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附件: 1 份 (仅提供英文版本)

主题: 支持持续更新《国家水文部门的作用、运行与管理指南》(WMO-No. 1003)

要求采取的行动: (1) 根据附件, 确定并分享与《国家水文部门的作用、运行与管理指南》相关的合适案例研究

(2) 指定一名联络人, 就贵方可能提供的案例研究与 WMO 秘书处进行联络

尊敬的先生/女士:

天气、气候、水文、海洋及相关环境服务与应用委员会 (SERCOM) 水文服务常设委员会 (SC-HYD) 负责牵头开展世界气象组织 (WMO) 在业务水文和水资源管理服务领域的各项活动。该常设委员会支持各国家气象水文部门 (NMHS) 及国家水文部门 (NHS) 提升其服务能力。

作为其工作计划的一部分, SC-HYD 正在落实于2024 年 3 月举行的SERCOM 第三次会议通过“决定7 (SERCOM-3) – 水文服务”通过的 36 项阶段性成果。其中, 里程碑 3 聚焦于更新和进一步完善《国家水文部门的作用、运行与管理指南》(WMO-No. 1003)。

该指南现行版本于2006年发布, 其中包含展示水文服务不同体制和运行模式的案例研究。然而, 在过去二十年间, 国家水文部门 (NHS) 及其他负责业务水文和水资源管理的机构为应对不断涌现的挑战与机遇, 已发生显著演变。这些挑战与机遇尤其包括: 水文极端事件和气候变率日益不断增多、监测与预报技术不断进步、数字化转型、对及时且面向用户的水文服务需求日益增长、体制和治理安排持续演变, 以及对合作与利益相关方参与的需求不断增加。

因此, 更新后的指南旨在汇集WMO会员近期的实践经验和实用教训。详实的案例研究将成为本出版物的的重要组成部分, 以水文机构如何应对具体挑战、调整其运行和体制安排、引入创新方法, 或加强水文服务的提供与利用等实际案例, 补充技术指南内容。这些案例研究旨在促进会员之间的知识交流, 并为面临类似挑战的其他机构提供可资借鉴的实践经验。

WMO会员的积极参与对本指南的成功编制至关重要。为此, 诚邀各会员:

- **确定并提交**与指南各章节相关的、体现良好实践和成功经验的**案例研究**, 尤其是展示有效管理、治理、运行、服务提供、体制安排、能力建设或利益相关方参与的实例。
- **指定一名联络人**, 与WMO秘书处合作, 审阅并最终确定案例研究模板, 并酌情支持指南的编制工作。

函件附件中列出了征集案例研究的主题清单。WMO 秘书处将汇总所提交的信息, 并在整个编制过程中为各会员提供支持。

敬请各会员于2026 年 10 月 2 日前, 将拟提交的案例研究及指定联络人的联系方式发送至 Abdelrehim Yehya 先生 (a.yehya@wmo.int), 并抄送水文模拟与预报处处长Hwirin Kim博士 (hkim@wmo.int)。

致: WMO 会员常任代表

抄送: 水文顾问

秘书处衷心感谢贵方对这一重要举措的宝贵支持与合作，并期待贵方的贡献，这将有助于确保本指南充分反映WMO会员的多元经验和最佳实践。

借此机会，感谢贵方对WMO各项活动的持续支持。

谨呈，

A handwritten signature in black ink, appearing to read "Ko Barrett", with a long, sweeping horizontal stroke extending to the right.

寇·巴雷特女士
代秘书长

Case Studies for WMO 1003

The following table provides the proposed topics for which case studies are being sought, together with an indication of the types of experiences and practices that would be particularly relevant under each topic. Members are not expected to address all topics and are encouraged to propose case studies in areas where they have particularly relevant experience or good practices to share.

Members are invited to indicate their interest and identify the proposed case study and focal point. Following receipt of expressions of interest, the WMO Secretariat will share the relevant draft sections of the updated Guidelines and the case study template with the nominated focal points and will provide guidance and support for the preparation and finalization of the contributions.

CHAPTER	TITLE	CASE STUDIES NEEDED	GUIDANCE ON THE CASE STUDY SOUGHT
2	Roles, Responsibilities, and Functions	Legal basis for operation	Examples illustrating the legal or regulatory framework underpinning the mandate and operation of a National Hydrological Service (NHS), including how responsibilities for hydrological monitoring, data management, forecasting, service delivery and/or water resources management are defined and assigned. Cases may also demonstrate how legal frameworks have evolved in response to changing national needs or emerging challenges.
2	Roles, Responsibilities, and Functions	Organization structure	Examples of institutional and organizational structures used to deliver national hydrological services, including the distribution of roles and responsibilities across national and subnational levels and coordination between hydrological, meteorological, water management and other relevant institutions. Cases illustrating organizational reforms or integration of functions are particularly welcome.
4	Human Resources Management	Job description examples	Examples demonstrating how NHSs define roles, responsibilities and required qualifications for key hydrological functions, including operational, technical, scientific and managerial positions. Examples may illustrate approaches used to keep job profiles aligned with evolving technologies, services and institutional responsibilities.
4	Human Resources Management	Personnel appraisal systems	Examples of staff performance appraisal and professional development systems used within NHSs, include approaches linking individual performance, institutional objectives, training needs and career development.
4	Human Resources Management	Competency Model	Examples of competency frameworks or models for hydrological personnel, including the identification, assessment and development of technical, managerial and/or service-delivery competencies required for different functions and levels of responsibility.

CHAPTER	TITLE	CASE STUDIES NEEDED	GUIDANCE ON THE CASE STUDY SOUGHT
7	Marketing	Market segmentation example	Examples demonstrate how NHSs identify, categorize and understand different users of hydrological information and services, assess their needs, and tailor products, services, communication or engagement approaches accordingly. Examples may cover public authorities, disaster risk management agencies, water managers, economic sectors, communities or other user groups.
8	Quality Management	Two case studies on application of data quality management	Examples demonstrate the practical application of quality management to hydrological data and information, from data collection and transmission through processing, validation, storage and dissemination. Cases could illustrate quality-control procedures, standards, automation, traceability, institutional responsibilities, or improvements introduced to address identified data-quality challenges.
9	Management of Relationships	Example on regional cooperation	Examples of successful regional or transboundary cooperation related to operational hydrology, including arrangements for data and information exchange, joint monitoring or forecasting, capacity development, technical cooperation, shared systems or platforms, and coordination among NHSs and other relevant institutions. Cases should preferably highlight the enabling arrangements, practical benefits and lessons learned from the cooperation.
