



Our ref.: 8556-16/WDS/TCP/RA V-TCC-16

GENEVA, 14 June 2016

Annexes: 3 (available in English only)

Subject: Sixteenth session of RA V (South-West Pacific) Tropical Cyclone Committee for the South Pacific and South-East Indian Ocean (RA V TCC-16) – Honiara, Solomon Islands, 29 August-2 September 2016

Action required: Completed nomination forms to be submitted to the WMO Secretariat **on or before 1 July 2016**

Dear Sir/Madam,

As you are aware, the Regional Association V (South-West Pacific) called for biennial session of the RA V Tropical Cyclone Committee (Resolution 11, XVI-RA V, Jakarta, Indonesia, 2-8 May 2014). I have therefore pleasure in informing you that at the kind invitation of the Government of Solomon Islands, the sixteenth session of the RA V Tropical Cyclone Committee for the South Pacific and South-East Indian Ocean (RA V TCC-16) will be held in Honiara, Solomon Islands, from 29 August to 2 September 2016.

In this regard, I am pleased to invite you to nominate a representative of your country to participate in the RA V TCC-16 session. This session will consider not only the meteorological aspects of tropical cyclones warning system but also the vitally important measures necessary under the hydrological as well as the disaster risk reduction components of the Committee. A copy of the provisional annotated agenda, information note and nomination form for the session are enclosed herewith.

In accordance with WMO General Regulation 37 the "expenses for the attendance of members of working groups of constituent bodies at sessions of these groups shall normally be borne by the Members to which those members belong". It is therefore hoped that your Government would consider covering the cost of participation 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 of Regional Association V (South-West Pacific) - Fiji, Indonesia, Micronesia (Federated States of), Papua New Guinea, Timor-Leste (limited distribution)

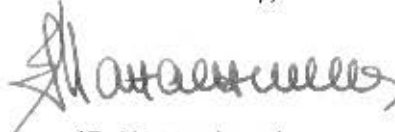
cc: Dr Andi Eka Sakya, President of the RA V (South-West Pacific), Jakarta, Indonesia
Mr Mike Bergin, Chairperson of RA V Tropical Cyclone Committee for the South Pacific and South-East Indian Ocean, Perth, Australia

In order to clarify WMO's insurance coverage for non-staff members, please advise your representatives in the above-mentioned session, before they undertake travel, as follows:

"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."

For administrative purposes, I would be grateful if you could notify the WMO Secretariat **on or before 1 July 2016**, of the attendance of your nominated representative, and whether financial assistance would be required.

Yours faithfully,

A handwritten signature in dark ink, appearing to read 'E. Manaenkova', with a stylized flourish at the end.

(E. Manaenkova)
for the Secretary-General

RA V TROPICAL CYCLONE COMMITTEE FOR THE SOUTH
PACIFIC AND THE SOUTH-EAST INDIAN OCEAN

SIXTEENTH SESSION

HONIARA, SOLOMON ISLANDS
29 AUGUST-2 SEPTEMBER 2016

ENGLISH ONLY

PROVISIONAL ANNOTATED AGENDA

1. ORGANIZATION OF THE SESSION

1.1 Opening of the session

At the kind invitation of the Government of the Solomon Islands, the sixteenth session of the RA V Tropical Cyclone Committee for the South Pacific and South-East Indian Ocean will be held in Honiara, Solomon Islands, from 29 August to 2 September 2016.

1.2 Adoption of the agenda

The provisional agenda, contained in RA V/TCC-16/Doc.1, will be submitted to the session for adoption. The order of the agenda may be modified during the session and additional items be added, if required.

1.3 Working arrangement of the session

The working language will be English only. Small working groups may be established, if required, to consider specific subjects and thereby to facilitate the work of the session. Pre-session documentation and the provisional report, as well as the final report of the session, will also be in English only. Under this item, the Committee will decide on its working hours and any other arrangements for the session.

2. REPORT OF THE CHAIRPERSON OF THE COMMITTEE

The Chairperson of the Committee will present to the session a brief report on the main development, achievements and challenges that arose since its fifteenth session (Port Vila, Vanuatu, 26-30 May 2014) and suggest major points to be discussed in the present session.

3. REVIEW OF THE 2014/2015 and 2015/2016 CYCLONE SEASONS

3.1 RSMC Nadi

Summary of the cyclone season

The Regional Specialized Meteorological Centre (RSMC) Nadi, and Tropical Cyclone Warning Centres (TCWC) will be invited to make a presentation of an in-depth review of the 2014/2015 and 2015/2016 cyclone seasons.

Development of RSMC Nadi

In recent years, a number of activities and projects have been undertaken to improve the capabilities of Fiji Meteorological Service (FMS) in the provision of services at a national

level as well as at the regional level (including warning services for those neighbouring countries that require such services) as part of its roles as RSMC Nadi. FMS will prepare a document informing the Committee of current and future development in support of RSMC Nadi.

3.2 Reports of Members

Members who have experienced impact of cyclones and/or other severe weather events during these two seasons will be invited to submit to the session concise reports on the functioning of the warning systems, lessons to be derived from these events, measures already taken as a consequence and proposals, if any. The Committee may wish to review these reports and discuss operational matters and shortcomings with a view to improving tropical cyclone warning services.

4. COORDINATION WITHIN THE WMO TROPICAL CYCLONE PROGRAMME

A summary report on the status of implementation of the Tropical Cyclone Programme (TCP) will be submitted to the Committee by the Secretariat, which will provide an overview of the whole range of activities being conducted under TCP, with a focus on RAV. The Committee is invited to comment on the activities of TCP and make proposals for its further development and establishment of closer linkage with the Committee and other RA V Working Groups.

Outcomes and recommendations of the 8th TC RSMCs/TCWCs Technical Coordinating Meeting (TCM-8), Miami, USA, 2-6 November 2015, will also be presented to the Committee with focus on matters related to the region.

5 REVIEW OF THE TECHNICAL COMPONENTS

5.1 Meteorological component

The review of this component should be undertaken in the light of information presented by the WMO Secretariat and session participants on the present status of implementation of the WWW, and the need for additional data, facilities and arrangements for tropical cyclone detection, monitoring and forecasting. This component should also reflect the overall planning for modernization of NMHSs to strengthen the tropical cyclone warning system.

5.2 Hydrological component

The Committee will be invited to review the activities implemented at national and regional levels under the hydrological component on the basis of information presented by the WMO Secretariat and provided by session participants. The Committee will be informed of the relevant activities of the RA V Working Group on Hydrological Services. The Committee may wish to make proposals for the future implementation of this component.

5.3 Disaster Risk Reduction, Disaster Risk Management and Public Weather Services delivery components

The Committee will be invited to review the disaster risk reduction component within the framework of the decisions of the Seventeenth World Meteorological Congress. The reports from the Committee's members on the 2014-2015 and 2015-2016 cyclone seasons to be considered under agenda item 3 may also lead to discussions under this item agenda. The Committee will be invited to consider the issues related to the effective delivery of forecasts and warning services, including the necessary establishment of dialogue and operational procedures with users and partners, and the accompanying public education and outreach.

5.4 Training Component and Capacity Development

There is a continuing need for further training related to tropical cyclones for impacted countries. Particular attentions should be given to the organization of training courses and workshops related to various aspects of tropical cyclone forecasting. Information will be provided on the relevant education and training activities of WMO to assist the Committee in identifying and formulating requirements for future training activities. In this connection, development of tropical cyclone forecasting competence standards will be discussed.

5.5 Research component

A document will be provided by the WMO Secretariat to assist the Committee in its deliberations on this item. It will also provide information on activities of interest to the Committee under the WMO World Research Programme (WWRP).

6. LINKAGE WITH WMO REGIONAL PROJECTS

6.1 Report of the Task Team on Severe Weather Forecast including Global Data-processing and Forecasting System (TT SWF/GDPFS)

Following the decision by RA V-16 (Resolution 11, RA V-16) to create the Task Team on Severe Weather Forecasting including Global Data-processing and Forecasting System, the TCC-15 favoured retaining the Regional Subproject Management Team (RSMT) of the Severe Weather Forecast and Disaster Risk Reduction Demonstration Project (SWFDDP) for the South Pacific Islands as a Task Team under RA V TCC.

The meeting of the RSMT of the SWFDDP for the South Pacific Islands will be held at the same venue, from 25 to 27 August 2016. A progress report on the SWFDDP will be presented to the Committee. The Committee will be invited to offer guidance for implementation of SWFDDP in the future, including the forecasting and public weather services activities related to the improved delivery of warnings and forecasts. The Committee will also discuss ways to enhance the synergetic effect between its activities and the Project.

6.2 Coastal Inundation including Storm Surges

A status report on the Coastal Inundation Forecasting Demonstration Project–Fiji will be provided by the WMO Secretariat. Similarly, a status report on the Storm Surge Watch Scheme will be provided to the Committee.

7. REVIEW OF THE TROPICAL CYCLONE OPERATIONAL PLAN INCLUDING TECHNICAL ASSISTANCE FOR THE SOUTH PACIFIC AND SOUTH-EAST INDIAN OCEAN

There will be a discussion on strengthening of the tropical cyclone warning system in the Region taking into consideration identified recent issues related to shortcomings in the Tropical Cyclone Operational Plan for the South Pacific and South-East Indian Ocean.

8. ASSISTANCE REQUIRED FOR THE IMPLEMENTATION OF THE COMMITTEE PROGRAMME FOR FUTURE DEVELOPMENT

The WMO Secretariat will provide information on the assistance pertinent to the implementation of the Committee's programme for future development of services and

strengthening the operational plan.

9. PARTNERSHIPS

9.1 Pacific Meteorological Desk Partnership (PMDP).

The Committee will be informed of the coordination of regional meteorological services in the Pacific Island Countries and Territories (PICTs). The Committee will be invited to consider effective ways for working with PMDP coordination mechanism(s).

9.2 Support to Tsunami Early Warning System in the South-West Pacific

The International Coordination Group for the Tsunami Warning System in the Pacific (ICG/ITSU)'s Working Group for the South-West Pacific will convene its meeting in Honiara, Solomon Islands, from 22 to 23 August 2016. The Chair ICG/ITSU/WGSWP will inform the Committee of the outcomes of Working Group's discussions

9.3 WMO Coordination with regional or international organizations

The Secretariat and the regional or international organizations will inform the Committee of the partnerships including coordination between WMO and the regional and international organizations.

10. DATE AND PLACE OF THE SEVENTEENTH SESSION

The Committee may wish to set an appropriate date for its seventeenth session and offers from Members to host the session would be welcomed.

11. CLOSURE OF THE SESSION

WORLD METEOROLOGICAL ORGANIZATION

RSMT/SWFDDP AND
RA V/TCC-16/INF. 1
(2.VI.2016)

MEETING OF THE REGIONAL SUBPROJECT MANAGEMENT
TEAM (RSMT) FOR THE SEVERE WEATHER FORECAST
AND DISASTER REDUCTION DEMONSTRATION PROJECT
(SWFDDP) FOR THE SOUTH PACIFIC ISLANDS

HONIARA, SOLOMON ISLANDS,

25 TO 27 AUGUST 2016

ENGLISH ONLY

RA V TROPICAL CYCLONE COMMITTEE FOR THE SOUTH
PACIFIC AND THE SOUTH-EAST INDIAN OCEAN

SIXTEENTH SESSION

HONIARA, SOLOMON ISLANDS
29 AUGUST-2 SEPTEMBER 2016

INFORMATION NOTE FOR PARTICIPANTS

Time and Place of Meetings

1. At the kind invitation of the Government of Solomon Islands, the Meeting of the Regional Subproject Management Team (RSMT) for the Severe Weather Forecast and Disaster Risk Reduction Demonstration Project (SWFDDP) for the Pacific Islands & the Sixteenth session of the RA V Tropical Cyclone Committee for the South Pacific and South-East Indian Ocean will be held in Honiara, Solomon Islands, from 25 to 27 August 2016 and 29 August to 02 September 2016, respectively.

2. Both meetings will take place at Forum Fishery Agency (FFA) Conference room in Honiara, Solomon Islands.

Meeting Arrangements

3. Both meetings will be conducted in English only and all working documents, as well as the provisional and final reports of the meetings, will be available in English only.

4. It is planned that the opening ceremony for the Meeting of the RSMT for the SWFDDP for the Pacific Islands will begin at 9:30 a.m. on 25 August 2016. Registration of participants will start at 8:00 a.m. on 25 August 2016 at the registration desk located at the entrance to the meeting room. Participants will receive identification badges at the time of registration.

5. For the Sixteenth session of the RA V Tropical Cyclone Committee for the South Pacific and South-East Indian Ocean, the opening ceremony will take place at 9:30 a.m. on 29 August 2016. Registration of participants will start at 8:00 a.m. on 29 August 2016 at the registration desk located at the entrance to the meeting room. Participants will receive identification badges at the time of registration.

Entry Requirements

6. A valid passport (and visa if applicable) is necessary for all persons entering Solomon

Islands. Some countries in the region can obtain Visa on arrival whilst others are not. Participants that are not able to obtain Visa on arrival can contact the host country focal point organiser – Mr Lloyd Tahani, Deputy Director Meteorology, Solomon Islands for Visa formalities (please use [Appendix 1 - Visa Application Information Form](#)). The “Application Form for Visa” can be obtained from the website of the Solomon Islands Immigration Department, Ministry of Commerce, Industries, Labour and Immigration at:
http://www.commerce.gov.sb/Divisions/Immigration/Application_Form.htm.

Local Coordination

7. The Local Coordinators for the Meeting of the RSMT for the SWFDDP for the Pacific Islands & RAV/TCC-16 are:

Mr Lloyd Tahani (l.tahani@met.gov.sb)
Mr. Noel Sainao (noel.sanau@met.gov.sb)
Mr Solomon Sammy (s.sammy@met.gov.sb)
Mr Freddy Ferah (f.ferah@met.gov.sb)
Ms. Linda Tonawane (l.tonawane@met.gov.sb)

Solomon Islands Meteorological Services
Ministry of Environment, Climate Change,
Disaster Management and Meteorology
P.O BOX 21
Honiara
Solomon Islands
Telephone Nos.: (677) 24218 / (677) 27658
Fax No.: (677) 23029

8. Telephone, facsimile, Internet and postal services are available at or near the meeting place.

Banking and Currency

9. Solomon Islands’ currency is the **Solomon Islands Dollar (SBD)**. Notes are issued in denominations of SBD 2, 5, 10, 50 and 100. One SBD is equal to 100 cent. Coins come in denominations of 5, 10, 20, 50 cents and 1 dollar. Solomon Islands currency can be exchanged at banks. All major currencies are generally accepted.

10. Traveller’s cheques can be cashed at the banks in Honiara. General banking hours: 9:00 am - 04:00 pm week days (Monday - Friday). Participants arriving during the weekend are advised to change some money at the Airport on arrival. The current exchange rate is roughly USD 1 ≈ SBD\$7.80, subject to fluctuation. Credit cards are accepted by all major hotels.

Arrival and Transport Arrangements

11. The Meteorological Services will arrange the pick-up service at the airport provided that arrival details are communicated to the local organizers in well in advance of arrival time into Honiara. After immigration clearance at the airport, look for your names for assistance and you’ll be transported to your hotels.

12. Public transport is available by TAXI services, usually parked in front of the arrival area with TAXI signs on them. TAXI fares are ranging from SBD\$100 - \$150.00 depending on the distance where the hotel you’ve booked located in Honiara.

Electricity and Plug Type

13. The electrical current in Solomon Islands is 220-240 Volts, and the type of plug normally used is shown below (type Australian AS-3112).



14. Please bring an extra adaptor if you want to use your laptops, etc.

Local Climate in August/September

15. Climate data in August/September in Honiara, Solomon Islands are listed below:

Mean daily temperature:	+ 27.2 °C
Mean maximum temperature:	+ 31.3 °C
Mean minimum temperature:	+ 23.3 °C
Mean precipitation	94.0mm

Accommodation

16. Appendix A contains a list of recommended hotels in Honiara where rates are attached to them. All recommended hotels have internet access. Honiara Hotel and Pacific Casino Hotel are located close to the meeting venue.

17. Participants are advised to make their own accommodation bookings well in advance. When booking, you must provide details of your credit card for guarantee (type and No., name, expiry date). Bookings may be made via Internet or by faxing the Hotel Reservation Form contained in Appendix B.

LIST OF RECOMMENDED HOTELS

Hotel names	Contact details for reservation	Standard Room per night (SBD\$)		Deluxe Room per night (SBD\$)		Distance from Meeting Place	Additional Info
		Single	Double	Single	Double		
Heritage Park Hotel	E-mail : enquires@kaivitimotel.com Web: www.heritageparkhotel.com.sb Telephone: (677) 24007 Fax: (677) 21001	2,300	2,300	2,475	2,475	3.5 km	Pickup by transport to meeting venue
Solomon Kitano Mendana Hotel	E-mail: reserv@mendana.com.sb Web: http://www.kitanomendana.com Telephone: (677) 20071 Fax: (677) 23942	1,210	1,210	1,400	1,400	3.3km	Pickup by transport to meeting venue
King Solomon Hotel	Email: Reservations@Kingsolomon.Com Tel: (677)21205 Fax: (677) 21771 Web: www.Kingsolomomhotel.inf	770	770	1,035	1,035	3.6km	Pickup by transport to meeting venue
Iron Bottom Sound Hotel	Email: Tel: (677) 28633 Fax: (677) Web: http://www.ironbottomsoundhotel.com	770	770	1200	1200	4.2km	Pickup by transport to meeting venue
Honiara Hotel	Email :reservation@honiarahotel.com.sb Tel : (677) 21737/23412 Fax : (677) 20376 Web : http://www.honiarahotel.com.sb	795	795	1250	1250	1.8km	Pickup by transport to meeting venue
Pacific Casino Hotel	Email: reservation@pacificcasinohotel.com Tel: (677) 25009 Fax: (677) 22880 Web: http://www.pacificcasinohotel.com/	500 850	600 900	700 950	750 1,150	1.9km	Pickup by transport to meeting venue

HOTEL RESERVATION FORM

Participants attending the meetings of RSMT for SWFDDP and RA V/TCC-16 are welcome to make their hotel reservation directly with the hotel by fax or e-mail, or return the form no later than **31 July 2016** to:

Mr Noel Sainao Tel.: (677) 24218/27658 noel.sanau@met.gov.sb
Ms. Linda Tonawane Fax: (677) 23029 l.tonawane@met.gov.sb

Name _____
Country _____
Address _____
Tel. No.: _____
Fax No.: _____
E-mail: _____

	<i>Flight No.</i>	<i>Date</i>	<i>Time</i>
Arrival	_____	_____	_____
Departure	_____	_____	_____

Please reserve

Name of hotel: _____
Please specify one of the recommended hotels

Standard/Superior/Deluxe/Suite: Single () Twin ()

Check-in date _____

Check-out date _____

Credit card details for guarantee:

Type _____ Number _____

Name _____ Expiry Date _____

Date _____ Signature _____

WORLD METEOROLOGICAL ORGANIZATION
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8556-16/WDS/TCP/RA V/TCC-16

**RA V TROPICAL CYCLONE COMMITTEE FOR THE SOUTH PACIFIC AND THE SOUTH-
EAST INDIAN OCEAN**

**SIXTEENTH SESSION
HONIARA, SOLOMON ISLANDS,
29 AUGUST TO 2 SEPTEMBER 2016**

NOMINATION FORM

The Government of nominates:

Family Name			Gender : Male <input type="checkbox"/> Female <input type="checkbox"/>
First Name			
Address (Office)			
City – Country			
Telephone	Office +	Home +	
Fax	Office +	Home +	
E-mail			
Date and Place of Birth		Nationality	
Passport No. *		Expiry Date	

** Please attach copy of passport*

Financial Support requested for:

Travel ☐

Per Diem ☐

.....
Date

.....
Signature of Permanent Representative

To be completed and returned by fax + 41-22-730-8021 or by mail, at the latest by
1 July 2016 to:

Dr Taoyong Peng (TPeng@wmo.int)

Copy: Ms Anne-Claire Fontan (acfontan@wmo.int)
Ms Catherine Bihute (cbihute@wmo.int)