

**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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6 April 2023

Annex: 1 (available in English only)

Subject: Invitation to the Joint Steering Committee Meeting, Refresher and Step 5 training, of Central America Flash Flood Guidance System (CAFFGS), Haiti Dominican Republic (HDRFFGS) and Northwest South America Flash Flood Guidance System (NWSAFFGS) in Panama City, Republic of Panama, 24 to 28 April 2023

Dear Sir/Madam,

As you may be aware, the Central America Flash Flood Guidance System (CAFFGS), Haiti Dominican Republic (HDRFFGS) and Northwest South America Flash Flood Guidance System (NWSAFFGS) are currently operational and various major activities have been successfully completed.

At the kind invitation of the Instituto Meteorológico Hidrológico de Panamá (IMHPA), the Joint Steering Committee Meeting, Refresher and Step 5 training, of Central Central America Flash Flood Guidance System (CAFFGS), Haiti Dominican Republic (HDRFFGS) and Northwest South America Flash Flood Guidance System (NWSAFFGS) in Panama City, Republic of Panama, will be held from 24 to 28 April 2023.

The objectives of the training are to provide capacity building on the products and use of the system and maintain regional operations sustainability. This training will be attended by the forecasters of all CAFFGS, NWSAFFGS, and HDRFFGS country members and guided by FFGS trainers, with the World Meteorological Organization (WMO) support.

In this regard, I am pleased to invite you, as an experienced Central America FFGS certified trainer, to provide this training to the CAFFGS, NWSAFFGS, and HDRFFGS participants.

Please note that WMO will cover the travel-related expenses and provide full-board accommodation.

To allow the World Meteorological Organization (WMO) Secretariat and Instituto Meteorológico Hidrológico de Panamá (IMHPA) to complete the administrative process for providing participants travel tickets, your confirmation of the attendance of participants, including the scanned copies of the passports, are requested no later **than 10 April 2023** by email to Ms Julissa Mabel Rivera Miranda (jriveram@hidromet.com.pa) and Mr Marcos Quirós (mquiros@hidromet.com.pa) copying Petra Mutic (pmutic@wmo.int) and FFGS mail (ffgs@wmo.int).

To: Mr Juan Diego Naranjo Díaz (jnaranjo@imn.ac.cr),
Ms Jacqueline Yamileth Rivera Ayala (jacquelinrivera@marn.gob.sv)
Mr Roberto Ceron (rceron@ambiente.gob.sv)

cc: Permanent Representatives of Members with WMO Costa Rica, El Salvador

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

Yours faithfully,



Dr Stefan Uhlenbrook
Director
Hydrology, Water and Cryosphere Branch

DRAFT AGENDA

Joint Central America Flash Flood Guidance System (CAFFGS), Northwest South America Flash Flood Guidance System (NWSAFFGS) and Haiti and Dominican Republic Flash Flood Guidance System (HDRFFGS) Training

Panama City, Panama, 26-28 April 2023

Day 1: 26/4/2023 (Wednesday)

Chair: Representatives of IMHPA, SENAMHI, IMN and MARN
Moderator: WMO

Venue: Panama City

Time	Activity	Responsible
09:00 – 09:30	Opening and welcome remarks	WMO, FFGS Trainers
09:30 – 10:00	Overview and purpose of Training and roles and responsibilities of WMO certified trainers	WMO
10:00 – 10:45	Demonstration of the FFGS Map Server Interface and Forecaster User Interface/Console	FFGS trainer
10:45 – 11:00	<i>Coffee break</i>	
11:00 – 11:30	Design of the FFGS and overview of the modelling components	FFGS trainer
11:30 – 12:30	Basin delineation and threshold runoff	FFGS trainer
12:00 – 13:30	<i>Lunch break</i>	
13:30 – 14:30	FFGS Products	FFGS trainer
14:30 – 15:15	Remotely sensed precipitation	FFGS trainer
15:15 – 15:30	<i>Coffee break</i>	
15:30 – 16:00	Quiz	Led by FFGS trainer
16:00 – 17:00	Preparation and dissemination of flash flood warnings	FFGS trainer
<i>End of the Joint Central America Flash Flood Guidance System (CAFFGS), Northwest South America Flash Flood Guidance System (NWSAFFGS) and Haiti and Dominican Republic Flash Flood Guidance System (HDRFFGS) Training Day 1</i>		

Day 2: 27/4/2023 (Thursday)

Chair: Representatives of IMHPA, SENAMHI, IMN and MARN
 Moderator: WMO

Venue: Panama City

Time	Activity	Responsible
09:00 – 10:00	FFGS Simulator case study	Led by FFGS Trainer
10:00 – 10:45	Discussion on the results of the FFGS Simulator case study	Led by FFGS Trainer
10:45 – 11:00	<i>Coffee break</i>	
11:00 – 12:00	Flash flood case study with the interpretation of FFGS products	Colombia, Ecuador, Peru
12:30 – 13:30	<i>Lunch break</i>	
13:30 – 14:00	Verification of flash flood warnings	FFGS trainer
14:00 – 14:30	How to prepare flash flood warning	FFGS trainer
14:30 – 15:00	Collaboration between National Meteorological and Hydrological Service (NMHS) and National Disaster Management Agency (NDMA)	FFGS trainer
15:00 – 15:15	Quiz	Led by FFGS trainer
15:15 – 15:30	<i>Coffee break</i>	
15:30 – 16:30	FFGS Landslide products, case study and verification	FFGS trainer
16:30 – 17:00	<i>Online exam for the NWSAFFGS participants who successfully completed Step 2 and Step 3 training</i>	Led by WMO (Colombia, Ecuador, Peru)
<i>End of the Joint Central America Flash Flood Guidance System (CAFFGS), Northwest South America Flash Flood Guidance System (NWSAFFGS) and Haiti and Dominican Republic Flash Flood Guidance System (HDRFFGS) Training Day 2</i>		

Day 3: 28/4/2023 (Friday)

Chair: Representatives of IMHPA, SENAMHI, IMN and MARN
 Moderator: WMO

Venue: TO BE DECIDED, Panama City

Time	Activity	Responsible
09:00 – 10:45	Role play hands-on exercise	Led by FFGS Trainer

Time	Activity	Responsible
10:45 – 11:00	<i>Coffee break</i>	
11:00 – 12:30	Flash flood case study with the interpretation of FFGS products	FFGS trainer
12:30 – 13:30	<i>Lunch break</i>	
13:30 – 14:30	Flash flood case study with the interpretation of FFGS products	FFGS trainer
14:00 – 15:15	FFGS Simulator case study	Led by FFGS Trainer
15:15 – 15:30	<i>Coffee break</i>	
15:30 – 16:30	Discussion on the results of the FFGS Simulator case study	All
16:30 – 17:00	Closing statement and closure of the training	All
<i>End of the Joint Central America Flash Flood Guidance System (CAFFGS), Northwest South America Flash Flood Guidance System (NWSAFFGS) and Haiti and Dominican Republic Flash Flood Guidance System (HDRFFGS) Training</i>		