



DRAFT Concept Note V-3.0

Objectives, Stakeholders and Road Map: Demonstration project to guide the operationalization of provision of Meteorological and climate information products and services to the Humanitarian Community

Improving Contingency Planning, Preparedness, Response, and Early Recovery Operations

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1. Background

Over the last two decades, a wave of humanitarian reforms, have been initiated by the Inter-Agency Standing Committee (IASC) to enhance coordination among the humanitarian agencies to improve contingency planning, preparedness, response and early recovery to disasters. Furthermore, advancement in monitoring, detecting, and forecasting of meteorological, hydrological and climate related hazards are leading to new opportunities for utilization of meteorological, hydrological and climate information products and services by humanitarian and disaster risk management agencies for improved planning, preparedness and response and early recovery measures. However, integration of such information into decision-support mechanisms requires an understanding of needs and requirements of such agencies (at national, regional and global levels) pertaining to the use of such information in linkage to their institutional structures, planning, decision support and operational mechanisms. Furthermore, the interactions of those agencies with national authorities within international and regional humanitarian mechanisms need to be considered.

The goal of the WMO is to support the development of multi-scale guidance and operational capacities to provide meteorological, hydrological and climate information, products and services to humanitarian agencies at international, regional and national levels in order to support their emergency contingency planning, preparedness, response and early recovery.

To realize these opportunities, under the framework of the World Meteorological Organization (WMO) Disaster Risk Reduction (DRR) Programme, WMO's Commission for Basic Systems (CBS) at its 14th Session (Croatia, April 2009) established a Task Team on "Meteorological Services for Improved Humanitarian Planning and Response." Later in 2009, the presidents of two other WMO Commissions, namely, Commission for Climatology (CCL) and Commission for Hydrology (CHy) agreed to join CBS efforts to establish an inter-commission ad-hoc task team to support this initiative (hereafter referred to as Inter-Commission Humanitarian TT). Later on in September of 2012, CBS at its 16th session, reiterated its commitment to this initiative, and it ,

- (1) Endorsed the plans of the Inter-Commission Humanitarian TT for implementation of a demonstration project to demonstrate various issues related to provision of operational meteorological assistance to the Humanitarian agencies,
- (2) Established the CBS Task Team on the Provision of Operational Meteorological Assistance to Humanitarian Agencies (hereafter referred to CBS TT) to liaise with other relevant Technical Commissions (TCs) and Programmes.

Following the establishment of the Inter-Commission Humanitarian TT in 2009, a number of meetings were held with representatives from the International UN and other Humanitarian agencies, representing the leads for the cluster system of Inter Agency Standing Committee (IASC) and other agencies supporting humanitarian response,¹ during which they ,

¹ (1) Working-Level Brainstorming Session on Meteorological Services to for Improved Humanitarian Contingency Planning and Response, 9 April 2012, Geneva, WMO HQ; and (2) Meeting of the Task Team on "Meteorological Services for Improved Humanitarian Planning and Response, 31 August – 2

- 1) Confirmed the need of the humanitarian agencies for meteorological, hydrological, and climate information products and services at national, regional and global levels ;
- 2) Presented their institutional structure, decision-support mechanisms and provided examples where they had used meteorological and climate information in their various contingency planning, preparedness, response operations;
- 3) Discussed their institutional, technical and operational challenges in accessing, integrating and interpreting authoritative information in their decision-support mechanisms.
- 4) Urged WMO and its Inter-Commission Humanitarian TT to participate in the IASC Standing Working Group on Preparedness (IASC SWG on Preparedness) as a mechanism for on-going interaction with key UN and International stakeholders in this field.

As a follow up to these meetings, based on face-to-face consultations with a number of humanitarian agencies, WMO was recommended:

- 1) To use the IASC Standing Working Group on Preparedness as the main user-platform for consultation and feedback for this initiative.²
- 2) To develop a reference document summarizing the status of meteorological and climate technologies, data and various products and service available through the WMO Global Data Processing and Forecasting System (GDPFS), Global Producing Centres (GPCs), Regional Specialized Meteorological Centres (RSMCs), and Regional Climate Centres, (RCCs). Such a document could constitute the basis for technical discussions to develop a concrete demonstration project to demonstrate utilization of seamless meteorological/climate information products and services to humanitarian community. WMO, in close collaboration with its relevant technical programmes, developed the first draft of this document Q2 2012.

Based on further consultations, two meetings with the co-chairs of the IASC SWG on Preparedness (Summer 2011 and Early Spring 2012) and discussions during its June 2012 session of the IASC SWG on Preparedness, the humanitarian stakeholders engaged in this initiative recommended to WMO to work with (i) World Food Programme (WFP) and its technical support partners (e.g., Information Technology for Humanitarian Assistance, Cooperation and Action (ITHACA) from University of Turin); (ii) International Federation of Red Cross and Red Crescent Societies (IFRC) and its technical support partner, International Research Institute for Climate and Society (IRI): and, (iii) UNOSAT to develop and evaluate a demonstration study that would address the Humanitarian community's needs and requirements for operational meteorological and climate information products and services at national, regional and global scales. Furthermore, that UN-Office for Coordination of Humanitarian Affairs, through GDACS system (co-managed with EC-Joint Research Centre) and also involving UNOSAT should also be engaged to explore opportunities for dissemination of meteorological and climate information to the Humanitarian community. Specifically, such demonstration would engage these users and their technical partners with WMO network (NMHSs, RSMCs, RCCs, GPCs) and the WMO Inter-Commission

September 2010, Geneva, WMO HQ. For background and link to the website of the two meetings can be accessed at:
http://www.wmo.int/pages/prog/drr/projects/Thematic/Humanitarian/humanitarian_en.html

² WMO through the Chief of WMO DRR Division (WMO Focal Point to IASC) and Chair of the Inter-Commission Humanitarian TT has been participating, presenting and engaging with this user community, since early 2010.

Humanitarian TT to design, develop, deliver, evaluate, provide feedback and recommend to the WMO Executive Council options for operationalization and scaling up considerations. Through the demonstration, WMO will also have an opportunity to get feedback on strength and weaknesses of the information which might point to critical research questions to be explored with key research programmes such as World Weather Research Programme (WWRP) (sponsored by the WMO) and World Climate Research Programme (WCRP) (co-sponsored by the WMO) for improving forecasting technologies. Furthermore, in light of the development of the Global Framework for Climate Services (GFCS), this demonstration has the potential to serve as one of the first 'test' to demonstrate the potential of GFCS and its operational concept.³

The purpose of this concept note is to provide objectives and road map (including process, partners/stakeholder, time-lines) for development of the work plan for the demonstration study.

2. Humanitarian Demonstration Project

2.1. Purpose

To guide the development of operational meteorological and climate services and establish institutional partnerships necessary for the provision of meteorological and climate information, products and services to the humanitarian community for improving their contingency planning, preparedness, response and early recovery operations.

2.2. Objectives

The objectives of this demonstration project are to:

- Establish mechanisms for the provision of meteorological and climate information-products and services that would improve decision making of the humanitarian community.
- Establish evaluation and feedback mechanisms to ensure that meteorological and climate information products and services meet the needs of the humanitarian community.
- Strengthen, leverage or establish relevant institutional partnerships (global, regional and national)engaging WMO and the humanitarian networks building on technical assistance projects such as the Severe Weather Forecasting Demonstration Project, Flash Flood Guidance System, etc.) in a specified region/sub-region to develop multi-scale guidance and operational capacities to provide meteorological and climate information-products and services to humanitarian agencies decision processes at international, regional and national levels.

³ For background and more information about GFCS, see, http://www.wmo.int/pages/gfcs/index_en.php

- Recommend steps and consideration for scaling up and operationalization based on lessons learned during the demonstration phase and analysis of various issues that should be considered for scaling up (regional characteristics, institutional capacities, etc).
- Determine critical research questions that may arise from the development and utilization of such information to be explored with key research programmes such as World Weather Research Programme (WWRP) and World Climate Research Programme (WCRP) (sponsored by the WMO) for improving forecasting technologies.
- Document and share lessons learned from the demonstration as a critical contribution to the scaling up with in the GFCS and its operational concept.

2.3. Stakeholders for the Demonstration

The demonstration project will work in close collaboration with a number of WMO Technical Commissions, humanitarian agencies and technical partners including:

Humanitarian agencies:

- Interagency standing Committee Standing Working Group on Preparedness (Consultation, feedback, evaluation, development of recommendations for scaling up and operationalization);
- Implementing Humanitarian agencies and their technical partners: WFP/ITHACA, IFRC/IRI, UNOSAT, UN-OCHA-EC/JRC (GDACS);
- Potential users of climate information products and services: national, regional and HQ offices of a select group of humanitarian agencies linked to IASC Working Group on Preparedness and other mechanisms such as EU DG ECHO-MIC (TBD), who are willing to contribute to this demonstration (details TBD);
- Others (TBD)

WMO:

- EC Working Group on DRR and Service Delivery (Consultation, feedback, evaluation and development of recommendations to WMO Executive Council for scaling up and operationalization);
- Technical Commissions (TCs): Commission for Basic Systems (CBS) through its Task Team on the Provision of Operational Meteorological Assistance to Humanitarian Agencies, the Commission for Climatology (CCI), the Commission for Hydrology (CHy) and other WMO TCs, as relevant;
- Relevant agencies from WMO operational network interested in supporting the demonstration project: NMHS, GPCs, RSMCs, RCCs, others(TBD)
- WMO Secretariat: WDS: (DRR, GDPFS, and PWS), CLW (CLPA and AgM), OBS (WIGOS, GTS/WIS,) and RES (WWRP and WCRP), DRA (Regional office depending on the region/sub-region selected for the demonstration project, and Resource Mobilization Office)

National:

- NMHS and DRM agencies of the countries in the selected region/sub-region
- UN Resident Coordinator and UN Humanitarian Coordinator in the countries in the demonstration sub-region

A Humanitarian Demonstration Project Team will be established, with representation from the above stakeholders, and the project governance will be clearly established.

3. Consultations for Scoping the Demonstration Project

The Road Map including deliverables and timelines for the development, implementation and evaluation of the demonstration project are highlighted in Table 1 (Annex I). Phase I of consultations with a number of stakeholders were held in October and November of 2012 and will continue in 2013 as an interactive process engaging the WMO Technical Commissions and the User community. A critical outcome of this phase of the consultations was development of criteria for selection of potential sub-regions for implementation of the demonstration projects (Annex II) and convergence to a number of the sub-regions, including: Easter Africa, South East Asia and South and South-eastern Africa.

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Table 1: Road map: Activities, Timelines and Objectives

Date(s)	Activity	Objectives
2012 Q3-Q4	Initial scoping of the demonstration project and informal consultations with the humanitarian partners	<ul style="list-style-type: none"> • Feedback on the road map and on the approach to the demonstration • Initial scoping to identify (i) products and services currently used, (ii) target beneficiaries, (iii) key requirements in decision-support for humanitarian operations • Development of the criteria for selection of the region/sub-region for the demonstration • Selection of region/sub-region for the demonstration • Report identifying key issues to be addressed through the demonstration such as (i) type of humanitarian decisions to be supported by information, (ii) hazards, (iii) requirements on all aspects of products' attributes (e.g., type, content, format, timing, updating, etc) for operational GIS-based meteorological and climate products and services, (iv) implementing partners from supplier community (national, regional, global), (v) dissemination mechanisms (e.g., GTS/WIS; GDACS) (vi) technical support requirements of humanitarian partners, (vii) evaluation and feedback mechanisms. • Obtain nominations for names of experts from the Humanitarian partners to support the Humanitarian Demonstration Project Team.
2013 Q1	Establishment of Humanitarian Demonstration Project Team	<ul style="list-style-type: none"> • Establishment of terms of reference of the Project team • To be comprised of designated experts from: <ul style="list-style-type: none"> ○ WFP/ITHACA, IFRC/IRI, UNOSAT, UN-OCHA-EC/JRC (GDACS), EC DG ECHO MIC ○ Commission for Basic Systems (CBS) Humanitarian TT re-established at the 16th session of CBS: "CBS Task Team on the Provision of Operational Meteorological Assistance to Humanitarian Agencies" ○ Focal Point from the Commission for Climatology (CCI), ○ Focal Point the Commission for Hydrology (CHy) and

Date(s)	Activity	Objectives
		<p>other TCs (if relevant)</p> <ul style="list-style-type: none"> ○ Relevant agencies from WMO operational network in the region/sub-region of the demonstration: NMHS, GPCs, RSMCs and RCCs (details to be determined) ○ WMO Secretariat, through DRR, WIGOS, GDPFS, WIS/GTS, PWS, WMO regional office, as relevant. GFCO Office, WWRP and WCRP will be engaged in the briefing and consultations
<p>2013 Q1 – Q3 including a meeting in June 2013 (5-day meeting)</p>	<p>Consultations for scoping the demonstration project and first face-to-face technical meeting of the Humanitarian Demonstration Project Team (5 days).</p>	<ul style="list-style-type: none"> ● Design of the demonstration and development of the work plan for implementation addressing: <ul style="list-style-type: none"> ○ Product requirements, development, dissemination, technical support, utilization (testing?), monitoring, evaluation and feedback ○ Partnerships, agreements, procedures, stakeholder engagement, etc. ○ Timelines, deliverables and resource requirements ● Develop communication strategy with WMO/Humanitarians and other relevant entities that would be engaged in the demonstration and scaling up (e.g., WMO EC, CBS, IASC SWG for Preparedness) ● Establishment of project management details, roles and responsibilities ● Develop a clear work plan summarizing the above
<p>2014 Q1 – 2014 Q4</p>	<p>Demonstration Project implementation</p>	<ul style="list-style-type: none"> ● Implementation of the demonstration ● Regular evaluations and communication through established feedback mechanisms. ● Development of communication strategy with WMO/Humanitarians and other relevant entities that would be engaged in the demonstration and analysis for scaling up (e.g., WMO EC, CBS, IASC SWG for Preparedness, EC DG ECHO MIC etc)

Date(s)	Activity	Objectives
2014 Q4	Joint WMO / IASC Analysis of other critical factors relevant to scaling up and operationalization	<ul style="list-style-type: none"> • Report providing analysis of key factors for consideration in the decision to (i) scale up (risks, global/regional/national factors, operational, technical, institutional, political, etc), (ii) adapt and, (iii) operationalize the demonstration project.
2015 Q1 –	Second face-to-face Meeting of the Humanitarian Demonstration Project Team	<ul style="list-style-type: none"> • Official Review and feedback of the demonstration project • Development and evaluation of lessons learned from demonstration • Development of recommendations for scaling up and operationalization • Access relevance of the lessons learned for updating WMO Guidelines (e.g., DRR, GDPFS, WIS, PWS, etc)
2015 Q1	Consultations with WMO EC WG DRR and SD and IASC SWG on preparedness	Develop recommendations for priorities, steps and other considerations for scaling up and operationalization.
2015 Q2	Briefings at WMO Congress and Executive Council and IASC Executives Meeting and EC DG ECHO	Decision for priorities, steps and other considerations for scaling up and operationalization.

ANNEX II: DRAFT Criteria for Selection of the Region/sub-region of the demonstration (To be finalized through consultations with stakeholders engaged in the demonstration)

- 1) The region/sub-region is identified as being high risk and requiring humanitarian planning, preparedness and response activities
- 2) GPCs, RCCs and RSMCs can be identified within and outside of the selected region/sub-region have the capacity and are interested to participate in the design of the project and support it operationally;
- 3) The National Meteorological and Hydrological Services (NMHS) of the countries in the selected region have the institutional capacity, capability and engagement to support information/product development and feedback throughout the demonstration;
- 4) The Disaster Risk Management agencies in the countries in the region/sub-region are interested and willing to participate in the demonstration and have some institutional capacity and working relation with UN Resident Coordinator and UN Humanitarian Coordinator.
- 5) HQ, regional, and national offices of the participating humanitarian agencies have the institutional capacity and are fully engaged in the demonstration project by participating in its development, by using the information produced through the demonstration and by providing feedback throughout the demonstration;
- 6) Occurrence of past or current WMO technical assistance projects such as SWFDP, FFG and others that have created linkage between GPC, RSMCs and NMHS and initiated collaborative activities in sectors relevant to humanitarians (e.g. agriculture and food security, DRM, health).
- 7) Other criteria TBD through informal consultation (Sept/Oct)