

## INVITATION LETTER

### ESCAP/WMO TYPHOON COMMITTEE

#### 16<sup>th</sup> Integrated Workshop

#### Video Conference

### *“Strengthening Impact-based Forecasting for Improving the Capacity of Typhoon-related Disaster Risk Reduction”*

2-3 December 2021

Organized by Typhoon Committee Secretariat (TCS)  
& Economic and Social Commission for Asia and the Pacific (ESCAP)

**To: Directors of National Meteorological and Hydrological Services and National Disaster Risk Management Agencies of Typhoon Committee Members**

Dear Sir/Madam,

The ESCAP/WMO Typhoon Committee (TC) at its 53<sup>rd</sup> Online Session decided to convene the 16<sup>th</sup> Integrated Workshop (16<sup>th</sup> IWS) in 2021 in ESCAP facility in Bangkok, Thailand. Due to the still ongoing COVID-19 pandemic and the complication arising from mutant strain cases around the world, it was recommended that the **16<sup>th</sup> IWS should be conducted virtually**, from 2-3 December 2021, with similar arrangements to those of 15<sup>th</sup> IWS in 2020. Following the consultation with the Advisory Working Group (AWG) and approval from the TC Chairs, it was decided to adopt *“Strengthening Impact-based Forecasting for Improving the Capacity of Typhoon-related Disaster Risk Reduction”* as the main theme for the 16<sup>th</sup> IWS.

IWS is an annual event for TC Members to review TC activities and work progress through the Advisory Working Group (AWG) and the four TC Working Groups (WGs) on Meteorology, Hydrology, Disaster Risk Reduction (DRR) and Training & Research Coordination Group (TRCG), and to make work-plans for the coming year. As well to update the Strategic Plan for 2022-2026 to be discussed between WGs.

The **Day 1** will feature a plenary session in the morning followed by time in the afternoon for Working Groups to conduct parallel sessions, if needed. Most WGs will be conducting their annual meetings virtually prior to the IWS. **Day 2** will provide a final plenary session and closing.

The Online Registration should be completed at: <https://meetings.unescap.org/events/the-16th-integrated-workshop-of-escapwmo-typhoon-committee/> (Please note that registration will be opened from 25 October 2021). **In case of Online Registration cannot be processed**, participants should complete the **Attendance Form** (Appendix A), and return it to the TCS by email ([info@typhooncommittee.org](mailto:info@typhooncommittee.org)/[denise@typhooncommittee.org](mailto:denise@typhooncommittee.org)) or fax +853 8801 0530, no later than **22 November 2021**.

To ensure that the online IWS meeting runs smoothly, a Testing System Date using the system MS Teams (<https://www.microsoft.com/en-us/microsoft-teams/download-app>) is scheduled to held on **24 November 2021 – 2 pm (HK time)** with the following link:

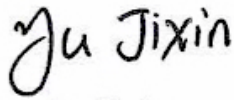
**Test Run (24 November 2021| 2pm (HK time) - UTC+8):** [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZTkwYWNhOTMtMDVjNC00ZDhlLWJhOTMtZTc2NGYwZDVIMTdm%40thread.v2/0?context=%7b%22id%22%3a%220f9e35db-544f-4f60-bdcc-5ea416e6dc70%22%2c%22oid%22%3a%22ac2d3b87-1e89-412d-b1fe-ca4d8529fb32%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTkwYWNhOTMtMDVjNC00ZDhlLWJhOTMtZTc2NGYwZDVIMTdm%40thread.v2/0?context=%7b%22id%22%3a%220f9e35db-544f-4f60-bdcc-5ea416e6dc70%22%2c%22oid%22%3a%22ac2d3b87-1e89-412d-b1fe-ca4d8529fb32%22%7d)

Therefore, I would like to encourage Members to participate on the testing date using MS Teams.

As a reminder, Members Annual Reports will also be presented during in the 16<sup>th</sup> IWS and a Circular Letter will be issue in due course for your submission.

Your early response and nomination are highly appreciated.

Yours sincerely,



Yu Jixin  
Secretary of Typhoon Committee

**Encl: Tentative Programme and Annex A**

Cc: Mr. HASEGAWA Naoyuki, Chairperson of TC  
Ms. Outhone PHETLUANGSY, Vice-Chairperson of TC  
Dr. T.C. LEE, Chairperson of AWG  
AWG members of TC