

**WMO OMM**

World Meteorological Organization  
Organisation météorologique mondiale  
Organización Meteorológica Mundial  
Всемирная метеорологическая организация  
المنظمة العالمية للأرصاد الجوية  
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25 October 2022

Annex: 1 (available in English only)

Subject: Establishment of the Flash Flood Guidance System with Global Coverage  
Programme Management Committee, nomination of representatives and  
Call for candidates for Chair and Vice-Chair of the PMC

Dear Sir/Madam,

I am pleased to inform you that the World Meteorological Congress in 2021 at its extraordinary session (Cg-Ext(2021)) in [Resolution 5 \(Cg-Ext\(2021\)\)](#) - Advanced implementation of elements of the Plan of Action for Hydrology, endorsed the Sustainability Strategy for the Flash Flood Guidance System with Global Coverage (FFGS/WGC). This strategy outlines the need for a more inclusive governance forum termed the new Programme Management Committee (PMC). This Committee expands the current four-party management table (the four signatories of the Memorandum of Understanding (MoU), that is WMO, Hydrologic Research Centre (HRC), National Oceanic and Atmospheric Administration (NOAA) and the United States Agency for International Development (USAID)), to include representation of those contributing to and benefiting from the overall effort.

This PMC will be composed of representatives from meteorology and hydrology of all FFGS regional centres, together with representatives from national centres, WMO and its other partners. The PMC Terms of Reference, which have been approved by the Standing Committee on Hydrological Services (SC-HYD) during its tenth meeting (June 2022), are attached to this letter, (see [annex](#)).

In this regard, I am pleased to invite you, in consultation with your Permanent Representative and Hydrological Adviser, to nominate a representative from your country's FFGS Regional Centre to become an official member of the PMC. This representative should have meteorological or hydrological expertise at mid-management, or higher level, as some decisions will be taken during the meeting.

I also would like you to consider a potential nomination of your representative as a candidate for Chair or Vice-Chair of the PMC for the FFGS/WGC.

The nomination of a representative for the PMC and/or proposal of a candidate for the Chair and Vice-Chair are requested **no later than 11 November 2022**. The WMO contact points for this matter are Mr Najeebullah Saraj ([nsaraj@wmo.int](mailto:nsaraj@wmo.int)), FFGS Project Officer and Ms Rokhaya Ba ([rba@wmo.int](mailto:rba@wmo.int)) with a copy to Dr Hwirin Kim ([hkim@wmo.int](mailto:hkim@wmo.int)). They can assist you and provide any additional explanations.

To: Focal Points and Alternate Focal Points of FFGS Regional Centres (limited distribution)  
cc: Permanent Representatives of Members with WMO  
Hydrological Advisers

I would like to take this opportunity to also kindly remind you that countries should have one focal point with a meteorology background and one with a hydrology background; any change of focal points must be announced to WMO through an official nomination letter.

Yours faithfully,



Dr Elena Manaenkova  
For the Secretary-General

## FLASH FLOOD GUIDANCE SYSTEM WITH GLOBAL COVERAGE (FFGS/WGC) PROGRAMME MANAGEMENT COMMITTEE

### TERMS OF REFERENCE AND COMPOSITION

Ref.: 22783/2022-1.9 S/HWR

#### Background

The Flash Flood Guidance System with Global Coverage (FFGS/WGC) Sustainability Strategy was endorsed by World Meteorological Congress in 2021 at its extraordinary session (Cg-Ext(2021)) in [Resolution 5 \(Cg-Ext\(2021\)\)](#) - Advanced implementation of elements of the Plan of Action for Hydrology. The Sustainability Strategy outlines the need for a more inclusive governance forum termed the new Programme Management Committee (PMC). The strategy expands the current four-party management table (currently including the four signatories of the Memorandum of Understanding (MoU) on the implementation of a FFGS/WGC, that is WMO, HRC, NOAA and USAID) to include representation of those contributing to and benefiting from the overall effort. The strategy also calls for a FFGS Technical Support Group (TSG) reporting to the PMC, with both the PMC and its FFGS Technical Support Group having the authority to create other groups as necessary.

The activities of the FFGS/WGC will be decided by the PMC in session. A PMC Executive Group will be supportive in implementing those decisions. The PMC is generally considered to be an assembly of those contributing to the FFGS/WGC and should be considered a decision and direction-setting body for the FFGS/WGC. The primary purpose of the PMC is to determine general policies and direction for the FFGS/WGC to allow it to better fulfil its purpose. The Executive Group is the executive body of the PMC for the FFGS/WGC and is responsible to the PMC for the coordination and implementation of activities consistent with the decisions of the PMC.

#### Terms of Reference

The Programme Management Committee shall:

1. Provide a forum for all parties that are contributing to the Global FFGS to discuss issues and devise possible solutions, including policy and strategy formulation, to better attain effective operational performance and sustainability of the global System, implementation of the System, and future development of the System;
2. Oversee the scaling up of the FFGS/WGC programme so that it can attain sustainability;
3. Develop, adopt and manage the FFGS Implementation Plan on addressing sustainability issues and making adjustments over time, as required;
4. Increase the visibility of the FFGS/WGC and promote forecasting and provision of warnings of flash floods as a national priority;
5. Ensure the Flash Flood Research to Operations (R2O) process is carried out;
6. Approve the "Analysis" version of the FFGS based on recommendation of the TSG;
7. Oversee the development and implementation of the FFGS Training Plan;
8. Develop and approve the Terms of Reference for the new founded PMC Executive Group, FFGS Technical Support Group (TSG) and appoint experts to serve on the TSG;
9. Consider recommendations by the TSG on changes to the delivery structure of the FFGS including the addition of new products and widening the use of the FFGS;

10. Contribute to the development of the new Multi-Hazard Early Warning Systems (MHEWS) interoperable environment (with respect to the linkage of the FFGS) with support of the TSG;
11. Follow recommendations of the Flood Forecasting Initiative Advisory Group (FFI-AG), established by [Resolution 3 \(EC-72\)](#) - WMO Flood Forecasting Initiative Advisory Group (WMO FFI-AG), as the advisory body of the WMO FFI-AG, as appropriate;
12. Explore and get involved in relevant donor funded projects, such as disaster risk reduction activities, hydrometeorological modernization efforts, and agricultural related interventions, that would benefit from FFGS products;
13. Prepare a Marketing Plan to clearly show what steps or actions will be taken to achieve the plan's goals of increasing visibility and available human and financial resources. A large part of this plan will focus on strengthening communications;
14. Periodically review its Membership and Terms of Reference, adjusting them, as required;
15. Perform, through the WMO Secretariat, the monitoring and evaluation of the entire end-to-end early warning system and its component parts and regional FFGS implementations;
16. Periodically report back to SC-HYD on its performance and status of activities to seek further guidance.

### Composition

The Programme Management Committee shall be composed of:

1. One representative from each of the FFGS MoU Partners (HRC, NOAA/NWS, USAID/BHA and WMO Secretariat);
2. Two representatives from the National Centres (NCs) that are members of current Regional Centres, and the stand-alone National Centres, that meets periodically every two years;
3. One representative from each Regional Centre (RCs);
4. One representative from each of the FFGS Global Centres (GCs), (when applicable);
5. Four representatives from Technical Commissions and other WMO bodies (e.g. Flood Forecasting Initiative Advisory Group (FFI-AG), WMO Commission for Weather, Climate, Water and Related Environmental Services and Applications (SERCOM), WMO Hydrological Coordination Panel (HCP));
6. One representative from each donor institution (e.g. Climate Risk and Early Warning Systems (CREWS) and World Bank (WB));
7. The Head, Hydrology and Water Resources Division of the WMO Secretariat shall act as secretary to the PMC.

The PMC reports to the Standing Committee for Hydrological Services (SC-HYD).

### **Modalities of work**

The PMC will meet every one/two years at the request of the Chair. This meeting will be held virtually or face-to-face in a location to be established by the PMC, based on the availability of funding and as established by the Committee.

A Chair and a Vice-Chair will be nominated by the PMC among its members.

Preparatory work will be conducted by tele/video conference and correspondence including email exchanges and other appropriate online interactions, in order to optimize the duration of the face-to-face meetings.

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