



Our ref.: 01227/2018/CLW/CLPA/CCI-17/Experts-and-TECO-2018 23 January 2018

Annexes: 3

Subject: Additional information concerning CCI-17, nomination of CCI experts, and Technical Conference (TECO)

Action required: To nominate CCI experts from your country **before 31 March 2018** and identify candidate TECO speakers and presentations by **23 February 2018**

Dear Sir/Madam,

This is to invite you to nominate experts to undertake the work of the Commission for Climatology (CCI) and to provide further information concerning the seventeenth CCI session, which will be held in Geneva, on 10 and 13 April 2018, and a Technical Conference (TECO), on 11-12 April 2018. As per my previous letter dated 9 January 2018, ref: 42268/2017/SG/LCP/CNF/CCI-17, registration for both events is through the online Event Registration System, at <https://eventregistration.wmo.int/register>. The username and password that were sent to all Permanent Representatives by e-mail remain valid.

Nomination of CCI experts

The CCI session will consider, inter alia, proposals for the Commission to establish a new working structure for the seventeenth intersessional period (2018-2022) (Annex I). Accordingly, the Commission is likely to adopt the following procedures, as proposed by the current CCI Management Group (MG):

1. The Commission will decide on the focus areas under which it will carry out its work during the next intersessional period;
2. It is also likely to decide on re-establishing an MG to coordinate, guide and monitor the implementation of the various activities of the Commission during the next intersessional period;
3. During the session, Commission members may then propose nominated experts to serve as members of the MG;
4. The Commission will also establish a database of the experts nominated by Members, and draw upon this database to populate its working structure during the inter-sessional period to carry out specific tasks to be identified by the Commission in each of the focus areas.

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

cc: Hydrological Advisers to Permanent Representatives
 President and vice-president of CCI
 Members of CCI
 Members of OPACE

Nominated experts may come from any service or institute from your country, provided they have the relevant expertise. In considering your nominations, you may wish to recall the WMO Gender Equality Policy approved by the seventeenth World Meteorological Congress in 2015, which calls for technical commissions to make efforts “to ensure that a minimum of at least 30 per cent of the members of their working structures is female and that this percentage rises progressively within each financial period. The longer-term objective will be to reach parity between male and female members”.

The attached nomination form (Annex II) should be submitted, preferably in Word format, by email to cca@wmo.int. If an electronic signature is not possible please also attach a scanned version of the signature page. In addition, to ensure that information on the background of the experts is available in a uniform manner, each nominated expert should complete a Professional Information Form (PIF) (available only in English). The PIF, as well as the attached nomination form, can be downloaded at <http://meetings.wmo.int/CCI-17>.

Your nomination form and the experts' Professional Information Forms should be submitted preferably by **31 March 2018** in order to ensure that this information will be available for consideration during CCI-17. In the event that you do not envisage at this time that your country will be represented at CCI-17, it is particularly important that you consider favorably this invitation to nominate experts, which will ensure that experts from your country are considered when selections are made at the session or thereafter by the MG. Once again, please bear in mind that the ultimate decision regarding the establishment and composition of the MG rests with the Commission and will be decided during the session.

TECO

A Technical Conference on “Climate Services for Policy and Decision Support” will be organized at the same location during the seventeenth session of CCI, on 11 and 12 April 2018 (Annex III). The conference will be conducted in English only. Participants in the CCI-17 session are also invited to attend this Conference. Information concerning the TECO can be found at: <http://meetings.wmo.int/CCI-17>. The TECO is intended to highlight the applications and utility of CCI outputs from the current inter-sessional period, ongoing needs, and proposed areas of future work, to inform the Commission's future directions.

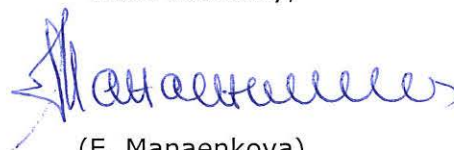
TECO speakers will be selected largely from the list of TECO and CCI-17 participants, taking into account the TECO subject matter as well as, gender and regional balance. **Therefore, it would be highly appreciated if you could arrange to informally notify the organizing committee of your delegation's expected list of TECO participants via email to cca@wmo.int by 23 February 2018, along with an indication of their interest in potentially making a presentation.** TECO presentations will be an opportunity to highlight the use of CCI-related tools, guidelines, products and practices, as well as to identify areas where further development of such is needed. Candidate speakers will be contacted directly by beginning of March 2018.

It is hoped that the costs of participation in the TECO will be borne by the Government of your country. If this is not possible, WMO is prepared, upon request, to consider providing some financial support for this purpose. Limited funding has been set aside to provide air tickets and a lump sum, in lieu of per diem support, for a limited number of participants. Priority will be given to developing countries and countries with economies in transition, and limited to those who will be attending the CCI-17 session. The form for requesting financial assistance can be downloaded at <http://meetings.wmo.int/CCI-17> and should be submitted via email to cca@wmo.int by **23 February 2018**.

Additional information

Documents and INFs for the session are in preparation and will be posted as they become available at <http://meetings.wmo.int/CCI-17>. Commission members are encouraged to review these on a regular basis and send comments in advance of the session, preferably in track changes, to cca@wmo.int. Thank you for your continued support to WMO programmes and activities, including the Commission for Climatology.

Yours faithfully,



(E. Manaenkova)
for the Secretary-General

WORLD METEOROLOGICAL ORGANIZATION

Commission for Climatology (CCI)

Proposed Structure for CCI-17 (2018-2022) (as recommended by CCI Management Group)

Ref.: 01227/2018-1.3 CLW/CCA

Focus Area 1: Climate Monitoring, Data and Assessment

1.1 Climate Observations

1.1a **Rapporteur** on developing reference observing networks and long term observing stations

- *Mission: Provide guidance on requirements and criteria for developing reference observing networks, with special focus on climate change aspects.*

1.1b **CCI Advisor** on minimum requirements for specific climate applications on using non-NMHSs and volunteer networks (sitting in CCI-MG to liaise with CSIS, WIGOS, and GCOS)

- *Mission: Provide advice on minimum data and metadata requirements for specific climate applications on using non-NMHS and volunteer networks.*

1.2 Expert Team on Data Rescue and Management

- *Mission: Oversee implementation of WMO international data rescue initiative, provide guidance on projects and maintain and update CDMS specifications and user support.*

1.3 Expert Team on Data Development and Stewardship

- *Mission: Provide guidance on quality control, homogeneity, uncertainty, traceability and maturity of climate data, and liaise with other programmes to pursue unified approaches to manage data for climate services.*

1.4 Working Group on Climate Data Exchange

- *Mission: Support implementation of and compliance with Resolution 60 (Cg-17), including through review and definitions of data requirements as well as promotion of mechanisms and incentives.*

1.5 Expert Team on Climate Policy Support

- *Mission: Support regular and high-quality WMO Climate Statements, ensure synergy with IPCC and GCOS on climate indicators, lead assessments of world records on weather and climate extremes and guide use of climate change information.*

1.6 Expert Team on Operational Climate Monitoring

- *Mission: Provide guidance to NMHSs and RCCs on tools, techniques and software for operational climate monitoring and assessment related products, including the promotion of the use of remote sensed data.*

Focus Area 2: Climate Services Information System (CSIS) Operations

2.1 **Inter-Programme Expert Team** on Regional Climate Activities (Joint CCI/CBS)

- *Mission: Support RCC and RCOF operations, including technical guidance and assessment for formal designation of RCCs, on the entire range of CSIS functions.*

2.2 **Inter-Programme Expert Team** on Operational Prediction on Sub-seasonal to Longer-time Scales (Joint CBS/CCI)

- *Mission: Provide guidance on operational climate prediction on global scale and their optimal utilization at regional and national scales.*

2.3 **Task Team** on Climate Services Toolkit and Downscaling

- *Mission: Lead the development and deployment of the Climate Services Toolkit on regional and national scales and development of guidance on downscaling of seasonal predictions/projections.*

2.4 **Expert Team** on Tailoring Climate Information (This team is joint with Focus Area 3 and is the same team as ET 3.4)

- *Mission: Provide guidance on the tailoring of climate information for user level decision making, including good practices on the applications of climate information.*

Focus Area 3: Climate Services for Societal Benefits

3.1 **Expert Team** on Climate Risk Management

- *Mission: Demonstrate regional approaches to climate risk management and effective user engagement, and provide guidance on national implementation.*

3.2 **Expert Team** on Sector-specific Climate Indices

- *Mission: Enhance software tool for sector-specific climate indices, and expand the community of developers and facilitate customization to meet region-specific needs.*

3.3 **Expert Team** on National Frameworks for Climate Services (NFCS)

- *Mission: Provide guidance on establishing NFCS including NCOFs, accessing relevant global/regional products, linking to National/Regional/Global Strategies, and complement National Platforms for DRR and climate change adaptation.*

3.4 **Expert Team** on Tailoring Climate Information (This team is joint with Focus Area 2 and is the same team as ET 2.4)

- *Mission: Provide guidance on the tailoring of climate information for user level decision making, including good practices on the applications of climate information.*

Focus Area 4: Capacity Development for Climate Services

4.1 Expert Team on Human Resources Development

- *Mission: Provide guidance on implementation of competencies and performance criteria for climate services. Advise on curriculum and training modules for climatology to be used by Regional Training Centers (RTCs) in coordination with WMO's ETR Programme.*

4.2 Task Team on Guide to Climatological Practices

- *Mission: To keep WMO Mandatory Publication 100, the Guide to Climatological Practices, up to date and incorporating the current state of the science in the Guide.*

4.3 Expert Team on Communication and Outreach

- *Mission: Advise on the best communication skills and policy on climate information in coordination with the WMO Secretariat and its co-sponsored bodies (e.g. IPCC, GCOS and WCRP).*

4.4 Expert Team on Capacity Development for Service Delivery including Quality Management

- *Mission: Liaise with Focus Area 3 to advise on capacity development for delivery of climate services by NMHSs and contribute to GFCS pillar in this area also provide training material to facilitate implementation of QM in climate services in NMHSs and provide guidance to NMHS transitioning to the new standard of ISO 9001:2015.*

Implementation Coordination Team on Climate Services Information System. Given this team's work crosses all CCI Focus Areas as well as other WMO Technical Commissions, this team will be constituted by the President after CCI-17.

- *Mission: Advise and coordinate across CCI, ensuring the involvement of all the Focus Areas, on developments and contributions to the CSIS in close liaison with GFCS implementation projects.*



**WORLD METEOROLOGICAL ORGANIZATION
COMMISSION FOR CLIMATOLOGY**

NOMINATION FORM

**EXPERTS PROPOSED FOR CONSIDERATION TO UNDERTAKE
THE WORK OF THE COMMISSION**

Surname	First name	Gender	Tel.	E-mail

Please ensure that for each nominee, a full Professional Information Form in electronic form available at <http://meetings.wmo.int/CCI-17> is submitted by **31 March 2018**. Nominations without Professional Information Forms may not be considered. (Additional sheets could be used, if required.)

I understand that the above nomination(s) implies a commitment that the nominee(s) will be fully supported by their employing agency(ies) in carrying out his/her duties. I also understand that it is estimated that an expert needs to be able to spend at least one month of work per year during the four-year period. Therefore, when making the above nomination(s), the following essential factors have been taken into consideration:

- (a) The candidate is an expert in the field to which he/she is nominated, and has recent international experience;
- (b) The candidate has a good knowledge of a WMO working language;
- (c) The candidate is ready, willing and able to carry out the duties of the position; and
- (d) The employer of the candidate has ensured his/her availability for the time needed to accomplish the work assigned.

I also understand that, by this advance nomination, the requirement for my prior concurrence (as prescribed under WMO General Regulation 36(a)), to his/her participation in the work of the Commission is met, and this with a view to enhance the possibility for an early activation of the work programme proposed during CCI-17.

Date: _____

Signature of the Permanent Representative: _____

This form is to be completed and sent to:

The Secretary-General
World Meteorological Organization
7 bis, avenue de la Paix
Case postale No. 2300
CH-1211 Geneva 2 Switzerland
Email: cca@wmo.int

Deadline for submission: **31 March 2018**

WMO Technical Conference on
**Climate services
for policy and decision support**

11-12 April 2018, Geneva, Switzerland

Ref.: 01227/2018-13 CLW/CCA

The WMO Commission for Climatology (CCI) guides the World Climate Services Programme component of the World Climate Programme and plays a central role in the implementation of the Global Framework for Climate Services (GFCS) Climate Services Information System (CSIS). The CSIS is the operational system which collects, stores, processes and distributes data and information on past, present, and future climate according to the needs of users and procedures agreed by governments and other data providers. The system is the core operational component of GFCS at global, regional and national levels and constitutes a key contribution of WMO to the GFCS (Resolution 17, Cg-16). During the current intersessional period (2014-2018), CCI expert teams contributed significantly to the progress of CSIS operationalization.

A Technical Conference (TECO) will be held in conjunction with the seventeenth session of CCI (CCI-17). The TECO will provide an opportunity to review needs of WMO Members as well as recent progress and next steps needed to support integrated climate services for policy processes and country-level decision support.

Embedded between the two days of CCI-17 session, the conference will provide an information and discussion forum that will inform the strategic directions for the Commission, and will help to identify domains that deserve special attention during the next intersessional period. In this context, the TECO will also highlight the key role of CSIS as integrative platform to underpin and generate actionable user-oriented climate services.

A high-level panel discussion with participation of key global stakeholders in the climate services arena will address challenges and opportunities in integrating climate services including aspects of underpinning basic systems, service delivery approaches and capacity development priorities, considering strong synergies between climate research and operations, as well as continued and strengthened engagement with user communities.

Provisional Agenda

Note: The selection of speakers and presentation titles for sessions 1 to 5 (presentations) will be done after 23 February 2018 on the basis of nominated TECO participants, taking into consideration gender and regional balance.

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Day 1: 11 April, Wednesday	
08:30 - 09:00	Registration
Setting the scene	
09:00 - 09:10	Opening
09:10 - 09:40	Overview of priorities, needs and requirements expressed by Members
09:40 - 10:00	The role of CCI in addressing Member needs: Opportunities and challenges
10:00 to 10:30	Health Break & Group photograph
Session 1: Observations and Climate Data Management	
10:30 - 10:45	Accomplishments and next steps
10:45 - 11:30	<i>Presentations (max 3) on good practices in related areas, e.g.</i> <ul style="list-style-type: none"> - Observing networks, challenges and plans for improvement - focus on reference networks and volunteer networks - Data Management framework for climate: Reference manual and convergence with WMO wider information management - International Data Rescue Initiative: why and how to move it forward
11:30 - 11:45	Q&A
Session 2: Climate Monitoring and Assessment	
11:45 - 12:00	Accomplishments and next steps
12:00 - 12:45	<i>Presentations (max 3) on good practices in related areas, e.g.</i> <ul style="list-style-type: none"> - National Climate Monitoring Products - Weather and Climate Extremes - Climate analysis and assessment
12:45 - 13:00	Q&A
13:00 - 14:30	Lunch
Session 3: Climate Prediction, Projection, and Delivery Mechanisms	
14:30 - 14:45	Accomplishments and next steps
14:45 - 15:30	<i>Presentations (max 3) on good practices in related areas, e.g.</i> <ul style="list-style-type: none"> - Global Seasonal Climate Updates - Objective sub-seasonal to seasonal forecasting - Annual to decadal climate prediction updates

15:30 – 15:45	Q&A
15:45 – 16:15	<i>Health Break</i>
Session 4: Climate Information for Adaptation and Risk Management	
16:45 – 17:00	<i>Accomplishments and next steps</i>
17:00 – 17:45	<i>Presentations (max 3) on good practices in related areas, e.g.</i> <ul style="list-style-type: none"> - Managing climate risks at regional/national scale - Enhancing the use of sector specific climate indices for sector applications - Gender sensitive good practices on linking the knowledge with action
17:45 – 18:00	Q&A

Day 2: 12 April, Thursday	
Session 5: Capacity Development	
09:00 – 09:15	<i>Accomplishments and next steps</i>
09:15 – 10:00	<i>Presentations (max 3) on good practices in related areas, e.g.</i> <p>Addressing gender dimensions in building capacities for Climate services The role of communications social media in climate services Ensuring Quality Management in climate services</p>
10:00 – 10:15	Q&A
10:15 – 10:45	<i>Health Break</i>
Session 6: Framing the Strategy for CCI-17	
10:45 – 11:30	The Climate Services Information System (CSIS): Concept and Implementation
11:30 – 12:00	Q&A
12:00 – 13:30	<i>Lunch</i>
13:30 – 15:30	Moderated Panel discussion on basic systems, service delivery and capacity development opportunities and needs for integrated climate services for policy processes and country-level decision support; followed by open discussion
15:30 – 16:00	<i>Health Break</i>
16:00 – 16:30	Responding to Members' needs: TECO summary
16:30 – 17:00	Final discussion and closing statement