C A R I B B E A N

M E T E O R O L O G I C A L

O R G A N I Z A T I O N

**ANNUAL MEETING OF DIRECTORS OF METEOROLOGICAL SERVICES Doc. 2** VIRTUAL MEETING, 18 NOVEMBER 2020

**STATUS OF ACTIONS FROM THE PREVIOUS MEETING**

(Submitted by the Coordinating Director)

## INTRODUCTION

1. The CMO Headquarters has produced a single document containing an ***Action Sheet*** that would allow the Directors of Meteorological Services to follow-up on the actions taken on the decisions of its previous session and to discuss any further actions if required.

2. The Action Sheet for the 2019 Meeting of the Directors of Meteorological Services is shown as an **ANNEX** to this document. Remarks have been included to indicate the status of actions, including any indications received from Meteorological Services that an action assigned to them had been undertaken. Discussion in this document will focus only on those items from the 2019 Meeting that could not be achieved as planned, or are not brought up under another agenda item, but which are thought to require further discussion, or for which actions are of particular significance.

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**CARIBBEAN METEOROLOGICAL ORGANIZATION**

**ACTION SHEET**

**Meeting of the Directors of Meteorological Services,** The Cove, Anguilla, 13 November 2019

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| --- | --- | --- | --- | --- |
| **Agenda item** | **Title/Sub-title** | **Action** | **Action by** | **Deadline/Status** |
| 2 | Status of Actions from Previous Meeting | 1. The need for a revision of the agreement for back-up arrangements and a service level agreement template especially for aeronautical meteorology, given the need to not unduly burden one Service in a time crisis with duties to multiple countries.
2. Completion of the survey that would identify the gaps in the quality management systems (QMS) which Meteorological Services are currently using and the requirements of the ISO 9001:2015 QMS
 | Antigua and Barbuda and BarbadosAll Meteorological Services | 2020As soon as possible in 2020 |
| 3 | Training  | The formation of a subcommittee with persons of Services which would like to have the course reduced to 9-months, and those who found the reduction to 15-months acceptable along with persons from the CIMH to find an equitable solution to the length of the Senior-level Meteorological Technicians Course. | Interested Meteorological Services and CIMH | As soon as possible in 2020 |
| 4 | Operational Matters1. Annual Global Monitoring
2. Transition to Table Driven Code Forms - Re BUFR
3. Transition to the ICAO Meteorological Information Exchange Model (IWXXM)
 | The Meteorological Services whose observations that were consistently appearing as Silent in the reports of the Annual Global Monitoring.Meteorological Services of CMO Member States that are making synoptic observations and have not transitioned to BUFR.Assistance to the Barbados Meteorological Service for more information on the encoding algorithm | Barbados, Belize, Cayman Islands, Trinidad and the STOAffected Meteorological ServicesSTO | No Action Taken with the exception of BarbadosObservations from Barbados, Cayman Islands, Saint Lucia and St Vincent on the GIFS serverCompleted |

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