

**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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20 October 2023

Annex: 1 (available in English only except for the Appendix)

Subject: Introductory Forum for National Climate Services Information System (CSIS) Focal Points of WMO Regional Associations III and IV (RA III and RA IV), 14 and 16 November 2023

Action required: To nominate a National CSIS Focal Point and confirm his/her participation at the above-mentioned Forum preferably by **30 October 2023**

Dear Sir/Madam,

The Climate Services Information System (CSIS) is the principal mechanism of the Global Framework for Climate Services (GFCS) to routinely collate, store and process information about past, present and future climate. It comprises a physical infrastructure of institutes, centres and computer capabilities that, together with professional human resources develop, generate and distribute a wide range of climate information products and services to inform complex decision-making processes across a wide range of climate-sensitive activities.

The World Meteorological Congress (Cg) and the Executive Council (EC), recognizing that CSIS implementation at the national level requires coordination and communication both within the countries and with regional and global entities of the System, recommended the establishment of a network of National CSIS Focal Points (NCFPs) and approved their Terms of References (ToR). Their role is essential to ensure the alignment of climate services developed by National Meteorological and Hydrological Services (NMHSs) with the WMO guidelines on climate services, to identify and address challenges and gaps in CSIS implementation at national level, and to act as the primary contact points with WMO for the implementation of CSIS at the national level, including the interactions with relevant WMO bodies and entities.

The Expert Team on CSIS Operations (ET-CSISO), under the Standing Committee on Climate Services (SC-CLI) of the WMO Commission for Weather, Climate, Hydrological, Marine and Related Environmental Services and Applications (SERCOM), is responsible for the coordination of NCFPs of WMO Members including their annual reporting, to facilitate their work in accordance with WMO recommended procedures for CSIS implementation.

Given the recent remarkable progress in climate services, including operationalization of CSIS and to help activate the work of the NCFPs in a globally and regionally coordinated manner, WMO in collaboration with the ET-CSISO has embarked on a series of regional introductory Forums for NCFPs for each of the WMO Regional Associations. The main objective is to update NCFPs on recent developments, and to actively engage them in CSIS implementation at the national level.

To: Permanent Representatives of Members with WMO (limited distribution to: Antigua and Barbuda, Brazil, British Caribbean Territories, Cuba, Nicaragua, Suriname)

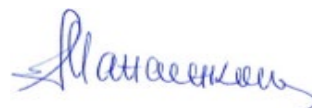
I am pleased to inform you that the Introductory Forum for NCFPs of RA III (South America) and RA IV (North America, Central America and the Caribbean) will be held online on 14 and 16 November 2023, from 15:00 to 18:00 CET. The forum will bring together NCFPs of the RAs III and IV Member countries, the RA III and IV Expert Team on Climate Services of the Working Group on Services, experts of ET-CSISO and other invited experts. More details on the Forum are provided in the attached Concept Note (see [Annex](#)).

You are kindly requested to nominate a National CSIS Focal Point from your country whom I am pleased to invite to participate in the above-mentioned Introductory Forum. It would be appreciated if you could provide the name and contact details of the nominated expert to Ms Anahit Hovsepyan (ahovsepyan@wmo.int) with copy to Mr Saeed Vazifekhhah (svazifekhhah@wmo.int) at your earliest convenience, but no later than **30 October 2023**.

The agenda and information on the logistical arrangements will be provided to participants in due course. For further information, please contact Mr Wilfran Moufouma Okia (wmokia@wmo.int), Head, Regional Climate Prediction services (RCP) Division and Ms Anahit Hovsepyan (ahovsepyan@wmo.int), Scientific Officer, RCP Division at the WMO Secretariat, as well as Mr Rupa Kumar Kolli (rkolli.wmo@gmail.com) and Mr Roger Pulwarty (roger.pulwarty@noaa.gov) at ET-CSISO.

I would like to take this opportunity to thank you for your continued support of WMO programmes and activities.

Yours faithfully,



Dr Elena Manaenkova
for the Secretary-General

Concept Note

Introductory Forum for National Climate Services Information System Focal Points (NCFPs) for the WMO Regional Associations III and IV

14 and 16 November 2023 (Online)

Ref.: 22421/2023-14 S/RCP

Background

The Climate Services Information System (CSIS) is the principal mechanism of the Global Framework for Climate Services (GFCS) to routinely collate, store and process information about past, present and future climate. It comprises a physical infrastructure of institutes, centres and computer capabilities that, together with professional human resources develop, generate and distribute a wide range of climate information products and services to inform complex decision-making processes across a wide range of climate-sensitive activities.

The implementation strategy of the CSIS is based on a three-tiered structure of collaborating institutions at the global, regional and national levels that will ensure climate information and products are generated, exchanged and disseminated.

Both Congress and the Executive Council recognized that CSIS implementation at the national level requires coordination and communication both within the countries and with regional and global entities of the System. It was, therefore, recommended to establish a network of National CSIS Focal Points (NCFPs), who will:

- Act as the primary contact points for the implementation of the System at the national level, including for the relevant interactions with WMO bodies and relevant entities;
- Review the emerging features of CSIS within the implementation of the GFCS at the national level;
- Promote the generation and dissemination of climate information and services at the national level, and facilitate access to and use of global and regional climate information, and to enhance user interface mechanisms; and
- Strengthen national CSIS mechanisms including through the identification of capacity development needs.

The Terms of Reference (ToR) of the NCFPs approved by the Executive Council (EC) at its 70th session ([Annex to Resolution 5 \(EC-70\)](#)) provides a list of key functions that the Focal Points should carry out. The Expert Team on CSIS Operations (ET-CSISO), under the Standing Committee on Climate Services (SC-CLI) of the WMO Commission for Weather, Climate, Hydrological, Marine and Related Environmental Services and Applications (SERCOM), is responsible for the coordination of NCFPs of WMO Members including their annual reporting, to facilitate their work in accordance with WMO recommended procedures for CSIS implementation. The WMO Secretariat, with support from ET-CSISO and WMO Regional Associations, has embarked on a series of regional forums to engage with the NCFPs on a regional basis.

Introductory Forum of National CSIS Focal Points

Since 2019, the WMO Secretariat has made a great effort to pursue the designation of Focal Points, and as of 6 October 2023, the network comprises 176 designated NCFPs from 168 countries (<https://community.wmo.int/activity-areas/climate/csis/national-csis-focal-points>). Their role is essential to ensure the alignment of climate services of National Meteorological and Hydrological Services (NMHSs) with the WMO guidelines on various aspects of climate services, and to address the required actions arising from the decisions of relevant WMO Constituent Bodies, including WMO Technical Commissions, EC and Cg.

Furthermore, there has been remarkable progress in various activities related to climate services, including the operationalization of CSIS, implementation of a Quality Management System (QMS) in Climate Services, enhanced visibility, effectiveness and implementation of the Global Framework for Climate Services, as well as an unprecedented response to the WMO Checklist for Climate Services Implementation.

To help activate the work of the NCFPs in a globally and regionally coordinated manner, WMO has initiated a series of introductory Forums for NCFPs for each of the WMO Regional Associations (RAs), to update them on recent developments, and to actively engage them in CSIS implementation at the national level through linkages to the regional and global systems and entities.

Key objectives and outcomes of the Forum

It is expected that the Forum will:

- (a) Raise awareness on the key concepts related to climate services, as well as on WMO activities related to climate services in the relevant sub-regions and RAs,
- (b) Apprise the NCFPs on their role in the implementation of CSIS at national level,
- (c) Discuss and promote the implementation of National Framework for Climate Services (NFCS) including the conduct of regular National Climate Forums (NCFs),
- (d) Showcase good practices of CSIS operations, particularly at the national level,
- (e) Facilitate the support of WMO Technical Commissions to the work of NCFPs, including raising awareness about the relevant guidance material,
- (f) Identify needs and expectations of NCFPs and agree on the way forward on the operationalization of CSIS,
- (g) Highlight the need for regional cooperation of NCFPs in support of CSIS Regional approach.

Participants

The participants of the Forum include all the nominated National CSIS Focal Points of the concerned Regional Association, chairs/members of RA subsidiary body(ies) dealing with climate services, experts of relevant Expert Teams of WMO Technical Commission(s), invited Subject Matter Experts (SME) and the concerned WMO Secretariat staff including Regional Offices.

Format and key agenda items

The 2-day Forum will be held virtually through Zoom (3 hours per day), with English as the working language and interpretation in Spanish.

The Forum will comprise presentations by the experts of relevant Expert Teams of WMO Technical Commissions, including the Expert Team on CSIS Operations (ET-CSISO) (SERCOM), other Subject Matter Experts, and WMO Secretariat staff on the following topics:

- (a) Global Framework for Climate Services (GFCS) Next Generation (Resolution 1 (EC-75)) and the National Framework for Climate Services (NFCS).
- (b) Climate Services Information System (CSIS): the operational core of GFCS (concept, key functions, operationalization and regional approach).
- (c) Status, roles, and responsibilities of NCFPs for operationalizing CSIS at national level and cooperation at the regional level.
- (d) Annual reporting to facilitate monitoring and evaluation as well as assessment of capacity development needs for CSIS operations at the national level.

- (e) RA III and RA IV WG Services and ET Climate Services: objectives and planned activities.
- (f) WMO activities related to climate services in the relevant sub-regions, RAs.
- (g) Needs and gaps in climate services from the NCFPs perspective, and way forward.

There will be a moderated open discussion at the end of each session to answer participant questions.

Appendix

Resolution 5 (EC-70)

Recommendations of the Commission for Climatology at its seventeenth session

THE EXECUTIVE COUNCIL,

Having considered the Commission for Climatology: Abridged Final Report of the Seventeenth Session (WMO-No. 1216),

Decides to endorse the report and to take action on the recommendations in it as follows:

(12) Recommendation 12 (CCI-17) – National focal points of the Climate Services Information System

- (a) Approves the recommendation;
- (b) Approves the terms of reference for national focal points of CSIS presented in the annex to the present resolution;
- (c) Urges Members to establish national focal points of CSIS and facilitate their work in meeting their terms of reference;
- (d) Requests the Secretary-General to support the provision of the necessary guidance, tools and training for the national focal points of CSIS, in close coordination with CCI and GFCS.

Annex to Resolution 5 (EC-70)

NATIONAL FOCAL POINTS OF THE CLIMATE SERVICES INFORMATION SYSTEM

TERMS OF REFERENCE

National Focal Points of the Climate Services Information System (CSIS) are closely engaged with technical aspects of climate services implementation at the national level. Their designation does not supersede other technical focal points working on other technical aspects.

Key functions include:

(1) Facilitate the functioning of the mechanism for WMO contributions to the Global Framework for Climate Services (GFCS) and the activities including:

- (a) engaging with partner organizations seeking to support the implementation of climate services,
- (b) implementing the activities and outputs of the country-focused results-based framework for WMO contributions to the GFCS Objective 1 (Institutional, technical, financial and human resources mobilized for climate services planning, implementation and results monitoring targeting climate-sensitive national priorities),
- (c) preparing products relevant for high-level climate-related policy processes and United Nations system joint action, such as catalogues of high-impact events for tracking associated losses and damage, the preparation of National Adaptation Plans (NAPs) and Nationally Determined Contributions (NDCs) to the Paris Agreement, and National Climate Monitoring Products,

- (d) keeping under review the emerging features of the CSIS within the implementation of the GFCS at the national level and regularly reporting on the status and priority needs through updates to the checklist for climate services and WMO surveys contained in the WMO Country Profile Database,
- (e) preparing short- and long-term action plans for national level implementation of the CSIS,
- (f) monitoring capacity needs for CSIS operationalization and identifying and coordinating access to relevant capacity development resources to address those needs, including through staff training, twinning arrangements with advanced services and expert deployments, national deployment of the Climate Services Toolkit (CST), and engagement with Regional Climate Centres (RCCs) and Regional Climate Forums (RCFs),

(2) Act as the primary contact point for liaising with WMO entities engaged in supporting climate services implementation at the national level – e.g. WMO and co-sponsored programmes, technical commission focal points, regional association working groups and focal points on climate and the GFCS, RCCs, and Global Producing Centres (GPCs) – and promote the alignment of the contributions of these entities towards addressing national climate services related technical priorities and needs.
