



World Meteorological Organization
Organisation météorologique mondiale

Secrétariat

7 bis, avenue de la Paix – Case postale 2300 – CH 1211 Genève 2 – Suisse

Tél.: +41 (0) 22 730 81 11 – Fax: +41 (0) 22 730 81 81

wmo@wmo.int – www.wmo.int

Weather • Climate • Water
Temps • Climat • Eau

Our ref.: 11400-12/WDS/CY/MIAMI-2013

GENEVA, 12 December 2012

Annexes: 3 (available in English only)

Subject: RA IV Workshop on Hurricane Forecasting and Warning, and Public Weather Services, Miami, Florida, USA, 11-22 March 2013

Action required: Nominations to reach the WMO Secretariat by **7 January 2013**

Dear Sir/Madam,

I wish to refer to the annual training workshop, the "RA IV Workshop on Hurricane Forecasting and Warning, including topics related to Public Weather Services" as requested by the RA IV Hurricane Committee during its annual sessions to train hurricane forecasters from the Region. With the kind offer from the Government of the United States of America to host the training workshop for 2013, it will be held in Miami, Florida, from 11 to 22 March 2013. In this connection, I would like to invite you to nominate experts for participation in this workshop.

The purpose of the workshop is to assist RA IV Members in their efforts to improve operational tropical cyclone forecasting and warning, and related public weather services, through providing refresher training for, and updating the knowledge of, their forecasters. It is designed particularly for meteorologists who have had practical experience in operational tropical cyclone forecasting.

The workshop will be conducted in English only at the RSMC Miami - Hurricane Center of the NOAA/NWS. An outline of the provisional programme is given in Annex I and an Information Note for Participants in Annex II.

It is expected that governments will normally bear the expenses relating to the attendance of their participants. However, within the limits of the funds available, consideration will be given by WMO, upon request, to providing financial support in the form of travel and a lump sum in lieu of per diem for a limited number of participants from the Members of RA IV. If such assistance is required, kindly address your request to reach the WMO Secretariat as soon as possible and by **7 January 2013** at the latest.

To: Permanent Representatives of Members of the RA IV Hurricane Committee

cc: President of RA IV)
Chairman of the RA IV Hurricane Committee) (for information, by e-mail)

In order to clarify WMO's insurance coverage for non-staff members, please advise participants in the above workshop, before they undertake travel, as follows:

"The Organization accepts limited responsibility for compensation in the event of death, illness or injury attributable to attendance at meetings or the performance of services, on behalf of the Organization, by non-staff members of the Organization who are authorized to travel at its expense and/or who are receiving a daily subsistence allowance. These persons are therefore fully responsible for any expenses incurred as a result of events which are not attributable to attendance at meetings or the performance of services on behalf of the Organization and for arranging such life, health and other forms of insurance as they consider appropriate."

It is hoped that your country will take advantage of this opportunity by nominating suitable candidates. I should be grateful if you would complete the attached nomination form, Annex III, and return it to reach the WMO Secretariat as soon as possible, and by **7 January 2013** at the latest. Acceptance of participants will be made by a selection committee immediately after that date.

Yours faithfully,

A handwritten signature in black ink, consisting of a stylized 'J' followed by a long, sweeping horizontal line that curves upwards at the end.

(J. Lengoasa)
for the Secretary-General

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11400-12/WDS/CY/MIAMI-2013, ANNEX I

RA IV WORKSHOP ON HURRICANE FORECASTING AND WARNING AND PUBLIC WEATHER SERVICES

Miami, Florida, USA, 11-22 March 2013

OUTLINE OF PROVISIONAL PROGRAMME

While the workshop will include lectures and presentations, emphasis will be placed on group interactions and practical, hands-on exercises. The main subject areas to be covered will include:

- The large-scale tropics - an overview
- An overview of hurricane research
- Tropical analysis and tropical waves
- Marine forecasting and other TPC/TAFB products
- Satellite applications, including rainfall, the Dvorak technique, microwave and scatterometer
- Tropical cyclone genesis and structure
- NWP, ensemble forecasting, and TC track prediction models
- Developing a user focus
- Doppler radar
- Storm surge
- Extratropical transition
- Interannual and intraseasonal TC variability/Seasonal forecasting
- Best track, CLIPER and wind radii CLIPER/Wind speed probabilities
- TC track and intensity forecasting
- Operational TC forecasting and advisory preparation
- Guiding principles of the WMO PWS Programme
- Partnership with the media
- Partnership with disaster warning agencies
- Raising visibility and status of NMHSs through effective PWS
- Participants descriptions of national PWS Programme
- Improving national PWS Programmes
- Conclusions and recommendations

The programme will also include current weather map discussions.

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11400-12/WDS/CY/MIAMI-2013, ANNEX II

RA IV WORKSHOP ON HURRICANE FORECASTING AND WARNING AND PUBLIC WEATHER SERVICES

Miami, Florida, USA, 11-22 March 2013

INFORMATION NOTE FOR PARTICIPANTS

1. Date and place of the workshop

The RA IV Workshop on Hurricane Forecasting and Warning including Public Weather Services topics will be held at the RSMC Miami - Hurricane Center from 11 to 22 March 2013. The full address is:

National Hurricane Center (NHC)
11691 SW 17th Street
MIAMI, FL 33165-2149
USA

Fax: (+1-305) 553-1901
Tel: (+1-305) 229-4402

The Center is in the University Park Campus of Florida International University.

The workshop will open at 08:30 a.m. on 11 (Monday) March 2013.

2. Working languages: English only

3. Immigration and health requirements

Information on visa requirements and on requirements, if any, for health certificates is available from airlines and travel agents. Those needing and not already holding appropriate visas should apply **as soon as possible** at the nearest US Embassy.

Please note that there have been changes to visa requirements/procedures and additional procedures which have increased the length of time required to obtain a visa.

4. Currency

In the USA the unit of currency is the US dollar. US dollar travellers cheques and credit cards (American Express, Diners Club, Master Card, Visa, etc.) are accepted in most of the major outlets.

Very important information

Participants **MUST** bring with them US dollars, travellers cheques and/or cash for the length of their stay. There are **NO BANKS** in Miami that will cash a cheque, even United States Federal Government cheques unless the person has an account in the bank.

5. Accommodation

WMO has negotiated a group rate of **US\$ 89.00** per person per suite per night, plus 13% government tax with the "Candlewood Suite" hotel. To secure the negotiated group rate, **all participants who will be funded by WMO are requested to stay in the "Candlewood Suites" hotel.** Other participants funded by their own governments are encouraged to stay in the same hotel. However, all participants will be responsible for booking their own hotel rooms and for payment of hotel bills. The address of the hotel is:

Candlewood Suites
8855 NW 27th St.
MIAMI, FL 33172
USA

Tel: (+1-305) 591-9099
Fax: (+1-305) 591-4117
Email : haydee.letto@ihg.com (Ms Haydee Leto)
yoan.nieves@ihg.com (Mr Yoan Nieves)
Web-site: <http://www.candlewoodsuites.com>

Requests for assistance in making hotel reservation, if needed, may be addressed to:

Ms Eve Maruly
National Hurricane Center (NHC)
11691 SW 17th Street
MIAMI, FL 33165-2149
USA

E-mail: eve.maruly@noaa.gov
Fax: (+1-305) 553 1901
Tel.: (+1-305) 229 4402

6. Transportation

Free transportation will be provided on workshop days between the Candlewood Suites and the NHC. On the morning of 11 (Monday) March 2013, the bus will leave the hotel at 7:50 a.m.

The two choices for transportation from the airport are:

Super Shuttle Service: This service has uniformed representatives outside the baggage claim area at the airport. They are dressed in dark pants and yellow shirts that say "Super Shuttle". Participants will need to give them the zip code number of their destination (e.g. zip code for the Candlewood Suites is 33172) so that the shuttle employee may give them an exact price. If they cannot find a representative at the airport they may call 871-2000 to make the necessary arrangements.

Taxi Service: The number to call for taxi service is 888-8888 or there are always plenty of taxis at the airport. Taxis may cost significantly more than the Super Shuttle.

7. Other information

The Director, NHC, and his staff will make every effort to assist participants upon their arrival in the United States, although no special arrangements can be made to facilitate personal entry and customs clearance or transportation from or to the airport.

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11400-12/WDS/CY/MIAMI-2013, ANNEX III

RA IV WORKSHOP ON HURRICANE FORECASTING AND WARNING AND PUBLIC WEATHER SERVICES

Miami, Florida, USA, 11-22 March 2013

NOMINATION FORM

The Government of nominates the following candidate as a participant on the above training workshop:

Family Name			Mr / Ms / Dr
First Name			
Address			
City – Country			
Telephone	Office +	Home +	
Fax	Office +	Home +	
E-mail			
Date of Birth			
Passport No.			
Expiry Date			
Primary language *			

* For nominees whose primary language is not English, this nomination form **must** be accompanied by a relevant language proficiency certificate as a necessary condition for acceptance.

Qualifications (certificates, diplomas or degrees):

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Training in the field of meteorology (other than as noted in above):

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Present position and brief description of current duties (please include public weather services functions, if any):

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Brief description of past relevant professional/operational experience (please include experience in aspects of public weather services (e.g. media work, working with disaster management, public outreach and education, etc) if any and/or relevant planned future work/activities):

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

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Please complete if financial assistance is required from WMO:

Support required: YES ☐ NO ☐

.....
Date

.....
Signature of Permanent Representative

To be completed and returned by fax + 41-22-730-8021 or by mail, at the latest by **11 January 2013** to:

The Secretary-General
World Meteorological Organization
Case postale 2300
CH-1211 GENEVA 2
Switzerland

Attn: Dr Taoyong Peng (TPeng@wmo.int)
TCP/WDS
