

CLIMATE EXPERT ON CONTRACT PROGRESS REPORT

By

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Services**

Submitted to: Dr Andre Kamga, ACMAD Director General

Prepared (Month/Year): March 2022

PROGRESS REPORT TEMPLATE

Region Covered by activities	SADC and Botswana
Institution	ACMAD
Department/Service	Contract
Project	Focus Africa Project
Position Title	Principal Meteorologist
Start Month and Year	Mid-March 2022
Expected end month and year	Mid-September 2022

1. General Information

Lead Partner Organization(s)	African Centre of Meteorological Applications for Development (ACMAD), WMO, UCT,
Other Partners Involved	WMO, UCT, CSIR, BS
Names and position of Activity Lead (Corresponding author of this report)	Esther Verena Jansen Climate expert/Principal Meteorologist Focus Africa WP1, WP2 and WP7
Support Staff contributing or co-authors if applicable	Mr. Sunshine Mduuzi Gamedze Dr. Andre Kamga FOAMOUHOUE
Reporting Period (start and end months and years)	15th to the 31 st of March 2022
Date of Report	31 st March 2022

2. Activities/deliverables planned and related achievements

Activities/Deliverable	Achievements	Constrains/opportunities
D1.1: Contribute to organization of and participate in workshops and provide feedback on workshop reports	<p>Participated in FA 3rd Stakeholders Organizing Committee Meeting (OC)</p> <p>Familiarize with FA 1st & 2nd Stakeholders workshop held in South Africa & Mozambique, and shared link with climate experts and stakeholders in the region.</p> <p>Worked on my Work plan by reviewing FA detailed work plan</p>	It is my first time to organize such a meeting, hence had to listen and learn. Also was not very clear to me at first what was expected from me.
D1.2 Advise on and support linkages and coordination with SARCOF's and other initiatives in the Southern Africa Region.	Participated in the CLIMSA SADC CSC User Interface Workshop (UIP) Workshop	The constraint was that attendance was very low since most SADC CSC employees are all new and lacked stakeholder network. The opportunity was that I advised them to engage climate experts who have been in the system for long.

3. Results or Outputs

List of Results and Outputs
<ol style="list-style-type: none"> 1) Shared the link with climate experts and stakeholders in the SADC region on the 1st and 2nd stakeholder meetings which contains presentations that already took place. https://focus-africaproject.eu/resources/ 2) Reports available on the FOCUS Africa 3rd Stakeholder meetings held on the 14th of February, 15th and the 29th of March 2022. (Refer to the annexes at page 8) 3) Nomination of NMHS climate experts to be invited to the upcoming FA 3rd Stakeholders meeting.

Factors that prevented full achievement of the related tasks

It was the start of the project, and was not familiar which what exactly was expected from me. I did not have access to enough documentation to go through and familiarize myself with the project.

4. Synthesis on Deliverables

List deliverables (as stated in the work plan - indicate new deliverables) and detail progress towards completion.

D1.1- Contribute to organization of and participate in workshops and provide feedback on workshop reports:

- a) Participated in the 3rd Stakeholders Organizing Committee (OC) meetings from the first meeting which was held on the 14th of February 2022, then bi-weekly meetings from then on.
- b) Started working on my work plan by reviewing the FA detailed work plan D8.1.
- c) The first week of the project was basically spend with familiarizing with the previous two stakeholders meetings which took place in South Africa and Mozambique to keep abreast on what I missed out in during the onset of the project, so that I have a basic idea of what the stakeholders workshops are all about, in order to be able to contribute towards the 3rd Stakeholders workshop, as one of the organizing committee members.
- d) Delivered on the action item from the FA 3rd Stakeholders meeting by actively contacting Climate Experts and getting their detailed information and nominated them for the workshop. Advised FA OC that they have to be invited through their PR's, that's when a decision was reached that there are already WMO nominated CSIS focal points per member state, and the agreement was reached that they should be invited
- e) The links for the FOCUS AFRICA project on the two stakeholder workshops that took place in Mozambique and South Africa was shared with climate experts in all the SADC member states, and also to stakeholders on my email and whatsapp.

D1.2 - Advise on and support linkages and coordination with SARCOF's and other initiatives in the Southern Africa Region:

- a) Participated and contributed immensely for all three days during the SADC CSC UIP workshop, especially under the break out group on Food Security.
- b) Contributed immensely on how currently climate services products are shared with the different stakeholders, and also suggested areas of improvement which can assist in having more stakeholders on board in the future.

c) Also emphasized the linkage between the CLIMSA project and the FOCUS AFRICA project.

5. Risks, issues and mitigation actions

Provide detail on any risks or issues you have encountered in the implementation period. Please include detail on the mitigating actions you are taking in response to this.

Identified risk or issue	Mitigation action
Not enough documentation on the project to understand the full scope of the project.	Contacted Sebastian at WMO to provide me with documentation on the project, which he did.
Was part of the Organizing Committee (OC) for 3 rd Stakeholders workshop, but was not part of the 1 st and 2 nd stakeholder workshops.	Visited the link that was shared in the minutes, and familiarized myself with the past two workshops by watching all the presentations on the website.
The CSIS WMO focal points most were not involved in the SARCOF process.	Discussed it on several occasions with Sebastian and other OC members, in order to make sure that we invite climate experts who have been in the system.

6. Lessons learned and recommendations

Please describe any key lessons learned during the period that you feel could be shared with others. Do you have any recommendations for future initiatives based on these lessons learned?

I have learned from the SADC CSC CLIMSA project and inviting stakeholders to the 3rd FA Stakeholders workshop that most of the SADC CSC CLIMSA employees are new to the SARCOF process and do not have access to the list of stakeholders, which is why their attendance during the UIP meeting was very low.

This is mostly due to the fact that invitations are done through PR's who are very busy with other activities and are overwhelmed hence could have not received communication in time to invite all relevant stakeholders, also may be due to the fact that invitations might have reached them late.

It's great that there are WMO CSIS focal persons, whom should be entrusted with inviting stakeholders, even though most of them have never been involved in the SARCOF process.

I recommend that the WMO CSIS focal points should work hand in hand with the climate experts who have been involved before in the SARCOF process so that they can get the list of all stakeholders and in that way reach a broader audience in the future.

7. Additional items for discussion

Please add any further bullet points on key items to discuss.

In the future, all relevant documentation should be provided in advance with the signing of the contract so that, those working on the project familiarize themselves with the project well in advance in order to understand the full scope when they do their work plans.

8. Annexes: Three Organizing Committee (OC) Meetings:

FOCUS-Africa Third Stakeholder Workshop

1st Organizing Committee (OC) Meeting –

14 Feb. 2022, 15:00-16:00 CET

Minutes of the meeting

Participants:

WMO: Roberta Boscolo, Sebastian Grey, Hamid Bastani
ACMAD: Esther Jansen

WEMC: Alberto Troccoli, Sian Hibbert
MO: John Faragher
BSC: Dragana Bojovic, Sara Octenjak
AMIGO: Marcello Pettita, Sara Del Gesso
WITS: Jonathan Padavatan
CSIR: Elliot Moyo, Shingirai Nangombe
MMS: Vandana Gaonjur, Ram Dhurmea, Krisna Bucha
SSSA: Mercy Macharia
LGI: Marianne Gros

Agenda:

- Introduction and tour de table (Roberta), (10')
- Presentation of concept note (Hamid), (10')
- Discussion of concept note (Roberta), (30')
 - Venue, local organization, field trip
 - Dates and logistics
- AOB and next steps (Roberta) (10')

Discussion and action points:

- [Here](#) is the link to the latest version of the workshop's concept note.

➤ **Venue:**

- Given the improving COVID situation, the next workshop is planned to be held in-person in South Africa, with possibility of hybrid aspect to allow participation of broader stakeholders and those who cannot travel.
- Pretoria, Cape Town, Johannesburg, and Sun City can be considered as the venue of the event, among which, Pretoria seems to be the best option as it is near to airport, there are economic accommodation options, and CSIR has a campus there with the possibility of providing conferencing facilities.
 - **Elliot and Jonathan** to explore the possibility of providing facilities by local partners for different above-mentioned options. (End of February)

➤ **Structure of the event:**

- The overall structure of the event will be four full days from Monday afternoon, 14 May, to Friday noon, 18th (Alternatively 30 May to 3 June) with composition of internal and external workshops for consortium members and stakeholders meetings, respectively, was confirmed. The detailed agenda will be revised over the coming weeks.
- The Mauritius and South Africa Case Studies (CS1 and 8) will be the focus of the workshop.
- The number of presential participants will be between 30 and 50. There is no limitation for online participants.
- The event will be publicly advertised and everyone who is interested can register through an online form. Presential participants are partners' and

stakeholders' representatives, representatives from SADC NMHSs and other individuals nominated/ selected by partners and the OC. The advisory board are also to be invited to participate.

- WMO-LGI funds are available to cover travel costs for about 20 experts, mainly for countries/ partners with no budget for travel.
- It is important to start preparing a list of participants and speakers:
 - o **Hamid** to create an online registration form for participants (End of February)
 - o **Leaders of CSs/WPs** to provide a short list of stakeholders as potential presential participants whose presence are beneficial for the project and workshop. **Hamid** to create and share a template. (The list needs to be completed by 15 March)
- Dedicate half a day (Day 4- afternoon) to capacity development for NMHSs
 - o **WMO and ACMAD** to prepare participant requirements. **Esther** to then assist with obtaining list of nominees from each country for this session (15 March)
- Due to the hybrid mode of the event, it needs to be identified how online participants can interact with speakers and presential participants. Is it simply livestreaming or there will be online facilities for interactive sessions?
 - o **WEMC** to assist with identifying modalities for this.

Others:

- Extend the OC invitation to other local partners, including Land Bank, South African Weather Services, and University of Cape Town.
 - o **Elliot** to facilitate contacts of the local partners and Hamid to follow up (15 March).
 - o **Hamid** to refine the concept note based on the discussed points (End of February)
 - o **Hamid** to set up bi-weekly meetings for the OC starting from 15 March. (End of February)

FOCUS-Africa Third Stakeholder Workshop

2nd Organizing Committee (OC) Meeting –

15 March 2022, 14:00-15:00 CET

Minutes of the meeting

Participants:

WMO: Roberta Boscolo, Sebastian Grey, Hamid Bastani, Nico Caltabiano
ACMAD: Esther Jansen

WEMC: Alberto Troccoli, Sian Hibbert, Shelbie Walker
BSC: Dragana Bojovic, Sara Octenjak
AMIGO: Marcello Pettita
WITS: Jonathan Padavatan
CSIR: Elliot Moyo, Shingirai Nangombe, Trevor Lumsden, Mohau Mateyisi
MMS: Vandana Gaonjur, Ram Dhurmea, Krisna Bucha
SSSA: Mercy Macharia
LGI: Yasmina Dkhissi
SAWS: Mary Jane Bopape

Agenda:

- Welcome
- Confirm venue and modality
- Review and input into concept note
- Review registration form
- Discuss stakeholder and participation lists
- AOB and next steps

Discussion and action points

Introduction:

- Handover of tasks from WMO to WEMC
- Shelbie is contact point, also Sian
- Dates confirmed 30 May – 3 June

Venue:

- CSIR Conference Centre in Pretoria confirmed. Plan is for internal meetings 30 people max, then inviting externally an additional up to 50 for 80 in total
- Covid transmission rates very low currently in South Africa, predicting a seasonal peak but likely to happen later in June/July. Not many restrictions now. Kenya, Mauritius just relaxed for entry and testing for fully vaccinated – may be a trend going forward but can't predict new variants, cases rising etc
- Elliot - when making enquiries with the venue, was informed there will be a workshop bigger than ours taking place a week before. They are hosting activities with high numbers. Temperature taken on entry
- Follow national guidelines related to Covid, and have a contingency in place
- Delegate numbers and costs (catering, IT support) ascertained early WEMC and WMO to discuss who signs contract
- Video conferencing possible for virtual speakers - opens possibilities to get speakers we really want for internal meetings
- Ask for a brochure with all services and costing etc. SW to email with cc'd CSIR colleague
- Consider accommodation options close to the venue (Elliot advised there are good options) as works well to have all internal attendees together
- Useful to have a facilitator - Sara volunteered for role
- Social and team bonding activities to be included

Agenda:

- Internal meetings to be as unstructured as possible with plenty of time for discussion
- Day 4 afternoon NMHSs capacity development session - discuss with ACMAD as they are in charge of this but perhaps something done together with ACMAD Met Office and University of Cape Town, and other local stakeholders
- Internal days easier to plan but need creativity – minimal structure
- Simple idea is to put a label on each room with a general topic, enter and exit as you please. Half a day like this. 1.5 hours for presentations then discussions. Closing at the end to go through organization of workshop final touches for external days
- Day 1 WP presentations will be pre-recorded for brevity, can be watched in advance
- May want to invite somebody from another project who is connected to what we do – e.g. another H2020 project
- A dinner will be planned for bonding
- External panel discussions: confirm balance of external/internal speakers
- Possible structure: 2 or 3 presentations with local stakeholders on climate services tools, needs, requirements, followed by afternoon breakout groups.
- Opportunity for WP6 to get information and data for analysis so will need time for structured discussion
- AT – first 20 mins introduction to project, then external presentations could be from somebody from SA not necessarily involved in FA or a user who develops climate services.
- Good to have speakers from other projects to build synergies, we can explore many possibilities here
- However inviting external speakers moves away from first 2 objectives
- Important to hear from Landbank on panel discussion day 3 as last speaker
- If we invite someone from SA who is external but relevant maybe could start externally more generally and trickle down to more specific finishing with presentation from Landbank. Followed by breakout groups focused on different aspects of the case study
- Following the objectives we should go from specific to generic
- Determine best presenters and how to make this workshop the most useful by asking CS1 and 8 to come up with questions they would like to have answered so we can frame the presentations and speakers with the best angle for learning. Case study teams best to inform this, impact assessment
- Missed out on conducting in depth baselines due to Covid – consult with Ilaria on that regard. Landbank & farming activity is key - farming community with respect to their challenges, needs and requirements in terms of CS1 & 8
- TMA, MMS, JRC should be considered as part of consortium and participate on internal days, as well as stakeholders such as Tanesco, Water Resources Unit, Landbank, Department of Agriculture etc

Concluding:

- Managing hybrid event with unstructured meetings will be very challenging
- Review plan for second external day at next OC meeting

- Review registration form via email
- Elliot to reach out to ministry of ag to see if we can have an overview from them
- WMO and LGI have budget to cover expenses of some experts, key stakeholders and catering
- Elliot and Shelbie liaise with venue to ascertain costings
- Identify key stakeholders whose expenses we want to cover