



## WMO OMM

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

## Secrétariat

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Our ref.: 10238/2018/OBS/OSD/MAR/DBCP-34

20 April 2018

Annexes: 2 (available in English only)

Subject: Thirty-fourth Session of the Data Buoy Cooperation Panel (DBCP-34),  
 23-26 October, Cape Town, South Africa

Actions required: (1) To notify WMO and/or IOC Secretariats, by **31 August 2018** the  
 name and contact details of the representatives attending the  
 meeting  
 (2) To provide national reports on current and planned buoy  
 programmes to the WMO Secretariat by **15 September 2018**  
 (3) To check the list of national focal points for buoy programmes and  
 notify required changes to the Secretariat

Dear Sir/Madam,

On behalf of the World Meteorological Organization (WMO) and the Intergovernmental Oceanographic Commission (IOC) of the United Nations Educational, Scientific and Cultural Organisation (UNESCO), I am pleased to announce that at the kind invitation of the South African Weather Service, Cape Town, South Africa, the thirty-fourth session of the Joint WMO-IOC Data Buoy Cooperation Panel (DBCP-34) will be held in the Protea Hotel Fire and Ice Cape Town, 64 New Church Street, Tamboerskloof, Cape Town, 8018, South Africa from 23 to 26 October 2018. The DBCP Executive Board will meet prior to the DBCP-34 session during the afternoon of 22 October 2018 at the same venue, to discuss the DBCP related issues. As decided by the Panel, the session will be conducted in English only.

I would like to recall that membership to the Panel is open to all Member States of IOC and Members of WMO. Interested organizations and programmes are also welcome to participate in the sessions. I would be grateful if you could inform the WMO or IOC Secretariat by **31 August 2018**, whether your country will be represented at DBCP-34. Upon confirmation, please provide us with the name and contact details of the representative(s).

Participants are responsible for obtaining their own visas, if necessary. Please note that a few weeks may be required to process the South African entry visa. Participants are therefore urged to verify the validity of their passport and to proceed with the required formalities well in advance. Details on visa procedure are available in the local information document available at the event website [www.jcomm.info/DBCP-34](http://www.jcomm.info/DBCP-34).

To: Permanent Representatives of Members of WMO, participating in JCOMM (limited distribution)

cc: JCOMM Co-presidents  
 JCOMM OPA Coordinator  
 Chairpersons, GOOS and GCOS Steering Committees

Regarding accommodation, it is advised that participants make their reservations at the recommended hotel no later than **15 July 2018** (required for visa application and by the host to secure the booking of the rooms). All participants are encouraged to go to the recommended hotel (see details in the Annex I), and a conference registration fee, normally included with the hotel price, will be charged to all participants staying at a different hotel. In addition to this, it is to be noted that, according to established procedures, financial assistance by IOC and WMO will not be available for the participation of delegates at the session.

As was the case in previous sessions, all participants are requested to provide input on national implementation status, in the form of a brief report in accordance with the guidance provided in the Annex II, and send it to the Secretariat by **15 September 2018**.

I would also like to invite you to check the list of National Focal Points for buoy programmes, available from the web at: <http://www.jcomm.info/dbcp-nfp> and report any discrepancies, or nominate a National Focal Point in case your country does not have one yet.

Finally, it should be noted that the first half day of 23 October 2018 will be devoted to the National Report presentations and the second half of the day for a scientific and technical workshop. If your country is planning to present during the National Report presentations, please let the Secretariat ([cgallage@wmo.int](mailto:cgallage@wmo.int)) know by **31 August 2018**. An information document and Call-for-papers for the scientific and technical workshop will be issued and will make available on the web through the link indicated below.

All documents and information pertinent to the session, that is: provisional agenda, presentation and document templates, venue, local arrangements, etc., are posted, or will be posted in due course, on the JCOMM website at: <http://www.jcomm.info/DBCP-34>.

I would appreciate it if notifications concerning participation at DBCP-34, updates to the list of National Focal Points, electronic copies of the brief reports mentioned above as well as your plans to present national reports, are sent to Ms Champika Gallage, Scientific Officer for Marine ([cgallage@wmo.int](mailto:cgallage@wmo.int)).

May I take this opportunity to thank you for your support to marine activities.

Yours faithfully,



(P. Taalas)  
Secretary-General

**Accommodation:**

The South African Weather Service has negotiated block bookings at a rate of R1450 per person, including breakfast at the meeting hotel, Protea Hotel Fire and Ice.

**Block bookings will be available until mid-July 2018.**

Please note that all events and excursions will be arranged at or from Protea Hotel Fire and Ice. It is advised that all delegates of the DBCP conference stay at Protea Hotel Fire and Ice.

**Please use reference below when making booking for special rate.**

**Reference:** 728999

Or use the following link: [Protea Hotel Fire and Ice booking](#)

*"PLEASE NOTE: As per the amended immigration Act, all GUESTS will be required to provide proof of identification (photo identity document / passport) upon check in."*

Delegates not staying at the Protea Hotel Fire and Ice will be charged a registration, to be paid on the first day in cash as follows:

South African Delegates: R1600

International Delegates: R800

**Hotel Focal Points:**

Amy Adams - [Amy.Adams@proteahotels.com](mailto:Amy.Adams@proteahotels.com)

Fabian Taai - [Fabian.Taai@proteahotels.com](mailto:Fabian.Taai@proteahotels.com)

Tel: +27 (21) 488 2555

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**DATA BUOY CO-OPERATION PANEL (DBCP)**  
**FORMAT FOR NATIONAL REPORTS ON CURRENT AND**  
**PLANNED BUOY PROGRAMMES**

A template of the form can be downloaded from the following ftp site:

<ftp://ftp.wmo.int/Documents/PublicWeb/amp/mmop/documents/dbcp/templates/Format-DBCP-National-Reports.doc>

It is recommended that this form is filled in electronically and returned to the Secretariat to the following e-mail address in electronic format: [cgallage@wmo.int](mailto:cgallage@wmo.int).

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