



## WMO OMM

World Meteorological Organization  
 Organisation météorologique mondiale  
 Organización Meteorológica Mundial  
 Всемирная метеорологическая организация  
 المنظمة العالمية للأرصاد الجوية  
 世界气象组织

## Secrétariat

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Our ref.: 29568/2018/WDS/TCP/TCM-9

5 November 2018

Subject: Ninth Tropical Cyclone Regional Specialised Meteorological Centres (RSMCs)/Tropical Cyclone Warning Centres (TCWCs) Technical Coordination Meeting (TCM), Honolulu, Hawaii, USA, 9–12 December 2018

Action required: To notify WMO Secretariat **on or before 12 November 2018**

Dear Sir/Madam,

I have pleasure in informing you that at the kind invitation of the Government of the United States of America, the Ninth Tropical Cyclone RSMCs/TCWCs Technical Coordination Meeting (TCM-9) will be held in Honolulu, Hawaii, USA, 9–12 December 2018.

As your country is hosting a RSMC or TCWC, and is actively involved in technical issues related to regional and global coordination on tropical cyclones, I am pleased to invite you to nominate a representative(s) of your Service to attend the above-mentioned meeting.

The main objectives of this meeting, apart from the review of tropical cyclone warning services of TC RSMCs and TCWCs to secure coordination in operational and technical aspects of services across the various regions of the world, are to discuss:

- follow-ups of the eighth TCM;
- the recommendations International Workshop on Tropical Cyclone (IWTC-9) and the International Workshop on Tropical Cyclone Land Fall Processes (IWTCLP-4), with particular emphasis on technical coordination at global level;
- development of tropical cyclone forecasting competencies;
- development of impact-based tropical cyclone forecasting products;
- TCP coordinated contribution to WMO Global Multi-Hazard Alert System;
- ICAO TCAC updates in provision of TC track forecasts, and;
- Terms of References of TCM with consideration of WMO Constituent Body Reform.

As you are aware, TCM-9 will be held following IWTC-9 (3-7 December 2018), at the same venue. Since your country will be represented at the IWTC-9, I would appreciate if you could kindly consider designating the same representative(s) and extend his/her stay to participate in TCM-9.

Due to limited funds available for this meeting, it is hoped that your Service could cover the expenses relating to the attendance of your nominated representative. However, upon request, WMO could consider providing financial support (travel and a lump sum in lieu of per diem) for the participation of your nominated representative.

To: Permanent Representatives of Members (Fiji, Indonesia, Papua New Guinea) with WMO (limited distribution)  
 cc: Mr Raymond Tanabe, local contact point, RSMC Honolulu

In order to clarify WMO's insurance coverage for non-staff members, please kindly advise participants, before undertaking travel, that:

"In the case of non-staff members of the Organization who are authorized to travel at its expense and/or who are receiving a daily subsistence allowance, the WMO accepts limited responsibility for compensation in the event of death, illness or injury attributable to attendance at meetings or the performance of services on behalf of the Organization. These persons are therefore fully responsible for any expenses incurred as a result of events which are not attributable to attendance at meetings or the performance of services on behalf of the Organization and for arranging such life, health and other forms of insurance as they consider appropriate".

Detailed information pertaining to the workshop (tentative programme, working documents, and information note for participants, etc.) will be made available in due course at: <https://www.wmo.int/pages/prog/www/tcp/Activities.html>.

For administrative purposes, I should be grateful if you could notify the WMO Secretariat **on or before 12 November 2018**, of the attendance of your nominated representative, and whether financial assistance would be required.

Yours faithfully,



(W. Zhang)  
for the Secretary-General