PROVISIONAL AGENDA

1. ORGANIZATION OF THE SESSION
   1.1 Opening
   1.2 Adoption of the agenda
   1.3 Working arrangements

2. REVIEW OF THE ACTIVITIES OF JCOMM DATA MANAGEMENT PROGRAMME AREA
   2.1 Report of the chairman of the Team
   2.2 Report of the Secretariat
   2.3 Report on the first session of the Expert Team on Data Management Practices

3. DATA QUALITY AND EXCHANGE
   3.1 Review of the IMMT and MQCS
   3.2 Review of BUFR template for ship data
   3.3 Review on electronic logbooks
   3.4 Review of the operations of the Global Collecting Centres
      3.4.1 Report of the Global Collecting Centres
      3.4.2 Report of Responsible Members

4. DATA ARCHIVAL
   4.1 Development of International Marine Meterological Archive (IMMA) format
   4.2 History of the marine ship code
   4.3 Archival of wave and storm surge data
   4.4 Requirements of and assistance for users

5. WMO SHIP CATALOGUE (WMO-No. 47)
   5.1 Current status of WMO ship catalogue (WMO-No. 47)
   5.2 Revisions proposed to WMO-No. 47 by the Ship Observations Team
   5.3 Old versions of WMO-No. 47

6. REVIEW OF CONTRIBUTIONS AND REQUIREMENTS OF THE WORLD CLIMATE PROGRAMME AND OTHER CLIMATE RELATED PROGRAMMES
   6.1 Requirements for and provision of marine climatological data and services
   6.2 Climate change detection monitoring and indices
7. MANUALS, GUIDES AND OTHER TECHNICAL PUBLICATIONS
   7.1 Guide to the Applications of Marine Climatology: Results of CLIMAR-II
   7.2 Review of the Guide to Marine Meteorological Services
   7.3 Guide to Climatological Practice

8. ORGANIZATIONAL MATTERS
   8.1 Terms of reference of ETMC

9. REVIEW OF ETMC-I SESSION REPORT AND ACTION ITEMS

10. CLOSURE OF THE SESSION