

## WORLD METEOROLOGICAL ORGANIZATION

Expert Team on Data Requirements  
for Climate Services (ET DRC),  
**24 June 2022**, 10:00 – 11:00 Central European Summer (CES) Time  
Next meeting: 7 July 2022 10:00- 11:00 (CES) Time

Original: English

## New Edition of the Climate Data Management System Specifications

### WMO-No 1131

#### 1. Participants

Mr Axel Andersson (ET-DRC)	Mr Washington Otieno (WMO)
Mr Uli Looser (ET-DRC)	Mr Nirina Ravalitera (WMO)
Mr Denis Stuber (ET-DRC)	Mr Peer Hechler (WMO)
Mr William Wright ((ET-DRC))	Ms Johanna Korhonen (WMO)

#### 2. The report of the 10/06/2022

Is available on the ET-DRC Wiki at <https://github.com/ET-DRC/WMO-No.1131/wiki>

#### 3. On the terminology "Specifications"

Following an explanation via e-mail of the various meanings of specifications by Denis, it was agreed that the term “WMO Specifications” would be maintained, in the sense that they were “General specifications” rather than “technical specifications”. The following are some supplementary comments from Denis:

- In a simplified way, the project owner is the entity that expresses the need and validates the product delivered (e.g. WMO or a NMHS) and the project manager is the structure that produces the product that meets this need (e.g. a private company).
- A project is broken down into several stages with a pre-project phase comprising an opportunity study stage followed by a preliminary study stage. Then comes the actual project phase.
- The general **functional specifications** of the product (system capacity, general functional requirements, performance requirements, security, standards of practice, standards to be used, scalability, etc.) are produced by the project owner.
- Then **detailed functional specifications** of the product can be written by the project owner with or without the help of the project manager.

- On the other hand, it will be up to the project manager to take charge of the **detailed technical and functional specifications**, including the architecture specifications of the system to be developed.
- The WMO-No.1131, is at the level (1) **general functional specifications**. At the latest stage of the coding of the system, then the developers will need the **detailed technical and functional specifications**.

#### 4. Coordinating the Comments process.

Denis described the online process for providing comments, suggestions, interventions via an online spreadsheet, and took participants through the process of how to read and provide comments, as set out below:

##### Link to the Issue Tracker

is available on the ET-DRC Wiki (<https://github.com/ET-DRC/WMO-No.1131/wiki>) and also directly hereafter :

<https://wmoomm.sharepoint.com/:f:/s/Services/EIA0hSMFKg9JkHLapo4mW8YBCP7G5VWV7dyW1nVgddgBw>

##### Description of the process to fill in the Issue Tracker file

- Launch the access to the WMO ET-DRC drive : Provide your email address in order to receive the code to access to the WMO ET-DRC drive
- [Select the directory WMO-No. 1131 ] if needed
- Open the **CDMS.Issue.Tracker-V\_XXXXXXX.xlsx** Excel file
- If you just want to look at the file without editing it, please put the **Edition** on **File Display without Edition**
- On the Excel functions Revision you could ask for **Revision > Display Modifications**
- You could also hide some columns in order to facilitate your work. If so, you should select the column then click right then select **Hide**. To display again the columns, select all the columns (in clicking into the first cell above the line 1) then click right and finally click on **Display Columns**
- You do not need to save your file, it is done automatically

For more security Denis will make regularly some copies under the directory **WMO-No. 1131 / oldies**

#### 5. Comment on layout.

Axel suggested the current layout (i.e. WMO No 1131 2014 edition) did not suitably distinguish between Technical requirements (and solutions to same) versus Scientific requirements, and was therefore hard to comprehend fully. While no overall solution was forthcoming, it was agreed that the writing team should be aware of this and try to find ways to differentiate these in the 2022 edition.

## 6. Components “Required, Recommended or Optional”

These should be defined in a little more detail. There is also a need to ensure alignment with the Technical Regulations i.e., if “Shall” is used in the Technical Regulations (Manual on HQ-GDMFC, Manual on WIS, Manual on Codes etc) then corresponding statements in WMO need to be “Required”; and “should” statements in the Manual should be at least “Recommended”. The issue of Provenance metadata is an example. Similarly, William suggested some kind of “Conditional” qualifier should be introduced, in cases where a component would be “Required” for applications and stations supporting the more rigorous demands of climate change monitoring, but would otherwise be “Recommended” for applications and stations supporting less critical climate services.

## 7. References and URL links.

The current version of WMO No 1131 has many URL links, with the risk that these will quickly become obsolete. A significant number have indeed already become obsolete due to changes in the WMO Website.

The following were discussed:

- Links should not, in general, be embedded within the Guide (i.e. WMO No 1131), but included in an Annex that can be regularly changed where required, without the need to revise the Guide;
- Any such links should be tested and verified, and the date of such tests documented (there needs to be linkage with the proposed Climate documentation Rolling Review process, that aims to ensure that all Climate-related Guidance remains aligned);
- Where possible, references to WMO official documents should be used, and that future efforts be made to assign Digital Object Identifiers (DOIs) to these;
- In general, Wikipaedia links should not be used, as these are at best secondary citations and not formally reviewed or approved. They may be justified in the case of general subjects where no current WMO Guidance exists.
- It was requested to seek access to updated draft guidance on WMO Document Requirements to ensure that the approach of this group is consistent with these requirements. Subsequently, Peer e-mailed a copy of the new draft.

## 8. Updates so far

William outlined some more general points raised in relation to his review of Chapter 4 of WMO No 1131. Chief amongst these:

- His latest version was a stand-alone version of the Tracker, which Denis agreed to incorporate into the online version (done subsequently). It captures all of Chapter 4.
- He introduced a colour-coded scheme for easy reference for other reviewers and to focus discussion on the more significant issues. This may be summarised as:
  - Items highlighted in yellow are potential items where marine/hydrological input is needed;
  - Items highlighted as Orange are issues/suggestions where group agreement and input is needed, as they represent significant changes or new Components.

## 9. Next meeting

The next meeting was scheduled for the same time on 7 July. It is suggested it focusses on any issues arising from team members' reviews of Chapter 4, including highlighted comments by William, plus possibly issues that may arise from review of Chapter 5. Team Members are kindly requested to fill in the CDMS Issue Tracker, as described above.