

ANNEX I (to 7th IWSSummary Report)

**UNITED NATIONS
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And
WORLD METEOROLOGICAL ORGANIZATION (WMO)**

ESCAP/WMO Typhoon Committee
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ANNEX II (to 7th IWSSummary Report)



7TH TYPHOON COMMITTEE INTEGRATED WORKSHOP “EFFECTIVE WARNING”

Nanjing University of Information Science and Technology – NUIST
Nanjing, China
26-30 November 2012

TENTATIVE PROGRAMME

(Version 23 November 2012)

DAY 1: MONDAY, 26 NOVEMBER 2012

PLENARY MEETING I

(Building at NUIST from 09-30 to 13:30)

09:30-10:15 OPENING CEREMONY (Master of Ceremony – WMO RTC Nanjing)

- Introductory Remarks - Mr. Olavo Rasquinho, TC Secretary
- Opening address – Mr. Kang Jooyoub, Director of River Management Division, Ministry of Land, Transport and Maritime Affairs (MLTM), Republic of Korea
- Opening address – Ms. Kelly Anne Hayden, Economic Affairs Officer, ESCAP
- Opening address - Mr. Koji Kuroiwa, Chief of Tropical Cyclone Programme, WMO
- Opening Address - Mr. Guan Zhaoyong, Vice President, Nanjing University of Information Science and Technology (NUIST), China
- Welcome Address – Ms. Li Mingmei, Deputy Director-General, Department of International Cooperation, China Meteorological Administration (CMA), China

10:15-10:40 Inauguration Ceremony of Typhoon Committee Training Centre

Group Photo

10:40-11:00 Coffee Break

11:00-11:40 Tour on the Campus of NUIST

11:40-13:00 Banquet (Nanqi Hotel at NUIST)

13:00-13:30 Transport from NUIST to **Suning Venice Hotel**

KEYNOTE LECTURES ON EFFECTIVE WARNINGS

(Suning Venice Hotel)

Moderator: Kelly Anne Hayden (ESCAP)

13:30-14:00 “Key Elements of an Effective Warning” - Ms. Haleh Kootval, Chief of PWS Programme of WMO

- 14:00-14:20 "Refined Warnings Experiment in Shenzhen municipality"- Mr. LAN Hongping, Researcher, Senior Engineer, Deputy Director of Meteorological Bureau of Shenzhen Municipality, CMA
- 14:20-14:40 "Radar Rainfall Estimation for Flood Forecast"- Dr. LEE ChoongKe.Assistant Director, Han River Flood Control Office, MLTM
- 14:40-15:00 "The QPE/QPF for effective warning" Dr. KIM Jeong-hee (Ms.),Deputy Director, Weather Radar Center, Korea Meteorological Administration (KMA)
- 15:00-15:20 Coffee break**

KEYNOTE LECTURES ON COMMON ALERTING PROTOCOL (CAP)

Moderator: Koji Kuroiwa (WMO)

- 15:20-15:40 "Use of Common Alerting Protocol (CAP) in Warning Services"- Mr. Armstrong Y.C. Cheng, Senior Scientific Officer, Hong Kong Observatory
- 15:40-16:00 "RSMC Tropical Cyclone Advisory in CAP" - Mr. Masashi KUNITSUGU - Head, National Typhoon Center, Japan Meteorological Agency - RSMC Tokyo
- 16:00-17:30 Plenary discussion on Effective Warnings and CAP (It would be advisable the participation of media representatives in this discussion)

DAY 2: TUESDAY, 27 NOVEMBER 2012

- 08:30-10:00 Plenary discussion on Effective Warnings and CAP (Cont.)

OUTCOME OF THE AD HOC AWG MEETING OF SEOUL (28-29 MAY 2012)

(by TCS or AWG)

- 10:00-10:15 Brief presentation on the outcome of the ad hoc AWG meeting in Seoul and issues arising from that meeting that require the attention of WGs in their parallel discussion (by TCS or AWG)
- 10:15-10:35 Coffee Break**

PROJECT SYNERGIZED STANDARD OPERATING PROCEDURES FOR COASTAL MULTI-HAZARDS EARLY WARNING SYSTEM (SSOP)

Panelists: Chairs of AWG, WGM, WGH, WGDRR, TRCG; TCS, ESCAP and WMO.

(Moderator: TCS)

- 10:35- 12:00 Status of SSOP project and discussion on its adoption by TC as a cross-cutting project of TC in collaboration with PTC
- 12:00-13:30 Lunch**

• PARALLEL MEETINGS

PARALLEL MEETINGS OF WGM, WGH, WGDRR

Moderator: Respective Chairs of the three Working Groups

13:30-15:30 **Part 1:** Members' Reports

15:30-15:45 **Coffee Break**

15:45-17:30 **Part 2:** AOP 2012 Review and AOP 2013 planning including Budget and New Priority Projects

DAY 3: WEDNESDAY, 28 NOVEMBER 2012

08:30-10:30 **Part 2:** AOP 2012 Review and AOP 2013 planning including Budget and New Priority Projects (Cont.)

10:30-10:50 **Coffee Break**

10:50-12:00 **Part 3:** *TC Governance, Cross-cutting Issues, TRCG Forum*

- (i) TC Governance issues relevant to respective WGs, including updates of ToR
- (ii) Cross-cutting initiatives and issues
- (iii) Ideas for TRCG Forum in the 8th IWS, 2013

12:00-13:30 **Lunch**

13:30- 14:30 Part 3 (i) (ii) (iii) – Cont.

14:30-17:30 Preparation of WGs reports with conclusions and recommendations, including summary of Members' Reports, for presentation to 45th TC Session.

DAY 4: THURSDAY, 29 NOVEMBER 2012

• PLENARY MEETING 2

REPORTS OF THE WORKING GROUPS

Moderator: Vice-chair of AWG

08:30-09:15 Report of WGM

09:15-10:00 Report of WGH

10:00-10:20 Coffee break

10:20-11:05 Report of WGD RR

11:05-11:20 Report of TRCG

11:20-11:50 Open discussion on cross-cutting issues

11:50-12:00 Closing Ceremony

12:00-13:30 Lunch break

13:30-17:30 TECHNICAL VISIT ARRANGED BY THE NUIST

19:00-21:00 Dinner (hosted by CMA)

DAY 5: FRIDAY, 30 NOVEMBER 2012

**08:30-17:30 ADVISORY WORKING GROUP MEETING
(Moderator: Vice-chairperson of AWG)**

ANNEX III (to 7th IWSSummary Report)

MINUTES OF THE PRE-7TH INTEGRATED WORKSHOP MEETING ON SYNERGIZED STANDARD OPERATING PROCEDURES FOR COASTAL MULTI-HAZARDS EARLY WARNING SYSTEM (SSOP)

(Suning Venice Hotel, Nanjing, 25 November 2012)

Following recommendation of the Kick-off Meeting, which was held in Bangkok on 22-23 October 2012, and taking advantage of the occasion of the 7th TC Integrated Workshop in Nanjing on 26-30 November 2012, it was held a meeting of the Chairs of the WGs and TRCG of the TC, on 25 November, to discuss the adoption of SSOP as a crosscutting project and the possibility of the WGs integrate in their Annual Operating Plans (AOP) for 2013 activities related to the project. Representatives of the Panel on Tropical Cyclones (PTC), who were supposed to attend this meeting, were not able to attend.

The Secretary of Typhoon Committee, after submitting Tentative Agenda, presented a PowerPoint with the current status of the Project. Considering the complexity of the project he also presented a proposal for the creation of a Task Force for the project and the draft Terms of Reference of an eventual Project Manager. It was also raised the necessity of consultants be contracted for specific tasks foreseen in the Activity Work Plan.

After the presentation on the status of SSOP, the participants raised some questions related to the implementation of the project, stressing that the procedures related to the issuance of early warnings vary from country to country and also that, even in the same country, different entities issue warnings following different criteria, which means that the accomplishment of this project will be a complicated task.

Comments were also made considering this project too comprehensive in relation to the assigned funds (USD 457,000) and to the time frame (two years), and that it would be necessary:

- establish some limitations for its implementation, focusing in some important aspects, avoiding diversifying;
- more clear outcomes;
- avoid duplication with other ongoing projects.

Another question was also raised, which consisted of who would be the decision board of this project.

It was also stressed that the only decision of the Committee regarding this project was taken in the 44th TC Session (Hangzhou, China on 06-11 February 2012), which consisted of *“The Committee took note of the submission of the project “Synergized Standard Operation Procedure for Coastal Multi-Hazards Early Warning System” for grant funds from ESCAP Trust Fund for Tsunami Disaster and Climate Preparedness. The Committee would proceed with the project should funds become available”* (Paragraph 189 of the Report of the 44th TC Session).

The Secretary explained that the time for the formulation of the project was very short and that the decision of the Committee was interpreted by ESCAP and by TCS as an authorization to proceed with the process of submitting the application in time, otherwise awaiting for 45th TC Session for approval of the last version of the application would imply the non-acceptance of the proposal because the deadline for submitting the application would be exceeded.

It was also mentioned that waiting for a decision of the Committee would imply delay in the realization of the activity 1.1 of the Activity Work Plan, *“conducting a workshop for collecting and exchanging the performance status of the coastal multi-hazard EWS in the Members of the TC and PTC at high risk”* and, consequently in the remaining activities.

It was recommended that TCS circulate the proposed implementation plan of this project,

together with the budget and other recommendations, among Members for review and submit them to the next TC Session, which will be held in Hong Kong-China, on 29 January-1 February 2013, for formal approval.

Participants:

Ms. Kelly HAYDEN-Economic Affairs Officer (IDD Division, ESCAP)

Mr. Koji KUROIWA-Chief, Tropical Cyclone Programme Division

Mr. Junji MORIWAKI - ADRC

Lei Xiaotu, Chair of WGM

Mr. Minoru KAMOTO, Chair of WGH

Mr. YEO WoonKwang, Chair of WGDRR

Mr. Edwin Lai (Chair of TRCG)

Mr. Chihun Lee (assisting the Chair of WGDRR)

Mr. SHIM Jae Hyun (assisting the Chair of WGDRR)

Mr. Yu Jun (representing the Chair of TC)

Mr. Olavo Rasquinho, Secretary of TC / Mr. Leong Kai Hong, Meteorologist of TCS

Mr. Jinping Liu, Hydrologist of TCS/ Ms. Denise Lau Senior Administrative Secretary, TCS

Ms. Lisa Kou, Senior Accounting Officer of TCS

Agreement
between the
WMO Regional Training Centre in Nanjing (WMO RTC-Nanjing),
hosted by Nanjing University of Information Science and
Technology and the UNESCAP/WMO Typhoon Committee
for the recognition of WMO RTC-Nanjing as a Training Centre
of the Typhoon Committee

WHEREAS the 44th Session of the UNESCAP/WMO Typhoon Committee accepted the offer of the WMO Regional Training Centre in Nanjing (WMO RTC-Nanjing), hosted by Nanjing University of Information Science and Technology to serve as a training centre of the Typhoon Committee;

WMO RTC-Nanjing hosted by Nanjing University of Information Science and Technology and the Typhoon Committee in a spirit of mutual co-operation, hereby agree as follows:

Article I

Scope of the Agreement

This Agreement embodies the basic conditions for cooperation between the Typhoon Committee (hereafter called the Committee) and the WMO RTC-Nanjing, hosted by Nanjing University of Information Science and Technology (hereafter referred to as the RTC) as a Training Centre of the Committee (hereafter referred to as the Centre).

Article II

Purpose and functions of the Centre

The Centre will organize and conduct programmes and activities in English for training in meteorology, hydrology and disaster risk reduction to meet the expressed requirements of the Members of the Committee and as expressed in the Committee's decisions.

Article III

Basic Provisions by the Centre

1. The Centre will receive trainees from all Members of the Committee and designated resource persons as well as supporting personnel under the Committee's training programmes and activities.
2. The standards and contents of training will be consistent with the guidance material issued by WMO.

3. The Centre will provide competent instructors and adequate building, training and accommodation facilities.

Article IV ***Contributions of the RTC***

The RTC will ensure that:

- (a) there are adequate administrative arrangements for the efficient and smooth conduct of the training programmes and activities;
- (b) the training programmes and activities are adequately planned, organized and implemented in full consultation with the Committee; and
- (c) the graduates are issued with appropriate diplomas or attendance certificates.

Article V ***Contributions of the Committee***

- 1. The Committee will provide the Centre with advice on matters pertaining to the purpose and functions of the Committee's training activities and programmes.
- 2. The Committee will consider, within the Committee's budgetary provisions, offering necessary support and assistance for Members to attend the training programmes and activities.
- 3. The Committee will regularly review the effectiveness of the training programmes and activities, and provide feedback to the Centre for further training enhancement.

Article VI ***General Provisions***

- 1. This Agreement shall come into force upon signature by both Parties concerned.
- 2. This Agreement may be modified by written agreement between the Parties concerned. Consultations with regard to modification of this Agreement shall be entered at the request of either Party.
- 3. This Agreement may be terminated within sixty days by official notice from either Party, provided all matters relating to any of its provisions are settled within this period. The termination of this Agreement releases the Parties from any further obligation to honour the Agreement, but does not affect any right, obligation or legal status of the Parties created through the execution of the Agreement prior to its termination.

IN WITNESS WHEREOF the undersigned duly appointed representatives of

WMO RTC-Nanjing, hosted by Nanjing University of Information Science and Technology and the Typhoon Committee, respectively, have, on behalf of the Parties, signed this Agreement in two originals in English.

For the WMO RTC-Nanjing,
hosted by Nanjing University of
Information Science and Technology



(LI Lianshui)
President of NUIST
Director of WMO RTC-Nanjing

Date: Nov. 30, 2012
Place: Nanjing

For the Typhoon Committee



(Olavo Rasquinho)

Secretary of Typhoon Committee

Date: Nov. 27, 2012
Place: Nanjing

ANNEX V (TO 7th IWS Summary Report)

SUMMARY REPORT

OF

POST-7TH IWS AWG MEETING

(Nanjing, 30 November 2012)

1. Evaluation of the 7th IWS

The participants were unanimous in considering excellent the organization of the 7th integrated workshop. However comments were made referring the imbalanced weight of the DRR component in the Keynote Lectures and it was recommended to correct this in the next IWSs.

TCS was recommended to request more active collaboration on DRR component from some Members. The TCS representatives were also recommended to make efforts to insist in the necessity of Cambodia to participate in the meetings of TC, namely in future IWSs. It was evidenced that in relation to Cambodia, country in which the Permanent Representative with WMO is the Minister of Water Resources and Meteorology, the necessary authorization for its representatives to attend meetings is not easy. WMO was recommended to make efforts regarding Cambodia so that the communication between the PR with WMO and the Department of Meteorology can be facilitated.

It was also focused that the representatives from Lao PDR and DPR Korea have also difficulties in participating in some TC meetings. In this regard it was recommended a visit of representatives of ESCAP, WMO and TC to Cambodia, DPR Korea and Lao PDR to meet the respective authorities who deal with matters related to the three components of TC, Permanent Representatives with WMO and other entities.

2. Follow-up Actions List of the Recommendations of AWG

The Secretary of TC presented the status of implementation of the AWG recommendations made at the Ad-hoc meeting of Seoul, on 28-29 May 2012.

3. Governance. Statute and Terms of Reference of the Committee and its Working Groups

The AWG continued the discussions, which took place on 28-29 May in Seoul, on the basic documents of TC and drafted the final versions to be submitted to the 45th TC Session for endorsement (Please see the working document WRD/TC.45/10 – Revision of the Basic Documents of Typhoon Committee – Rules of Procedure and Terms of Reference):

Annex 1 -Statute of the Typhoon Committee (changes were considered not necessary)

Annex 2- Rules of Procedure of the Typhoon Committee

Annex 3- Proposed Terms of Reference of the Typhoon Committee

Annex 4- Proposed Terms of Reference of the Chairperson of Typhoon Committee

Annex 5- Terms of Reference of the Vice-Chairperson of the Typhoon Committee

Annex 6- Proposed Terms of Reference of the Secretariat of the TC

Annex 7- Proposed Terms of Reference of the Secretary of the TC

Annex 8- Proposed Terms of Reference of the Working Group on Meteorology

Annex 9- Proposed Terms of Reference of the Working Group on Hydrology

Annex 10-Proposed Terms of Reference of the Working Group on Disaster Risk Reduction

Annex 11- Proposed Terms of Reference of the Training and Research Coordinating Group

Annex 12- Proposed Terms of Reference of the Advisory Working Group

Annex 13- Proposed Terms of Reference of Chairpersons of the Three Components Working Groups and the Training and Research Coordinating Group

Given that the changes identified were relatively minor and non-essential, AWG agreed that there was no need to expend effort to pursue amendments to the Statute of TC at this stage. It was agreed that for enhancing TC governance, improving the Rules of Procedures of TC and the Terms of Reference would serve the purpose just as well.

Regarding the Rule 2A¹ of the Rules of Procedure of the Typhoon Committee, referred to the necessity of credentials for the head of the delegations, it was recognized that there are some difficulties in some countries. This issue has been recommended to be addressed in the 45th TC Session.

The TC Secretariat was recommended remind the Members on the necessity to report the head of delegations for the next Session to TCS.

4. 8th IWS/TRCG Forum – Theme and Sub-themes

The Chair of the TRCG proposed the realization of the 8th IWS together with the Forum of TRCG. He recalled that the previous forum was held in 2009 and that this type of event is supposed to be held every four years. He requested the WGs to suggest themes and subthemes for this Forum. (Please see WRD/TC.45/14.4/1 – Organization of the TRCG Forum).

¹ Rule 2A

"In response to the invitation letters to attend the session, the Governments of Members shall be requested and required to: (a) nominate the head of the delegation, and (b) provide credential letters for delegates attending the session who are authorized to vote on behalf of the Members."

5. Organization of the Annual Sessions

Following recommendation of the AWG the duration of the annual sessions will be reduced for a 3 or 4-day event and the Members' Reports will be presented in the TC integrated workshops. By proceeding in this manner and by separating the technical matters from the session it is expected more involvement of high-level officials in the session. Thus, in the wake of this opinion the next session is going to last 4 days instead of six as previously.

Also an Executive Summary of Members' Reports will be drafted by the AWG to be endorsed by the Session so that can be distributed to Governments (Please see WRD/TC.45/5). This way of proceeding is expected to draw Permanent Representatives of the Members with WMO or more senior officials to attend. Opportunity should also be taken to make a conscious and strategic effort to invite international observers and funding agencies to attend the sessions for resource mobilization purposes.

It was suggested to invite well known scientists related to WMO PTC to address a keynote lecture so that there is greater participation of high-level officials. It was also raised the possibility of presenting a lecture on SOP for EWS.

6. Small AWG meeting

It was suggested to hold a small AWG meeting in Bangkok during the SSOP workshop (Activity 1.1 - Conducting a Workshop for collecting and exchanging the performance status of coastal multi-hazard EWS in the Members of TC and PTC at high risk), tentatively on 18 and 19 March 2013, in Bangkok.

7. SSOP Project

The AWG discussed the Terms of Reference (ToR) of the Steering Committee, ToR of Task Force and ToR of Project Manager for the SSOP project and recommended an Implementation Plan. These documents were recommended to be endorsed by the Committee at the 45th TC Session (Please consult WRD/TC.45/7.2)

The AWG recommended the representative of WMO to report the status of the SSOP project to the PTC, at the session of this regional body, which will take place in Colombo, Sri Lanka from 25 February to 1 March 2013.

Participants:

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Lei Xiaotu, Chair of WGM

Mr. Minoru KAMOTO, Chair of WGH

Mr. Chihun Lee and Mr. SHIM Jae Hyun (in representation of the Chair of WGDRR)

Mr. Edwin Lai (Chair of TRCG)

Mr. Masashi KUNITSUGU, Head of RSMC Tokyo

Mr. CHAN Ki-Ho and Mr. KIM Jiyoung (representing Mr. CHO SeokJoon, Chair of AWG)

Mr. Yu Jun (representing the Chair of TC)

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