

**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.: 16041/2024-1.2 SIWWR

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24 September 2024

Annexes: 2

Subject: Invitation to attend the WWRP Urban Prediction Project Steering Group meeting in Boulder, CO, USA

Dear Sir/Madam,

I would like to inform you that the meeting of the Steering Group of the World Weather Research Programme's (WWRP) Urban Prediction Project will be held in Boulder, CO, USA from 16 to 18 December 2024. Additional details regarding this event can be found in the attached Concept Note (Annex I).

I have the pleasure in inviting you, as a member of this group, to participate in this event.

If required, the World Meteorological Organization (WMO) will provide you with travel support to attend the event in the form of the most direct and economic air ticket, and Daily Subsistence Allowance (DSA) that will cover your accommodation and meals.

You are responsible for obtaining the necessary visas to enter the USA and any other country that you may be transiting, if appropriate.

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, 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.

To: Members of the Steering Group of the World Weather Research Programme's (WWRP) Urban Prediction Project

Should you require further information or clarification, please do not hesitate to contact Dr Nico Caltabiano (avazcaltabiano@wmo.int), WWRP Scientific Officer.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Estelle de Coning', written in a cursive style.

Estelle de Coning
Chief, World Weather Research Section
Science and Innovation Department

Concept Note

WWRP Urban Prediction Project

Boulder, CO, USA – 16–18 December 2024

Ref.: 16041/2024-1.2 SI-WWR

WMO will be organizing the meeting of the Steering Group of the World Weather Research Programme's (WWRP) Urban Prediction Project will be held in Boulder, CO, USA, from 16 to 18 December 2024.

The meeting will be conducted as a face-to-face event. However, remote access will be available for participants who are unable to attend in person.

The main objective of the meeting is to:

- *Develop the project plan for the Urban Prediction project, to be submitted to the WWRP Scientific Steering Committee.*
- *Plan activities that will support the implementation of the project, in collaboration with other WWRP and WMO groups.*

A provisional agenda, working documents, and logistic information for the meeting will be made available to participants ahead of the meeting through the Urban Prediction Project SharePoint.

The list of participants can be found as Annex II.

Should you need any assistance with visa requirements please contact Dr Nico Caltabiano (avazcaltabiano@wmo.int), WWRP Scientific Officer.

List of participants

WWRP Urban Prediction Project

Boulder, CO, USA – 16–18 December 2024

Name	Organization	Country	Role
Fei Chen	HKUST	Hong Kong, China	Project Co-chair
Soledad Garcia Ferrari	University of Edinburgh	UK	Project Co-chair
Shouraseni Roy	University of Miami	USA	Project member
Lewis Blunn	UK Met Office	UK	Project member
Andrea Laura Pineda Rojas	Centro de Investigaciones del Mar y la Atmósfera	Argentina	Project member
Thara Prabhakaran	IITM	India	Project member
Gilbert Siame	University of Zambia	Zambia	Project member
María Eugenia Ibarrarán Viniegra	Universidad Iberoamericana Puebla	Mexico	Project member
Olga Wilhelm	NCAR	USA	Project member
Mariano Re	Instituto Nacional del Agua	Argentina	Project member
Shiguang Miao	CMA	China	SSC liaison
Nico CALTABIANO	WMO	Switzerland	WWRP Secretariat
Chris DAVIS	NCAR	USA	SSC Chair