



Our ref: 11366-12/WDS/CY/RA V/TCC-14 GENEVA, 10 May 2012

Annexes: 3 (available in English only)

Subject: Fourteenth session of RA V (South-West Pacific) Tropical Cyclone Committee for the South Pacific and South-East Indian Ocean – Apia, Samoa, 16-20 July 2012

Action Required: WMO Secretariat to be informed **by 30 May 2012** of the expert(s) nominated by your country to attend the session

Dear Sir/Madam,

I am pleased to inform you that, at the kind invitation of the Government of Samoa, the fourteenth session of the RA V (South-West Pacific) Tropical Cyclone Committee for the South Pacific and South-East Indian Ocean will be held in Apia, Samoa, from 16 to 20 July 2012. Copies of the provisional annotated agenda and information note for participants are enclosed in Annexes I and II, respectively. It should be noted that this session of the Committee will be preceded by the Regional Workshop on Effective Tsunami Disaster Reduction Implementation Progress in Pacific Island Countries and PTWC Proposed Enhanced Products (12-13 July 2012) and the Meeting of the ICG/PTWS Regional Working Group on Tsunami Warning and Mitigation in the South-West Pacific Region (14 July 2012), both of which will be organized by UNESCO/IOC in the same venue.

According to Resolution 7 (XV-RA V), your country is represented on the Committee and I have pleasure in inviting you to nominate expert(s) to attend the session and return the Participant's Nomination Form (Annex III) by **30 May 2012**. A number of RA V/TCC Members, who also have Tsunami warning responsibility, would be invited by IOC to the aforementioned Workshop and Meeting. Where appropriate, WMO will make travel arrangements for the participants from those TCC Members to arrive before 12 July 2012 so as to be able to attend the IOC events as well.

The session will discuss meteorological aspects of tropical cyclone warnings systems, and some elements of hydrological and disaster risk reduction relating to the Committee's programme. I should therefore like to suggest that, in considering the representation at the session, you may wish to take into account the usefulness of providing the Committee with expert advice in these areas and that, if possible, representatives of the national Hydrological Services and national disaster risk reduction organization of your country should be included in the participant(s) attending the session of the Committee.

To: Permanent Representatives of Members of Regional Association V (South-West Pacific) (limited distribution - Cook Islands, Kiribati, Solomon Islands, Tonga, Vanuatu)

cc: Chairman of RA V Tropical Cyclone Committee for the South Pacific and South-East Indian Ocean, Perth, Australia ) (by e-mail)

In accordance with WMO General Regulation 36, the *“expense of attendance of members of working groups of constituent bodies at sessions of these groups shall be borne by the Members to which those members belongs”*. It is therefore, hoped that your Government will meet the expenses related to the participation of its nominee(s). However, if it is not possible, WMO will consider, upon request and within the limited funds allocated for the session, to providing financial support in the form of travel and a lump sum in lieu of per diem for the attendance at the session of one participant from each Member, for those developing countries, which need assistance.

I should also be grateful if you would kindly notify me of other experts nominated by you to attend the session (i.e., without financial support from WMO) preferably by **30 May 2012**.

In order to clarify WMO' insurance coverage for non-staff members, please advise your nominee(s) before she/he undertakes travel to the session of the following:

*“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.”*

Yours faithfully,



(J. Lengoasa)  
for the Secretary-General

WORLD METEOROLOGICAL ORGANIZATION

RA V/TCC-14/Doc. 1  
(03.V.2012)RA V TROPICAL CYCLONE COMMITTEE FOR THE  
SOUTH PACIFIC AND THE SOUTH-EAST INDIAN OCEAN

FOURTEENTH SESSION

APIA, SAMOA, 16 TO 20 JULY 2012

ENGLISH ONLY

**PROVISIONAL ANNOTATED AGENDA****1. ORGANIZATION OF THE SESSION****1.1 Opening of the session**

At the kind invitation of the Government of Samoa, the fourteenth session of the RA V Tropical Cyclone Committee for the South Pacific and South-East Indian Ocean will be held in Apia, Samoa from 16 to 20 July 2012.

**1.2 Adoption of the agenda**

The provisional agenda, contained in RA V/TCC-XIV/Doc. 1, will be submitted to the session for adoption. The order of the agenda may be modified during the session and additional items be added.

**1.3 Election of the Vice-chairperson**

In accordance with Regulation 32 of the WMO General Regulations, Resolution 7 (XV-RA V) and paragraph 5.1.13 of the final report of XV-RA V, Mr M. Bergin (Australia) was designated as Chairperson of the Committee. The Committee may wish to elect a Vice-chairperson.

**1.4 Working arrangement of the session**

The working language will be English only. Small working groups may be established, if required, to consider specific subjects and thereby to facilitate the work of the session. Pre-session documentation and the provisional report, as well as the final report of the session, will also be in English only. Under this item, the Committee will decide on its working hours and any other arrangements for the session.

**2. REPORT OF THE CHAIRPERSON OF THE COMMITTEE**

The Chairperson of the Committee will present to the session a brief report on the main development, achievements and challenges that arose since its thirteenth session (Bali, Indonesia, 26 - 29 April 2010) and suggest major points to be discussed in the present session.

**3. COORDINATION WITHIN THE WMO TROPICAL CYCLONE PROGRAMME**

A summary report on the status of implementation of the Tropical Cyclone Programme (TCP) will be submitted to the Committee in a document to be prepared by the Secretariat, which will provide an overview of the whole range of activities being conducted under TCP. The report will be presented by the WMO Secretariat with a focus on its relevance to the Region. The Committee is invited to comment on the activities within TCP and make proposals for further development of the programme and its closer linkage with the Committee and other RA V Working Groups.

#### **4. REVIEW OF THE 2010/2011 AND 2011/2012 CYCLONE SEASONS**

##### **4.1 Summary of the cyclone seasons**

The Regional Specialized Meteorological Centre (RSMC) Nadi, Tropical Cyclone Warning Centres (TCWC) will be invited to make a presentation of an in-depth review of the 2010/2011 and 2011/2012 cyclone seasons.

##### **4.2 Reports of Members on the impact of cyclones**

Members who have experienced impact of cyclones and/or other severe weather events during these two seasons will be invited to submit to the session concise reports on the functioning of the warning systems, lessons to be derived from these events, measures already taken as a consequence and proposals, if any. The Committee may wish to review these reports and discuss operational matters and shortcomings with a view to improving tropical cyclone warning services.

#### **5. LINKAGE WITH THE WMO REGIONAL PROJECTS**

##### **5.1 Severe Weather Forecast and Disaster Risk Reduction Demonstration Project (SWFDDP)**

A progress report on the Severe Weather and Disaster Risk Reduction Demonstration Project (SWFDDP) will be presented to the Committee. The Committee will be invited to offer guidance for implementation of SWFDDP in the future. The Committee will also discuss ways to enhance the synergetic effect between its activities and the Project.

##### **5.2 Storm Surge Advisory Arrangement**

The Committee is invited to consider establishment of the regional Storm Surge Watch Scheme (SSWS) in consideration of the recommendation made at its 13th session in 2010 which was endorsed subsequently by XV-RA V. In this regard, the Committee will be informed by the WMO Secretariat of the progress of Coastal Inundation Forecasting Demonstration Project (CIFDP) and its linkage with SSWS.

#### **6. REVIEW OF THE TROPICAL CYCLONE OPERATIONAL PLAN FOR THE SOUTH PACIFIC AND SOUTH-EAST INDIAN OCEAN**

There will be a discussion on strengthening of the tropical cyclone warning system in the Region taking into consideration identified recent issues related to shortcomings in the Tropical Cyclone Operational Plan for the South Pacific and South-East Indian Ocean,

#### **7. REVIEW OF THE TECHNICAL PLAN AND ITS IMPLEMENTATION PROGRAMME**

The Committee, at its thirteenth session, formulated a Technical Plan for the development of services for the period 2010-2014, focussing on activities that could be pursued cost-effectively in the near future. Each member of the Committee is expected to provide a brief report on the status of its respective Service's implementation of the Plan. The WMO Secretariat is also expected to present a report on the subject.

##### **7.1 Meteorological component**

The review of this component of the Technical Plan should be undertaken in the light of information presented by the WMO Secretariat and participants at the session on the present status of implementation of the WWW, and the needs for additional data, facilities and arrangements of the purpose of tropical cyclone detection, monitoring and forecasting. This component of the plan should also reflect the overall planning for modernization of Meteorological Services to strengthen the tropical cyclone warning system.

## **7.2 Hydrological component**

The Committee will be invited to review the activities implemented at national and regional levels under the hydrological component of its Technical Plan on the basis of information presented by the WMO Secretariat and provided by participants at the session. The Committee will be informed of the relevant activities of the RA V Working Group on Hydrological Services being undertaken in the Region. The Committee may wish to make proposals for the future implementation of this component.

## **7.3 Disaster prevention and preparedness component**

The Committee will be invited to review the disaster prevention and preparedness component of its Technical Plan within the framework of the decisions of the Sixteenth World Meteorological Congress. The reports from the Committee's members on the 2010-11 and 2011-12 cyclone seasons to be considered under agenda item 4 may also be lead to discussions under this item agenda.

## **7.4 Training Component**

There is a continuing need for further development in the field of training related to tropical cyclones for its Members countries, particularly the organization of special training courses and workshops. Information will be provided on the relevant education and training activities of WMO to assist the Committee in identifying and formulating requirements for future training activities. In this connection, development of tropical cyclone forecasting competence standards will be discussed.

## **7.5 Research component**

A document will be provided by the WMO Secretariat to assist the Committee in its deliberations on this item. It will focus on the follow-up actions to the Seventh WMO International Workshop on Tropical Cyclones (IWTC-VII, La Réunion, 15 to 20 November 2010). It will also provide information on activities of interest to the Committee under the WMO World Research Programme (WWRP).

## **8. ASSISTANCE REQUIRED FOR THE IMPLEMENTATION OF THE PROGRAMME FOR FUTURE DEVELOPMENT**

The WMO Secretariat will provide information on the assistance pertinent to the implementation of the Committee's programme for future development of services and strengthening the operational plan.

## **9. ANY OTHER BUSINESS**

Any other business items requiring the attention of the Committee, but not covered by other agenda items, will be considered. The following items have been proposed:

- (i) Pacific Meteorological Desk Partnership
- (ii) Support to RSMC Nadi
- (iii) Support to Tsunami Early Warning System in the South-West Pacific

## **10. DATE AND PLACE OF THE FIFTEENTH SESSION**

The Committee may wish to set an appropriate date for its fifteenth session and offers from Members to host the session would be welcomed.

## **11. CLOSURE OF THE SESSION**

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WORLD METEOROLOGICAL ORGANIZATION

RA V/TCC-14/INF. 1  
(10.IV.2012)

RA V TROPICAL CYCLONE COMMITTEE FOR THE  
SOUTH PACIFIC AND THE SOUTH-EAST INDIAN OCEAN

FOURTEENTH SESSION

APIA, SAMOA, 16 TO 20 JULY 2012

ENGLISH ONLY

### INFORMATION NOTE FOR PARTICIPANTS

#### Time and place of the session

1. At the kind invitation of the Government of Samoa, the fourteenth session of the RA V Tropical Cyclone Committee for the South Pacific and South-East Indian Ocean will be held in Apia, Samoa, from 16 to 20 July 2012.
2. The session will take place at the Conference Center, Tuiatua Tupua Tamasese Efi Building – Apia, Samoa.

#### Meeting arrangements

3. The session will be conducted in English only and all working documents, as well as the provisional and final reports of the session, will be available in English only.
4. It is planned that the opening ceremony will begin at 9:30 a.m. on 16 July 2012. Registration of participants will start at 8:00 a.m. on 16 July 2012 at the registration desk located close to the meeting room. Participants will receive identification badges at the time of registration.

#### Entry requirements

5. All participants will be issued a visa upon arrival at the airport allowing a stay of up to 30 days. Participant will however be required to pay a departure fee of SAT 40.00 (USD 25.00)

#### Local Coordination

6. The Local Coordinators for the RAV/TCC-XIV are:

Mr Mulipola A. Titimaea / Mr Fata LS Seuseu / Ms Anne Rasmussen/ Mr Tagaloasa Toailoa

Meteorology Division  
Ministry of Natural Resources and Environment  
P.O. Box 3020  
Apia Samoa

Telephone Nos.: (685) 20855 / (685) 20856 / (685) 20857  
Fax Nos.: (685) 20856 / (685) 20857

E-mails: [auseitalia.titimaea@mnre.gov.ws](mailto:auseitalia.titimaea@mnre.gov.ws)  
[sunny.seuseu@mnre.gov.ws](mailto:sunny.seuseu@mnre.gov.ws)  
[anne.rasmussen@mnre.gov.ws](mailto:anne.rasmussen@mnre.gov.ws)  
[paratiso.toailoa@mnre.gov.ws](mailto:paratiso.toailoa@mnre.gov.ws)

7. Telephone, facsimile, Internet and postal services are available at or near the meeting place.

### **Banking and Currency**

8. The local currency is the Samoan Talā (SAT). Major currencies can be exchanged in currency exchange offices at Faleolo airport as well as in all banks (opening hours are 9 a.m. to 3 p.m.). The current exchange rate is roughly USD 1 ≈ SAT 2.21, subject to fluctuation. Credit cards are accepted by all major hotels.

### **Transportation**

9. Faleolo Airport (International and Domestic) is around 26 km from Apia city where most of the hotels are located. The Meteorology Division will arrange the pick-up service at the airport provided that arrival details are communicated to the local organizers in due course. Airport taxi service is also available at the international arrival gate.

### **Local climate in April**

10. Climate data in July in Apia, Samoa are listed below:

Mean daily temperature:	+ 26.4 °C
Mean maximum temperature:	+ 30.9 °C
Mean minimum temperature:	+ 24.5 °C
Mean precipitation	5.3 mm
Mean No. of days with precipitation ≥1 mm	0.2 days
Mean monthly of sunshine hours	6.1 hrs

### **Accommodation**

11. Participants are advised to make their own accommodation bookings well in advance. Appendix A contains a list of recommended hotels in Apia where special rates have been negotiated with a certain number of them. When booking, you must provide details of your credit card for guarantee (type and No., name, expiry date).

Bookings may be made via Internet or by faxing the Hotel Reservation Form contained in Appendix B.

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**LIST OF RECOMMENDED HOTELS**

Hotel names	Contact details for reservation	Standard Room per night (SAT)		Deluxe Room per night (SAT)		Distance from Conference Center
		Single	Double	Single	Double	
<b>Tanoa Tusitala Hotel (Sogi)</b>	E-mail: <a href="mailto:reservations@tanoatusitala.com">reservations@tanoatusitala.com</a> Telephone: (685) 21122 Fax: (685) 23652	180	250	180	250	2 minutes walk
<b>Hotel Elisa (Sogi)</b>	E-mail : <a href="mailto:contact@hotelelisa.ws">contact@hotelelisa.ws</a> Web: <a href="http://www.hotelelisa.ws">www.hotelelisa.ws</a> Telephone: (685) 21116 Fax: (685) 20536	50 - 95	110-230	195	290	3 minutes walk
<b>Millenia Hotel (Sogi)</b>	E-mail: <a href="mailto:info@hotelmilleniasamoa.com">info@hotelmilleniasamoa.com</a> Telephone: (685) 28284 Fax: (685) 28285	165	195	245	280	5 minutes walk
<b>Amanaki Hotel (Sogi)</b>	E-mail: <a href="mailto:contact@amanakihotel.com">contact@amanakihotel.com</a> Web: <a href="http://www.amanakihotel.com">www.amanakihotel.com</a> Telephone: (685) 27889 Fax: (685) 27981		220		270	5 minutes walk
<b>Aggie Grey's Hotel (Vaisigano)</b>	E-mail: <a href="mailto:aggiegreys@aggiegreys.ws">aggiegreys@aggiegreys.ws</a> Telephone: (685) 22880 Fax: (685) 23626, 24901, 23203					5 minutes drive
<b>Apia Central Hotel (Savalalo)</b>	E-mail: <a href="mailto:ahkams@lesamoa.net">ahkams@lesamoa.net</a> Web: <a href="http://www.apiacentralhotel.ws">www.apiacentralhotel.ws</a> Telephone: (685) 20782	140	170	150	190 Triple 210	5 minutes walk



**HOTEL RESERVATION FORM**

Participants attending the RA V/TCC XIV are welcome to make their hotel reservation directly with the hotel by fax or e-mail, or return the form no later than **30 June 2012** to:

**Mr Fata L Sunny Seuseu**    Tel.: (685) 20855/20856    **sunny.seuseu@mnre.gov.ws**  
**Ms Anne Rasmussen**    Fax: (685) 20857    **anne.rasmussen@mnre.gov.ws**

Name \_\_\_\_\_  
Country \_\_\_\_\_  
Address \_\_\_\_\_  
Tel. No. \_\_\_\_\_  
Fax No. \_\_\_\_\_  
E-mail \_\_\_\_\_

	<i>Flight No.</i>	<i>Date</i>	<i>Time</i>
Arrival	_____	_____	_____
Departure	_____	_____	_____

**Please reserve**

**Name of hotel:** \_\_\_\_\_  
Please specify one of the recommended hotels

Standard/Superior/Deluxe/Suite:    Single (    )    Twin (    )

Check-in date \_\_\_\_\_

Check-out date \_\_\_\_\_

Credit card details for guarantee:

Type \_\_\_\_\_ Number \_\_\_\_\_

Name \_\_\_\_\_ Expiry Date \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_

**WORLD METEOROLOGICAL ORGANIZATION**

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**RA V TROPICAL CYCLONE COMMITTEE FOR THE  
SOUTH PACIFIC AND THE SOUTH-EAST INDIAN OCEAN**

**FOURTEENTH SESSION**

**APIA, SAMOA, 16 TO 20 JULY 2012**

**NOMINATION FORM**

The Government of ..... nominates:

<b>Family Name</b>			<b>Gender :</b>
<b>First Name</b>			Male <input type="checkbox"/>
			Female <input type="checkbox"/>
<b>Address (Office)</b>			
<b>City – Country</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>	

*\* Please attach copy of passport*

<b>WMO Financial Assistance required</b>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
<b>Attendance IOC meetings</b>	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Date:

Permanent Representative's Signature:

**To be returned NO LATER THAN 30 May 2012 to:**

The Secretary-General  
World Meteorological Organization  
7 bis avenue de la Paix  
Case postale No. 2300  
1211 GENEVA 2  
Telephone: (+41 22) 730 81 11  
Facsimile: (+41 22) 730 81 18  
E-mail: [kkuroiwa@wmo.int](mailto:kkuroiwa@wmo.int)