake the work of the Data Management Programme Area;

(c) Ensure collaboration, appropriate coordination and liaison with IODE as well as with CBS and other relevant bodies and activities external to WMO and UNESCO/IOC;

(d) Keep under review, assess and coordinate the adoption of appropriate new information technology;

(e) Establish and maintain cooperation with science programmes and assist with their data management activities, as appropriate;

(f) Provide advice and feedback to users of the Data Management Programme Area functions, through the appropriate JCOMM Programme Area, through IODE directly;

(g) Identify capacity-building requirements related to the Programme Area and, as appropriate, coordinate activities to address these requirements;

(h) Identify satellite remote sensing requirements related to the Programme Area.

General Membership

The Membership is selected to ensure a range of expertise and to maintain an appropriate geographical representation, and includes:

(a) DMPA coordinator (Chairperson of the Data Management Coordination Group);

(b) Chairperson of the Expert Team on Data Management Practices (ETDMP);

(c) Chairperson of the Expert Team on Marine Climatology (ETMC);

(d) IODE co-chairpersons;

(e) Up to 4 additional experts with experience in areas such as codes, data standards, communication systems and information technology, and capacity building;

Additional experts may be invited as appropriate, with the concurrence of the co-presidents of the Commission and in general with no resource implications to JCOMM.

2. Expert Team on Data Management Practices
The JCOMM/IODE Expert Team on Data Management Practises, in close collaboration with JCOMM Programme Areas, CBS subsidiary bodies, IODE officers and related experts, shall:

(a) Manage the process of adopting and documenting standards and best practices to be used in JCOMM-IODE data management through the Ocean Data Standards Pilot Project (ODS);

(b) Review and assess the effectiveness of end-to-end data management practices, including those of WIS/WIGOS and UNESCO/IOC-IODE ODP;

(c) In concurrence with the co-presidents of JCOMM, the chairperson of the JCOMM Data Management Coordination Group (DMCG) and UNESCO/IOC-IODE officers, establish Task Teams and Pilot Projects, as necessary, to undertake the work of the Expert Team on Data Management Practices;

(d) Direct and coordinate the activities of the Task Teams and Pilot Projects referred to under (c);

(e) Provide advice to the IODE of UNESCO/IOC and the Data Management Coordination Group (DMCG) and other groups of JCOMM, as required;

(f) Liaise and collaborate with other groups as needed, to ensure access to required expertise, appropriate coordination and to avoid duplication.

Membership

The Membership is selected to ensure a range of expertise and to maintain an appropriate geographical representation, and includes:

(a) Up to five experts are selected by JCOMM, including the chairperson, selected from Members/Member States with an appropriate geographical representation;

(b) Up to four experts with relevant expertise based on the current work plans of the Task Teams and Projects established by the ETDMP, selected by IODE of UNESCO/IOC;

(c) Representatives of JCOMM Programme Areas, the IODE Committee, and other expert bodies may be invited as appropriate with the concurrence of the co-presidents of JCOMM and with no resource implications to the Commission;

(d) One co-chairperson of the UNESCO/IOC Committee on IODE.

3. **Expert Team on Marine Climatology**

The Expert Team on Marine Climatology, in close collaboration with UNESCO/IOC-IODE, GOOS, GCOS, CCI and CBS subsidiary bodies and related experts, shall:

(a) Determine procedures and principles for the development and management of global and regional oceanographic and marine meteorological climatological datasets;

(b) Review and assess the climatological data elements of the Commission, including the operation of the MCSS and the GCCs, and the development of required oceanographic and marine meteorological products;

(c) Review the GOOS and GCOS requirements for climatological datasets, taking account of the need for quality and integration;

(d) Develop procedures and standards for data assembly and the creation of climatological datasets, including the establishment of dedicated facilities and centres;
(e) Collaborate and liaise with other groups as needed to ensure access to expertise and ensure appropriate coordination;

(f) Keep under review and update, as necessary, relevant technical publications in the area of oceanographic and marine meteorological climatologies.

Membership

The Membership is selected to ensure a range of expertise and to maintain an appropriate geographical representation, and includes:

(a) Up to eight experts, including the chairperson, selected from Members/Member States, representative of the range of responsibilities of the Expert Team. It is expected that, in general, the ETMC will be self-funding;

(b) Additional representatives from the responsible members for the MCSS and GCCs, from the Services and Forecasting Systems Programme Area’s Expert Teams on Wind Waves and Storm Surges (ETWS) and on Sea Ice (ETSI), and from relevant projects and subsidiary bodies of IODE of UNESCO/IOC; as required, in consultation with the co-presidents of JCOMM;

(c) Additional representatives of JCOMM Programme Areas and of other expert bodies may be invited, as appropriate, with the concurrence of the co-presidents and with no resource implications to the Commission.