



## 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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Ref.: 33082/2019-1.14 WDS/TCP

Our ref.: 33082/2019/WDS/TCP/HC-42

24 January 2020

Annex: 1 (available in English only)

Subject: Forty-second session of the RA IV Hurricane Committee (Panama City, Panama, 30 March - 3 April 2020)

Action required: To nominate an expert and submit completed Nomination Form to the WMO Secretariat **on or before 12 February 2020**

Dear Sir/Madam,

I have pleasure in informing you that, at the kind invitation of the Government of Panama, the forty-second session of the RA IV Hurricane Committee will be held in Panama City, Panama, from 30 March to 3 April 2020.

As you are aware, your country is a member of this Committee. I am therefore pleased to invite you to nominate an expert responsible for tropical cyclone forecasting and warnings to attend the session. Please find attached herewith the Nomination Form (see [Annex](#)) for this session. The provisional annotated agenda and the information note will be made available in due course.

In accordance with WMO General Regulation 31 (*Basic Documents No. 1 (WMO-No. 15)* (2019 Edition)), "Expenses of attendance of members of subsidiary bodies of constituent bodies at sessions of these bodies shall normally be borne by the Members or the international organization to which those members belong." It is therefore hoped that your Government would consider covering the cost of participation of your nominated expert. 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 expert.

In order to clarify the WMO insurance coverage for non-staff members, please advise experts 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 therefore remain fully responsible for any expenses incurred as a result of events which are not attributable to attendance at meetings or performances of services on behalf of the Organization and for arranging such life, health and other forms of insurance as they consider appropriate".*

To: Permanent Representatives of Members of Regional Association IV with WMO (limited distribution)

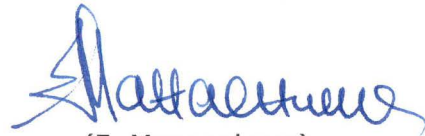
cc: Mr Evan Thompson, acting President RA IV  
Mr Kenneth Graham, Chairperson of the RA IV Hurricane Committee

The session will consider not only the meteorological aspects of the hurricane forecasting and warning systems but also the vitally important measures necessary under the hydrological, disaster reduction and preparedness components of the Committee's Technical Plan and Implementation Programme. You may wish to take into account the usefulness of providing the Committee with expert advice in these fields. In addition, the Committee will review and update the Operation Plan for the coordination of hurricane forecasting and warning services across the Region, which remains its most important and significant responsibility.

For administrative purposes, I should be grateful if you could notify the WMO Secretariat **on or before 12 February 2020**, whether an expert will be able to participate and whether financial assistance would be required.

I would like to express my appreciation for your continued support in promoting the Programmes and activities of WMO.

Yours faithfully,



(E. Manaenkova)  
for the Secretary-General

**FORTY-SECOND SESSION OF THE RA IV HURRICANE COMMITTEE  
PANAMA CITY, PANAMA, 30 MARCH - 3 APRIL 2020**

Ref.: 33082/2019-L14 WDS/TCP

|                                |          |                    |                                    |
|--------------------------------|----------|--------------------|------------------------------------|
| <b>Family Name</b>             |          |                    | <b>Gender:</b><br>Male:<br>Female: |
| <b>First Name</b>              |          |                    |                                    |
| <b>Address (Office)</b>        |          |                    |                                    |
| <b>City – Country</b>          |          |                    |                                    |
| <b>Telephone</b>               | Office + | Home +             |                                    |
| <b>Fax</b>                     | Office + | Home +             |                                    |
| <b>Email</b>                   |          |                    |                                    |
| <b>Date and Place of Birth</b> |          | <b>Nationality</b> |                                    |
| <b>Passport No. *</b>          |          | <b>Expiry Date</b> |                                    |

\* Please attach a copy of passport

**Present position and brief description of current duties:**

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**Name and address of person to be notified in case of emergency:**

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## FINANCIAL ASSISTANCE:

Please complete if financial assistance is required from WMO to attend the **HC-42**

YES ☐

NO ☐

.....  
Date

.....  
Signature of Permanent Representative

To be completed and returned by Fax + 41-22-730-8021 or by email,  
**on or before 12 February 2020**

to: [tpeng@wmo.int](mailto:tpeng@wmo.int)

with a copy to: [acfontan@wmo.int](mailto:acfontan@wmo.int) [cbihute@wmo.int](mailto:cbihute@wmo.int)

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