

## TERMS OF REFERENCE

NATIONAL AVIATION WEATHER PROGRAM COUNCIL (NAWPC)

COMMITTEE FOR AVIATION SERVICES AND RESEARCH (CASR)

### **JOINT ACTION GROUP FOR TURBULENCE RESEARCH AND DEVELOPMENT (JAG/TRAD)**

#### 1. PURPOSE

The Joint Action Group for Turbulence Research and Development fosters cooperation and coordination among the appropriate Federal agencies focused on completing a gap analysis and a research and development (R&D) roadmap to improve turbulence science, products, and services to meet NextGen requirements.

The JAG/TRAD will:

- a. Review input from CASR and NextGen requirements documents to develop an understanding of and document NextGen requirements for turbulence information.
- b. Apply the results of the NextGen Weather R&D Survey and, considering current capabilities and other R&D efforts not included in the Survey, determine and document the gaps between NextGen requirements and expected turbulence observing, analysis, and forecasting capability. Document R&D efforts now included in the survey and the results of the gap analysis.
- c. Propose new initiatives to fully address NextGen turbulence requirements. Assemble these initiatives into a roadmap showing how the initiatives lead to achieving the capabilities that will meet requirements.
- d. If requirements cannot be met with a reasonable R&D effort, document the remaining deficiencies.
- e. If tools or inputs from the broader meteorological infrastructure (e.g., forecast model output) will be needed in addition to the science R&D effort, document those needs.
- f. Provide documentation from the work accomplished in paragraphs b through e above to CASR as the steps are completed.
- g. Report progress and accomplishments to CASR as requested.

## 2. MEMBERSHIP

- a. It is intended that departments and agencies holding membership on CASR will designate subject matter experts to serve on the JAG TRAD. Departments and agencies with strong interest in turbulence and/or supporting (as employees or contractors) individuals with special knowledge in turbulence are strongly encouraged to participate. All departments and agencies holding membership in CASR are entitled to have members and alternates on the JAG. Departments or agencies may also have technical advisors and observers on the JAG as they desire. In cases where more than one member is named by a department or agency, a lead member will be designated as primary point of contact for the department or agency. Departments and agencies shall promptly inform the Office of the Federal Coordinator for Meteorology (OFCM) of membership changes.
- c. The JAG chair will be selected by the CASR.
- d. The Federal Coordinator will provide an executive secretary unless special circumstances warrant appointing an executive secretary from one of the member agencies.

## 3. PROCEDURES

- a. Meetings will be called by the chair with sufficient frequency to complete the assigned work. Meeting schedules will be determined by the members. Agendas will be distributed before meetings as needed to allow for meeting preparation and organize the work, but may not be necessary in all cases. The chair will determine the need for agendas.
- b. JAG decisions will be by unanimous agreement of all members whose agencies are stakeholders in the decision. If members whose agencies are stakeholders in a decision are unable to reach consensus, the chair will forward the matter to CASR for resolution.
- c. The executive secretary will support the work of the JAG as necessary to provide meeting space, communications capability during and between meetings, record keeping, etc. The executive secretary will also document the results of the JAG work in sufficient detail to support development of the work products and facilitate production of the final documentation of the work products as required by CASR.
- d. The JAG may establish additional procedures for the conduct of business.

## 4. REPORTS AND RECORDS

Complete records of the JAG will be maintained in the Office of the Federal Coordinator.

5. TERMINATION

The JAG will exist until terminated by the CASR.

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William J. Carle, Col, USAF  
Executive Secretariat, ICMSSR

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(Date)

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