

# DRAFT AGENDA

Times are given in local (Ireland) time (UTC+1)

<b>Day 1: Tuesday 21<sup>st</sup> June</b>		
Tuesday:	09:00h	Arrival
	09:30h	Welcome (director, TBD) and overview of Met Éireann measurements (Sarah) Introduction, organizational matters, approval of agenda
	10:30	Coffee
	11:00h	Status update (chairs)
	11:30h	INFCOM Document: SG-4 pilot network implementation, including Annex A on requirements, Annex B on proforma
	12:30h	Lunch break
	13:30h	INFCOM Document: SG-4 pilot network implementation, including Annex A on requirements, Annex B on proforma
	15:30h	Coffee break
	15:45h	INFCOM Document: SG-4 pilot network implementation, including Annex A on requirements Annex B on proforma (final draft agreed by in person participants sent to full GSRN TT)
	17:30h	Closing of the day

<b>Day 2: Wednesday 22<sup>nd</sup> June</b>		
Wednesday	09:00h	ToR Lead Centre ( <b>Hybrid 1 with CMA</b> ) <a href="#">Click here to join the meeting</a>
	10:30	Coffee
	11:00	SG-2 Governance document sections 3 and 4
	12:00h	<b>Hybrid meeting 2</b> to discuss documents (SG-4 document) <a href="#">Click here to join the meeting</a>
	13:00h	Lunch break
	14:00h	Governance document (SG-2) sections 3 and 4 (continue)
	15:30h	Coffee break
	15:45h	Governance document (SG-2) sections 3 and 4 (continue) (Final draft of SG-2 Governance and LC TOR agreed by in person participants sent to full GSRN TT)
	17:30h	Closing of the day

**Day 3: Thursday 23<sup>rd</sup> June**

Thursday	9:00h	Generate first ideas how to deal with measurement protocols, data transfer, metadata retention to give these requirements to the pilot stations after nomination (work of the LC) (Subject to IT of Met Éireann could be <b>hybrid</b> )
	12:00h	<b>Hybrid meeting 3</b> to approve documents (ToR LC, INFCOM document (SG-3, SG-4), SG-2) <a href="#">Click here to join the meeting</a> (approval from members, who cannot participate, can be done by e-mail as well)
	13:00h	Lunch break
	14:00h	Overflow for unfinished items, topics raised by in person participants
	17:00h	Closing of the day
<b>Dinner</b>		

**Day 4: Friday 24<sup>th</sup> June**

Friday	9:00h	<b>Hybrid meeting 4:</b> Certification process <a href="#">Click here to join the meeting</a>
	11:00	Expanding requirements to other parameters
	12:00	<b>Hybrid meeting 5</b> (if necessary) for final approvals <a href="#">Click here to join the meeting</a>
	13:00	<b>Closing of the meeting</b>
	14:00	After meeting work with the Secretariat / Chairs