

TERMS OF REFERENCE

Interagency Coordinating Committee for Airborne Geoscience Research and Applications (ICCAGRA)

WORKING GROUP FOR Air Reconnaissance Equipment

1. PURPOSE

The Working Group for Air Reconnaissance Equipment provides a forum for interagency coordination and collaboration on the equipment needed for reconnaissance operations.

The Working Group shall be responsible for:

- a. Addressing issues related to equipment needed for reconnaissance operations for the next 3 to 10 year period of time.
- b. Soliciting suggested and ideas from the working group members.
- c. Reporting to Interagency Coordinating Committee for Airborne Geosciences Research and Applications (ICCAGRA) yearly on the working group's findings and recommendations for future equipment needs on reconnaissance aircraft.

2. MEMBERSHIP

- a. The members include the Office of Federal Coordinator for Meteorology (OFCM), NOAA Aircraft Operations Center (AOC), 53rd WRS, Unmanned Aerial Vehicles (UAV) group, Air Force Reserve Command (AFRC), National Hurricane Center (NHC), National Centers for Environmental Prediction (NCEP)/Environmental Modeling Center (EMC), Atlantic Oceanographic and Meteorological Laboratory (AOML)/Hurricane Research Division (HRD), National Center for Atmospheric Research (NCAR), Navy (USN), NASA, NESDIS and AIR/SEA OCEANO.
- b. The working group will normally be chaired by a member or representative from the AOC or 53rd WRS.
- c. An executive secretary will be provided by the Federal Coordinator unless special circumstances warrant appointing an Executive Secretary from one of the participating agencies.

3. PROCEDURES

- a. Meetings shall be called by the Chair person or at the request of one or more members. Normally, notification of meetings and an agenda will be distributed to members of the working group seven days in advance of the meeting.
- b. Meetings shall be held with sufficient frequency to assure prompt handling of working group business.
- c. Requirements by the working group shall be based on agreement by all members whose agency is or will be a party to actions pursuant to the decision. Members

may abstain from voting without prejudice to the decisions of the working group. Members may reserve their position pending agency clearance or instructions.

- d. Action items will be tracked by the executive secretary and periodic updates on the status of action items will be provided to working group members.
- f. Items for consideration by the working group shall be presented to the group's executive secretary, who will prepare and coordinate meeting agenda.

4. REPORTS AND RECORDS

- a. The working group shall prepare reports and publications identified in this TOR and others as requested by ICCAGRA.
- b. Records of working group activities shall be maintained in the Office of the Federal Coordinator.

5. TERMINATION

The working group shall exist until terminated by the Chair or OFCM.

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