

**AGENDA ITEM 5: COORDINATION MATTERS****AGENDA ITEM 5.1: Coordinated Approach to Capacity Development****APPROACHES TO COLLABORATION BETWEEN THE CAPACITY
DEVELOPMENT PANEL AND CONSTITUENT BODIES TO ADDRESS
SERVICE DELIVERY GAPS****5.1.1 Approaches to collaboration between the Capacity Development Panel
and Constituent Bodies**

Closing the capacity gap in weather, climate and water services in National Meteorological and Hydrological Services (NMHSs)' is one of the Long-term Goals of the 2020-2023 Strategic and Operating Plan (LTG 4). Capacity development is therefore a major cross-cutting activity of WMO, including the work of all constituent bodies; enhancing the knowledge and expertise of NMHSs; and improving the quality of products and services delivery to users by NMHSs. Executive Council Resolution 7 (EC-71) - Capacity Development Panel, in June 2019, approved the Terms of Reference for the EC Capacity Development Panel. The Panel will be responsible to the Executive Council through the Technical Coordination Committee (TCC) and the Policy Advisory Committee (PAC), and informed by the actions and priorities of the Research Board. It will monitor and report on the priorities of, and activities under, the WMO Strategic Plan, the WMO Capacity Development Strategy and WMO Gender Equality Policy, including institutional, infrastructural, procedural and human resources capacity development by liaising with respective constituent bodies.

Given the cross-cutting nature of the work of the panel as stipulated in the Terms of Reference, for the purpose of ensuring coherent delivery of its activities in synergy with the work of all constituent bodies, and Secretariat activities, the Panel will be guided by the mapping of its TOR as presented in Annex-I. Panel activities will be prepared to consider capacity development needs in all areas of interest for WMO, including meteorology, hydrology, climatology, marine meteorology, oceanography and other environmental disciplines, as well as their many areas of application.

The Panel will focus on four key areas, namely; a) institutional development and legislative matters, strategic planning, policy issues and appropriate implementation measures, b) infrastructural development and data availability, c) experts qualifications, competencies, including trainings and attachment programmes d) voluntary cooperation including multilaterals. Expert teams will be constituted within the Panel to work on relevant focus areas, with possible invitation to suitable non-members, to give a focus to these sectoral and programme related issues as expatiated in Annex-II.

Implementation partners will include WMO entities (under coordination of Presidents of Regional Associations and Technical Commission officers) and external partners. The key WMO entities include; a) Regional Climate Centres (RCCs), b) Regional Instruments Centres (RICs), c) Regional Specialized Meteorological centres (RSMSs), d) Regional Training Centres (RTCs), e) NMHSs, WIGOS centres and f) education and

training collaborating partners as appropriate. The external partners will be a) funding and development agencies, b) official development agencies, c) regional and sub-regional economic commissions, d) the world bank and regional development banks, and e) stakeholders communities in capacity development, including Meteorological Societies, as well as other UN and collaborating agencies.

5.1.1.1 Members' competency assessments to identify gaps in Members' ability to deliver services

The Panel meetings will consider methods to encourage and aid Members through NMHSs in conducting and reporting to the Services Department on competency assessments of staff members in the service delivery areas addressed by WMO competency frameworks, identified in WMO-No. 49, Technical Regulations and more fully articulated in WMO-No. 1209, Compendium of WMO Competency Frameworks. The Panel and its Task Teams could lead or ask the Secretariat to conduct activities to achieve the following, for example.

(1) Members should refer to WMO-1205, Guide to Competency, for guidance on appropriate processes for competency assessment of their staff members in services delivery areas with corresponding WMO competency frameworks. The Secretariat will continue to promote this Guide and its contents to Members.

(2) Members should be requested to share good practices used in competency assessment to be considered and disseminated through a variety of means, including training activities, training workshops and seminars.

(3) Members will be guided in the use of the WMO Community Platform, through the Institutional Information, Part 3 (Quality Management) sections for each Member, for documenting competency assessment initiatives they conduct for each of the defined WMO competency frameworks, as well as knowledge and skills frameworks, and the gaps identified by these assessments.

(4) The Secretariat should prioritize translations of WMO-No. 1209. Some translations of the competency frameworks are already available within other guidance material, but not compiled in a single volume as in WMO-No.1209.

5.1.1.2 Training and other capacity development initiatives to address gaps in Members' ability to deliver quality services

The Panel meetings will consider training and other capacity development initiatives to address identified service delivery gaps and to ensure the effective implementation of such initiatives. The Panel and its Task Teams could lead or ask the Secretariat to conduct activities to achieve the following, for example.

(1) Implementation of WMO competency frameworks should be promoted through sharing of good practices in competency-based training (by the Secretariat, Regional Centres, and other Training Partners including experts in respective fields), which includes practical, task-oriented training and assessments, as well as follow-on interventions to promote sustainable learning into on-the-job contexts.

(2) The WMO Education and Training Office could work with the Services department to develop model curricula (and model courses) to share with RTCs and Training Partners for offering within courses and as stand-alone courses. These curricula could also be used in designing training events sponsored or co-sponsored by WMO.

(3) The Education and Training Office will work with the Services department to develop a recommended integrated training methodology for service delivery in all service areas, including more comprehensive interventions that include pre-training, post-training engagement with participants and attachments.

(4) The Education and Training Office will research and test, with other Secretariat departments, methods for impacts-assessment of training and Fellowships, sharing results and methodologies with Members and Secretariat Departments, and present recommendations for further improvement.

5.1.1.3 Understanding of the required capacities in observation and monitoring of weather and climate in support of quality services delivery

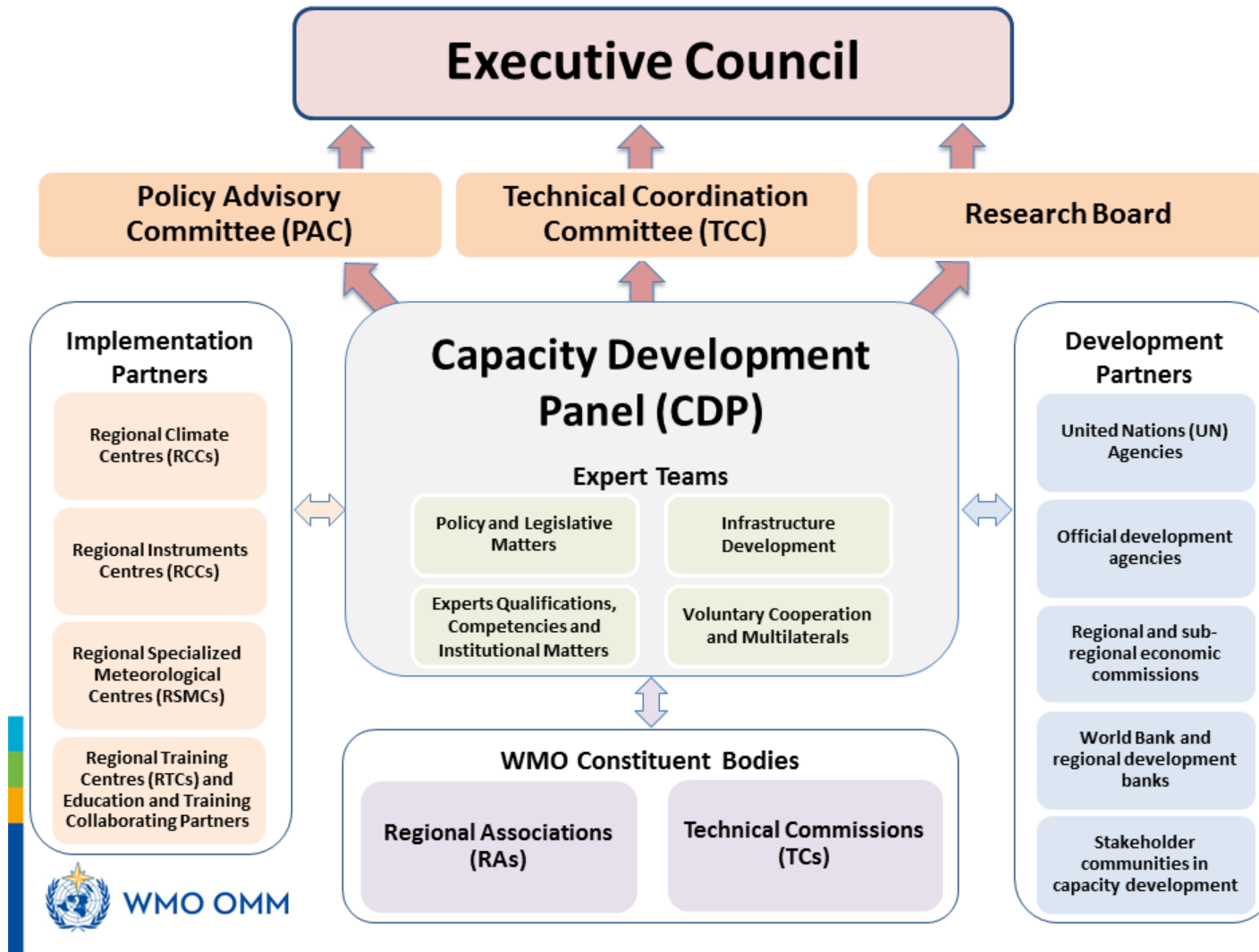
The Panel will work with the commission for Observation, Infrastructure and Information Systems (Infrastructure Commission) to address data availability in data scarce areas of especially in developing countries, in support of quality products and services delivery, including more reliable weather forecasts .

The Infrastructure Commission might designate a focal person at NMHSs who will report on observation and monitoring capabilities of member states. The President of Infrastructure Commission will report results to the Capacity Development Panel. The Panel will consider the report of the President of Infrastructure Commission, set priorities, and recommend to the Executive Council through PAC and TCC. Based on the identified gaps and priorities, the Panel, in collaboration with the Infrastructure Commission will prepare proposals and submit to funding partners.

5.1.1.4 Institutional development, strategic planning, policy issues and appropriate implementation measures

The WMO Capacity Development Strategy (CDS) recognizes that there are four types of NMHSs capacity: **institutional, infrastructural, procedural and human resources**. These four dimensions of capacities are distinct yet inter-related and must be considered holistically to achieve sustainable capacity development. The CDS also recognizes that WMO capacity development activities should be monitored and results evaluated for sustainability over time.

Annex-I to Doc. 5.1



Annex-II to Doc. 5.1

Capacity Development Panel (CDP)

Action Items for Policy and Programme Interventions

Based on Resolution 7 (EC-71)

#	Terms of Reference	Implementation Actions for CDP Agenda	Secretariat Contribution
1	The Panel will be responsible to the Executive Council through the Technical Coordination Committee and the Policy Advisory Committee.	<ul style="list-style-type: none"> • Meet ahead of TCC and PAC meetings each year, when possible • Take into account previous year's activities of TCC and PAC for the agenda and work programme • Feature specific items in the agenda on synergies with TCC and PAC • Chair of the Panel or representative to attend all TCC and PAC meetings 	<ul style="list-style-type: none"> • Prepare documents for the Panel based on TCC and PAC outcomes • Support in organizing CDP meetings • Support dissemination of reports of the Panel • Follow-up and coordinate implementation actions
2	It will monitor the priorities of, and activities under, the WMO Strategic Plan, the WMO Capacity Development Strategy and WMO Gender Equality Policy, including institutional, infrastructural, procedural and human resources capacity development specifically:	<ul style="list-style-type: none"> • Monitor priorities of WMO Strategic Plan through meeting preparation and agenda • Monitor activities relating to implementation of WMO Strategic Plan and assuring concurrence with the Panel activities • Monitor and advise on the WMO Capacity Development Strategy, including updates and implementation • Monitor and advise on the development and implementation of WMO Gender Equality Policy 	<ul style="list-style-type: none"> • Provide information on WMO Strategic Plan and WMO Capacity Development Strategy and implementation actions • Provide information on the implementation of the WMO Gender Equality Policy
	(i) Identify policy-related gaps in the capacity of NMHSs to exchange data, to deliver adequate services, to comply with WMO Standards and recommended practices, bearing in mind the Geneva Declaration 2019,	<ul style="list-style-type: none"> • Develop strategies to ensure reporting on policy-related gaps by Members • Identify policy-related gaps in the capacity of NMHSs to exchange data • Identify policy-related gaps in the capacity of NMHSs to deliver adequate services • Identify policy-related gaps in the capacity of NMHSs to comply with WMO Standards and recommended practices • Identify policy-related gaps viewed from the perspective of the Geneva Declaration 2019 	<ul style="list-style-type: none"> • Provide information on identified policy-related gaps identified by the Secretariat • Report on updates to WMO Standards and recommended practices • Assist in the identification of such gaps

#	Terms of Reference <i>(cont.)</i>	Implementation Actions for CDP Agenda	Secretariat Contribution
	<p>(ii) Provide guidance and oversight regarding WMO efforts to strengthen assistance to the NMHSs of developing countries. Guidance could be along the lines enumerated in the annex to these Terms of Reference,</p>	<ul style="list-style-type: none"> • Provide guidance for WMO efforts to strengthen assistance to the NMHSs of developing countries • Provide oversight regarding WMO efforts to strengthen assistance to the NMHSs of developing countries 	<ul style="list-style-type: none"> • Report on VCP assistance and development partner projects, noting capacity development types • Report on fellowships and training offerings by WMO Regional Training Centres (RTCs) and Education and Training (ETR) Partners
	<p>(iii) Review education and training policies, qualification and competency standards, Regional Training Centre assessments, and WMO Global Campus activities,</p>	<ul style="list-style-type: none"> • Review and update education and training policies, as required • Develop and promote qualification and competency standards, in coordination with Technical Commissions (TCs) and the WMO Secretariat • Conduct and review RTC assessments, and review and revise RTC assessment procedures • Review WMO Global Campus activities and recommend new activities for engagement, considering support required • Provide oversight of WMO Global Campus activities consistent with the ToR of the Panel 	<ul style="list-style-type: none"> • Provide reports on new implementation of qualification and competency standards • Report on status of the RTCs • Report on activities of the WMO Global Campus initiative • Provide oversight of WMO Global Campus activities, and coordinate Member contributions to these activities • Report on development projects utilizing standards and regional centers • Stimulate partnerships for implementing WMO Global Campus activities
	<p>(iv) Identify training needs and give guidance on how to strengthen the capacity of training institutions, as well as recommend training activities to address gaps in formal and continuing education,</p>	<ul style="list-style-type: none"> • Assess existing capacity of institutions to address the needs • In coordination with Regional Associations (RAs), assess or develop methods to assess education and training needs • Advise on cooperation between Members in terms of provision of support through various means, such as funding and institutional support • Advise on issues in institutional capacity and ensure coherence at policy and programme levels 	<ul style="list-style-type: none"> • Conduct or support needs assessments and report on Member's education and training needs • Report on working group on education and training • Report on needs assessments conducted with development projects

#	Terms of Reference <i>(cont.)</i>	Implementation Actions for CDP Agenda	Secretariat Contribution
	<p>(v) Oversee and guide the implementation of the tasks of the Executive Council according to Resolution 74 (Cg-18). In particular, ensure that WMO activities that support capacity development, including the Country Support Initiative and VCP, as well as WMO-related CREWS activities, are complementary and take into consideration the unique national context of Members.</p>	<ul style="list-style-type: none"> Review and advise on progress made on Country Support Initiative (CSI), Voluntary Cooperation Programme (VCP) and WMO-related Climate Risk and Early Warning Systems (CREWS) activities, including how they complement one another and take national context into consideration 	<ul style="list-style-type: none"> Report on CSI, VCP, and WMO-related CREWS activities
	<p>(vi) Review and analyse gaps in the WMO Gender Equality Action Plan and provide guidance regarding WMO efforts in gender equality.</p>	<ul style="list-style-type: none"> Review reports on the WMO Gender Equity Action Plan Provide guidance to WMO efforts in gender equality 	<ul style="list-style-type: none"> Prepare documents for the Panel on gender equality initiatives
	<p>(vii) Provide reports and recommendations on WMO capacity development to the Policy Advisory and Technical Coordination Committees for consideration by the EC.</p>	<ul style="list-style-type: none"> Prepare report on activities of the Panel to the PAC and TCC 	<ul style="list-style-type: none"> Prepare documents for the Panel on activities
	<p>(viii) Take into account the work of the technical commissions and other subsidiary bodies of the Executive Council as it pertains to capacity development.</p>	<ul style="list-style-type: none"> Review and consider the outcomes of sessions of technical commissions and other subsidiary bodies relevant to the work of the Panel Synthesize of outcomes of the responses from the technical commissions and subsidiary bodies and respond via actions of the Panel 	<ul style="list-style-type: none"> Prepare summaries of WMO body documents for the Panel Follow-up on recommendations of the Panel

# Annex to ToR	Implementation Actions for CDP Agenda	Secretariat Contribution
<p>3 The Panel could, <i>inter alia</i>, provide guidance to WMO along the following lines:</p> <p>(i) Mechanisms to enhance the collection and sharing of up-to-date information relating to the development of NMHSs (e.g. WMO Community Platform (CPDB)/Extranet, surveys, national assessments etc);</p>	<ul style="list-style-type: none"> • Guide which information can and should be collected from Members and justify the usefulness of such data • Review available information for decision making and disseminate to Members • Explore other sources of useful information that could be offered to Members through the Secretariat, or used by the Secretariat to support Members • Advise on sources of funding for related activities on information collection and sharing 	<ul style="list-style-type: none"> • Prepare reports on the utilization of available tools to gather Member information • Follow-up on implementation actions of the Panel
<p>(ii) Actions taken to build on existing capacities of NMHSs in developing countries, such as:</p> <p>a) The facilitation of twinning arrangements and other innovative bilateral cooperation;</p>	<ul style="list-style-type: none"> • Discuss the nature and extent of arrangements for successful bilateral cooperation • Review the inventory of existing bilateral cooperation • Advise on how to optimize existing arrangements and explore new opportunities for encouraging bilateral cooperation 	<ul style="list-style-type: none"> • Prepare reports on available information on bilateral cooperation • Support dissemination of reports • Follow-up on implementation actions of the Panel
<p>b) Strategies to leverage UN system and other development partner initiatives;</p>	<ul style="list-style-type: none"> • Create an inventory of existing cooperation with UN and other development partners • Advise on how to optimize on existing arrangements and explore new opportunities • Guide future initiatives, especially within the framework of Sustainable Development Goals (SDGs) 	<ul style="list-style-type: none"> • Prepare documents on existing agreements with UN and other development partners • Report on WMO SDGs activities • Report on NMHSs SDGs initiatives
<p>c) Advocacy efforts to governments, end-users, decision-makers on the socioeconomic benefits of investments in NMHSs;</p>	<ul style="list-style-type: none"> • Review the existing Secretariat activities to demonstrate socio-economic benefits of NMHSs • Advise on what could be done to increase advocacy on socio-economic benefits, both by Members and the Secretariat 	<ul style="list-style-type: none"> • Prepare reports on socio-economic benefits, activities, projects • Collect and provide information on best practices and case studies for advocacy of socio-economic benefits of NMHSs

#	Annex to ToR (<i>cont.</i>)	Implementation Actions for CDP Agenda	Secretariat Contribution
	<p>d) Assistance to NMHSs to incorporate WMO and national requirements into national policy, legislative frameworks and national development plans;</p>	<ul style="list-style-type: none"> • Review existing national strategic plans available to the Secretariat • Advise how to assist in the review of policy and legislative frameworks of NMHSs • Advise the Secretariat on approaches to delivering support to Members on integration of weather, climate and water policies into the national development plans 	<ul style="list-style-type: none"> • Prepare reports on available legislative arrangements • Prepare reports on available policy frameworks • Follow-up on recommendations of the Panel
	<p>e) Efforts to increase training and long-term education for developing countries;</p>	<ul style="list-style-type: none"> • Advise how to encourage in-country training for self-sustaining NMHSs • Review identified education and training needs • Advise on promotion of collaboration and cooperation on education and training • Advise on establishment and maintenance of education and training standards • Advise on how to strengthen national and regional training institutions to better support Members, with emphasis on Regional Training Centres (RTCs) 	<ul style="list-style-type: none"> • Prepare documents for the Panel on advancements on in-country training capacity • Support the dissemination of reports • Follow-up on implementation actions of the Panel • Provide opportunities for increasing the capacity of education and training institutions of Members through courses and learning resources
	<p>f) Efforts to develop, implement, monitor and evaluate projects;</p>	<ul style="list-style-type: none"> • Review reports on ongoing and recent projects • Review existing evaluation reports on best practices in capacity development projects • Advise on best practices for implementing capacity development projects • Develop guidance for development partners and the Secretariat on capacity development 	<ul style="list-style-type: none"> • Prepare documents for the Panel on the Secretariat-led capacity development projects • Support the dissemination of reports on capacity development projects • Follow-up on recommendations and implementation actions of the Panel

#	Annex to ToR (<i>cont.</i>)	Implementation Actions for CDP Agenda	Secretariat Contribution
	<p>g) Promotion of principles for global meteorology, hydrology and climatology including authoritative voice, common standards, data and product sharing;</p>	<ul style="list-style-type: none"> • Advise on capacity development activities to promote globally integrated service delivery • Review the implementation of Cg-18 Resolution 79 on Open Consultative Platform and Cg-18 Resolution 80 on Geneva Declaration – 2019 • Review the Secretariat activities on Public Private Engagement (PPE) 	<ul style="list-style-type: none"> • Develop clear guidance and training materials on principles for globally integrated service delivery for integration into capacity development efforts • Prepare updates on the Open Consultative Platform • Prepare progress report on Public Private Engagement (PPE)
	<p>h) Review the activities of the technical commissions and regional associations aimed at developing, communicating and assisting NMHSs in developing countries to comply with WMO standards and recommended practices.</p>	<ul style="list-style-type: none"> • Review reports on activities of technical commission with respect to developing, communicating and assisting NMHSs in developing countries to comply with WMO standards and recommended practices • Review reports on activities of regional associations with respect to developing, communicating and assisting NMHSs in developing countries to comply with WMO standards and recommended practices • Make recommendations on required actions by stakeholders to benefit developing countries in efforts to increase compliance with WMO standards and recommended practices 	<ul style="list-style-type: none"> • Prepare documents for the Panel on efforts to assist and enforce compliance • Support dissemination of reports on compliance levels • Follow-up on implementation actions of the Panel