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INVITATION LETTER

ESCAP/WMO Typhoon Committee 19th INTEGRATED WORKSHOP / AP-TCRC FORUM

"Strengthening the Value Chain within the
UN EW4All Framework for the Typhoon Committee Region"

&

"Embracing New Technologies for Achieving Early Warnings for All"

19 November – 22 November 2024
Shanghai • China

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

Dear Sir/Madam,

The ESCAP/WMO Typhoon Committee (TC) at its 56th Session decided to convene the 19th Integrated Workshop (19th IWS) in 2024. According to the approved Mechanism and Updated List of Annual Sessions, as well as the updated Mechanism List approved by the Committee at the 52nd Online Session hosted by Hong Kong, China, the 19th IWS will be hosted by the China Meteorological Administration. It is scheduled to be held at Lin-gang Center, Shanghai, China, from 19–22 November 2024. The theme for the 19th IWS is **"Strengthening the Value Chain within the UN EW4All Framework for the Typhoon Committee Region."**

The IWS serves as an annual event for Typhoon Committee members to review the TC's progress and activities. This review involves the Advisory Working Group (AWG) and the three TC Working Groups (WGs) on Meteorology, Hydrology, and Disaster Risk Reduction. The aim is to assess the past year's work and develop plans for the upcoming year.

With the kind invitation of the Asia-Pacific Typhoon Collaborative Research Center (AP-TCRC), the AP-TCRC is organizing a one-day technical forum in conjunction with the 19th IWS. This technical forum allows international experts to present research topics and potential operational applications. The main theme of the AP-TCRC Forum is **"Embracing New Technologies for Achieving Early Warnings for All."** The Information Note for Participants (Annex I) and Tentative Programme (Annex IV) for the 19th IWS/AP-TCRC Forum are enclosed.

In this context, I have the honour to invite your organization to attend the 19th IWS/AP-TCRC Forum. I also extend an invitation for your nominations of AWG members and WGs representatives to attend the event. The TC, through the Typhoon Committee Trust Fund (TCTF), will support the participation of those actively involved in the AWG and WGs. This funding will cover the expenses for air travel to and from Shanghai, China, with economy class tickets booked on the most direct route. Additionally, daily subsistence allowances (DSA) will be provided to cover participants' expenses during their stay for the duration of the 19th IWS (maximum of 4 days).

The AP-TCRC will provide one day of hotel accommodation (18th November 2024) and cover all meals (i.e. lunch and Welcome Dinner) for participants attending the Day 1 of the AP-TCRC Forum. Please note that no DSA will be provided by the AP-TCRC.

For air travel arrangements, participants must first send a quotation for the air ticket to TCS at info@typhooncommittee.org or lisa@typhooncommittee.org. Upon approval, participants can proceed with the purchase. This ensures proper review and approval of travel expenses by TCS. Each TC Member can nominate **one (1) participant** from each Working Group, and we kindly request that nominees be actively engaged in AWG and WGs activities.

Supported participants will receive a fixed DSA amount of **US\$100** (4 days max.) based on the hotel rates provided by the Local Organizing Committee (LOC). Further instructions and guidelines regarding reimbursement will be communicated by TCS later. Due to funding constraints, Members are encouraged to arrange funding for their nominees and explore other funding options.

If funding support from the TCTF is required for a nominated participant, please indicate this in the **Nomination Form** (Annex III), duly signed and stamped by a government official from your respective government.

Participants should complete the registration process online at the provided link by LOC: <https://www.ap-tcrc.org/REGISTRATIONFORMFOR19THIWS.html>. Once online registration is complete, LOC will issue an invitation letter for visa purposes. If there are issues with online registration, participants can complete the **Attendance Form** (Annex II) and submit it via email to LOC: linyt@typhoon.org.cn, with cc to TCS: info@typhooncommittee.org / denise@typhooncommittee.org, or via fax to +853 88010530.

The deadline for online registration and submission of the nomination form is **20 August 2024**. Please ensure accurate information is provided, and note that LOC needs to issue an invitation letter for visas to enter China.

Further information and documents regarding the 19th IWS/AP-TCRC Forum will soon be available on the TC website (<http://www.typhooncommittee.org>). You can also consult detailed information in the Information Note for Participants. If you have any questions related to the organization of the 19th IWS/AP-TCRC Forum, please contact the **ESCAP/WMO Typhoon Committee Secretariat** - Ms. Denise Lau (denise@typhooncommittee.org / info@typhooncommittee.org) or the **Local Organizing Committee of China** (Ms. Yutong LIN / linyt@typhoon.org.cn).

As a reminder, Members Annual Reports will also be presented in the 19th IWS.

Your early response and nomination are highly appreciated.

Yours sincerely,



Duan Yihong
Secretary of the Typhoon Committee

Encl: **Annexes I to IV**

Cc: Mr. Muhammad Helmi Abdullah, Chairperson of Typhoon Committee
Mr. Nathaniel Servando, Vice-Chairperson of TC
Mr. T.C. Lee, Chairperson of AWG
AWG members of TC