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| **World Meteorological Organization &**  **Intergovernmental Oceanographic Commission (of UNESCO)**  **Argos JTA Executive Committee Meeting**  **Fifteenth Session** Toulouse, France, 18 to 19 July 2017 | Image result for ioc logo unesco**JTA15/INF. 3** |
| Submitted by: JTA Chairperson  14.VI.2017 |

### Argos JTA Executive Committee Meeting

### Timetable

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| **AGENDA ITEM** | **Presenter** | **Day/Time** |
| **Day 1: Tuesday, July 18th, 2017** | | |
| 1.0 ORGANIZATION OF THE MEETING | Chair, CLS | 0900 |
| 1.1 Opening of the meeting |  |  |
| 1.2 Adoption of the agenda |  |  |
| 1.3 Working arrangements |  |  |
| 1.4 Announcements / Logistics |  |  |
|  |  |  |
| 2.0 REPORT OF THE CHAIRPERSON OF THE JTA | Chair | 0915 |
| 2.1 Overview of the JTA EC |  |  |
| 2.2 Report on JTA Chair activities |  |  |
|  |  |  |
| 3.0 ISSUES FROM THE PREVIOUS MEETINGS OF THE JTA -EC | Chair | 0945 |
| 3.1 CNES Technical Presentation | CNES |  |
| 3.2 CLS Technical Presentation | CLS |  |
|  |  |  |
| BREAK |  | 1030 |
|  |  |  |
| 3.1 CNES and CLS Technical Presentations Continued | CNES/CLS | 1100 |
|  |  |  |
| LUNCH BREAK |  | 1230 |
|  |  |  |
| 4.0 REVIEW OF THE OPERATING PRINCIPLES | Chair | 1330 |
|  |  |  |
| 5.0 REVIEW OF THE ACTION ITEMS |  | 1400 |
| 5.1 CLS Financial Proposal | CLS |  |
|  |  |  |
| BREAK |  | 1530 |
| 5.1 CLS Financial Proposal continued | CLS |  |
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| END OF DAY |  | 1700 |
|  |  |  |
| SOCIAL EVENT (Optional) |  | 1900 |
|  |  |  |

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| **AGENDA ITEM** | **PRESENTER** | **Day/Time** |
| **Day 2: Wednesday, July 19th, 2017** | | |
| CONVENE MEETING | Chair | 0900 |
| Any Day 1 Business |  |  |
|  |  |  |
| 5.0 REVIEW OF THE ACTION ITEMS (Continued) | Chair | 0915 |
|  |  |  |
|  |  |  |
| 6.0 PREPARATION FOR NEXT JTA SESSION | Chair | 1000 |
| 6.1 Agenda |  |  |
| 6.2 Documentation Plan |  |  |
| 6.3 Election Preparation |  |  |
|  |  |  |
| BREAK |  | 1030 |
|  |  |  |
| 7.0 ANY OTHER BUSINESS |  | 1100 |
| 7.1 Argos Alliance | K. Holland |  |
|  |  |  |
| 8.0 PROPOSE DATE AND PLACE OF THE NEXT MEETINGS | Chair | 1145 |
|  |  |  |
| LUNCH |  | 1200 |
|  |  |  |
| 9.0 PREPARE AND REVIEW FINAL REPORT JTA – EC 15 | All Participants | 1400 |
|  |  |  |
| 10.0 CLOSURE OF THE MEETING |  | 1630 |
|  |  |  |
| SOCIAL EVENT (Optional) |  | 1900 |
|  |  |  |
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**JTA-EC-15 DOCUMENTATION PLAN**

Recommended sizes:

* S: small (i.e., about 1 to 2 pages)
* M: medium (i.e., about 3 to 6 pages)
* L: large (i.e., about 7 pages or more)
* T: template to be used

| **Doc. No.** | **Agenda item** | **Title** | **Prepared by** | **Size** | **Due date** | **Remarks** |
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| INF. 1 |  | Logistical Information | Secretariat | S | 15/06/2017 |  |
| INF. 2 |  | Documentation Plan | Secretariat | S | 15/06/2017 |  |
| INF. 3 |  | Provisional List of Participants | Secretariat | S | 15/06/2017 |  |
| 1 | 1.2 | Provisional Annotated Agenda and Timetable | Secretariat | M | 15/06/2017 |  |
| 2 | 2 | Report from the Chairman (incl. overview of JTA, report on intersessional activities) | E. Locklear | M | 10/07/2017 |  |
| 3 | 3 | Issues from the previous meetings of the JTA-EC | CLS/CNES | S | 10/07/2017 |  |
| 4 | 4 | Review Of The Operating Principles | E. Locklear | S | 10/07/2017 |  |
| 5 | 5 | Review Of The Action Items (CLS Financial Proposal) | CLS | L |  |  |
| 6 | 6 | Preparation For Next JTA Session | E. Locklear | M | 10/07/2017 |  |
| 7 | 7 | Argos Alliance Presentation | K. Holland | M | 10/07/2017 |  |