

**WMO OMM**

World Meteorological Organization  
Organisation météorologique mondiale  
Organización Meteorológica Mundial  
Всемирная метеорологическая организация  
المنظمة العالمية للأرصاد الجوية  
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Annex: 1

Subject: Invitation letter to participate in the Coordination Meeting for the EW4All Plan of Action for RA VI, planned for 18 to 19 December 2023, at the WMO Headquarters, in Geneva

Dear Sir/Madam,

The European Region (RA VI) of the World Meteorological Organization (WMO) is embarking on a significant initiative to develop the EW4All Plan of Action. This plan aims to enhance meteorological and hydrological services and applications, infrastructure, observations, information systems, and hydrology within the region.

I believe that your expertise and contributions are invaluable to the success of this initiative. Therefore, we cordially invite you to participate in the Coordination Meeting for the EW4All Plan of Action for RA VI, planned for 18 to 19 December 2023, at the WMO Headquarters, in Geneva. This meeting will provide a platform for in-depth discussions, brainstorming, and idea sharing among key contributors. Please find attached a concept note with the draft agenda.

I understand that your participation in this meeting may entail associated costs. In our commitment to making this coordination meeting as inclusive as possible, we are ready to explore the potential to support your participation-related costs. Please let us know if you would like to discuss potential support.

To enable us to prepare for this meeting in time, we kindly request that you confirm your participation at your earliest convenience by **8 November 2023**. Please respond to this invitation by email to roe@wmo.int.

Regarding insurance coverage for non-staff members, may I draw your attention to the following:

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

To: WMO RA VI Working Group Chairs/Vice-Chairs (limited distribution)

I am pleased about the potential of this meeting and look forward to your participation.

Your collaboration is instrumental in our shared vision of EW4All in RA VI for the benefit of our region and beyond.

Thank you for your dedication and contribution to this essential initiative. I eagerly anticipate your participation.

Yours faithfully,



Dr Kornélia Radics  
Director  
Regional Office for Europe

## **Coordination Meeting for the EW4All Plan of Action for WMO RA VI**

### **Concept Note**

#### **Background:**

The European Region (RA VI) of the World Meteorological Organization (WMO) is embarking on an important initiative—the development of the EW4All Plan of Action. This plan aims to support the implementation of the EW4All initiative by enhancing meteorological and hydrological services and applications, infrastructure, observations, information systems, hydrology as well as transfer of research into operations within the region. The successful development of this plan requires the collaborative efforts of key stakeholders, including representatives from EUMETNET, ECMWF, EUMETSAT, ECOMET, European Commission, and Regional Offices of UN agencies.

This meeting will gather the chairs and vice-chairs of the RA VI WGs and a few other experts, to focus on pillar 2 of the EW4All initiative, led by WMO.

A follow-up meeting planned for early next year will engage the representatives of the European and UN agencies to discuss the status of the action plans related to the other 3 pillars.

To facilitate a coordinated approach, this Coordination Meeting is being organized. The meeting will offer a platform for in-depth discussions, brainstorming, and the exchange of ideas that will contribute to the refinement and finalization of the EW4All Plan of Action for RA VI.

#### **Objectives:**

- To discuss and refine the current skeleton of the EW4All Plan of Action.
- To foster collaboration and coordination among key contributors.
- To identify key components, challenges, and opportunities for the plan's development.
- To draft a collaborative action plan and roadmap for the further development and finalization of the EW4All Plan for RA VI.

#### **Meeting Structure:**

This meeting will span two days, focusing on collaborative discussions and interactive sessions. It will provide ample opportunities for open dialogue, feedback, and idea sharing.

##### **Day 1:**

- Discussion on the current skeleton of the EW4All Plan.
- Exploration of key components and open questions.
- Collaborative brainstorming on next steps.
- Open floor discussions and feedback session.

##### **Day 2:**

- Collaborative planning for the development of the EW4All Plan.
- Drafting a collaborative action plan for further refinement.
- Interactive review and refinement of the draft plan.
- Finalizing the roadmap for the EW4All Plan.

**Outcome:**

By the conclusion of this meeting, we aim to have a clear roadmap and collaborative action plan that will guide the further development and finalization of the EW4All Plan of Action for RA VI. We anticipate that the meeting's discussions will lead to a comprehensive and coordinated approach, ensuring the plan's success.

**Participants:**

The meeting will be attended by representatives from the WMO Secretariat, WMO RA VI Working Group Chairs/Vice-Chairs, and other experts as needed. These key contributors will provide valuable insights and perspectives to shape the future of EW4All Plan of Action in the European Region.

**Date and Venue:**

Date: 18-19 December 2023

Venue: WMO Headquarters, Geneva, 5 Jura meeting room

**Organizers:**

The meeting is organized by the World Meteorological Organization (WMO) Regional Office for Europe