

**WMO OMM**

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

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5 August 2022

Annex: 1 (available in English only)

Subject: Second meeting of the Expert Team on Aeronautical Meteorological Hazards Science (ET-MHS) of the Standing Committee on Services for Aviation to be held in a hybrid format, online via Microsoft Teams and in person at the Met Office headquarters, Exeter, United Kingdom, from 29 to 30 September 2022

Action required: WMO Secretariat to be notified by **10 August 2022** whether your expert will attend the meeting and if attendance will be in person or online

Dear Sir/Madam,

I have the pleasure of informing you that the second meeting of the Expert Team on Aeronautical Meteorological Hazards Science (ET-MHS) of the Standing Committee on Services for Aviation (SC-AVI) will be held in a hybrid format, online via Microsoft Teams and in person at the Met Office headquarters, Exeter, United Kingdom, daily from 0800 to 1600 hours British Summer Time (UTC+1), from 29 to 30 September 2022.

The meeting will aim at analysing lessons learned and feedback from the scientific webinar held in June 2022 and initiating the preparation of the next series of webinars in 2023. The meeting will also consider the future scientific conference on aeronautical meteorology. Recent scientific developments and research activities about aviation hazardous weather will be presented.

The membership of this team ([see Annex](#)) includes an expert from your country who has been nominated with your approval to serve on this team. I should, therefore, be grateful if you would kindly examine the possibility of him/her attending the session.

In accordance with WMO [General Regulation 31](#) (*Basic documents No. 1* (WMO-No. 15)), the "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 these expenses will be borne by your Government, should your expert attend in person.

If it is not possible for your Government to meet the expenses for the in person attendance of your expert, WMO is prepared to consider providing financial support for this purpose. However, in view of the limited funds available to support sessions of subsidiary bodies of constituent bodies, I should be grateful if you could consider the possibility of meeting at least part of the costs involved.

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

cc: Members of SC-AVI ET-MHS

For administrative purposes I should be grateful if you could kindly notify the WMO Secretariat not later than **10 August 2022**, whether your expert will be able to attend the above session, whether attendance will be online or in person and in the latter case, whether any financial assistance will be required. If so, the details of the assistance required, i.e. travel costs or per diem, or both, should be indicated. If WMO meets the travel costs, the travel arrangements will be made by the Secretariat and details will be sent directly to your expert in due course.

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

*"Non-staff members of WMO who are authorized to travel at the Organization's expense and/or who are receiving a DSA from WMO must ensure they are fully responsible for expenses incurred in the event of death, illness or injury during official travel and attendance at meetings on behalf of the Organization. They are, therefore, fully responsible for arranging life, health, accident, as well as any other forms of insurance with an adequate level of coverage for the duration of such meetings and events.*

*WMO liability is limited to the performance of services or attendance at a meeting on behalf of the Organization, is covered by an injury and illness benefit insurance which provides a limited coverage for medical, emergency and supplementary official travel expenses."*

I would like to take this opportunity to thank you for your continued support to WMO activities.

Yours faithfully,



Dr Elena Manaenkova  
for the Secretary-General

**MEMBERSHIP OF THE EXPERT TEAM ON  
AERONAUTICAL METEOROLOGICAL HAZARDS SCIENCE (ET-MHS)**

(Certified correct as of 22 July 2022)

Chair	Mr Matt STRAHAN (United States of America)
Core experts	Mr Piers BUCHANAN (United Kingdom) Mr Morné Gijben (South Africa) Ms Michiko IKEDA (Japan) Mr Emile JANSONS (Australia) Ms Evelyn QUIROS BADILLA (Costa Rica)

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