

**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 December 2023

Annex: 1 (available in English only)

Subject: Introductory Forum for National Climate Services Information System (CSIS) Focal Points of WMO Regional Association I (RA I), 31 January and 1 February 2024

Action required: Confirm your participation at the above-mentioned Forum preferably by 12 January 2024

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.

WMO Congress and Executive Council, recognizing that the CSIS implementation at the national level requires coordination and communication both within countries and with regional and global entities of the System, recommended to establish a network of National CSIS Focal Points (NCFPs) and approved their Terms of Reference (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 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 (RAs). The main objective is to update NCFPs on recent developments, and to actively engage them in CSIS implementation at the national level.

I am pleased to inform you that the Introductory Forum for NCFPs of the WMO RA I (Africa) will be held online from 31 January to 1 February 2024, from 10:00 to 13:00 GMT. The forum will bring together NCFPs of the WMO RA I Member countries, WMO RA I Working Group on Climate Services and Applications, experts of ET-CSISO and other invited experts. More details on the Forum are provided in the attached Concept Note (Annex 1).

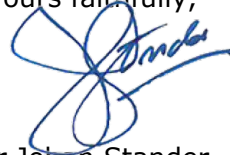
To: National Climate Services Information System (CSIS) Focal Points of WMO Regional Association I  
cc: Permanent Representatives of countries (limited distribution) with WMO

Ref.: 27546/2023-165

I am further pleased to invite you to participate in the forum in your capacity as a National CSIS Focal Point nominated by the Permanent Representative of your country with WMO. I would appreciate it if you could confirm your participation to Ms Anahit Hovsepyan ([ahovsepyan@wmo.int](mailto:ahovsepyan@wmo.int)) and to Mr Saeed Vazifekhhah ([svazifekhhah@wmo.int](mailto:svazifekhhah@wmo.int)) at your earliest convenience, but not later than **12 January 2024**. In the event that you are unable to participate, or you are no longer a CSIS Focal Point, we would appreciate receiving a new nomination on behalf of the Permanent Representative of your country by **19 January 2024**.

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

Yours faithfully,



Dr Johan Stander  
Director  
Services Department

## Concept Note

### Introductory Forum for National Climate Services Information System Focal Points (NCFPs) for the WMO Regional Association I (Africa)

#### Online session

31 January & 1 February 2024

Ref.: 27546/2023-1.6.5

## 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.

WMO Congress and Executive Council recognized that the CSIS implementation at the national level requires coordination and communication both within the countries and with regional and global entities of the System. Therefore, it was 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 coordinated 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 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 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 8 December 2023, the network comprises 179 designated NCFPs from 172 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 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, the Executive Council (EC) and the WMO Congress (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 on Implementation of Climate Services.

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 WMO RA, 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 French.

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 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) WMO RA I WG Climate Services and Applications: objectives and planned activities,
- e) WMO activities related to climate services in the relevant sub-regions, Ras,
- f) Needs and gaps in climate services from the NCFPs perspective, and way forward,
- g) Annual reporting to facilitate monitoring and evaluation as well as assessment of capacity development needs for CSIS operations at the national level.

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

**Resolution 5 (EC-70)**  
**Recommendations of the Commission for Climatology at its seventeenth session**

THE EXECUTIVE COUNCIL,

Having considered 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 to:

- (a) engage with partner organizations seeking to support the implementation of climate services,
- (b) implement 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) prepare 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, preparation of National Adaptation Plans (NAPs) and Nationally Determined Contributions (NDCs) to the Paris Agreement, and National Climate Monitoring Products,
- (d) keep under review the emerging features of the CSIS within the implementation of the GFCS at the national level and regularly report 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) prepare short- and long-term action plans for national level implementation of the CSIS,

(f) monitor capacity needs for CSIS operationalization and identify, and coordinate 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.

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