

Our ref.: 6462544/2025/S/DMPS/DTD/TCP/HC-48

25 November 2025

Annex: 1 (available in English only)

**Subject:** Forty-eighth session of the RA IV Hurricane Committee (HC-48), Cancún, Quintana Roo, México, 2–5 March 2026

**Action required:** To complete the Nomination Form to be submitted to the WMO Secretariat **on or before 12 January 2026**

Dear Sir/Madam,

I have pleasure in informing you that, at the kind invitation of the Government of Mexico, the forty-eighth session of the RA IV Hurricane Committee (HC-48) will be held in **Cancún, Quintana Roo, México, from 2 to 5 March 2026**. The HC-48 session will be followed by the Regional Subprogramme Management Team (RSMT) of the Severe Weather Forecasting Programme for the Caribbean (SWFP Caribbean) from 6 to 7 March 2026.

The function of the Committee may be broadly described as, among others, the coordination and improvement of hurricane forecasting and warning services, thereby reducing the number of casualties and the amount of damage resulting from hurricanes in the Region.

According to [Resolution 2 \(RA IV-19, Phase I\)](#), your country is represented in this Committee. I am therefore pleased to invite you to nominate an expert responsible for tropical cyclone forecasting to attend the session. The nomination form is attached herewith ([annex](#)). A provisional annotated agenda and information note for the session will be made available in due course. Members of the RSMT SWFP Caribbean are invited to nominate one representative who will also attend the back-to-back RSMT meeting to strengthen synergies between the Tropical Cyclone Programme (TCP) and the SWFP, and to improve cost efficiency.

In accordance with [WMO General Regulation 31](#), the "expenses for the attendance of members of subsidiary bodies of constituent and additional 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 your government would consider covering the cost of participation of your nominated expert. However, upon request, WMO could consider providing financial support (travel and a lump sum in lieu of per diem) for the participation of your nominated expert.

To: Permanent Representatives of Members of the Hurricane Committee with WMO (Antigua and Barbuda, Bahamas, Barbados, Belize, British Caribbean Territories, Cabo Verde, Colombia, Costa Rica, Cuba, Curaçao and Sint Maarten, Dominica, Dominican Republic, El Salvador, Guatemala, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Panama, St Lucia, Trinidad and Tobago, Venezuela) (limited distribution)

cc: Mr Evan Thompson, President RA IV  
Dr Michael Brennan, Chair of the RA IV Hurricane Committee

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

*"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, and 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 limited coverage for medical, emergency, and supplementary official travel expenses."*

For administrative purposes, I should be grateful if you could notify the WMO Secretariat ([acfontan@wmo.int](mailto:acfontan@wmo.int), [ymochizuki@wmo.int](mailto:ymochizuki@wmo.int) and [btapia@wmo.int](mailto:btapia@wmo.int)) **on or before 12 January 2026**, of the attendance of your nominated expert, and whether financial assistance would be required.

I would like to express my appreciation for your continued support in promoting the activities of WMO.

Yours faithfully,



Ms Ko Barrett  
for the Secretary-General

**FORTY-EIGHTH SESSION OF THE RA IV HURRICANE COMMITTEE  
CANCUN, QUINTANA ROO, MEXICO  
2-5 MARCH 2026**

The Government of ..... nominates the following representative to attend the above-mentioned event

<b>Family Name</b>			<b>Gender:</b>
<b>First Name</b>			Male: Female:
<b>Address (Office)</b>			
<b>City – Country</b>			
<b>Telephone</b>	Office +	Home +	
<b>Fax</b>	Office +	Home +	
<b>Email</b>			
<b>Date and place of birth</b>		<b>Nationality</b>	
<b>Passport No. *</b>		<b>Expiry Date</b>	

\* Please attach a copy of passport

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

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

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

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

**Date**

**Signature of the Permanent Representative**

To be completed and returned by email **on or before 12 January 2026**  
 to: [acfontan@wmo.int](mailto:acfontan@wmo.int), [ymochizuki@wmo.int](mailto:ymochizuki@wmo.int) and [btapia@wmo.int](mailto:btapia@wmo.int)

**REQUEST FOR FINANCIAL ASSISTANCE:**

Please complete if financial assistance is required from WMO to attend **HC-48**

- ☐ Yes, financial assistance is required
- ☐ No, financial assistance is not required

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**Date**

**Signature of the Permanent Representative**

To be completed and returned by mail **on or before 12 January 2026**  
to: [acfontan@wmo.int](mailto:acfontan@wmo.int), [ymochizuki@wmo.int](mailto:ymochizuki@wmo.int) and [btapia@wmo.int](mailto:btapia@wmo.int)

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