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WEATHER CLIMATE WATER
TEMPS CLIMAT EAU



World Meteorological Organization
Organisation météorologique mondiale
Organización Meteorológica Mundial
Всемирная метеорологическая организация
المنظمة العالمية للأرصاد الجوية
世界气象组织

Secrétariat

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Our ref.: 42268/2017/SG/LCP/CNF/CCI-17

9 January 2018

Dear Sir/Madam,

I have the honour to refer to my letter dated 8 January 2018, informing you that the seventeenth session of the Commission for Climatology (CCI-17) of the World Meteorological Organization (WMO) would be held at the WMO Headquarters in Geneva, Switzerland on 10 and 13 April 2018. The Technical Conference will be organized on 11 and 12 April 2018.

I would like to draw your attention to Regulation 21 of the WMO General Regulations dealing with the communication of the names of your representatives. In accordance with this regulation, I should be grateful to receive as soon as possible the names and addresses of the persons nominated as the representatives of your country, with a clear indication of the head of delegation and alternate head of delegation and to receive, in due course, the credentials of your delegation signed by, or on behalf of, an appropriate governmental authority of the Member.

In the event that your country has already nominated experts as members of the Commission for Climatology who would play an active role during the event, it would be an advantage for the session if those members could be included in the delegation of your country. If your country has not previously nominated experts as members of the Commission and wishes to do so, your Permanent Representative is invited to provide the name and contact information of the expert(s) to the Secretariat, at the earliest opportunity.

Regulation 190(a) of the General Regulations accords to all Members the right to propose additional items to the provisional agenda, preferably no 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.

In addition, the provisional agenda and the explanatory memorandum for the session will be accessible on the session website: meetings.wmo.int/CCI-17/.

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 sessions of constituent bodies, including technical commissions, as delegates are representatives of their respective Governments.

Information concerning the visa application will be provided in the *INF. 1(1) material arrangements for the 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 CCI-17. The link to the online Event Registration System (ERS), the username and password that were sent to Permanent Representatives by e-mail remain valid for all upcoming WMO meetings (<https://eventregistration.wmo.int/register/>). Please note that the online registration will close on **16 March 2018**. For further information concerning online pre-registration, please do not hesitate to contact the WMO Secretariat by e-mail at: registration@wmo.int.

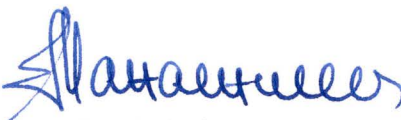
To: Ministers of Foreign Affairs of Member States of the World Meteorological Organization

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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 your country with WMO.

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

for 
(P. Taalas)
Secretary-General