

**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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13 October 2022

Annex: 1

Subject: Invitation to the Steering Committee Meeting of the South East Europe Flash Flood Guidance System (SEEFFGS) in Antalya, Republic of Türkiye, 10 and 11 November 2022

Dear Sir/Madam,

As you may be aware, the South East Europe Flash Flood Guidance System (SEEFFGS) is currently operational and various major activities have been successfully completed.

At the kind invitation of the Turkish State Meteorological Service (TSMS) the next Steering Committee Meeting of South East Europe Flash Flood Guidance System (SEEFFGS) will be held in Antalya, Türkiye, on 10 and 11 November 2022. The objectives of this meeting are to review project status, review the fundamental concepts and products; illustrate the use of FFGS products and FFGS enhancements; provide feedback on the system operational use in the region and to discuss the future goals, the development and implementation of the SEEFFGS enhancements in the region. This meeting will be attended by the Permanent Representatives, the Hydrological Advisors and the FFGS Focal Points of all country members.

In this regard, I am pleased to invite the Permanent Representative, the Hydrological Advisor, the FFGS Focal Point and Alternate Focal Point of your country to attend this meeting. We would like you to also nominate a Representative of your National Disaster Risk Management Agency to attend this meeting.

Please note that each country is required to provide a PowerPoint presentation which should focus on operational status of SEEFFGS, case study, future goals, flash flood forecasting and early warnings capabilities in their country.

Please note that WMO will cover the travel-related expenses and Daily Subsistence Allowance (DSA) for the participants.

To allow the WMO Secretariat and TSMS to complete the administrative process for providing participants travel tickets and DSA, your confirmation of the attendance of participants, including the scanned copies of the passports, are requested no later than **18 October 2022** by email to Ms Pelin Cansu Cavus Gurcan ([pccgurcan@mgm.gov.tr](mailto:pccgurcan@mgm.gov.tr)), copying Najeebullah Saraj ([nsaraj@wmo.int](mailto:nsaraj@wmo.int)) and Rokhaya Ba ([rba@wmo.int](mailto:rba@wmo.int)).

To: The Permanent Representatives of Albania, Bosnia and Herzegovina, Croatia, Republic of Moldova, Montenegro, Türkiye, Romania, Serbia, Slovenia and North Macedonia with WMO (Limited distribution)

cc: Hydrological Advisor, FFGS Focal Point and FFGS Focal Point Alternate of the countries listed above

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."

Yours faithfully,



Dr Elena Manaenkova  
for the Secretary-General

**Steering Committee Meeting of  
The South East Europe Flash Flood Guidance (SEEFFGS) Project  
Antalya, Türkiye, 10 -11 November 2022**

**Tentative Agenda**

<b>Time</b>	<b>Agenda items</b>	<b>Who</b>
09:00-09:30	<b>Registration</b>	
09:30-10:15	Opening Session and welcome speech	TSMS and WMO
10:15-10:30	Photo session	All
10:30-11:00	<b>Tea Break</b>	
11:00-11:15	Selection of the session chair, review of the agenda, and Participants' self-introductions	All
11:15-12:00	Objectives of the meeting and overview of the global FFG System	WMO
12:00-13:00	FFGS activities status: <ul style="list-style-type: none"> <li>• Status of the upgrade of BSMEFFGS; Proposed modification of the system</li> <li>• Training activities</li> </ul>	WMO
13:00-14:00	<b>Lunch Break</b>	
14:00-14:30	Moodle training Platform / FFGS Status map live presentation	WMO
14:30-15:00	Overview of activities of the Regional Center	TSMS
15:00-15:30	Discussion	All
15:30-15:45	<b>Tea Break</b>	
15:45-17:45	Report and Case studies from region member countries: <ul style="list-style-type: none"> <li>• Albania</li> <li>• Bosnia and Herzegovina</li> <li>• Croatia</li> <li>• Moldova</li> <li>• Montenegro</li> <li>• Romania</li> <li>• Serbia</li> </ul>	Representatives of the countries (up to 15-20 minutes with discussions)
	<b>End of the first day</b>	
19:00 –21:00	<b>Welcome Dinner</b>	
<b>Day 2</b>		
09:00-09:15	<b>Morning Coffee</b>	
09:15-09:45	Future approaches <ul style="list-style-type: none"> <li>• Update on FFGS Sustainability Strategy activities</li> </ul>	WMO
09:45-10:00	Expectations and suggestions from member countries	Representatives of the countries

10:00-11:00	Discussion and Way forward	All
11:00-12:00	Closing statement and closure of the meeting	All
12:00-13:30	<b>Lunch Break</b>	
14:30-16:00	TSMS facilities visit and tour	