

**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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Ref.: 04205/2024.L4 S/HWR

Our ref.: 04205/2024/S/HWR/Pacific FFGS

5 April 2024

Annex: 1

Subject: Pacific Islands Flash Flood Guidance System (Pacific FFGS) and Early Warning System for Flood (EWS-F) Projects

Action required: To provide WMO with the Letter of Commitment and Focal Points to join Flash Flood Guidance System and Early Warning System for Flood Projects, before 26 April 2024

Dear Sir/Madam,

I wish to refer to the letter dated 1 March 2024, informing you about the USAID/BHA funded project that will support the expansion of FFGS and the implementation of Early Warning Systems for floods in the Pacific region.

An Initial EWS-F and FFGS Planning Meeting was held online with your country on 7 March 2024 to introduce you to the objectives and expected outcomes of the two projects. It was agreed during the meeting that the participating countries will provide WMO with a **Letter of Commitment** along with the nomination of focal points for the projects. A template for the Letter of Commitment is included in Annex 1 of this letter.

I hereby extend this formal invitation to you to participate in the Pacific Islands Flash Flood Guidance System (Pacific FFGS) and Early Warning System for Flood (EWS-F) projects by providing your letter of commitment with the nomination of your focal points. For the nomination of the focal points, we recommend the following approach:

- FFGS/EWS-F focal point and alternate: one from the hydrological service/department and one from the meteorological service/department

To ensure seamless collaboration and project success, we recommend that these designated focal points and their alternates hold at least mid-management positions within their respective institutions. Active participation in steering committee meetings and effective representation of their departments will be crucial during project design and implementation.

For streamlined communication, we kindly request that you include your nation's designated Hydrological Advisor when sending your correspondence. Please submit your completed Letter of Commitment electronically to Mr Nakul Prasad (nprasad@wmo.int) and Ms Petra Mutic (pmutic@wmo.int), WMO Project Officers. The deadline for submission of the Letter of commitment and nomination of focal points is **26 April 2024**.

To: Permanent Representatives of Fiji, Kiribati, Samoa, Solomon Islands, Tonga and Vanuatu with WMO

cc: Hydrological Advisers

I am looking forward to your positive reply that will help to ensure the success of the Pacific FFGS and EWS-F projects, thereby helping to save lives, reduce property losses and loss of livelihood in the region.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Celeste Saulo', written in a cursive style.

Prof. Celeste Saulo
Secretary-General

LETTER OF COMMITMENT
(SAMPLE – DRAFT)

Addressed to the Secretary-General of WMO

Subject: Letter of Commitment regarding the Pacific Islands Flash Flood Guidance System (Pacific FFGS) and Early Warning system for Flood (EWS-F) projects

Ref.: 04205/2024.L4.S/HWR

Dear Prof. Saulo,

Reference is made to the online Initial Planning Meeting on the Pacific FFGS and EWS-F projects, held on 7 March 2024, which was organized by the World Meteorological Organization (WMO).

I am pleased to learn about the successful outcomes of this meeting and its conclusions which constitute a milestone in the initiation of these important projects.

In this regard, I would like to confirm the commitment of (country) participation in all activities aiming towards the achievement of the projects objectives to the benefit of (country) and the Pacific region as a whole.

The following institutions are identified as the national centers to be responsible for the implementation of the FFGS and EWS-F projects together with the focal points and their alternates, who will represent their institutions on the Project Steering Committee meetings.

Project	National Centre	Focal Point	Alternate
Flash Flood Guidance System		Name: Function/Role: Address: Phone: E-mail:	Name: Function/Role: Address: Phone: E-mail:
Early Warning Systems for Floods		Name: Function/Role: Address: Phone: E-mail:	Name: Function/Role: Address: Phone: E-mail:

I would like to express our appreciation for the efforts so far undertaken by WMO, NOAA, HRC and the generous support of the US Agency for International Development/Bureau for Humanitarian Assistance (USAID/BHA) as a donor.

Let me assure you of our full support and cooperation with the WMO Secretariat and the project partners in the successful implementation of this project.

Yours sincerely,

Name of PR