**Common Alerting Protocol (CAP) / Impact Based Forecast (IBF)**

**Technical Meeting**

(WMO, Geneva, Switzerland, 3 - 4 December, 2018)

Meeting Room: 7 Lake

**Agenda**

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| **Date** | **Time** | **Agenda Items** | **Who** |
| 3 Dec 2018 (Monday) | 09:00–09:45 | * **Item 1:** Opening/Welcome * **Item 2.1:** Working Arrangements * **Item 2.2:** Tour de Table * **Item 2.3:** Workshop objectives and outline | SG (or Representative)  M. Andrioli  G. Fleming |
| 09:45–10:30 | * **Item 3**: Brief introduction to Impact-based Forecast and Warning Services (IBFWS) * **Item 3.1:** CAP implementation status in WMO Member countries * **Item 3.2:** WMO Catalogue of Hazards and Extreme Events | G. Fleming  (F. Galati collaborates)  James Douris |
| 11:00–12:30 | * **Item 4:** Perspectives of technical experts on the difficulties/challenges which they see in tailoring the use of the CAP standard to particular needs, especially in the context of moving towards IBFWS. | W. Lang (B J)  E. Christian  A. Cheng  K. Commins  M. Gerber |
| 14:00-15:30 | * **Item 5:** Perspectives of experts in meteorological warning systems on the difficulties which they perceive in moving towards IBFWS while maintaining alignment with the CAP standard | M. Harrowsmith  T. Kratzsch  J. Rodriguez  S. Willemse  N. Paulsen (B J) |
| 16:00–17.30 | * **Item 6.1**: Perspectives from the EUMETNET/Meteoalarm * **Item 6.2:** Perspective from the U.S. National Weather Service (NWS, NOAA) | A. Schaffhauser  E. Jacks |
| * **Item 7:** Discussion to identify key issues | G. Fleming / All |
| 4 Dec 2018 (Tuesday) | 09:00-12:30 | * **Item 8:** CAP as a tool to develop Standard interfaces for accessing data and services for public service delivery (Decision 11, EC-70) | E. Christian |
| * **Item 9:** Outcomes of the 2018 Common Alerting Protocol (CAP) Implementation Workshop and on the advances on SWIC 2.0 Beta Website and the forthcoming WWIS 3.0 . | F. Galati |
| * **Item 10:** Enhancing uptake of CAP and the WMO Register of Alerting Authorities by Members and optimizing CAP online training | M. Andrioli  F. Galati |
| * **Item 11:** ITU and WMO related issues on the CAP standard | V. Gray (TBC) |
| * **Item 12:** Round-table discussion to clarify and define the points of difficulty, and their order of importance. | All.  Moderator:  G. Fleming |
| * **Item 13:** Break up into 2 or 3 small groups to consider the issues and propose solutions. | All.  Moderators:  TBD |
|  | * **Item 14**: Come together to have a presentation from each group, and agree on the likely best solutions. | All. (W. Lang – B J)  Moderator:  G. Fleming |
| 14:00-17:00 | * **Item 15**: Draft a Technical Note as the outcome of the meeting | All. (W. Lang – B J)  Moderator:  G. Fleming |
| **Daily Breaks** | 10:00-10:30 | Morning Coffee |  |
| 12:30-14:00 | Lunch Break |  |
| 15:30-16:00 | Evening Coffee |  |