



## 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.: 01083/2020-L10 WDS/TCF

Our ref.: 01083/2020/S/DPS/TCF/RA IV Miami-2020

6 February 2020

Annexes: 3 (available in English only)

Subject: RA IV Workshop on Hurricane Forecasting and Warning, Miami, Florida, USA, 20 April - 1 May 2020

Action required: To nominate an expert and submit completed Nomination Form to WMO Secretariat on or before **20 February 2020**

Dear Sir/Madam,

I am pleased to inform you that the Government of the United States of America has kindly agreed to host the RA IV Workshop on Hurricane Forecasting and Warning in Miami, Florida, from 20 April to 1 May 2020. Eight working days will be allocated to the hurricane forecasting and warning component (20-29 April) and two working days (30 April and 1 May) for a training to understand and communicate better with the emergency managers.

The workshop will be conducted in English only, at the Regional Specialized Meteorological Centre - Hurricane Center (RSMC-HC) of the National Oceanic and Atmospheric Administration/National Weather Service (NOAA/NWS) in Miami. Please find attached herewith an outline of the Provisional Programme ([Annex II](#)) and an Information Note for Participants ([Annex III](#)).

The workshop will provide training for hurricane forecasters from the region, assist RA IV Members in their efforts to improve operational tropical cyclone forecasting and warning, and help participants to understand and communicate better with the stakeholders engaged in the emergency decision-making process. Designed particularly for meteorologists with practical experience in operational tropical cyclone forecasting, the workshop will provide them with refresher training and updated information.

I am pleased, therefore, to invite you to nominate an expert on operational hurricane forecasting and warning from your Service to participate in this workshop. To ensure the effectiveness and positive impacts of the workshop on the work of your service, it is strongly recommended that the nominated expert be a forecaster who is currently engaged in hurricane and associated weather forecasting, has a direct link to the operational tasks of your service, and meets the following requirements:

- (1) Holds a university qualification or equivalent, preferably in geo-sciences (meteorology, hydrology, geophysics, environmental sciences, etc.);

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

cc: Mr Evan Thompson, President RA IV, Kingston, Jamaica  
Mr Kenneth Graham, Chairperson of RA IV Hurricane Committee, Miami  
Dr R. Pasch, Senior Hurricane Specialist, National Hurricane Center, Miami

- (2) Is expected to continue working in your Service for a long period after participation in the workshop;
- (3) For nominees whose primary language is not English, a relevant language proficiency certificate is a necessary condition for acceptance.

Due to limited funds available for this workshop, it is hoped that your Service could cover the expenses relating to the attendance of your nominated expert. However, WMO upon request could consider providing financial support (travel and a lump sum in lieu of per diem) for the participation of your expert. If such assistance is required, kindly indicate this in the Nomination Form attached herewith ([Annex I](#)).

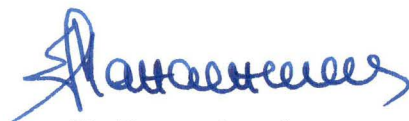
In order to clarify the WMO insurance coverage for non-staff members, please advise participants in the above-mentioned workshop, before they undertake travel, as follows:

*"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 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".*

It is hoped that your country will take advantage of this opportunity by nominating a suitable expert.

I should be grateful if the completed Nomination Form ([Annex I](#)) could be returned to the WMO Secretariat on or before **20 February 2020**.

Yours faithfully,



(E. Manaenkova)  
for the Secretary-General

**RA IV WORKSHOP ON HURRICANE FORECASTING AND WARNING****Miami, Florida, USA, 20 April – 1 May 2020****NOMINATION FORM**

The Government of ..... nominates the following candidate as a participant on the above training workshop:

<b>Family Name</b>			Mr / Ms / Dr
<b>First Name</b>			
<b>Address</b>			
<b>City – Country</b>			
<b>Telephone</b>	Office +	Home +	
<b>Fax</b>	Office +	Home +	
<b>Email</b>			
<b>Date of Birth</b>			
<b>Passport No.</b>			
<b>Expiry Date</b>			
<b>Primary language*</b>			

\* For nominees whose primary language is NOT English, this nomination form MUST be accompanied by a relevant language proficiency certificate as a necessary condition for acceptance.

**Qualifications** (certificates, diplomas or degrees): .....

.....  
 .....  
 .....

**Training in the field of meteorology** (other than as noted in above): .....

.....  
 .....  
 .....

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

(please include public weather services functions, if any):

.....  
 .....  
 .....

**Brief description of past relevant professional/operational experience** (please include experience in aspects of public weather services (e.g. media work, working with disaster management, public outreach and education, etc.) if any and/or relevant planned future work/activities):

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

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**Please complete if financial assistance is required from WMO:**

Support required:      YES    ☐                      NO    ☐

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Permanent Representative

To be completed and returned by fax + 41 22 730 8021 or by mail, at the latest by **20 February 2020** to:

The Secretary-General  
World Meteorological Organization  
Case postale 2300  
CH-1211 GENEVA 2  
Switzerland

Attn: Dr Taoyong Peng ([TPeng@wmo.int](mailto:TPeng@wmo.int))  
Copy: Ms Anne-Claire Fontan ([acfontan@wmo.int](mailto:acfontan@wmo.int))  
Ms Catherine Bihute ([cbihute@wmo.int](mailto:cbihute@wmo.int))

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**RA IV WORKSHOP ON HURRICANE FORECASTING AND WARNING****Miami, Florida, USA, 20 April – 1 May 2020****PROVISIONAL PROGRAMME**

While the workshop will include lectures and presentations, emphasis will be placed on group interactions and practical, hands-on exercises. The main subject areas to be covered will include:

- (a) The large-scale tropics - an overview
- (b) An overview of hurricane research
- (c) Tropical analysis and tropical waves
- (d) Marine forecasting and other TPC/TAFB products
- (e) Satellite applications, including rainfall, the Dvorak technique, microwave and scatterometer
- (f) Tropical cyclone genesis and structure
- (g) NWP, ensemble forecasting, and TC track prediction models
- (h) Developing a user focus
- (i) Doppler radar
- (j) Storm surge
- (k) Extratropical transition
- (l) Interannual and intraseasonal TC variability/Seasonal forecasting
- (m) Best track, CLIPER and wind radii CLIPER/Wind speed probabilities
- (n) TC track and intensity forecasting
- (o) Operational TC forecasting and advisory preparation
- (p) Communication and coordination with emergency managers. Messaging:
  - (i) Hurricane Risk
  - (ii) Tropical Cyclone Hazards (wind, rain, storm surges, tornadoes ...)
  - (iii) Uncertainty
  - (iv) NHC Advisory Products
  - (v) NHC Wind Speed Probability and Storm Surge Products
- (q) The Hurricane Liaison Team (Department of Homeland Security's Federal Emergency Management Agency)
- (r) Coordination with the media
- (s) Quiz for the whole workshop
- (t) Conclusions and recommendations

The programme will also include current weather map discussions.

Note: Eight working days allocated to the hurricane forecasting and warning component and two working days specifically dedicated to a training to understand and communicate better with the emergency managers. A total of 12 days including the weekend.

## RA IV WORKSHOP ON HURRICANE FORECASTING AND WARNING

Miami, Florida, USA, 20 April – 1 May 2020

### INFORMATION NOTE FOR PARTICIPANTS

#### 1. Date and place of the workshop

The RA IV Workshop on Hurricane Forecasting and Warning will be held at the RSMC Miami – National Hurricane Center (NHC) from 20 April to 1 May 2020.

As in the past, eight days (20 to 29 April) will be allocated to the hurricane forecasting and warning component, and two days (30 April to 1 May) will be specifically dedicated to a training tailored to enable participants to understand and communicate better with the emergency managers.

The NHC full address is:

National Hurricane Center (NHC)  
11691 SW 17th Street  
MIAMI, FL 33165-2149  
USA

Fax: (+1-305) 553-1901  
Tel: (+1-305) 229-4402

The Center is in the University Park Campus of Florida International University.

The workshop will open at 08.30 a.m. on Monday, 20 April 2020.

#### 2. Working languages: English

#### 3. Immigration and health requirements

Information on visa requirements and on requirements, if any, for health certificates is available from airlines and travel agents. Those needing and not already holding appropriate visas should apply **as soon as possible** at the nearest US Embassy.

Please note that there have been changes to visa requirements/procedures and additional procedures which have increased the length of time required to obtain a visa.

#### 4. Currency

In the USA the unit of currency is the US dollar. US dollar traveller's cheques and credit cards (American Express, Diners Club, Master Card, Visa, etc.) are accepted in most of the major outlets.

#### Very important information

Participants MUST bring with them US dollars, travellers cheques and/or cash for the length of their stay. There are NO BANKS in Miami that will cash a cheque, even United States Federal Government cheques unless the person has an account in the bank.

## 5. Accommodation

WMO has negotiated a group rate of US\$ 99.00 per person per suite per night, plus 13% government tax with the "Candlewood Suites" hotel. To secure the negotiated group rate, all participants who will be funded by WMO are requested to stay in the "Candlewood Suites" hotel. Other participants funded by their own governments are encouraged to stay in the same hotel. However, all participants will be responsible for booking their own hotel rooms and for the payment of hotel bills. The address of the hotel is:

Candlewood Suites  
8855 NW 27th St.  
MIAMI, FL 33172  
USA

Tel: (+1-305) 591-9099  
Fax: (+1-305) 591-4117  
Email: [yoan.nieves@ihg.com](mailto:yoan.nieves@ihg.com) (Mr Yoan Nieves)  
Website: <http://www.candlewoodsuites.com>

You may send an email to Mr Yoan Nieves ([yoan.nieves@ihg.com](mailto:yoan.nieves@ihg.com)) for reservation.

The focal point for NHC is:

Mr Eric Blake  
National Hurricane Center (NHC)  
11691 SW 17th Street  
MIAMI, FL 33165-2149  
USA

Email: [eric.s.blake@noaa.gov](mailto:eric.s.blake@noaa.gov)

## 6. Transportation

Free transportation will be provided on workshop days between the Candlewood Suites and the NHC. On the morning of Monday, 20 April 2020, the bus will leave the hotel at 7.45 a.m.

The three choices for transportation from the airport are:

- (i) **Candlewood Suites Hotel** offers complimentary transportation/shuttle service to and from Miami International Airport from 6 a.m. to 10 p.m. on a request basis;
- (ii) **Uber or Lyft**, using an application on your phone;
- (iii) **Taxi Service:** The number to call for taxi service is 888-8888 or there are always plenty of taxis at the airport.

## 7. Other information

The Director, NHC, and his staff will make every effort to assist participants upon their arrival in the United States, although no special arrangements can be made to facilitate personal entry and customs clearance or transportation from or to the airport.

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