

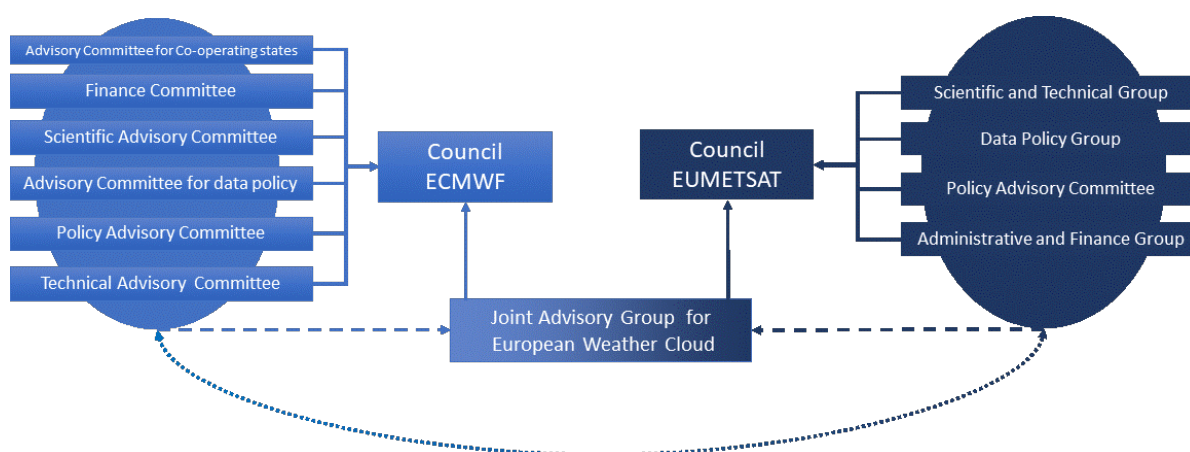
## TERMS OF REFERENCE

### JOINT ECMWF AND EUMETSAT EUROPEAN WEATHER CLOUD ADVISORY GROUP

*1<sup>st</sup> June 2021*

#### 1 INTRODUCTION

The Joint European Weather Cloud Advisory Group is established through decisions of both the ECMWF and EUMETSAT Council [ECMWF 100<sup>th</sup> Council meeting and EUMETSAT 97<sup>th</sup> Council meeting]. The Joint Advisory Group reports to the Councils of ECMWF and EUMETSAT. The respective Councils shall remain the decision-making bodies on all EWC matters until decided otherwise by the Councils.



#### 2 TERMS OF REFERENCE

##### 2.1 Tasks

- Make recommendations to the respective ECMWF and EUMETSAT's Councils regarding the EWC strategy, its future usage and orientation and report regularly on these matters;
- Identify potential policy issues and make related recommendations;
- Act as advisory body during the EWC operations phase, including the review of overall service performance, the identification/validation of evolving user needs and making recommendations for evolution or further development of the European Weather Cloud in terms of technical capabilities, resources or service levels;
- The Joint Advisory Group will provide reports of activities to the ECMWF and EUMETSAT Council as it sees appropriate. Such activities should be guided by the overall goal of preserving the synergistic relationship between ECMWF, EUMETSAT and the Member States;
- Provide guidance to the Joint EWC management regarding the hosting and location of new functions or data assets across the EWC.

## **2.2 Composition**

- The Joint Advisory Group will be composed of members nominated by the EUMETSAT and ECMWF Member States representing groups of Member States.
- Member States should preferably nominate either Heads of Delegation or Senior staff responsible for their IT/Cloud-based Services strategy.
- The Chairs of other Committees or Subsidiary Groups, with an initial focus on PACs and TAC/STG, may be invited as observers by the Joint Advisory Group as deemed relevant. Experts may be invited as observers for selected matters.
- The Joint Advisory Group shall elect from among its members a Chair and a Vice Chair from different countries who shall be appointed for one year and who may not be re-elected more than twice in succession. The election or re-elections may take place by correspondence;
- ECMWF and EUMETSAT will act as the Secretary of the Joint Advisory Group.

## **2.3 Rules of Procedure**

- The Joint Advisory Group aims to hold regular virtual meetings on a frequency appropriate to the needs of the EWC. The Joint Advisory Group shall meet initially every six months, if possible aligned with the schedule of the respective ECMWF and EUMETSAT spring and autumn Councils. The members of the Joint Advisory Group may decide to adapt the schedule, their phasing with respect to the other committees and the frequency of meetings.
- Between meetings, business will be conducted via email or other communication channels as appropriate.
- Where they deem the urgency to be sufficiently great, the Chair, in consultation with the Vice Chair, may act on behalf of the Joint Advisory Group. In these circumstances the Chair must report back to the Joint Advisory Group.
- Technical input may be evaluated in detail by the EUMETSAT Scientific and Technical Group and ECMWF's Technical Advisory Committee and summarised for the Joint Advisory Group if appropriate.
- Similarly, if found relevant, policy matters may be addressed at the PAC meetings of ECMWF and EUMETSAT before being reported to the Councils.

## **2.4 Review of the Terms of Reference**

The Joint Advisory Group being most relevant in the first years of operations until the EWC is well established in its operational state, its purpose and if relevant, its Terms of Reference shall be reassessed after three (3) years or earlier by mutual agreement.