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| WEATHER CLIMATE WATER | **World Meteorological Organization**  **WORLD METEOROLOGICAL CONGRESS**  **Nineteenth Session** 22 May to 2 June 2023, Geneva | **Cg-19/Doc. 1.3** |
| Submitted by: Secretary-General  31.III.2023  **DRAFT 1** |

**AGENDA ITEM 1: AGENDA AND ORGANIZATION OF THE SESSION**

**AGENDA ITEM 1.3: Programme and Methods of Work**

# METHODS OF WORK FOR NINETEENTH WORLD METEOROLOGICAL CONGRESS

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| **Summary** |
| **Document presented by:** the Secretary-General to recommend the Methods of Work for conducting the session  **Strategic objective 2020–2023:** 5.1 Optimize WMO constituent body structure for more effective decision-making  **Financial and administrative implications:** within the parameters of the Strategic and Operational Plans 2020–2023  **Key implementers:** Congress  **Time frame:** Duration of Cg-19  **Action expected:** adopt the proposed draft resolution |

# DRAFT RESOLUTION

## Draft Resolution 1.3/1 (Cg-19)

## Methods of work for the nineteenth World Meteorological Congress (Cg-19)

THE WORLD METEOROLOGICAL CONGRESS,

**Noting** the successful experience of the conduct of virtual sessions of constituent bodies since 2020, including the Extraordinary session of the World Meteorological Congress in 2021 (Cg‑Ext(2021)) and more recently, physical sessions with online participation, of regional associations, technical commissions and the Executive Council,

**Having examined** the methods of work for the nineteenth World Meteorological Congress (Cg-19), similar to those applied to the sessions of constituent bodies during 2022 and 2023, based upon the provisions of the WMO Convention and General Regulations ([*Basic documents No. 1*](https://library.wmo.int/index.php?lvl=notice_display&id=14206) (WMO-No. 15)),

**Adopts** the methods of work for conducting Cg-19, including online participation as provided in the [annex](#_Annex_to_draft) to this resolution.

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[Annex: 1](#_Annex_to_draft)

## Annex to draft Resolution 1.3/1 (Cg-19)

## Methods of work for the nineteenth World Meteorological Congress (Cg-19)

### 1. Legal provisions

The Convention and General Regulations shall continue to apply, subject to consideration of any online practice that would be exceptionally required to conduct the session in a physical setting with online participation, as identified in the attached [table](#_Explanatory_note_on).

**2. Registration**

2.1 Representatives of WMO Members and invited observers shall notify the Secretary-General of the names of the persons who will participate in the session following the normal practice in accordance with the General Regulations.

2.2 Online registration will follow normal practice. Additional information is provided through the [Cg-19 website](https://meetings.wmo.int/Cg-19/SitePages/Session%20Information.aspx).

2.3 Guidance for identification of participants, including those online, is provided in the attached [table](#_Explanatory_note_on).

**3. Attendance and quorum**

3.1 Physical participants will be in attendance at the International Conference Centre of Geneva (CICG). In addition, a number of participants (including some representatives of WMO Members and invited observers) shall be through a secured access to the videoconference.

3.2 The number of participants simultaneously connected may be limited depending on the capacity of the selected videoconference system.

3.3 The presence of delegates of a majority of the Members shall be required to constitute a quorum for meetings of Congress. For meetings of Congress at which decisions are taken on subjects in relation to [Article 11 (a)](https://library.wmo.int/doc_num.php?explnum_id=11187#page=18), the presence of delegates of a majority of Members which are States shall be required to constitute a quorum.

**4. Documents**

4.1 Documents for the session will be made available and managed following normal practice through the [Cg-19 website](https://meetings.wmo.int/Cg-19/SitePages/Session%20Information.aspx).

4.2 To optimize discussions of documents in sessions, representatives of Members are encouraged to submit comments on documents to [plenary@wmo.int](mailto:plenary@wmo.int) prior to the session, as soon as documents become available on the Cg-19 website and preferably not later than one week before the opening of the session in order to facilitate the timely production of revised drafts, where required.

**5. Interventions**

5.1 During the session, principal delegates of representatives of WMO Members, alternates, or delegates on their behalf shall be provided with the opportunity to take the floor. Individual statements are normally limited to three minutes.

5.2 Any representative of a Member participating online, wishing to take the floor should signal their wish to speak or to raise a point of order using the videoconference system, as indicated through the [Cg-19 website](https://meetings.wmo.int/Cg-19/SitePages/Session%20Information.aspx).

**6. Recording of sessions**

Pursuant to [General Regulation 95(c)](https://library.wmo.int/doc_num.php?explnum_id=11187#page=68) (*Basic Documents No. 1, 2021 edition* (WMO-No. 15)), audio recordings of online plenary meetings shall be made and retained for record-keeping purposes.

**7. Decision-making**

All decisions of the session should, as far as possible, be taken by consensus. Should certain matters require substantive debate, the President may propose the establishment of drafting groups, which will meet separately and report back to the plenary. In the event of a decision where consensus cannot be reached, the provisions of [Article 11](https://library.wmo.int/doc_num.php?explnum_id=11187#page=18) of the Convention and [General Regulations 40](https://library.wmo.int/doc_num.php?explnum_id=11187#page=53) and [42](https://library.wmo.int/doc_num.php?explnum_id=11187#page=54) (*Basic Documents No. 1, 2021 edition* (WMO-No. 15)) will be applied.

**8. Voting in Elections and Appointments**

As recommended by the Executive Council, [during itsseventy-sixth session (EC‑76)](https://meetings.wmo.int/EC-76/_layouts/15/WopiFrame.aspx?sourcedoc=/EC-76/Work%20in%20progress/EC-76-d01-AGENDA-AND-ORGANIZATIONAL-MATTERS-draft3_en%20WiP%203.03.2023.docx&action=default), in elections and appointments at the nineteenth Congress of key WMO leadership positions, i.e. Presidents and Vice-Presidents, members of the Executive Council and the Secretary-General, voting will be by way of secret paper ballot and through physical representation, to ensure the highest levels of integrity, transparency, security and accountability of the voting process. In this respect, the provisions of [Article 11](https://library.wmo.int/doc_num.php?explnum_id=11187#page=18) of the Convention and [General Regulations 40](https://library.wmo.int/doc_num.php?explnum_id=11187#page=53) through [47](https://library.wmo.int/doc_num.php?explnum_id=11187#page=55), [60](https://library.wmo.int/doc_num.php?explnum_id=11187#page=59) through [72](https://library.wmo.int/doc_num.php?explnum_id=11187#page=63), and for the appointment of the Secretary-General, [General Regulations 149](https://library.wmo.int/doc_num.php?explnum_id=11187#page=83) to [151](https://library.wmo.int/doc_num.php?explnum_id=11187#page=83), (*Basic Documents No. 1, 2021 edition* (WMO-No. 15)) will be applied.

**9. Committees**

9.1 All business shall be conducted in plenary. Committees or drafting groups may be established on an ad-hoc basis, as deemed necessary by Congress, for in-depth consideration of specific matters. Congress shall determine what matters will be discussed by these committees/groups in accordance with General Regulation 24.

9.2 The Credentials Committee, Nomination Committee, Coordination Committee will be established in accordance with [General Regulations 22](https://library.wmo.int/doc_num.php?explnum_id=11187#page=49) to [25](https://library.wmo.int/doc_num.php?explnum_id=11187#page=50) (*Basic Documents No. 1, 2021 edition* (WMO-No. 15)).

9.3 In all cases following the establishment of a committee, online participation may be permissible and will be specified in advance.

9.4 The WMO Hydrological Assembly shall be convened in accordance with [General Regulation 26](https://library.wmo.int/doc_num.php?explnum_id=11187#page=50) (*Basic Documents No. 1, 2021 edition* (WMO-No. 15))

**10. Languages**

[General Regulation 97](https://library.wmo.int/doc_num.php?explnum_id=11187#page=68) *Basic Documents No. 1, 2021 edition* (WMO-No. 15)shall continue to apply, whereby interventions made shall be interpreted into the other working languages of Congress.

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## Explanatory note on practices in conducting the Nineteenth session of the World Meteorological Congress

## (Cg-19)

| **Procedure** | **Physical session** | **References** | **Physical session with online participation** |
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| **Delegates participation and credentials** | (a) Prior to a session of a constituent body other than the Executive Council, each Member concerned shall communicate to the Secretary-General the names of the persons composing its delegation to that body, indicating which of these shall be regarded as its principal delegate;  (b) Besides this communication, a letter giving these particulars and otherwise conforming with the provisions of the Convention and of these Regulations and signed by, or on behalf of, an appropriate governmental authority of the Member shall be sent to the Secretary-General or handed to the representative at the session and shall be regarded as appropriate credentials for the participation of the individuals named therein in the session. For technical commission sessions, the Secretary-General may accept the credentials of persons who are part of the Member’s delegation provided that those credentials have been signed by the Member’s Permanent Representative (in consultation with the Member’s Hydrological Adviser in the case of hydrological experts)  (c) The same procedure shall apply as regards the credentials of observers representing non-Member countries;  (d) The credentials of observers representing international organizations shall be signed by the competent authority of the organization concerned. | GR[[1]](#footnote-2)[20](https://library.wmo.int/doc_num.php?explnum_id=11187#page=48) | Same |
| **Delegates and other participants registration, attendance and identification, including presidents of technical commissions, Chairs of WMO bodies, invited experts and observers** | In addition, online registration takes place through the [Event Registration System](https://eventregistration.wmo.int/register/).  One nameplate per delegation regardless of the size of the delegation.  Representatives of observers (invited international organizations), non-Member States should be registered through the Event Registration System. The observer badge should indicate the Organization. The badge of representative of Member should indicate the Member State or Territory. |  | Same  Specific naming convention will be determined by the Secretariat to facilitate the online identification of participants as follows:  WMO Members: Principal Delegate (PD), Alternate (Alt), and Delegate (Del)   Principal Delegate (Principal): Member name/PD/Surname   Alternate: Member name/Alt/Surname   Delegate: Member name/Del/Surname  President, Vice-Presidents of WMO   President of WMO: **P/WMO**   Vice-Presidents of WMO: **1st VP/WMO; 2nd VP/WMO;**  Presidents and vice-presidents of regional associations, presidents and vice-presidents of technical commissions, Chairs of WMO bodies, Regional Hydrological Advisers and Invited Experts   Presidents of regional associations: **P/RA I** (II, …, VI) for presidents (acting presidents)   Vice-presidents of regional associations: **VP/RA (I, II....)**   Presidents of technical commissions: **P/INFCOM, P/SERCOM**   Vice-presidents of technical commissions: **VP/INFCOM/Surname, VP/SERCOM/Surname**   Chair, body acronym: **(C/HCP)**   Regional Hydrological Advisers: **HA/RA I** (II, …, VI)   Invited Experts: **Expert/Surname**  Representatives of International Organizations/Non-Members   **Organization name/Surname**   **Non-Member name/Surname**  Secretariat   **Secretariat/Surname**  Number of participants simultaneously connected may be limited depending on the capacity of the selected videoconference system. Conference Officer (system administrator) will optimize the number of connections and capacity of the system. |
| **Quorum** | The presence of delegates of a majority of the Members shall be required to constitute a quorum for the meetings of Congress. For meetings of Congress at which decisions are taken on subjects in relation to [Article 11 (a)](https://library.wmo.int/doc_num.php?explnum_id=11187#page=18) (*Basic Documents No. 1, 2021 edition* (WMO-No. 15)), the presence of delegates of a majority of Members which are States shall be required to constitute a quorum. | Article[[2]](#footnote-3) [12](https://library.wmo.int/doc_num.php?explnum_id=11187#page=18) | Presence shall be confirmed based on both physical presence of Members as well as those Members with active online connections.  In the absence of a quorum, i.e. due to connectivity problems, the meeting could be:  (i) suspended until connectivity is restored, provided this is within the agreed working hours of the session,  (ii) postponed until the following working day,  (iii) continued with those present to further adopt the decision when quorum re-established. |
| **Interventions and submission of written comments** | Request the floor by raising the nameplate.  Principal delegates of WMO Members (or their alternates or designated delegates on their behalf) intervene first, followed by observers. Individual statements are normally limited to three minutes.  Members' delegates submit comments on documents to [plenary@wmo.int](mailto:plenary@wmo.int) prior to the session/meeting, preferably not later than one week before the start of the session, in order to facilitate the timely production of revised drafts, where required. Delegations submit to [plenary@wmo.int](mailto:plenary@wmo.int) written comments on documents following the intervention, if such comments were not provided prior to the meeting. |  | Online participants should signal wish to speak using the videoconference system, as indicated through the [Cg-19 website](https://meetings.wmo.int/Cg-19/SitePages/Session%20Information.aspx).  Same.  Same. |
| **Recording of Sessions** | Audio recordings of plenary meetings shall be made and retained for record-keeping purposes. | GR [95 (c)](https://library.wmo.int/doc_num.php?explnum_id=11187#page=68) | Same |
| **Conduct of business during sessions (i.e. points of order, motions, amendments)** | A point of order, motion or amendment, may be raised by any delegation by means of a specific gesture from the floor. It shall be immediately addressed by the President in accordance with the Regulations. | GR [77](https://library.wmo.int/doc_num.php?explnum_id=11187#page=64) to [91](https://library.wmo.int/doc_num.php?explnum_id=11187#page=67) | A point of order, motion or amendment may be raised by any WMO Member participating online through the chat function, writing "Point of Order, Motion or Amendment". It shall be immediately addressed by the President in accordance with the Regulations. |
| **Decision-making** | All decisions of Congress should, as far as possible be taken by consensus. Should certain matters require substantive debate, the President may propose the establishment of drafting groups, which will meet separately and report back to the plenary.  In the event of a decision where consensus cannot be reached, the provisions of Article 11 of the Convention and General Regulations [40](https://library.wmo.int/doc_num.php?explnum_id=11187#page=53) and [42](https://library.wmo.int/doc_num.php?explnum_id=11187#page=54) will be applied. (*Basic Documents No. 1, 2021 edition* (WMO-No. 15)). | Article [5](https://library.wmo.int/doc_num.php?explnum_id=11187#page=15), [11](https://library.wmo.int/doc_num.php?explnum_id=11187" \l "page=18), GR [40](https://library.wmo.int/doc_num.php?explnum_id=11187#page=53) and [42](https://library.wmo.int/doc_num.php?explnum_id=11187#page=54) | Same. |
| **Voting in Elections and Appointments** | At previous ordinary sessions of Congress, electronic voting system was used, which became obsolete. The Executive Council, [during itsseventy-sixth session (EC-76)](https://meetings.wmo.int/EC-76/_layouts/15/WopiFrame.aspx?sourcedoc=/EC-76/Work%20in%20progress/EC-76-d01-AGENDA-AND-ORGANIZATIONAL-MATTERS-draft3_en%20WiP%203.03.2023.docx&action=default), tested the new electronic voting system and recommended that at the nineteenth Congress, in elections and appointments of key WMO leadership positions, i.e. Presidents and Vice-Presidents, members of the Executive Council and the Secretary-General, voting will be by way of secret paper ballot and through physical representation, to ensure the highest levels of integrity, transparency, security and accountability of the voting process. In this respect, the provisions of Article 11 of the Convention and General Regulations 40 through 47, 60 through 72 and for the appointment of the Secretary-General, General Regulations 149 to 151 will be applied. | Article, [11](https://library.wmo.int/doc_num.php?explnum_id=11187#page=18)  GR [40](https://library.wmo.int/doc_num.php?explnum_id=11187#page=53) to [47](https://library.wmo.int/doc_num.php?explnum_id=11187" \l "page=55),  [60](https://library.wmo.int/doc_num.php?explnum_id=11187" \l "page=59) to [72](https://library.wmo.int/doc_num.php?explnum_id=11187#page=63),  [149](https://library.wmo.int/doc_num.php?explnum_id=11187#page=83) to [152](https://library.wmo.int/doc_num.php?explnum_id=11187" \l "page=84) | Only principle delegates of Members with valid credentials and voting rights, or delegates duly authorized to vote, who are physically present at the session will be able to participate in voting in elections and appointments.  For Members who are not able to be physically represented at Congress, including through their Permanent Mission in Geneva, delegation of vote by proxy may be applied. |
| **Committees** | Congress works in plenary throughout the session.  The Credentials Committee, Nomination Committee, Coordination Committee will be established in accordance with [General Regulations 22](https://library.wmo.int/doc_num.php?explnum_id=11187#page=49) to [25](https://library.wmo.int/doc_num.php?explnum_id=11187#page=50) (*Basic Documents No. 1, 2021 edition* (WMO-No. 15)).  The WMO Hydrological Assembly shall be convened in accordance with General Regulation 26.  Committees or drafting groups that may be established on an ad-hoc basis, as deemed necessary by Congress, for in-depth consideration of specific matters. Congress shall determine what matters will be discussed by these committees/groups in accordance with General Regulation 24. | GR [22](https://library.wmo.int/doc_num.php?explnum_id=11187#page=49) to [26](https://library.wmo.int/doc_num.php?explnum_id=11187" \l "page=50) | Same.  Online participation may be permissible for Hydrological Assembly and ad-hoc committees. |
| **Languages** | Interventions are interpreted into the other working languages of Congress. Participants select their desired language from the device at their seat. | GR [97](https://library.wmo.int/doc_num.php?explnum_id=11187#page=68) | Same. Participants will be able to select their desired language option from the online menu. |

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1. [General Regulations](https://library.wmo.int/doc_num.php?explnum_id=11187#page=33), *Basic Documents No. 1, 2021 edition* (WMO-No. 15) [↑](#footnote-ref-2)
2. [WMO Convention](https://library.wmo.int/doc_num.php?explnum_id=11187#page=7), *Basic Documents No. 1, 2021 edition* (WMO-No. 15) [↑](#footnote-ref-3)