

**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**

7 bis, avenue de la Paix – Case postale 2300  
CH 1211 Genève 2 – Suisse  
Tél.: +41 (0) 22 730 81 11  
Fax: +41 (0) 22 730 81 81  
wmo@wmo.int – public.wmo.int

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Annex: 1

Subject: Notification of date and place for the Joint Session of WMO Technical Commissions, 4-8 April 2020

- Actions required:
- (1) Reminder to notify the Secretary-General of your country's intention to be represented in one, both or neither of the two new WMO Technical Commissions by **4 February 2020**
  - (2) Nominate delegates with relevant expertise to participate in the session(s) and arrange for their credentials

Dear Sir/Madam,

I have the honour to inform you that the first session of the Commission for Observation, Infrastructure and Information Systems (INFRACOM) and the Commission for Weather, Climate, Water and Related Environmental Services and Applications (SERCOM) will be held jointly in Geneva, Switzerland from 4 to 8 April 2020. It is recalled that the two new WMO commissions have been established by the Eighteenth World Meteorological Congress (June 2019, Geneva) through its [Resolution 7 \(Cg-18\)](#) - Establishment of WMO Technical Commissions for the Eighteenth Financial Period (*World Meteorological Congress: Abridged Final Report of the Eighteenth Session* (WMO-No. 1236)).

I have the pleasure to invite you to nominate delegates to participate in the technical commissions sessions. I would like to bring to your attention the fact that the new technical commissions established by Congress are multidisciplinary in nature and their modus operandi will differ significantly from the previous commissions which were focussed on particular subject matter. In this regard, we would like to encourage you to include in your delegation experts from relevant fields of expertise of particular importance for your country/territory and to pay specific attention to the needed expertise in hydrology and climate, domains along with the weather.

To facilitate the process, I would like to bring to your kind attention the relevant procedures defined in the WMO General Regulations (see [Annex](#)) and, in particular, the following:

[Regulation 141 \(b\)](#) of the WMO General Regulations (*Basic documents No. 1* (WMO-No. 15)) indicates that Members shall normally notify the Secretary-General on which of these two commissions they intend to be represented not later than 60 days before the ordinary session of the commission concerned. If not done so already, following my letter of 8 August 2019, we wish to remind your government to indicate by correspondence of its decision concerning representation on one, both or neither of the two new WMO technical commissions.

To: Ministers of Foreign Affairs of Members of the World Meteorological Organization

cc: Permanent Missions of WMO Members to the United Nations Office in Geneva  
Permanent Representatives of Members with WMO  
Hydrological Advisors of Members with WMO

In addition, [Regulation 20](#) of the WMO General Regulations (*Basic documents No. 1* (WMO-No. 15)) requests Members to provide credentials for their delegations for the session with clear indication of the principal delegate and his/her alternate. In this connection, we should welcome in due course the credentials of your delegation, signed by, or on behalf of, an appropriate governmental authority of the Member. Since the session will be held jointly by the two commissions, you may wish to designate separate principal delegates for each commission.

The annotated provisional agenda for the Joint Session of the two technical commissions will be accessible in due course on the session website: [meetings.wmo.int/JM-TC](https://meetings.wmo.int/JM-TC). The Rules of Procedure for Technical Commissions (paragraph 6.10.3) accords to all Members the right to propose additional items to the provisional agenda, preferably not later than 30 days before the opening of the session. The same regulation requires that an explanatory memorandum summarizing the issues to be raised under the additional items should accompany such proposals.

Please be aware that the World Meteorological Congress has made no provisions in the regular budget of WMO to fund the participation of representatives of its Members in plenary sessions of constituent bodies, including technical commissions, as delegates are representatives of their respective governments. Support for the participation of experts from developing countries for the technical segment will be considered upon request.

Information concerning the visa application and other logistical arrangements will be provided in the INF. 1(1) document "Material arrangements for the Joint Session", to be posted in due course on the session website.

In view of their official status with WMO, Permanent Representatives are kindly invited to act as focal points for the online registration of their delegation to the Joint Session of WMO Technical Commissions. The link to the online Event Registration System (ERS), the username and password that were sent to Permanent Representatives by email remain valid for all upcoming WMO meetings (<https://eventregistration.wmo.int/register/>).

Please note that the online registration will close on **23 March 2020**. For further information concerning online pre-registration, please do not hesitate to contact the WMO Secretariat by email at: [registration@wmo.int](mailto:registration@wmo.int).

Please also note that the submission of information through the online event registration system does not exempt Members from the need to provide valid credentials for the participating delegation.

A copy of this letter is being sent to the Permanent Representative and Hydrological Adviser(s) of Members with WMO.

Accept, Sir/Madam, the assurances of my highest consideration.



(P. Taalas)  
Secretary-General

## Actions requested and authority to respond

ACTION REQUESTED	AUTHORIZED TO PROVIDE REQUESTED INFORMATION	REGULATORY BASIS
<b>Indication of representation of a Member (State or Territory) in a WMO Technical Commission</b>	Ministry of Foreign Affairs (Ministry letterhead) Ministry in Charge of Meteorology (Ministry letterhead) WMO Permanent Representative communicated through diplomatic channels (Note Verbale) Competent authority of the United Nations or other international organization with which the WMO has concluded arrangements or agreements (Organization letterhead)	GR <sup>1</sup> 141 (b)  GR 5  Resolution 7 (Cg-18)
<b>Credentials for the delegation of the Member represented at WMO Technical Commissions (intergovernmental sessions)</b>	Ministry of Foreign Affairs (Ministry letterhead) Ministry in Charge of Meteorology (Ministry letterhead) WMO Permanent Representative (PR) communicated through diplomatic channel (Note Verbale) WMO Permanent Representative if designated to do so by Member government Competent authority of the United Nations or other international organization with which the WMO has concluded arrangements or agreements (Organization letterhead)	GR 20  GR 5 on role of PR
<b>Nomination of experts to participate in the work of the WMO Technical Commissions</b>	WMO Permanent Representative (and/or delegate Agency Approver) to enter into the WMO Community Platform, Expert Database Competent authority of the United Nations or other international organizations with which the WMO has concluded arrangements or agreements. The Secretariat will enter nominations into the WMO Community Platform, Expert Database. (Organization letterhead) Technical Commission President, through the Secretariat	GR 143  GR 18  GR 19
<b>On-line Event Registration System (ERS) for Electronic Registration of delegates</b>	WMO Permanent Representative (to be entered into the WMO ERS by the Permanent Representative) Competent authority of the United Nations or other international organizations with which the WMO has concluded arrangements or agreements. The Secretariat will enter names into ERS based on correspondence. (Organization letterhead)	GR 143  GR 5 on role of PR
<b>Propose additional items for the agenda of a technical commission (if any) Not later than 30 days prior to session, with justification</b>	Ministry of Foreign Affairs Ministry in Charge of Meteorology WMO Permanent Representative communicated through diplomatic channel (Note Verbale) Competent authority of the United Nations or other international organizations with which the WMO has concluded arrangements or agreements (Organization letterhead)	Rule 6.10 of Rules of Procedure for Technical Commissions <sup>2</sup>

<sup>1</sup> Basic Documents No. 1, 2019 edition, (WMO-No. 15)

<sup>2</sup> Rules of Procedure for Technical Commissions, 2019 edition, (WMO-No. 1240)