

**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

7 bis, avenue de la Paix – Case postale 2300
CH 1211 Genève 2 – Suisse
Tél.: +41 (0) 22 730 81 11
Fax: +41 (0) 22 730 81 81
wmo@wmo.int – public.wmo.int

Ref.: 11334/2022-1.7 MS/RSO

Our ref.: 11334/2022/MS-RSO/Canada CREWS project

23 May 2022

Annex: 1 (available in English only)

Subject: Official launch of the Southeast Asia Flash Flood Guidance System (SeAFFGS) and closure of the Southeast Asia component of the Canada CREWS project, Ha Noi, Viet Nam, 28-29 June 2022

Action required: Confirmation of your participation and the participation of the SeAFFGS and SeASWFP focal points to the event

Dear Sir/Madam,

I have the pleasure to inform you that the World Meteorological Organization (WMO) through the, Environment and Climate Change Canada (ECCC) funded project titled “Building Resilience to High-Impact Hydro-Meteorological Events through Strengthening Multi-Hazard Early Warning Systems in Small Island Developing States (SIDS) and South East Asia” (also known as “Canada CREWS”) has successfully come to a close. One of the key outcomes of this project was the development of the Southeast Asia Flash Flood Guidance System (SeAFFGS) with Viet Nam Meteorological and Hydrological Administration (VNMHA) as the regional centre and host of the system.

To mark the successful completion of the Canada CREWS project and to formally launch SeAFFGS, WMO is planning to organize a formal face-to-face event. This event will be held over two days, 28 and 29 June 2022. The first day of the event will be dedicated to the formal launch of SeAFFGS and to present the system, showcasing the efforts carried out by the Members of SeAFFGS in ensuring the design and development of the system. The second day will focus on the formal project closure, wherein, we will discuss the achievements, lessons learnt and sustainability of the project outcomes.

VNMHA has graciously offered to host the event at its headquarters in Hanoi. In this regard, I am pleased to invite you to participate in the event. I also further extend the invitation to the focal points for SeAFFGS and SWFP-Southeast Asia.

You are kindly requested to inform WMO whether you and the focal points for SeAFFGS and Severe Weather Forecasting Programme (SWFP)-Southeast Asia would be able to attend this event. Should you not be able to attend, we would kindly request you to nominate a senior representative to participate on your behalf.

Please note that WMO will cover the travel expenses and Daily Subsistence Allowance (DSA) of the participants in accordance with its rules and policies. Enclosed along with this letter is a copy of the concept note and draft agenda for your perusal.

To: Permanent Representatives of Cambodia, Lao PDR, Philippines, Thailand with WMO
Dr Lam Hung Son, Representative from the Mekong River Commission (MRC)

To allow the WMO Secretariat to complete the administrative process for providing you with travel tickets and DSA, may I kindly request you to confirm your participation and the participation of the focal points of SeAFFGS and SWFP-Southeast Asia, to Michaela Herinkova, Coordination Officer at mherinkova@wmo.int copying Mr Moyenda Chaponda, Project Manager at mchaponda@wmo.int by email **not later than 3 June 2022**.

Regarding insurance coverage for non-staff members, may I draw your attention to the following:

"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, 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".

I appreciate your support for the project and in advancing the efforts in helping Members reduce the adverse impacts of hydrometeorological events towards reducing loss of life and livelihoods in the region.

Yours faithfully,



Prof. Petteri Taalas
Secretary-General

Canada CREWS End of Project Workshop

28-29 June 2022, Hanoi, Viet Nam

Concept Note & Draft Agenda

1. Meeting Objectives

- Formal launch of the Southeast Asia Flash Flood Guidance System (SeAFFGS)
- Official closure of the Canada CREWS project
- Present project achievements and lessons learned to key stakeholders and project partners

2. Expected Outcomes

- Launch of SeAFFGS by Members and transition to operational phase
- Share Members' experience on the implementation process of SeAFFGS
- Present the WMO FFGS Sustainability Strategy
- Discuss and propose next steps on operating and maintaining SeAFFGS
- Stocktaking of the Canada CREWS project activities
- Highlight achievements and lessons learnt from the project
- Discuss sustainability of project outcomes and future activities
- Formally close the Canada CREWS project

3. Invited Participants

The workshop will bring together approximately 15 participants involved in the project. Participants include:

- NMHS representatives from each of the five countries, Cambodia, Laos, Thailand, Vietnam and the Philippines
- Environment and Climate Change Canada (Donor)
- CREWS Secretariat (Funding Mechanism)
- WMO project management team (fund managers)
- WMO FFGS team
- Project implementing partners (HRC)

4. Agenda

The event will take place on Tuesday 28 June and Wednesday 29 June 2022 in Hanoi, Viet Nam.

Day 1 – SeAFFGS Formal Launch

Chair: Viet Nam PR

Moderator: WMO

Timekeeper: WMO

Time (Indochina Time ((ICT))	Agenda	Speaker
09:00 – 09:05	Welcome Remarks	Chair
09:05 – 09:10	Opening Remarks	WMO
09:10 – 09:30	Overview of Global Flash Flood Guidance System	WMO
09:30 – 10:30	Design, Development and Implementation process of SeAFFGS (including landslide component) and discussions	HRC
10:30 – 11:00	Tea Break	

11:00 – 12:15	FFGS Sustainability Strategy, GDPFS Centres and discussions	WMO
12:15 – 12:30	Official launch of SeAFFGS and closing remarks	Viet Nam
12:30 – 14:00	Lunch break	
14:00 – 15:30	SeAFFGS Steering Committee Meeting 3	Only for SeAFFGS focal points from Cambodia Lao PDR, Thailand, Viet Nam and MRC
15:30 – 16:00	Tea Break	
16:00 – 17:00	SeAFFGS Steering Committee Meeting 3 (continued)	Only for SeAFFGS focal points from Cambodia Lao PDR, Thailand, Viet Nam and MRC

Day 2 – Canada CREWS SIDS & SeA Formal Closure

Chair: Viet Nam (TBD)

Moderator: WMO

Timekeeper: WMO

Time (Indochina Time ((ICT))	Agenda	Speaker
09:00 – 09:05	Welcome Remarks	Chair
09:05 – 09:10	Opening Remarks	WMO
09:00 – 09:30	Overview of the Canada CREWS project	WMO
09:30 – 10:00	Key project achievements and lessons learnt	WMO
10:00 – 10:30	Discussion on Project sustainability	WMO
10:30 – 11:00	Tea Break	
11:00 – 12:00	Presentations from Members	Cambodia, Lao PDR, Philippines, Thailand and Viet Nam
12:30 – 14:00	Lunch Break	
14:00 – 15:30	Roundtable discussions: <ul style="list-style-type: none"> - Success stories - Key learnings - Challenges - Sustaining project outcomes - Next phase 	All
15:30 – 16:00	Tea Break	
16:00 – 16:30	Remarks from project partners	TBD
16:30 – 16:45	Donor Remarks	
16:45 – 16:55	Presentation of end of project video	WMO
16:55 – 17:00	Closing remarks	

Annex 1
List of Participants

Country	Institution	Number of Participants
Cambodia	Department of Meteorology (DOM) and the Department of Hydrology and Riverworks	3
Lao People's Democratic Republic (PDR)	Department of Meteorology and Hydrology (DMH)	3
Viet Nam	Vietnam Meteorological and Hydrological Administration (VMHA)	3
Philippines	Philippine Atmospheric, Geophysical and Astronomical Services Administration	3
Thailand	Thai Meteorological Department (TMD)	3