

Our ref.: DRA/...

GENEVA, 8 May 2008

Annex: 2

Subject: The first session of Southeast European Climate Outlook Forum (SEECOF-1), Zagreb, Croatia, 11 to 12 June 2008

Action required: To inform WMO Secretariat on participation in the first session of **Southeast European Climate Outlook Forum (SEECOF-1) before 23 May 2008.**

Dear Sir/Madam,

As you are aware, the objective of the Action Plan of the WMO Regional Association VI Strategic Plan (2008-2011), under Expected Result 8, is to "Coordinate a proactive participation of RA VI Members in relevant meetings (e.g. on climate change, disaster risk reduction and hazard early warnings) as part of an outreach programme (e.g. Regional Climate Outlook Forum - RCOF) that will help partner organizations to use weather, water and climate data and services more effectively". The World Meteorological Organization (WMO) recognizes that Europe has so far not been involved in the RCOF process and that there are a number of countries which would potentially benefit from such a forum. After a disaster with drought, forest fires and heath waves in SE Europe last summer, it is the right time to start with RCOF in Europe this spring, in order to get a consensus among experts and end users regarding the outlook for the next summer season.

In view of above, I wish to inform you on the first session of the Southeast European Climate Outlook Forum (SEECOF-1), at the kind invitation of the Government of Croatia, will be held in Zagreb from 11 to 12 June 2008. The main objective of the Forum is to bring together hydro-meteorological experts and the "user community" to discuss experiences, capabilities and needs for climate trends analysis, climate prediction (seasonal to annual) and climate projections (over the coming decades) provided by the National Meteorological and Hydrological Services (NMHSs) to the various social and economic sectors. The Forum will be conducted in English and no interpretation will be available. The provisional draft programme for the workshop is attached in Annex 1.

In view of the structure of the Forum and also with a view to ensuring its successful outcome, in addition to participants representing the National Meteorological and Hydrological Services, active users of meteorological products and services from key economic sectors are expected to participate in the Workshop. I should, therefore, be grateful if you could participate in the Workshop and also to encourage possible participants from the user community who would be in a position to contribute actively to success of the Forum.

Due to the limited time available, I would be grateful if you could kindly confirm your (or your designated representative's) participation and that of your suggested users from economic sectors, and complete the Participation Nomination Form given in the Annex 2. You are kindly requested to return it to the WMO Secretariat at your earliest convenience, but preferably before 23 May 2008.

Within the limited WMO budget allocation and subject to the availability of extra budgetary resources, if requested, WMO will consider supporting the cost of travel and per diem

for one participant per country (economy class by the most direct and economical route), from developing countries and countries with economies in transition in South eastern Europe.

The detailed provisional programme and other general information for the participants on entry formalities, currency, hotel reservations and transport arrangements will be forwarded to you and the nominated participants in due course.

Yours sincerely,

(M. Jarraud)
Secretary-General

To: Permanent Representatives of Members of Regional Association VI from South-East Europe

cc: President of Regional Association VI
Hydrological Advisers to Permanent Representatives