|  |  |
| --- | --- |
| **World Meteorological Organization**  **PARTNER ADVISORY COMMITTEE**  **Eighth Session** Oslo, Norway, 5 to 6 April 2018 | **PAC-8/INF. 6** |
| Submitted by: Secretariat  20.III.2018 |

## Annex 3 to [Resolution 2](https://library.wmo.int/pmb_ged/wmo_1102_en-p1.pdf) (Cg-Ext.(2012))

**SECRETARIAT SUPPORT TO THE GLOBAL FRAMEWORK FOR CLIMATE SERVICES**

* + 1. The Global Framework for Climate Services (GFCS) Office is an integral part of the WMO Secretariat. The Director of the GFCS Office shall be appointed by, and be responsible to, the Secretary-General of WMO in accordance with Article 21 of the Convention of the WMO.
    2. Through the decision of the Sixteenth World Meteorological Congress, WMO committed one professional and one general full-time staff from the WMO regular budget (2012-2015) in support of the GFCS Office. Additional professional staff will be required in the GFCS Office to be funded from the GFCS trust fund. The size and cost of the GFCS Office will be determined according to its functions, as well as the size and activity of the Board’s sub-structure. Staff secondments from Governments and partner organizations or inter-agency loans would enhance the capacity of the Secretariat. The professional staff of the GFCS Office should ensure broad- based expertise to support the activities of the Board and its subsidiary bodies. All staff of the GFCS Office, including seconded or loaned staff, must comply with the WMO Staff Rules and Regulations and the WMO Code of Ethics.
    3. In addition to the general functions of the Secretariat as provided for in Regulation 202 of the General Regulations of the WMO (2011 edition), the GFCS Office will have specific functions including the following:

1. To provide administrative, management and communication support to the Board and its subsidiary bodies, including the organization of the sessions, preparation of documents and reports;
2. To assist the Board in preparing a draft multi-year rolling strategy, updates to the Implementation Plan, annual work plans, progress reports, annual work and expenditure reports as requested by and for consideration by the Board;
3. To maintain the compendium of projects and initiatives;
4. To administer the GFCS trust fund in accordance with directions of the Board and provisions of the Financial Regulations of the WMO and to provide financial reports to Members;
5. To support the preparation of reviews and reports on GFCS-relevant matters and case studies of successful GFCS initiatives, as designated in decisions of the Board;
6. To maintain and make available a database of projects and initiatives carried out through national, bilateral and other efforts, shared by donors on a voluntary basis;
7. To facilitate the provision of technical support to Members;
8. To carry out other GFCS-related tasks as may be assigned to it by the Board and the Secretary-General.