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14<sup>th</sup> August 2025

Annex: 1

Subject: Standing Committee on Hydrological Services (SC-HYD) - Technical Drafting Team  
Meeting for Milestone 2, Geneva, Switzerland, 23-24 September 2025

Dear Sir/Madam,

I am pleased to invite you to the Technical Drafting Team Meeting on Milestone 2 of the Standing Committee on Hydrological Services (SC-HYD) to be held at WMO Headquarters, Geneva, Switzerland, on 23-24 September 2025.

The primary objective is to support the continued advancement of the Standing Committee on Hydrological Services (SC-HYD) work programme, and these two days will focus on updating the WMO publication "Guide on Flood Forecasting and Warning" (WMO-No. 1072).

WMO can provide financial support for travel (the most direct and economical route), Daily Subsistence Allowance (DSA) and Terminal Expenses. In addition, you are kindly requested to inquire about entry visa to Switzerland and check with the concerned travel agent if visa is required with your itinerary.

Additionally, I would like to bring your attention to the following regarding insurance coverage for non-staff members:

*"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 appreciate your confirmation to the WMO Secretariat whether you will be attending the meeting and whether financial support is needed, by replying to the email sent by conference Services/Governance Department, as soon as possible but not later than **20th August 2025**, and kindly notify Mr. Abdelrehim Yehya ([ayehya@wmo.int](mailto:ayehya@wmo.int)) and Ms. Cristina Levinski ([clevinski@wmo.int](mailto:clevinski@wmo.int)) whether you will be able to participate in the meeting.



**WMO OMM**

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



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I take this opportunity to thank you for your continued cooperation and support to WMO activities.

Yours faithfully,

  
Prof. Stefan Uhlenbrook  
Director

Hydrology, Water and Cryosphere



## WMO OMM

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### ANNEX: List of Participants

Civility	First Name	Last Name	Country	Role
Mr.	Alvaro	Francisco Sordo	Uruguay	Associate expert
Ms.	Luciana	Kindl Da Cunha	United States of America	Associate expert
Ms.	Natalie	Gervasi	Canada	Associate expert
Ms.	Lawrence	Kees	New Zealand	Associate expert
Mr.	Fabio	Bernal	Colombia	Associate expert