

**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.: 18794/2022/1/INFCOM-2

09 août 2022

Subject: Invitation to attend the second sessions of the Commission for Observation, Infrastructure and Information Systems (INFCOM-2), to be held in Geneva from 24 to 28 October 2022

Action required: Notification of participation and, if applicable, need for financial support to attend INFCOM-2

Dear Sir/Madam,

I am pleased to inform you that the Commission for Observation, Infrastructure and Information Systems (INFCOM), will be holding its second session in Geneva from 24 to 28 October 2022, as well as a Joint Conference with the Services Commission on 22 October 2022 on the subject *"The Weather, Climate and Water Emergency – Early Warning Systems for All"*. In this regard, I wish to invite you to participate in these events with a view to strengthening the interaction of the Regional Associations and the Technical Commissions.

I hope that the cost of your participation in the sessions will be borne by the Member you represent. Nevertheless, if this is not possible, I would like to draw your attention to [Resolution 27 \(EC-73\)](#) – *Rules governing the payment of travel expenses and subsistence allowance in respect of non-staff members of WMO*, which provides experts who are called to attend WMO constituent body meetings with reimbursement for travel expenses and subsistence allowances to enable their participation. However, as budget is limited, I would be grateful if you would first endeavor to obtain your funding as part of your delegation to allow us to support participation from lower income countries where delegation size is limited.

In the event that the Member you represent cannot nominate you as a principal or alternate delegate, or is not planning to attend the session, WMO could consider providing, upon request and within the available budget, financial support for your attendance as an observer. Kindly note, however, that, pursuant to the General Regulations of the Organization, participating as an observer only allows attendance without the right to vote. Should you attend as an observer, your participation in the discussions would still be very useful and would encourage communication between the regions and Technical Commissions.

For administrative purposes, I would be grateful if you could kindly let the Secretariat know, via wmo@wmo.int, at your earliest convenience but not later than 10 September 2022, if you need such financial assistance, and to indicate whether travel or daily subsistence allowance or both is required. If WMO meets the travel costs, the travel arrangements will be made by the Secretariat and details will be sent to you in due course.

Regarding insurance, we wish to inform you of WMO's insurance coverage for non-staff members, which, according to the [Resolution 27 \(EC-73\)](#), is as follows:

"Non-staff members of WMO who are authorized to travel at the Organization's expense and/or who are receiving a DSA from WMO must ensure they are fully responsible for expenses incurred in the event of death, illness or injury during official travel and attendance at meetings on behalf of the Organization. They are, therefore, fully responsible for arranging life, health, accident, as well as any other forms of insurance with an adequate level of coverage for the duration of such meetings and events. WMO liability is limited to the performance of services or attendance at a meeting on behalf of the

To: Chairs of Regional Services and Infrastructure Committees and Working Groups;

cc: Permanent Representatives with WMO of the Chairs

Organization, is covered by an injury and illness benefit insurance which provides a limited coverage for medical, emergency and supplementary official travel expenses."

Yours faithfully,

A handwritten signature in dark ink, appearing to read 'Michel Jean', written over a light blue horizontal line.

Mr Michel Jean
President of INFCOM