

**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**

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Our ref.: 6712374/2026/SSCD/MSS/SWS/TCP RA V TCC-24/SWFP-SP RSMT 11 June 2026

Annex: 1 (available in English only)

**Subject:** Twenty-fourth session of the WMO Regional Association V (South-West Pacific) (RA V) Tropical Cyclone Committee for the South Pacific and the South-East Indian Ocean (RA V TCC-24, 4-6 August 2026), and meeting of the SWFP-South Pacific Regional Subprogramme Management Team (RSMT) (7 August 2026) in Apia, Samoa

**Action required:** To complete the Nomination Form to be submitted to the WMO Secretariat **on or before 30 June 2026**

Dear Sir/Madam,

As you are aware, the World Meteorological Organization (WMO) Regional Association V (RA V) called for annual sessions of the RA V Tropical Cyclone Committee (RA V TCC) for the South Pacific and South-East Indian Ocean prior to the tropical cyclone season ([Resolution 1, RA V-18, virtual session](#)).

I have the pleasure in informing you that, at the kind invitation of Samoa, the RAV TCC-24 will be organized from 4 to 6 August 2026, back-to back with the RSMT meeting of the Regional Subprogramme Management Team (RSMT) of the Severe Weather Forecasting Programme for South Pacific ([SWFP-South Pacific](#)) on 7 August 2026. The function of the Committee may be broadly described as, among others, coordination and improvement of the tropical cyclone forecasting and warning services, and thereby, the reduction of casualties and damage resulting from tropical cyclones in the Region. The RSMT is expected to review the progress of SWFP South Pacific and its potential contributions to the [Early Warnings for All \(EW4All\) initiative](#).

I am pleased to invite you to nominate a representative of your country to participate in the RA V TCC-24 session. This representative is invited to participate in the RSMT meeting as an observer. Please find attached herewith the nomination form (Annex I). The draft agenda will be made available in due course at the session/meeting website.

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 will 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 Regional Association V Tropical Cyclone Committee: Indonesia, Micronesia, Papua New Guinea, Timor Leste (limited distribution)

cc: Mr Laitia Fifita ([laitiaf@met.gov.to](mailto:laitiaf@met.gov.to)), President of RA V, Nuku'alofa, Tonga  
Mr Chris Noble ([chris.noble@metSERVICE.com](mailto:chris.noble@metSERVICE.com)), Chair of RA V TCC, Wellington, New Zealand  
Mr Raveen Das ([raveen.das@metSERVICE.com](mailto:raveen.das@metSERVICE.com)), Chair of RSMT SWFP-SP, Wellington, New Zealand


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."*

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 [ahussain@wmo.int](mailto:ahussain@wmo.int)) **on or before 30 June 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

**TWENTY-FOURTH SESSION OF THE RA V TROPICAL CYCLONE COMMITTEE FOR THE SOUTH PACIFIC AND THE SOUTH-EAST INDIAN OCEAN (RAV TCC-24)**

**RAV TCC-24, 4-6 AUGUST 2026**

**MEETING OF THE REGIONAL SUBPROGRAMME MANAGEMENT TEAM (RSMT) OF THE SEVERE WEATHER FORECASTING PROGRAMME FOR THE SOUTH PACIFIC (SWFP-SP)**

**SWFP-SP RSMT, 7 AUGUST 2026**

**Apia, Samoa**

**The Government of .....nominates:**

<b>Family Name</b>			<b>Gender:</b> Male: Female:
<b>First Name</b>			
<b>Address (Office)</b>			
<b>City – Country</b>			
<b>Present position</b>			
<b>Telephone</b>	Office +	Home +	
<b>Fax</b>	Office +	Home +	
<b>E-mail</b>			
<b>Date and Place of Birth</b>		<b>Nationality</b>	
<b>Passport No.</b>		<b>Expiry Date</b>	

\*

**FINANCIAL ASSISTANCE:**

Please indicate below if any financial assistance is required from WMO.

Air-ticket (the most economical & direct) (Yes/No):

Per diem to cover for hotel accommodation, meals, and incidental expenses (Yes/No):

Date:

Signature of Permanent Representative:

Name of Permanent Representative:

To be completed and returned by E-mail, at the latest by **30 June 2026** to: Ms Anne-Claire Fontan ([acfontan@wmo.int](mailto:acfontan@wmo.int)), Mr Ata Hussain ([ahussain@wmo.int](mailto:ahussain@wmo.int)) and Mr Yasushi Mochizuki ([y mochizuki@wmo.int](mailto:y mochizuki@wmo.int))