

**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.: 6702057/2026/DPPD/MFDP

2 April 2026

Annexes: 3 (available in English only)

Subject: Informal Planning Meeting of the WMO Voluntary Cooperation Programme (VCP), Geneva, Switzerland from 11 to 13 May 2026

Action required:

- (1) To notify the Secretariat of the participant(s) from your Service, preferably by **9 April 2026**
- (2) To forward to the Secretariat the activity report of your country concerning the VCP and technical cooperation activities in 2025, including actions of a bilateral nature and the expected contribution for 2026

Dear Sir/Madam,

I am pleased to inform you that the Informal Planning Meeting (IPM) of the WMO Voluntary Cooperation Programme (VCP) will be held in Geneva, Switzerland from 11 to 13 May 2026, and will be hosted by WMO.

In view of the generous support of your Service to technical cooperation activities and taking into account the importance of the coordination and development of VCP as well as related technical cooperation activities, I have the pleasure to invite you to designate participant(s) from your Service for the above-mentioned meeting. As in the past, it is expected that participants will meet their own travel and subsistence expenses. The meeting will be convened in English.

The provisional structure of the meeting and its attendance form are given in [Annexes I](#) and [II](#), respectively. It would be appreciated if you could provide a brief report of your development assistance activities to the Secretariat using the template given in [Annex III](#). This will feature in the IPM documentation to allow us to obtain a wider perspective on assistance flowing between WMO Members and to seek opportunities for synergy and value-adding.

It would be highly appreciated if you could return the attendance form (Annex II), preferably by **9 April 2026**. You are also invited to send your report (Annex III) to the Secretariat at your earliest convenience and prior to 24 April 2026.

To: Permanent Representatives of Algeria, Australia, Austria, Belgium, Brazil, British Caribbean, Territories, Canada, Chile, China, Colombia, Denmark, Finland, France, Germany, Hong Kong (China), Indonesia, Jamaica, Japan, Kenya, Morocco, Netherlands, New Zealand, Nigeria, Norway, Peru, Portugal, Republic of Korea, Russian Federation, Saudi Arabia, Spain, Sweden, Switzerland, United Republic of Tanzania, United Arab Emirates, United Kingdom, United States with WMO (limited distribution)

I look forward to the participation of representative(s) from your Service in this important meeting.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'C. Saulo', written in a cursive style.

Prof. Celeste Saulo
Secretary-General

**INFORMAL PLANNING MEETING OF THE
WMO VOLUNTARY COOPERATION PROGRAMME**
Geneva, WMO Headquarters, 11 to 13 May 2026

Provisional event structure

Audience: WMO Members active in VCP activities, represented by staff engaged in international cooperation and capacity development

Theme: Member-driven technical cooperation and operational support

Time: 9 a.m. to 5 p.m. CEST every day

Format: Hybrid

Focus areas:

- Review VCP-supported activities and outcomes
- Consolidate Member-prioritized capacity development needs
- Identify opportunities for Member-to-Member cooperation
- Define thematic and operational priorities for 2026–2027

Objectives:

- Share updates on VCP implementation
- Consolidate Member priorities for capacity development
- Strengthen Member-to-Member support and operational exchanges

Expected outcomes:

- Consolidated VCP priorities for 2026–2027
 - Agreed thematic focus areas and joint initiatives
 - Enhanced operational cooperation and peer learning
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**INFORMAL PLANNING MEETING OF THE
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Geneva, WMO Headquarters, 11 to 13 May 2026

Attendance form

1.	Member:
2.	Service or Organization:
3.	Participant:
	Surname (Dr/Mr/Ms):
	Given name:
	Address:
	Telephone:
	Email:
	<i>(Please indicate here if you are to participate online only)</i>
4.	Online participation

To be returned not later than **9 April 2026** to the WMO Secretariat:

Facsimile: (+41) 22 730 8047

Email: msteiner@wmo.int and azuanazzi@wmo.int

**INFORMAL PLANNING MEETING OF THE
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Geneva, WMO Headquarters, 11 to 13 May 2026

Activity report

1. Country/Territory	
2. Overall national contribution in 2025	3. Overall national contribution in 2026 (estimation)
*** US\$	*** US\$
4. Relevant activities: Projects in 2026 including source of funding (US\$)	
5. Proposed activities for 2026	

6. Opportunities for more cooperation with other Member/Organizations

Note: Please refer to the action points of IPM 2026 and mention any resources that you would be able to share or for which you would welcome input from other Members e.g. open-source, software, training.
