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**AMDAR PANEL  
(Fifteenth Session)**

(BOULDER, USA, 6-9 NOVEMBER 2012)

ITEM: 5.2

Original: ENGLISH ONLY

**TRANSFER OF AMDAR TRUST FUND TO WMO AND CBS**

***Amended Terms of Reference of the AMDAR Trust Fund***

*(Submitted by the Chairman)*

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**SUMMARY AND PURPOSE OF DOCUMENT**

This document presents the amended Terms of Reference of the AMDAR Trust Fund.

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**ACTION PROPOSED**

The Panel is invited to:

1. Note the information and recommendation(s) contained in the document; and
2. Adopt the amended Terms of Reference of the AMDAR Trust Fund jointly managed by the CBS ET-ABO and the Secretariat.

References:

1. Final Report of Cg-XVI
  2. Final Report of the Seventh Session of the CBS OPAG-IOS ICT/IOS (Geneva, 18-22 June 2012).
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## Discussion

1. The AMDAR Management Group (APMG) at its 3<sup>rd</sup> meeting (Silver Spring, USA, 27 February – 2 March 2012) agreed to develop a proposal for finalisation of the transition of the AMDAR programme to WMO under its relevant Technical Commissions within the World Weather Watch Programme and subsequently drafted amended Terms of Reference for the AMDAR Trust Fund for submission to the Implementation/Coordination Team on the Integrated Observing System of the Open Area Group on Integrated Observing Systems of CBS (CBS OPAG-IOS ICT/IOS).
2. The ToR were amended and updated with the aim of retaining the scope and capacity of the AMDAR Panel Trust Fund to continue to be utilised to support the ongoing aircraft-based observations and AMDAR programme within the envisaged new governance structure under the WMO Technical Commissions, CBS and CIMO. The ToR also reflect the recommendations made by the 16<sup>th</sup> Session of Congress regarding the request to Members to continue contributing to the AMDAR Trust Fund.
3. At its 7<sup>th</sup> session the ICT-IOS discussed and supported the amended Terms of Reference for the Operation of the AMDAR Trust Fund as proposed by the APMG.
5. Subsequent to AMDAR Panel Management Group Session 4, the APMG and the Secretariat updated the ToR on the advice of the WMO Legal Advisor and the WMO Budget Office to ensure compliance with WMO regulations and guidelines.
6. The ToR have also been updated to ensure continuity during the governance and programmatic transition process, which will likely see a delay in the formation of a Team under the CIMO structure, which is subject to CIMO process and approval.
7. The ToR stipulate that the AMDAR Trust Fund supports the aircraft-based observation programme, which will initially be under the management of ET-ABO, supported by the Secretariat. Once a Team is authorised by CIMO under the CIMO structure, the work programme will be harmonized across both teams and the TF will continue to support the programme under this joint arrangement.
8. The amended Terms of Reference of the AMDAR Trust Fund are presented in Annex 1.
9. The Terms of Reference for the AMDAR Panel Trust Fund under the Purpose and Terms of Reference for the WMO Panel on Aircraft Meteorological DATA Relay (AMDAR Panel) as agreed at AMDAR Panel 14/ET-AIR 3, are presented for reference in Annex 2.

## Recommendation

1. The Panel is invited to agree on the amended Terms of Reference of the AMDAR Trust Fund.
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**Terms of Reference for the AMDAR Trust Fund  
(Version: 8 October 2012)**

1. The AMDAR Trust Fund will be administered in accordance with the these Terms of Reference (ToR) and WMO rules, regulations and policies;
2. The rate of WMO Programme Support Cost Recovery is 0 percent for funds prior to these ToR, and will be 7 percent for all income made under these ToR;
3. The unit of account for the Trust Fund shall be the Swiss Franc. When commitments of contribution are made, the appropriate funds will be converted, as necessary, to the currency of account in at least the amount of the commitment;
4. The income of the AMDAR Trust Fund will include:
  - a. Voluntary contributions from Members and WMO partners;
  - b. Interest on investments as may be made by the Secretary-General (SG) in accordance with the provisions of Financial Regulations; and
  - c. Miscellaneous income.
5. The AMDAR Trust Fund shall be managed according to an annual budget (Budget) developed in accordance with these Terms of Reference by the Aircraft-based Observations Programme Management Group (AOPMG), which shall consist of the SG or their delegate within the Secretariat and the Presidents of the relevant WMO Technical Commissions (nominally CBS and CIMO) or their respective delegate;
6. Expenditure of the Trust Fund shall be primarily based on the Budget supporting the aircraft-based observations related activities as defined under the work programmes of the relevant WMO Technical Commissions;
7. Requisitions for all expenditure from the AMDAR Trust Fund must be approved by the SG or their delegate within the Secretariat;
8. All expenditures of funds outside the Budget must be approved in writing by all Members of the AOPMG.
9. The expenditure of funds of the AMDAR Trust Fund will be used to:
  - a. Assist in the establishment and operation of programmes of automated meteorological reporting from aircraft;
  - b. Meet appropriate costs incurred by WMO in providing support to the aircraft-based observations work programme activities;
  - c. Meet other costs including such items as meetings and consultants;
  - d. Purchase specified items of equipment and software; and
  - e. Support other activities required to meet the ToR and work programme.
10. Any change to the terms of reference of the AMDAR Trust Fund shall require the approval in writing of all Member of the AOPMG.
11. In line with the request of Cg-XVI, the Secretariat should continue to seek contributions to the AMDAR Trust Fund from Members on an annual basis in support of technical developments and capacity-building related to the aircraft-based observations programme; and,

12. The AMDAR Trust Fund will be closed only at the discretion and direction of WMO Executive Council (EC). The use of the remaining balance at the closure of the Trust Fund should be determined in accordance with the EC decision.

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## TERMS OF REFERENCE FOR THE WMO AMDAR PANEL TRUST FUND

### **(Final Report of the Joint Meeting of the WMO AMDAR Panel (14<sup>th</sup> Session) and the WMO CBS/Expert Team on Aircraft Observations (3<sup>rd</sup> Session), Quebec City, 2-4 November 2011)**

1. The purpose of the AMDAR Fund is to support the AMDAR Programme and the activities of the Panel on Aircraft Meteorological Data Relay (AMDAR Panel).
2. The AMDAR Fund is a Trust Fund within the provisions of Articles 9.7, 9.8 and 9.9 of the WMO Financial Regulations (1991 edition).
3. The Fund shall be managed according to the budget adopted by the AMDAR Panel.
4. The budget will be constructed according to a format agreed by the Panel, in which all income and expenditures will be identified in general articles and specific chapters. The format of the budget may be revised by the Panel as necessary. The budget may take note of other monies and resources made available for support of the operational AMDAR Programme, but which are not included as part of the Fund. These might include, for example, meeting support provided by WMO VCP contributions, support of conditioned and agreed activities or support in kind. Only those monies placed in the Fund, however, shall be subject to these terms of reference.
5. The unit of account shall be the Swiss Franc. When commitments are made, the appropriate funds will be converted, as necessary, to the currency of commitment in at least the amount of the commitment.
6. The income of the Fund will include:
  - (i) Annual voluntary contributions;
  - (ii) Funds deposited for specific purposes, hereafter referred to as deposits;
  - (iii) Other contributions;
  - (iv) Interest on investments as may be made by the Secretary-General in accordance with the provisions of Financial Regulation 12.2; and
  - (v) Miscellaneous income.
7. The fund will be used as agreed by the AMDAR Panel:
  - (i) To finance technical and operational support services for AMDAR, including the proportional part of the cost associated with the position of the Scientific Officer (Aircraft and Remote Sensing Observations);
  - (ii) To assist in the establishment and operation of programmes of automated meteorological reporting from aircraft;

- (iii) To meet appropriate administrative costs incurred by WMO in providing support to AMDAR Panel activities;
  - (iv) To meet other administrative costs including such items as meetings and consultants;
  - (v) To purchase specified items of equipment and software; and
  - (vi) To support other activities required to meet the basic goal of the AMDAR Panel.
8. Authority for the disbursement of funds, in respect of contracts and agreements properly concluded, will be delegated to the Chairperson of the AMDAR Panel, together with the Secretary-General of WMO, or his representative. The Chairperson of the AMDAR Panel will authorize the Secretary-General of WMO, or his representative to disburse the funds by means of a written communication to the WMO Secretariat.
  9. Where required by their internal regulations, individual contributors to the AMDAR Fund may wish to negotiate additional conditions governing the application, conditions of deposit and disbursement of funds. Such additional conditions shall not inhibit the efficient and proper use of the Fund nor modify the intent of the Fund. They shall require the acceptance in writing by the Chairperson of the AMDAR Panel and the Secretary-General of WMO or his representative.
  10. The Fund shall be maintained on a continuous basis and amounts standing to the credit of the Fund at the end of any annual period shall remain in the Fund for use in the subsequent period.
  11. All funds credited to the AMDAR Fund, including those for VCP purposes, shall be subject to these terms of reference and to the terms of reference of the AMDAR Panel.
  12. Following cessation of AMDAR Panel activities the Trust Fund will be closed.
  13. The Trust Fund will be closed when all remaining funds are exhausted.
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