**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. AndrioliG. 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. ChristianA. ChengK. ComminsM. 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. HarrowsmithT. Kratzsch J. RodriguezS. WillemseN. 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. AndrioliF. 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 |  |