

**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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Ref.: 24769/2023-1.22 I/SSU

Our ref.: 24769/2023/I/SSU

13 December 2023

Annexes: 2 (Annex 2 is in English only)

Subject: Nomination of National Focal Points on Radio Frequency (RF) matters

Action required: To nominate National Focal Point(s) on RF matters by **29 February 2024**

Dear Sir/Madam,

I would like to express my gratitude for your support to the World Meteorological Organization (WMO) position on the relevant agenda items of the World Radiocommunication Conferences (WRC). These conferences are held every four years to review and, if necessary, revise the Radio Regulations – an international treaty governing the use of the Radio Frequency (RF) spectrum by various systems, including those for meteorological and related environmental applications.

As you may be aware, access to the RF spectrum is critical to the WMO global infrastructure that underpins weather, climate, water, and related environmental services worldwide. To safeguard the availability of radio spectrum for meteorological and related environmental operations and research, it is of prime importance for WMO Members to engage with their respective National Regulatory Authorities (NRAs) and actively contribute to any RF-related matters at national, regional, or international levels, in preparation for the WRC.

However, it is well recognized that WMO Members, particularly those with constrained resources, may face challenges in addressing RF-related matters due to the limited capabilities available in house. Therefore, WMO is pleased to announce the establishment of a network of national focal points on matters related to Radio Frequency. This initiative aims to achieve the following objectives:

- To enhance the capabilities of National Meteorological and Hydrological Services (NMHSs) and other institutions with relevant mandates worldwide in addressing RF-related issues
- To foster close communication between NMHSs and their respective NRAs to ensure that they have a comprehensive understanding of the importance of, and the requirements on, radio frequencies for meteorological and related environmental activities
- To foster the development of new experts in the field of spectrum management from which the membership of the WMO Expert Team on Radio Frequency Coordination (ET-RFC) can be sustained, addressing capacity development and succession planning risks identified by ET-RFC.

To: Permanent Representatives of Members with WMO

cc: Mr Michel Jean, President of the Infrastructure Commission  
Ms Estelle Grueter, Chair of the Standing Committee on Earth Observing Systems and Monitoring Networks (SC-ON)  
Technical Coordinators (Infrastructure)

Therefore, I kindly ask you to nominate national focal point(s) on RF matters as elaborated in the attached Concept Note ([Annex 1](#)). You are encouraged to cover with your nomination various WMO Earth system disciplines (weather, climate, hydrology, atmospheric composition, cryosphere, ocean, space weather), which may be achieved by nominating several contacts, representing different communities of interest.

It is important to emphasize that capacity development is the cornerstone of this initiative. National focal points will receive support from ET-RFC to gain the necessary expertise and skills (if they do not yet have them) to ensure that they can address the RF-related issues in accordance with the terms of reference. For more details, please refer to the Concept Note for the National Focal Points on Radio Frequency matters in [Annex 1](#), which includes the terms of reference and a draft engagement strategy for the period up to 2027.

You could enter the contact details, including a working email address, of your national focal point(s) on RF matters directly on the [WMO Community Platform Experts Database](#) or submit your nomination(s) using the form in the [Annex 2](#) to Ms Zoya Andreeva, at the WMO Secretariat ([zandreeva@wmo.int](mailto:zandreeva@wmo.int)), preferably by **29 February 2024**.

Should you have any questions, please do not hesitate to contact Mr Jesse Andries, [jandries@wmo.int](mailto:jandries@wmo.int) and Ms Zoya Andreeva, [zandreeva@wmo.int](mailto:zandreeva@wmo.int) at the WMO Secretariat.

I wish to take this opportunity to express my appreciation for your continued support to the activities of WMO.

Yours faithfully,



Dr Wenjian Zhang  
for the Secretary-General

## CONCEPT NOTE

# National Focal Points on Radio Frequency matters

Ref.: 24769/2023-1.ZZ I/SSU

The objectives of establishing National Focal Points on Radio Frequency (RF) matters are threefold:

- (1) To enhance the capabilities of National Meteorological and Hydrological Services (NMHSs) and other institutions with relevant mandates worldwide in addressing RF-related issues;
- (2) To foster close communication between NMHSs and their respective National Regulatory Authorities (NRAs), to ensure that they have a comprehensive understanding of the importance of, and the requirements on, radio frequencies for meteorological and related environmental activities;
- (3) To foster the development of new experts in the field of spectrum management from which the membership of the WMO Expert Team on Radio Frequency Coordination (ET-RFC) can be sustained, addressing capacity development and succession planning risks identified by ET-RFC.

Access to the RF spectrum is critical to the WMO's global infrastructure that underpins weather, climate, water, and related environmental services worldwide. Radiosondes, ground-based meteorological radars (weather radars and radar wind profilers), oceanographic radars, ground-based remote-sensing systems (lightning location systems, microwave radiometers, etc.), passive and active space-based remote-sensing systems (meteorological and other related environmental satellites) and several types of ground-based space weather sensors are all reliant on radio spectrum to perform observations. Additionally, satellites, aircraft, hydrological observing systems, drifting buoys and other ocean-based platforms are reliant on radio spectrum for the dissemination of meteorological and related environmental data.

National focal points on RF matters are nominated by Members' Permanent Representatives with WMO. Members should strive to cover with their nomination all WMO Earth system domains/disciplines (weather, climate, hydrology, atmospheric composition, cryosphere, ocean, space weather), which may be achieved by nominating several contacts, representing different communities of interest. The focal points are expected to provide the dedicated channel of communication with their respective NRAs on the one hand and with the WMO Secretariat and its ET-RFC on the other hand.

The national focal points on RF matters will receive support from the WMO ET-RFC to gain the necessary expertise and skills (if they do not yet have them) to ensure that they are fully capable of addressing the RF-related issues in accordance with the present terms of reference.

The potential opportunities for the focal points include:

- (1) Participating in training activities on spectrum management organized by ET-RFC, including dedicated sessions with ET-RFC members from their respective regions.
- (2) Being kept up to date about the training opportunities provided by ITU-R.
- (3) Participating in annual ET-RFC meetings online as observers.

National focal points should:

- (1) Serve as the national contact for, and contribute to, relevant RF-related activities nationally, regionally and/or globally.
- (2) Promote the WMO positions on the relevant agenda items of the International Telecommunication Union (ITU) World Radiocommunication Conferences (WRCs), as developed by the ET-RFC, at the national level by:
  - (a) actively participating in spectrum management committees and activities led by their NRA, advocating for the WMO positions at relevant committees.
  - (b) ensuring their NRA is provided with a copy of the WMO's WRC Position Paper each time a new or revised position paper is approved.
- (3) Foster the dissemination of relevant RF guidance, recommendations, and other materials that are distributed by the WMO Secretariat to ensure that it reaches the relevant stakeholders within the meteorological community and beyond.
- (4) Engage with their respective NRAs to ensure that they have a comprehensive understanding of the importance of, and the requirements on, radio frequencies for meteorological and related environmental activities and seek NRAs' support in the ITU Radiocommunication Sector (ITU-R) activities, in the ITU WRCs preparation process.
- (5) Participate in the national, regional and/or international activities on relevant radiocommunication regulatory issues and to get involved in the work of relevant regional telecommunication organizations and ITU-R, especially ITU-R Study Groups 5 and 7 on Terrestrial (including radiolocation) and Science services, respectively.
- (6) Register adequately all radiocommunication stations and radio frequencies used for meteorological and related environmental operations and research with their national radiocommunication administrations.
- (7) Inform ET-RFC of any new RF requirements or usage to initiate appropriate international procedures to obtain the right to deploy and operate any new equipment and then ensure their long-term protection. This information is crucial due to the long process to obtain international recognition.

**DRAFT ENGAGEMENT STRATEGY FOR NATIONAL FOCAL POINTS ON  
RADIO FREQUENCY MATTERS FOR THE NEXT WRC STUDY PERIOD**

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NN	Activity	Expected Timeline
1.	Consultation with ET-RFC Members to collect their feedback on the concept for NFPs for RF matters	September 2023
2.	Finalizing the terms of reference and the engagement strategy based on the feedback from ET-RFC Members	October 2023
3.	Formal approval by SC-ON Exec	16 October 2023
4.	Formal approval by INFCOM MG	20–22 November 2023
5.	Formal circular letter to Members' Permanent Representatives with WMO with a request to nominate NFPs on RF matters (including the terms of reference and the draft Engagement Strategy)	December 2023 – February 2024
6.	<p>WMO Secretariat: collect more detailed information about each NFP in terms of their engagement in/knowledge about RF matters by gathering the following information:</p> <ul style="list-style-type: none"> <li>○ Do you have an ITU-R account/TIES access? (If not, to assist each member with getting it).</li> <li>○ Do you know the institution that serves as NRA in your country? Have you ever been in contact with them?</li> <li>○ What engagement do you have in RF matters in your organization?</li> <li>○ Have you ever participated in regional RF meetings? If so, which ones?</li> </ul>	In a parallel with N5
7.	WMO Members/Secretariat: add nominated NFPs to the WMO Database and set up a dedicated mailing list: <a href="mailto:nfp-rfc@groups.wmo.int">nfp-rfc@groups.wmo.int</a>	January – February 2024
8.	<p>Upon receiving the nominations from Members, to set up "meet-and-greet" online meetings between nominated NFPs and ET-RFC Members on a regional basis:</p> <ul style="list-style-type: none"> <li>(a) African Telecommunications Union (ATU)</li> <li>(b) Arab Spectrum Management Group (ASMG)</li> <li>(c) Asia-Pacific Telecommunity (APT)</li> <li>(d) European Conference of Postal and Telecommunications Administrations (CEPT)</li> <li>(e) Inter-American Telecommunication Commission (CITEL)</li> <li>(f) Regional Commonwealth in the Field of Communications (RCC)</li> </ul> <p>At these meetings, led by ET-RFC Members from the region, NFPs will be introduced with:</p> <ul style="list-style-type: none"> <li>• the key principles of spectrum management</li> </ul>	March – June 2024

NN	Activity	Expected Timeline
	<ul style="list-style-type: none"> <li>○ How NRAs work on national/regional/global frequency coordination</li> <li>○ The examples of frequency requirements of existing meteorological and related environmental systems operated by NMHS</li> <li>• the key steps how to engage with their respective NRAs <ul style="list-style-type: none"> <li>○ How to coordinate with NRAs (e.g. frequency registration and frequency coordination).</li> <li>○ How NMHSs could support the WMO Position nationally and regionally.</li> </ul> </li> <li>• Real case studies from WRC-23 that include successful/unsuccessful agenda items</li> <li>• How to get to know RF issues in general: <ul style="list-style-type: none"> <li>○ ITU/WMO Handbook</li> <li>○ ITU-R training opportunities, etc.</li> </ul> </li> </ul> <p>NFPs will be provided with the email addresses of the WMO Secretariat and ET-RFC Members who led their regional meetings so that NFPs can also ask questions afterwards.</p>	
9.	Regional ITU/WMO Workshop for RCC & Mongolia hosted in Almaty: NFPs from the region should be the priority for this workshop from the WMO side in terms of financial support	16–17 September 2024 (prior to ITU-R Working Party 7C and 7B meetings in Almaty)
10.	NFPs will be invited to join the ET-RFC-6 meeting online as observers (it could be considered to invite NFPs to submit brief INF-type reports on their progress, i.e., not for presentation but for information and assessment of the overall success of this initiative)	ET-RFC-6 (prior to ITU/WMO Workshop): around February 2025
11.	Global ITU/WMO Workshop “Use of Radio Spectrum for Meteorology and related Environmental Activities” in Geneva: NFPs should be the priority for this workshop from the WMO side in terms of financial support	March – April 2025
12.	<p>Organize another set of online regional meetings between nominated NFPs and ET-RFC Members.</p> <p>At these meetings, the following topics proposed to be addressed:</p> <ul style="list-style-type: none"> <li>• Ask NFPs to report on how their work is progressing.</li> <li>• Introduce the key issues of WRC-27 that would require support from NRAs, considering regional priorities</li> </ul>	October – November 2025
13.	NFPs will be invited to join the ET-RFC-7 meeting online as observers	ET-RFC-7: February – March 2026

NN	Activity	Expected Timeline
14.	Regional ITU/WMO Workshop for Arab States and African countries hosted in Dubai (preliminary proposed by ITU-R): NFPs from these two regions should be the priority for this workshop from the WMO side in terms of financial support	February – May 2026
15.	<p>Organize another set of online regional meetings between nominated NFPs and ET-RFC Members.</p> <p>At these meetings, the following topics proposed to be addressed:</p> <ul style="list-style-type: none"> <li>• Ask NFPs to report on how their work is progressing.</li> <li>• Elaborate further on the key issues of WRC-27 that would require support from NRAs, considering regional priorities</li> </ul>	October – November 2026
16.	<p>NFPs will be invited to join the ET-RFC-8 meeting online as observers.</p> <p>At this meeting, the following topics proposed to be addressed:</p> <ul style="list-style-type: none"> <li>• Ask NFPs to report on how their work is progressing</li> <li>• Finalize the WMO position paper for WRC-27</li> </ul>	ET-RFC-8: February – March 2027
17.	<p>Organize another set of online regional meetings between nominated NFPs and ET-RFC Members.</p> <p>At these meetings, the following topics proposed to be addressed:</p> <ul style="list-style-type: none"> <li>• Ask NFPs to report on how their work is progressing</li> <li>• Present outcomes of WRC-27 and the agenda items for the next WRC-31</li> </ul>	After WRC-27

## NOMINATION FORM

Ref.: 24769/2023-1.22 I/SSU

Member	
Agency	
First Name	
Family Name	
Gender	
Contact email	
Contact email 2 ( <i>if there is any</i> )	
<p>Is the expert already in the Expert Network of WMO database (Yes or No)?</p> <p>If not, please complete the following items.</p> <p><i>The <a href="#">WMO Community Platform Expert Network</a> consists of those who have been nominated by Members/Partners and may be selected for specific technical commission roles and responsibilities.</i></p>	
City	
Title (Mr/Ms/Dr/Prof/...)	
Login email	
Preferred language	
Phone number	
Street address	

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