

Capacity Development Panel First Session Item 3: Rules of procedure



26-27 August 2020
By videoconference

WMO OMM

World Meteorological Organization

Organisation météorologique mondiale

Rules of procedure for the panels reporting to the Executive Council

- Resolution 11 (EC-71) instructed the Technical Coordination Committee (TCC) to develop the Rules of Procedure for the Research Board and for other bodies of the Organization, complementing the rules of procedure for the technical commissions and the regional associations
- Approach followed for the panels reporting to EC:
 - Provisions common to all bodies
 - Provisions (few) specific to individual panels
- TCC-1 (27-29 April 2020) endorsed Draft Resolution 5.3(1)/1 with rules of procedures for Research Board, Scientific Advisory Panel, Climate Coordination Panel, Hydrological Coordination Panel, Panel of Experts for Polar and High-Mountain Observations, Research and Services, and Capacity Development Panel
- Through Draft Decision 4/1, the TCC recommends that EC adopt Draft Resolution 5.3(1)/1 by consensus without debate

Standardized rules of procedure

- Rules of procedure complementing the terms of reference and derived as much as possible from existing regulations
- Common provisions
 - General scope
 - Chair and vice-chair (role)
 - Meetings (frequency, location, notification, languages, agenda, documentation, records, decisions, invited participants and observers)
 - Subsidiary bodies (where relevant)
 - Coordination with other bodies
 - Assistance by the Secretariat
- Provisions specific to individual panels (where relevant)
 - E.g. selection of chair and vice-chair, duration of membership, functioning of subsidiary bodies etc.

Some highlights

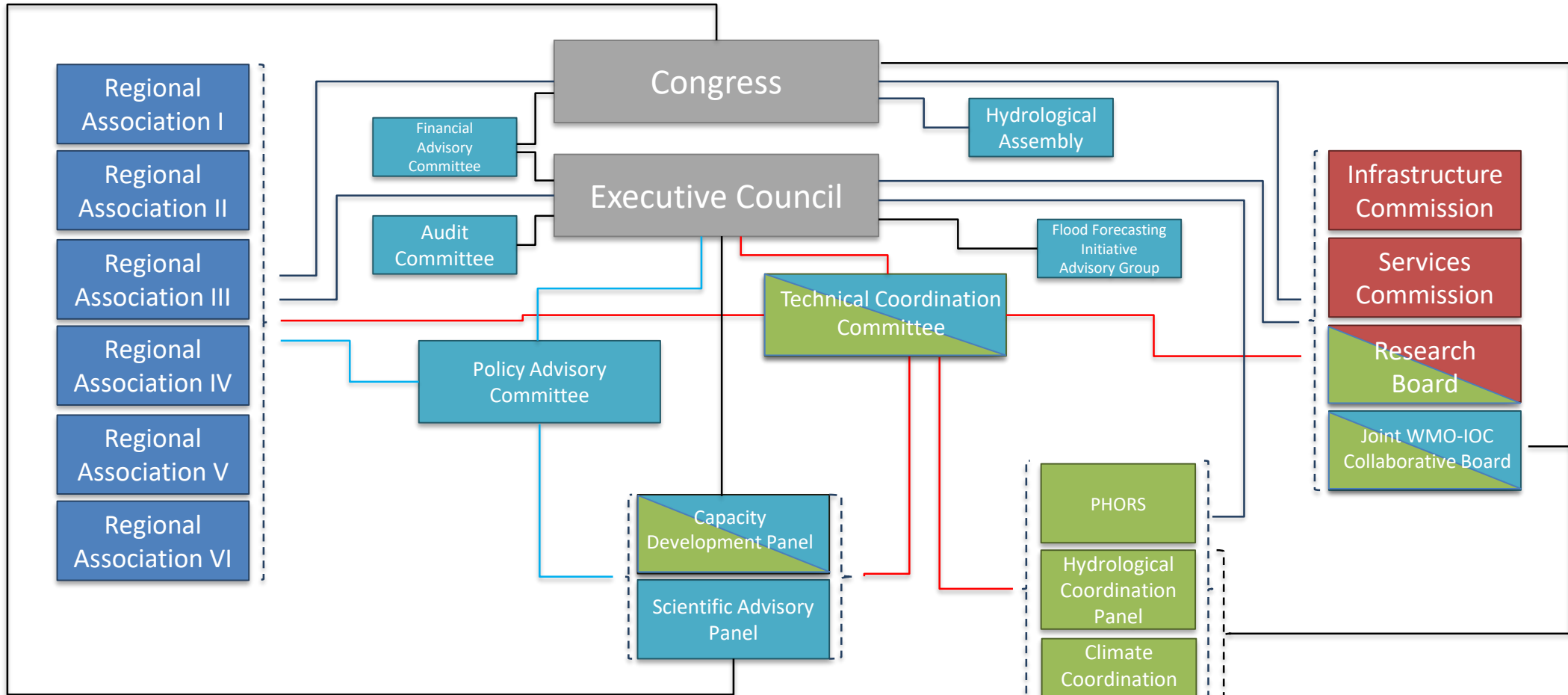
- Role of chair, vice-chair, co-chairs
 - Presiding meetings, guiding the activities of the Panel, reporting, expressing the views of the Panel at meetings of other bodies
- Meetings
 - At least once per year, either face to face or by videoconference
 - Notification: 45 days before
 - Agenda
 - a) Report by the chair on the activities of the Panel;
 - b) Items the inclusion of which has been requested by the Congress or Executive Council;
 - c) Items submitted by members of the Panel, other bodies, partner organizations or the secretariat;
 - d) Review of the status of recommendations addressed to the Congress, the Executive Council or other bodies;
 - e) Work programme.
- Documentation: 15 days before
- Decisions
 - Agreed conclusions (when concerning the panel)
 - Recommendations (when addressed to other bodies of the Organization) requiring approval by the relevant body before implementation
- Subsidiary bodies
 - Specific or urgent tasks may be assigned to members of the Panel organized into task teams
- Coordination
 - Ensured by the chair and members of the Panel and the Secretariat through mutual representation in other bodies, sharing of information and documentation, consultations and other means
- Provisions specific to CDP
 - Nomination of members by EC

Adoption and publication

Process



- Through Draft Resolution 5.3(1)/1 (EC-72), EC to adopt common provisions and provisions specific to each panel
- Secretary-General to publish, in a single publication, terms of reference and rules or procedure for each panel
- Review of the rules of procedures to be done periodically by the TCC

Reporting lines of the WMO bodies

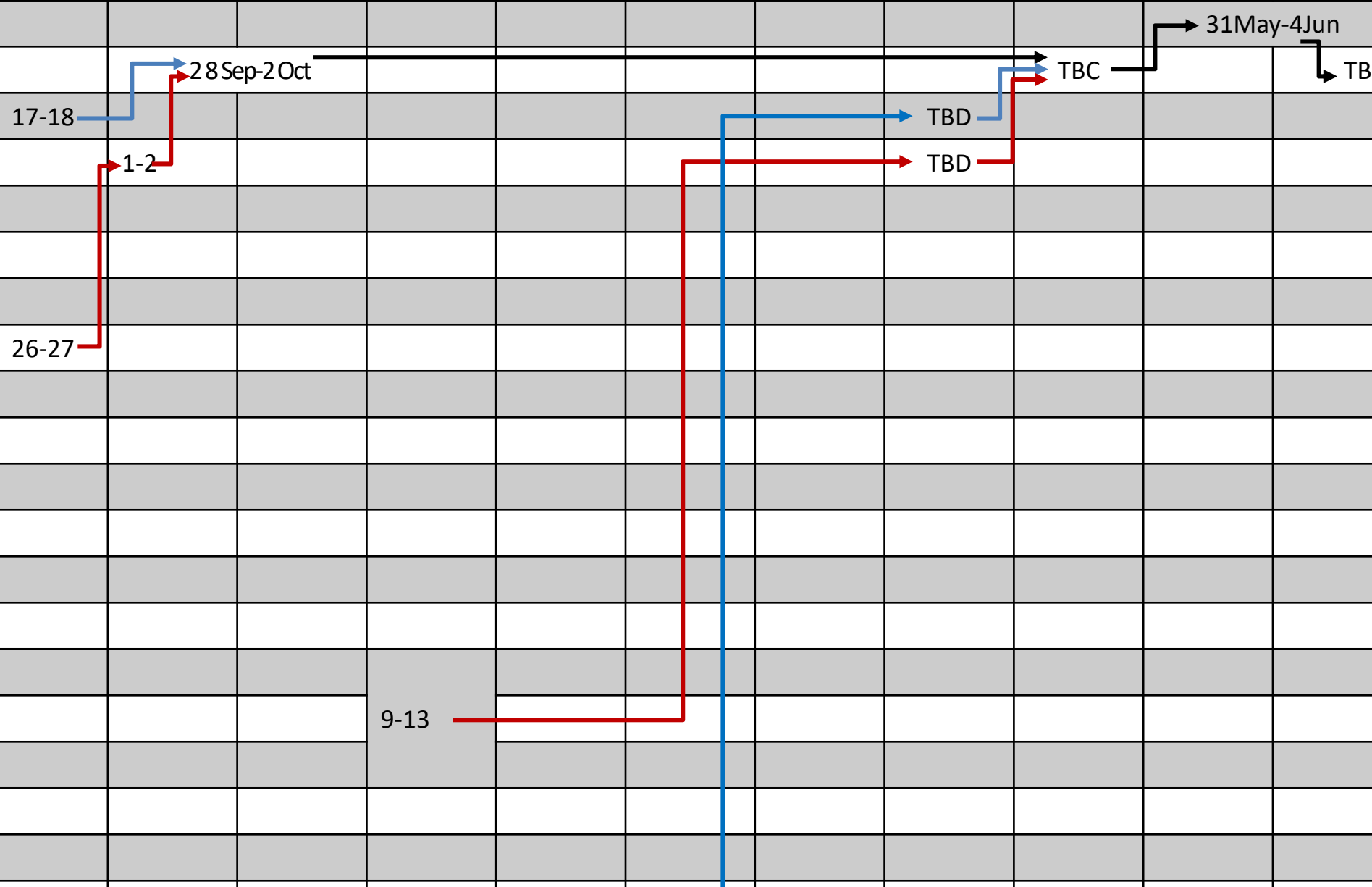


- Decision-making body
- Regional implementation body
- Technical body
- Advisory body
- Coordination body

Planning of meetings leading to Cg-Ext. (2021)

 Policy matters
 Technical matters

Body	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cg-Ext.												
EC												
PAC												
TCC												
CCP												
HCP												
PHORS												
CDP												
RA I												
RA II												
RA III												
RA IV												
RA V												
RA VI												
SERCOM												
INFCOM												
RB												
JCB												
SAP												
Data Conf.												





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Thank you