**First meeting of the SEECOP Coordination Expert Team (CET)**

**Held: on 12 Sep 2018**

**AGENDA**

**Participated CET Members**

**Ibrahim Hadžismailović** (Bosnia and Herzegovina, Federation of BiH), **Angel Marčev**, (Montenegro), **Slobodan Ničković**, (Serbia), **Ilija Jovicic**, (Serbia)

Chaired by Slobodan Nickovic

Meeting length: 12:00-13:00

**Opening of the session and adoption of the agenda**

The agenda has been adopted as proposed

**Terms of Reference (ToR)**

The meeting participates have been reminded on the CET responsibilities, as specified by Terms of Reference. CET:

meets regularly on annul basis

reviews the Consortium strategic objectives;

informs the Council on annual Consortium activities.

**CET administrative matters**

Membership**:** CET invites the Council to update the CET membership of their representatives

**Chairmanship**

CET agreed to establish the missing CET Chairmanship. Chairing will be rotated every 2 years. CET appointed Mr. Ilija Jovicic (RHMSS) as Chair for the next two years.

**CET Actions in the following period**

* following the decision of the 2017 SEECOP meeting, RHMSS will provide 10km NMMB numerical weather predictions (larger European area) in the numerical form. To explore technical capacity of the current web site to provide corresponding files uploads
* CET discussed the intellectual property issues for software developed by a SEECOP member. In general, this new components will be free for non-commercial purposes. Otherwise, CET invites the Council to discuss and regulate rules for commercial exploitation of software which add the value to the public-available NMMB system
* CET will attempt to propose in the future a few strategic activities of the Consortium aimed to keep the sustainability of SEECOP

**Any other business and closing the meeting**

N/A

**COORDINATION EXPERTS TEAM OF SEECOP CONSORTIUM**

**TERMS OF REFERENCE**

1. The Coordination Experts Team (CET) of the SEECOP Consortium shall prepare annual/mid-term work plans and programmes relating to the agreed strategic framework of cooperation, coordinating and monitoring its implementation.

2. The CET shall review and update the Consortium strategic objectives, taking into account Members' requirements, and advise the Council on any cooperation or other strategic issue and priority, including new activities or perspectives, proposed by the Members and Associate Members.

3. The CET shall prepare Annual Consortium Reports about the work plan and the realization of the commitments of Members and Associate Members, and submit its recommendations to the Council.

4. The CET shall report to the Council and meet at least twice a year, including on-line meetings.