

THE AFRICAN MINISTERIAL CONFERENCE ON METEOROLOGY (AMCOMET)

REPORT OF THE FIRST BUREAU MEETING NAIROBI KENYA: 28-29 APRIL 2011 and GENEVA 16 MAY 2011

1. Opening of the Meeting

Remarks by Hon. John Njoroge Michuki, (EGH, MP) Chair AMCOMET BUREAU

- 1.1 The meeting was opened by the Minister for Environment and Mineral Resources Hon. John Njoroge Michuki who is the Chair of AMCOMET Bureau. Hon. J. N. Michuki welcomed the Members to the *First Meeting of the Bureau of AMCOMET*. He expressed his gratitude to the Members for their attendance, considering the apparent short notice that was necessitated by the need to report to the 16th World Meteorological Organization Congress (WMO) which was to start on 16th May 2011 in Geneva, Switzerland.
- 1.2 The Chairman recalled the *Ministerial Declaration* made in Nairobi 2010 that established the *AMCOMET Bureau* and the *Task Force*. The AMCOMET Bureau has the following Membership: Kenya (Chair); Mali (First Vice-Chair); Zimbabwe (2nd Vice-Chair); Congo (3rd Vice-Chair); and Morocco (Rapporteur).
- 1.3 He reported that the *African Union Summit of Heads of State and Governments*, in January 2011, endorsed the Ministerial Declaration and directed that a number of actions be undertaken for further consideration by the African Union (AU) Organs. In this regard, Hon. J. N. Michuki was most grateful to Commissioner Rhoda Peace Tumusiime for her continued support and cooperation that led to the endorsement of AMCOMET by the AU Summit.
- 1.4 Hon. J. N. Michuki noted that National Meteorological and Hydrological Services (NMHSs) have an important role in providing weather and climate services to decision makers and also contribute to socio-economic development programmes. It is, therefore, necessary to enhance Government support for improvement of service delivery. The AMCOMET Bureau had to define a framework for political and financial support.
- 1.5 Hon. J. N. Michuki emphasized that the role of the Bureau in the operations of AMCOMET cannot be overemphasized. Hence, the task of the First Bureau Meeting was important as it would address key elements of the AMCOMET that include: ToRs of AMCOMET Task Force; Governance; and

Resource Mobilization Strategy. He called for collective effort by all African Governments and partners, especially WMO and AU in addressing AMCOMET issues.

- 1.6 Mr. Jerry Lengoasa, the WMO Deputy Secretary General, expressed appreciation to the Government of Kenya and in particular, to Hon. John Njoroge Michuki, Chairman of the AMCOMET Bureau, for hosting the first segment of AMCOMET Bureau Meeting in Nairobi. He informed the meeting that the WMO Secretary General, Mr. Michel Jarraud, would have attended the meeting. However, the 16th WMO Congress preparations could not permit him to travel to Nairobi. Mr. Jerry Lengoasa was grateful to the Bureau Members for their attendance. He expressed appreciation to *AUC Commissioner Rhoda Peace Tumusiime* for supporting the AMCOMET process and facilitating the endorsement by the AU Summit of heads of States and Governments in January 2011.
- 1.7 The WMO Deputy Secretary General, noted that there are many actions to be taken as contained in the Ministerial Declaration and the AU Summit Decision. The Bureau, therefore, had to develop a proactive and sustainable Action Plan, as well as innovative Financial Arrangements.
- 1.8 He informed the Bureau that the Chair would report to the 16th WMO Congress on the status of AMCOMET, especially because some Regions have expressed interest in organizing similar Ministerial Meetings. WMO, he reported, had established a Secretariat to support the AMCOMET Process. He pledged WMO's continued support in the fulfillment of AMCOMET goals and objectives.

2.0 Adoption of the Agenda

- 2.1 The meeting adopted the Agenda (attached as Annex I).
- 2.2 The meeting was attended by Kenya, Mali, Morocco , Zimbabwe and WMO

3.0 Presentation of the status of the AMCOMET Process

- 3.1 A presentation was made on the status of activities that have taken place since the First Conference of Ministers Responsible for Meteorology in Africa, Nairobi, in April 2010. The Conference Report and the Ministerial Declaration had been finalized and circulated to the participants. WMO had established the AMCOMET Secretariat through the recruitment of a consultant.
- 3.2 Consultations have been ongoing between WMO and the African Union Commission (AUC) on the frame work of cooperation in the operationalization of the AMCOMET Process.
- 3.3 The Bureau was briefed on the decision taken by the WMO EC (July 2010), the 15th Session of Regional Association 1 (October 2010) in Marrakech and the AU Summit of Heads of State and Governments in January 2011as follows:
 - The WMO Executive Council (July 2011) requested the Secretary General to give high priority to the implementation of the outcomes of the AMCOMET;

- The 15th Session of Regional Association 1, Africa (October 2010) called for the implementation of the outcomes of the AMCOMET.
- The AU Summit of Heads of State and Governments in January 2011 endorsed the formation of AMCOMET. The AU Summit Decision has called for a number of actions to be undertaken.

4.0 Discussion and Determination of Terms of Reference for the AMCOMET Task Force

- 4.1 The Nairobi Ministerial Declaration designated a Task Force of 10 Members comprising of the 5 Bureau Members (Kenya, Mali, Morocco, Congo, and Zimbabwe) and five representatives of Regional Economic Commissions (RECs) namely: Algeria (North Africa), Cameroon (Central Africa), Ghana (West Africa), Uganda (East Africa) and Zambia (Southern Africa). The Task Force would define the Institutional Framework and internal arrangements of AMCOMET, among other tasks.
- 4.2 WMO presented Draft Terms of Reference (ToR) for the Task Force for consideration. After reviewing the draft, the Bureau, agreed on the ToRs (see Annex II). The Bureau called on the Task Force to endorse and use these ToRs.

5.0 Proposed Timelines and Deliverables for the AMCOMET Process

- 5.1 The Bureau noted that the Nairobi Ministerial Declaration had provided guidelines for the activities of AMCOMET. They further noted that one year had elapsed since the First Conference of Ministers Responsible for Meteorology in Africa (the Nairobi Conference) and the next AMCOMET Session was due to be held before the end of 2012. In this respect, the Bureau made the following decisions:
- 5.1.1 The current First AMCOMET Bureau meeting will continue in Geneva during the 16th WMO Congress with the attendance of Ministers to brief them on the outcome of the Nairobi meeting and take subsequent decisions and approvals. WMO was requested to make necessary arrangements for the meeting to take place before the start of the 16th WMO Congress.
- 5.1.2 During the 16th WMO Congress an informal meeting of the Permanent Representatives (PRs) of WMO from the 10 countries that are members of the Task Force would meet to elaborate on the outcomes of the First Bureau Meeting. The meeting of the PRs will form the Technical Team of the Task Force.
- 5.1.3 The First Task Force Meeting would be preceded by a One-day Technical Team meeting and is scheduled to be held during the last quarter of 2011. The Bureau welcomed the offer of Morocco to host this meeting.

6.0 Administrative and Financial Structures of AMCOMET

- 6.1 Concerning the funding arrangements of **AMCOMET**, the Bureau noted that considerable resources would be required to implement the decisions contained in the Ministerial Declaration. Two funding phases were considered: the first phase is dealing with financing the AMCOMET process itself (Bureau, Secretariat, Technical Team, Task Force meetings and the First AMCOMET Session in 2012). The second phase will deal with financing projects and programs derived from *the African Strategy on Meteorology*. The Bureau considered various strategies of *Resource Mobilization* to support the AMCOMET process and made the following observations:
- 6.1.1 The Bureau invites the Task Force to explore experiences in resources mobilization in other similar organs such as: AMCEN; AMCOW; IPCC; and others.
 - 6.1.2 The Bureau mandated the AMCOMET Chair to launch a campaign with the funding institutions European Commission (EC), Overseas Development Agencies (ODAs) and relevant programs (AFDB, World Bank, BID, ACPC, ClimDev) to explore the possibility for ensuring the financing requirement for the Phase 1.
 - 6.1.3 As AMCOMET is an African process, the Bureau felt that African countries should be requested to contribute funds to support the AMCOMET process.
 - 6.1.4 A Trust Fund be established at WMO to hold the AMCOMET funds on an interim basis.
 - 6.1.5 Development Partners be requested to support the AMCOMET process financially. In this regard, the Bureau would take the lead in the initiative, supported by WMO and the African Union, in exploring ways of facilitating this process.
 - 6.1.6 AMCOMET Secretariat and the African Union Commission would highlight the role of NMHS in areas dealing with weather, climate and Climate Change concerns and the way they are contributing in saving lives and property, adapting and mitigating climate change, meeting the MDGs goals (alleviating poverty, environment protection, and sustainable development).
- 6.2 After presentation by WMO, The Bureau deliberated and approved the proposed Governance of the AMCOMET (see Annex III). The Bureau submits this Governance paper to the Task Force for detailed consideration.

7.0 Preparation of African Strategy on Meteorology

- 7.1 The Nairobi Ministerial Declaration decided that, within two years, AMCOMET was to develop an African Strategy on Meteorology for enhancing cooperation between African Countries towards the strengthening the capabilities of the National Meteorological Services and existing Regional and Sub-Regional Climate Centres in Africa.

- 7.2 WMO and the RA 1 (Africa) Vice President made a presentation of the RA I Strategic Plan. The highlights were:
- Vision and Mission of RA I (Africa);
 - Current status of NMSs in Africa;
 - Challenges faced by NMSs especially those in countries categorized as Least Developed Countries (LDCs);
 - Efforts of WMO to assist NMSs; and
 - Strategic considerations for the future development of NMS.
- 7.3 The thrusts were: Technology; Capacity Building; Service Delivery; Partnerships; and Governance.
- 7.4 The challenges were:
- Appropriate Meteorological infrastructure and human resource capacities (observation network, data collection and archive, telecommunications, data processing, forecast performing, service delivery, recruitment, human skills-expertise and competences);
 - Access to related Climate Change funds (Adaptation Fund, Green Fund,...); and
 - Partners requirements as implementation of Quality Management System (QMS) for ICAO by 2012.
- 7.5 The Bureau agreed that the RAI (Africa) Strategic Plan captured the essence proposed by the African Strategic Plan. However, the later should be all inclusive and address the critical issues affecting the further development and operations of NMSs. It should be completed by diagnosis, finalization budget needs for, implementation and resources mobilization in such a way as to define a road map at level of expectation of the Ministers, to enhance the contribution and visibility of NMHSs.
- 7.6 It is necessary to bring out the implication of the Climate Change and weather to attract potential funding that can come from Green Fund as presented at Cancun.
- 7.7 Mr. J. Lengoasa, the WMO Deputy Secretary General reported on the progress of the Global Framework for Climate Services (GFCS) and the High Level Task Force. The report would be presented during the 16th WMO Congress. He also stressed the importance to link African Strategy on Meteorology with the GFCS which present a number of opportunities that can serve this African Strategy in capacity building.
- 7.8 The Bureau expressed the need to keep are appropriate balance in the representation of African countries in the governing body of GFCS. The Bureau also recalled the necessity to reinforce the NMHSs capacity to provide weather services as well as climate services with an open well tailored partnership with all the Actors involved in GFCS.

7.9 Mr. J. Lengoasa, the WMO Deputy Secretary General informed the Bureau that WMO has been accredited as an institution to implement the *Climate Change Adaptation Fund* and makes it the appropriate body to consider financing African activities in the relevant area linked to strategic and implementation plans of Meteorology.

8. Any Other Business

8.2 The Bureau stressed the need for NMHSs to meet International Civil Aviation Organization (ICAO) requirement to implement the Quality Management System (QMS) before the deadline of 2012 and asked the Chair to initiate the communication process to urge Ministers to facilitate NMHSs in meeting the requirement. Also, a circular letter is to be prepared by the WMO Secretariat to be sent to all the NMHS.

8.3 The Bureau recognized the need for *Political Involvement in Congress* through a good definition of relationship between technical arms and political bodies. AMCOMET, with appropriate involvement of RAI (Africa) could lead the way to achieve the expected results in term of reinforcement of NMHS in serving decision-makers in government, the economy society and the environment. The Bureau was of the view that in the long term, the subsidiary bodies of RAI (Africa) such as the Management Group, could serve as technical arms of AMCOMET.

8.4 The Bureau further stressed the importance of initiating new and reinforcing the existing Partnerships with Economic Regional Commissions (RECs), and regional institutions such as ASECNA, ACMAD, ICPAC, and SADC Climate Services Centre.

9. Closure of the Meeting

9.1 The Chairman, Hon. John N. Michuki EGH MP, thanked the Bureau Members for their effective participation that resulted in important decisions for the operationalization and implementation of the AMCOMET Process. He was grateful to WMO for establishing the AMCOMET Secretariat and the continuous support accorded to the AMCOMET Process and in the organization of the First Bureau Meeting. The report and the decisions would be circulated to the Task Force Members for implementation. The report would further be submitted to the African Union Commission who would provide guidance to ensure the implementation of the AMCOMET Process is in line with the AU general Regulations, Rules and Procedures.

9.2 The meeting was closed on 16 May 2011 at 0945hrs.

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REPORT OF THE FIRST BUREAU MEETING, NAIROBI, KENYA: 28-29 APRIL 2011

AND

GENEVA, SWITZERLAND, 16 MAY 2011

AGENDA

1. Opening of the Meeting
2. Adoption of the Agenda
3. Presentation of the Status of the AMCOMET Process
 - a. WMO
 - b. AU
4. Discussion and Determination of Terms of Reference for the AMCOMET Task Force
5. Proposed Timelines and Deliverables for the AMCOMET Process
 - a. Dates and host of AMCOMET Bureau Meetings;
 - b. Organization of the Task Force Meetings (dates, host);
 - c. Date and Host of the First AMCOMET Session;
6. Administrative and Financial Structures of AMCOMET
 - a. Funding arrangements for AMCOMET including Resource Mobilization Strategy;
 - b. Governance structures and responsibilities in the AMCOMET Process. (Chair, WMO, AU, Bureau Members etc);
7. Preparation of the African Strategy on Meteorology
8. Any Other Business
9. Closure of the meeting.

THE AFRICAN MINISTERIAL CONFERENCE ON METEOROLOGY (AMCOMET)

FIRST BUREAU MEETING, NAIROBI, KENYA: 28-29 APRIL 2011 and GENEVA, SWITZERLAND, 16 MARCH 2011

AMCOMET TASK FORCE TERMS OF REFERENCE

Preamble

The Nairobi Ministerial Declaration from the First Conference of Ministers Responsible for Meteorology in Africa, held in Nairobi, Kenya on 12-16 April 2010 adopted the African Ministerial Declaration calling for the establishment of the African Ministerial Conference on Meteorology (AMCOMET) as a high-level mechanism for the development of meteorology and its applications in Africa. A Bureau was elected composed of a Chairperson (Kenya), three Vice Chairpersons (Mali, Zimbabwe, Congo), and a Rapporteur (Morocco).

The Conference further designated a Task Force comprising of the five Bureau members and five additional members representing the five sub-regions in Africa (Algeria, Ghana, Cameroon, Uganda and Zambia). The Task Force was requested to define the institutional framework and internal arrangements of AMCOMET, supported by the WMO as the Secretariat along with the African Union. The Declaration further requested the Task Force to develop an African Strategy on Meteorology to enhance cooperation between African countries and enable the strengthening of National Meteorological Services' capabilities as well as existing African regional and sub-regional climate centres. The Declaration further asked that the report of the Task Force containing the proposed strategy be submitted to the First Session of AMCOMET, foreseen to take place in 2012.

Task Force Terms of Reference

The Task Force will undertake its work in accordance with the African Ministerial Declaration and will:

1. Develop the institutional arrangements (Constitution) of AMCOMET
2. Develop options for governance of AMCOMET, ensuring its intergovernmental nature, and provide justification for the preferred option(s);
3. Develop the Rules of Procedure of the Conference and agree on the guiding principles for decision making related to the Conference;
4. Propose a draft African Strategy on Meteorology to enhance cooperation between African countries and to strengthen the capabilities of their National Meteorological Services and those of the existing Regional and Sub-regional climate centres in Africa that would enable them to effectively meet government and societal needs and requirements for weather and climate information and services. The proposed strategy should take into account the following:

Support for the Task Force

Secretariat support will be provided by World Meteorological Organisation, which will host AMCOMET secretariat and assist in resource mobilisation and other support for its work. The African Union will assist in the work of the Secretariat.

Frequency of Meetings / Working Methods

1. The Task Force will meet at least once.
2. Decisions will be made by consensus.
3. The draft reports shall be shared by correspondence.

Report

The Task Force shall prepare a draft report for the Bureau for initial review and approval. Furthermore, the Task Force shall also prepare the final report to be presented during the First Session of AMCOMET.

Duration

The Task Force will conclude its mandate upon the presentation of its report to the First Session of AMCOMET.

Membership of the Task Force for the African Ministers Conference on Meteorology includes:

1. Bureau Chairman: Kenya
2. Bureau Vice-Chairman: Mali
3. Bureau Vice-Chairman: Zimbabwe
4. Bureau Vice-Chairman: Congo
5. Bureau Rapporteur: Morocco
6. Algeria
7. Ghana
8. Cameroon
9. Uganda
10. Zambia

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MAY 2011**

DRAFT – PROPOSED GOVERNANCE STRUCTURE

THE BUREAU

- 1) The functions of the Bureau of the Conference shall include:
 - a) overseeing the Conference affairs and the activities of the Secretariat between sessions of the Conference;
 - b) carrying out, between one ordinary session of the Conference and the next, such interim activities on behalf of the Conference as may be necessary, giving priority to matters on which the Conference has previously recorded its approval;
 - c) make preparations on issues, inter alia, draft resolutions and recommendations for consideration at the next session of the Conference;
 - d) overseeing the implementation of policies and decisions of the Conference, the execution of the Conference's budget and conduct of the Conference's programmes;
 - e) provide guidance and advice to the Secretariat on the implementation of the Conference decisions, relations between AMCOMET and member states, preparation of meetings and on any other matters relating to the exercise of the functions of the AMCOMET and the Secretariat;
 - f) act as the Conference Committee at meetings of the Conference;
 - g) submit proposals to the Conference on any matter relating to the implementation of the objectives and functions of AMCOMET and report to the Conference on activities it has carried out between the session of the Conference,
 - h) assist in the resource mobilisation effort for the Conference, and;
 - i) perform any other functions that may be entrusted to it by the Conference.
- 2) The Bureau of the Conference may appoint such ad hoc committees to advise it, as deemed appropriate and necessary, in the implementation of its functions.
- 3) The Bureau of the Conference shall meet in an Ordinary Session at least once in every year and at any other time that circumstances may warrant.

MEMBERSHIP OF THE BUREAU

- 1) At each Ordinary Session, the Conference shall elect members of the Bureau.

- 2) The members of the Bureau of the Conference shall be Ministers responsible for meteorology elected on an equitable geographical distribution representing the five sub-regions, namely, one each from West Africa, East Africa, Central Africa, North Africa and Southern Africa. To ensure continuity it is proposed that the bureau should be reviewed by electing 3 new members at each AMCOMET Ordinary Session and retaining two on a rotational basis. The members re-elected should not exceed 3 successive terms.
- 3) Members of the Bureau of the Conference shall be elected as:
 - a) The Chairman of the Conference and Bureau;
 - b) Three Vice Chairmans; and
 - c) Rapporteur.
- 4) The Chairman of the Conference shall be the Chairperson of the Bureau of the Conference.
- 5) A member state elected to the Bureau of the Conference shall ensure that the following tasks are accomplished:
 - a) ensure that its representative attends meetings and activities of AMCOMET;
 - b) solicit opinion and find out the interests of the member states of the sub-region for purposes of AMCOMET¹
- 6) The Bureau of the Conference may invite observers to participate in its deliberations, as appropriate.

THE CHAIRMAN OF THE BUREAU

- 1) The function of the Chairman of AMCOMET shall include:
 - a) oversee and preside over the work of the Conference and the Bureau; and
 - b) regularly liaise with the Secretariat on the work of AMCOMET.
- 2) The Chairman shall be elected at each Ordinary Session of the Conference and shall hold office until the next Ordinary Session.
- 3) The Chairman shall preside over the sessions of the Conference and in his or her absence one of the Vice Chairmen shall preside.
- 4) The Chairman shall also preside over the meetings of the Bureau of the Conference and in his or her absence one of the Vice Chairman shall preside.

THE SECRETARIAT OF AMCOMET

- 1) The functions of the Secretariat, under the supervision of the WMO and with the assistance of the African Union, include:
 - a) assist the Conference, the Bureau of the Conference, the Chairman, the Task Force and any other ad hoc committee or forum as established, in their deliberations;
 - b) follow-up the resolutions and decisions of the Bureau and Conference;
 - c) arrange for and service meetings of the Conference and its entities, undertake organisation of work during sessions and execute the decisions of the Conference;
 - d) undertake other coordination activities as necessary for the smooth functioning of AMCOMET in the achievement of its objectives;

¹ This is intended to strengthen sub-regional coordination in the sub-regional economic communities so that decisions and actions taken at that level are in the interest of each state. It also strengthens the role of sub-regional economic communities and sub-regional conferences.

- e) draw to the attention of the Conference, matters pertaining to the objectives of this Constitution, and its implementation;
- f) Prepare draft programmes of work and related budget and strategies for consideration and approval by the Bureau or the Conference;
- g) prepare relevant activities and financial reports and other documentation as necessary for the deliberations of the Conference, the Bureau and other entities of AMCOMET;
- h) represent AMCOMET in its relations with any third parties, governments and multilateral organisations and, negotiate agreements, contracts and related instruments as may be approved by the Bureau; the AMCOMET Bureau to approve and endorse such contracts and MOUs.
- i) act as the repository for the reports, and other information for AMCOMET and disseminate relevant information;
- j) monitor implementation of the decisions of the Conference;
- k) undertake, under agreed programmes, and as appropriate occasional scientific and technical studies into issues affecting implementation of the Conference decisions; and
- l) perform such other functions as may be determined by the Conference or the Bureau.