



World Meteorological Organization
Organisation météorologique mondiale

Secrétariat

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Weather • Climate • Water
Temps • Climat • Eau

Our ref.: SG/CER/VISAS

GENEVA, 11 October 2013

Annexes: 2 (available in English and French only)

Dear Sir/Madam,

I wish to refer to the subject of issuance of visas to Members of the World Meteorological Organization (WMO) when participating in sessions of constituent bodies and meetings organized and/or sponsored by WMO in Switzerland and other Schengen countries.

Following a recent consultation with the Permanent Mission of Switzerland to the Office of the United Nations and other International Organizations in Geneva, it was clearly emphasized that in the light of the procedures and measures implying the Visa Information System (VIS), requests for issuance of visas are strongly recommended to be made well in advance of the meetings/conferences.

It may be recalled that the VIS, used to store biometric data of Schengen visa applicants, is gradually being implemented in all Swiss Embassies and Consulates. Furthermore, Switzerland has signed agreements with certain countries where it is not represented by a diplomatic or consular entity. Under certain conditions, and only applicable for certain types of visa, these agreements allow for the issuing of visas by a Schengen state in such a country where Switzerland is not represented.

Therefore, the time needed to obtain a visa can be greatly affected since the applicant will have to present himself/herself in person to the Embassy/Consulate to submit and register his/her biometric data which remains valid in the VIS system for a period of 5 years. It is therefore highly recommended to check the appropriate website or to enquire directly with the Swiss Embassy/Consulate in the applicant's country of residence well ahead of time as to the current appointment system and procedures.

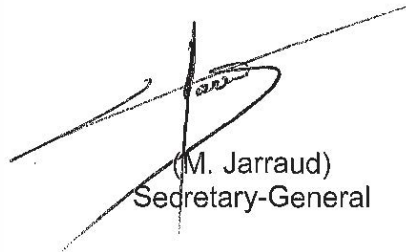
To: Permanent Representatives (or Directors of Meteorological or Hydrometeorological Services) of Members of WMO (PR-6721)

cc: Permanent Missions to the Office of the United Nations and other International Organizations in Geneva

I therefore wish to invite you to carefully take note of the attached annex detailing the Swiss representations abroad, with the respective links to be used to obtain information regarding the documents to be provided and modalities for interviews (see Annex 1). This Annex also gives information about countries where Switzerland is not represented with the indication of the appropriate countries with which agreements were signed. Finally, also attached is a copy of the letter from the Permanent Mission of Switzerland detailing the measures stated above (see Annex 2).

I wish to emphasize the need to strictly adhere to the information contained in this communication and to observe a sufficient period of time in applying for visas prior to all meetings, as air tickets provided by WMO will not be issued without assurances of the granting of visas from the authority concerned.

Yours faithfully,



(M. Jarraud)
Secretary-General

Liste des nationalités soumises à la consultation de Schengen : <http://www.bfm.admin.ch/content/dam/data/bfm/rechtsgrundlagen/weisungen/visa/vhb/vhb1-anh16-f.pdf>.

- Liste des représentations en Afrique avec les pays qui leur sont rattachés :

Ambassade de Suisse à Dakar pour : Sénégal, Mali, Cap Vert, Guinée-Bissau, Gambie, Mauritanie

Ambassade de Suisse à Abidjan pour : Côte d'Ivoire, Libéria, Guinée, Burkina Faso, Sierra Leone

Ambassade de Suisse à Abuja pour le Nigéria, Niger (accord de représentation avec l'Espagne = possibilité, sous certaines conditions de déposer une demande à Niamey), Tchad (accord de représentation avec la France = possibilité, sous certaines conditions de déposer une demande à N'Djanema ;)

http://www.eda.admin.ch/eda/en/home/rebs/afri/vnga/ref_visinf/visabu.html

Ambassade de Suisse à Accra pour : Ghana, Togo Bénin (accord de représentation avec la Belgique = possibilité, sous certaines conditions de déposer une demande à Cotonou) ;

Ambassade de Suisse à Khartoum pour : Soudan, Erythrée http://www.eda.admin.ch/eda/en/home/rebs/afri/vsdn/ref_visinf/vissud.html

Ambassade de Suisse à Addis Abeba pour : Ethiopie, Djibouti, Sud Soudan

Ambassade de Suisse à Nairobi pour : Kenya, Burundi, Ouganda (accord de représentation avec la Norvège, = possibilité, sous certaines conditions, de déposer une demande à Kampala), Rwanda (accord de représentation avec la Belgique, = possibilité, sous certaines conditions, de déposer une demande à Kigali) ; Seychelles, Somalie

<http://www.eda.admin.ch/eda/en/home/rebs/afri/vken/embnai/visinf.html>

Ambassade de Suisse à Kinshasa pour : République Démocratique du Congo, République du Congo, Gabon, Sao Tomé-et-Principe

Ambassade de Suisse à Dar es Salaam pour la Tanzanie

Centre consulaire de Suisse à Pretoria pour Free State, Gauteng, KwaZulu-Natal, Limpopo, Mpumalanga, and North-West + Angola, Botswana, Lesotho, Malawi, Mauritius, Mozambique, Swaziland, Zambia et Zimbabwe

<http://www.eda.admin.ch/eda/en/home/rebs/afri/vzaf/rkc-sa/visa/where.html>

Consulat général à Cap Town pour: Eastern Cape, Northern Cape and Western Cape as et Namibia

<http://www.eda.admin.ch/eda/en/home/rebs/afri/vzaf/rkc-sa/visa/where.html>

Ambassade de Suisse à Madagascar pour: Madagascar et Comores



**Mission permanente de la Suisse auprès de l'Office des Nations
Unies et des autres organisations Internationales à Genève**

103.10 – 04 /2013

The Permanent Mission of Switzerland to the Office of the United Nations and other International Organizations in Geneva presents its compliments to the Permanent Missions to the United Nations Office and the other international organizations, to the Permanent Missions to the World Trade Organization, the permanent representations to the Disarmament Conference, the special missions, the permanent delegations and the International Organisations in Geneva and has the honour to inform them as follows.

On 11th October 2011 the Schengen member states introduced the Visa Information System (VIS) which is used to store biometric data (10 fingerprints and facial image) of the Schengen visa applicant. All Swiss embassies and consulates are gradually being connected to the VIS system. The Swiss Federal Office of Migration has established a rollout timetable enabling visa applicants to see which Swiss embassies/consulates are concerned.

It is necessary for the visa applicant to make an appointment with the Swiss embassy/consulate in his/her country of residence and present him/herself in person to submit and register his/her biometric data. This data remains valid in the VIS system for a period of 5 years. A document in several languages explaining the implementation of the VIS system, registration of biometric data and the rollout timetable for Swiss embassies/consulates connected to the VIS system is available by clicking on the following web link :

http://www.bfm.admin.ch/content/bfm/en/home/themen/einreise/einfuehrung_vis.html

The time needed to obtain a visa depends greatly on local circumstances. In addition to this, Switzerland has signed agreements with certain countries where it is not represented by a diplomatic or consular entity. Under certain conditions these agreements allow for the issuing of visas by a Schengen state in a country where Switzerland is not represented. It is therefore highly recommended to enquire directly with the Swiss embassy/consulate in the applicant's country of residence or to check the appropriate website.

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GENEVE

Further information relating to the procedures and measures concerning the issuance of visas for Switzerland is available by contacting the Swiss embassy or consulate in the applicant's country of residence or by referring to the following internet link of the Federal Office of Migration (FOM) :

http://www.bfm.admin.ch/content/bfm/en/home/themen/einreise/merkblatt_einreise.html

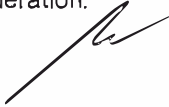
An informative note is equally available on the Permanent Mission of Switzerland's website :

<http://www.eda.admin.ch/eda/en/home/topics/intorg/un/unge/gepri/manvis/manvi2.html>

Switzerland has implemented necessary measures to facilitate the issuance of visas for official delegates invited to take part in conferences and international meetings with organizations having concluded a headquarters agreement as well as other persons invited in the framework of good offices. The Permanent Mission of Switzerland hereby requests the cooperation of international organizations, Permanent Missions and authorities (MFA) of the sending States to ensure all visa requests are lodged within the requested time frame. This is necessary in order for Swiss embassies and consulates abroad to undertake all necessary administrative tasks related to the issuance of visas. Appointments to submit and register biometric data must be taken well in advance.

When exceptional or urgent circumstances arise relating to Switzerland's international obligations, visas with *limited territorial validity* (LTV) may be issued as long as they abide with Schengen regulations. The Permanent Mission of Switzerland wishes however to underline that such visas can only be issued under exceptional circumstances. Late applications without appropriate circumstances might be denied. Furthermore, the holder of a LTV visa must ensure his first port of entry and port of departure in the Schengen area is Switzerland. The holder of a LTV visa is not able to travel through another member state of the Schengen area.

The Permanent Mission of Switzerland to the Office of the United Nations and other International Organizations in Geneva presents its compliments to the Permanent Missions to the United Nations Office and other international organizations, the Permanent Missions to the World Trade Organization, the permanent representations to the Disarmament Conference, the special missions and the permanent delegations and the International Organisations in Geneva, the assurance of its highest consideration.



Geneva, 29th April 2013

