



## WMO OMM

World Meteorological Organization  
 Organisation météorologique mondiale  
 Organización Meteorológica Mundial  
 Всемирная метеорологическая организация  
 المنظمة العالمية للأرصاد الجوية  
 世界气象组织

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Annex: 1 (available in English only)

Subject: Secretariat Support to the Asia-Oceania Meteorological Satellite Users Conference (AOMSUC) Mechanism

Action required: To make proposals for support (financial, staff, in-kind) to the Secretariat of AOMSUC by **8 May 2017**

Dear Sir/Madam,

The Permanent Representatives of Australia, China, India, Indonesia, Japan, Russian Federation and the Republic of Korea, together with the Secretary-General, signed the Memorandum on the Asia-Oceania Meteorological Satellite Users Conference (AOMSUC) during the sixty-eighth session of the WMO Executive Council in Geneva last year.

The Memorandum constitutes a milestone for strengthening collaboration in RA II and RA V towards maximized use of meteorological satellites for sustainable development. It formalizes the AOMSUC as a permanent mechanism for the benefit of Members in utilizing satellite data for weather, climate and disaster mitigation services.

To sustain the AOMSUC mechanism and to facilitate the organization of Conferences, the Memorandum defines Terms of Reference of the AOMSUC Secretariat, stating that it:

*“will be established as a contribution of the satellite operators and countries of the Asia-Oceania region. The Secretariat will have a major support role in its interaction with the host, sponsors and the International Conference Steering Committee (ICSC). [...] The Secretariat shall work in close coordination with the WMO Space Programme office, the ICSC through its chairperson, the host and sponsors to ease their work load and ensure requirements are met in a timely fashion.” (see Annex)*

With this letter, I seek your proposals for establishing and resourcing the AOMSUC Secretariat. This could be through financial contributions, staff secondments, or in-kind contributions, thereby maximizing synergy with the WMO Space Programme office. I estimate that at least one full-time equivalent of a staff member and the equivalent of CHF 20K as financial contribution from each sponsor are required for the Secretariat.

While the excellent support by the rotating hosts of AOMSUC and by all its sponsors have made AOMSUC a tremendous success that is increasingly recognized internationally, a permanent and well-resourced AOMSUC Secretariat is now required to put AOMSUC functions and achievements on a more permanent footing.

To: Permanent Representatives of Australia, China, India, Indonesia, Japan, Russian Federation and the Republic of Korea

To discuss your proposals at the upcoming sixty-ninth session of the Executive Council, I look forward to receiving your response by **8 May 2017**.

In closing, I am pleased to inform you that the 8<sup>th</sup> AOMSUC is planned to be held from 16 to 21 October 2017 in Vladivostok, Russian Federation, kindly hosted by Roshydromet and Roscosmos.

I look forward to your response, and count on your commitment to AOMSUC Secretariat support which is essential to strengthen the successful AOMSUC mechanism for the benefit of Region II and Region V.

Yours faithfully,

A handwritten signature in blue ink, consisting of a series of loops and a long horizontal stroke at the end.

(P. Taalas)  
Secretary-General

#### IV. AOMSUC Conference Secretariat

To sustain the AOMSUC mechanism and to facilitate the organization of AOMSUCs, an AOMSUC secretariat will be established as a contribution of the satellite operators and countries of the Asia-Oceania region. The secretariat will have a major support role in its interaction with the host, sponsors and the ICSC. A part of its function will be to liaise with EUMETSAT and NOAA conference secretariats, and other major organizations, as appropriate. The secretariat shall work in close coordination with the WMO Space Programme office, the ICSC through its chairperson, the host and sponsors to ease their work load and ensure requirements are met in a timely fashion. It should further:

1. Prepare for the AOMSUC and ensure the smooth transition between one AOMSUC to the next AOMSUC, and provide management support during the intersessional period;
2. Work with the incoming host to select a best possible date for the Conference through inspection of other relevant organizations' and working groups' upcoming events;
3. Aid the host (local support secretariat) in the timely development of the contents of a website for the upcoming AOMSUC;
4. Support the host and the AOMSUC local organizing committee on all other Conference- relevant matters;
5. Draft the formal report of the AOMSUC and, ensure approval by the ICSC chairperson, deliver the report to ICSC members, and distribute the report to AOMSUC sponsors and participants;
6. Have primary coordination responsibility with appropriate parties for the user-focused training event and the meeting of the standing WMO regional groups for identifying requirements for satellite data that are held in conjunction with the AOMSUC;
7. Provide support to AOMSUC sponsors and others in Asia-Oceania to strengthen existing, and foster the future, establishment of regional centres of excellence on utilization and exploitation of satellite data, and to help coordinate their activities based on the recommendations of the AOMSUC, including in developing and least developed countries.