



INTERGOVERNMENTAL OCEANOGRAPHIC COMMISSION
COMMISSION OCÉANOGRAPHIQUE INTERGOUVERNEMENTALE
COMISIÓN OCEANOGRÁFICA INTERGUBERNAMENTAL
МЕЖПРАВИТЕЛЬСТВЕННАЯ ОКЕАНОГРАФИЧЕСКАЯ КОМИССИЯ

اللجنة الدولية الحكومية لعلوم المحيطات

政府间海洋学委员会

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IOC Circular Letter No 2863
(Available in English and Spanish)

IOC/VR/BA/eba
8 November 2021

- To :** ICG/PTWS Tsunami National Contacts (TNC)
ICG/PTWS National Tsunami Warning Centres (NTWCs)
ICG/PTWS Tsunami Warning Focal Points (TWFP)
- cc. :** Official National Coordinating Bodies for liaison with IOC,
Permanent Delegates/Observer Missions to UNESCO, and
National Commissions for UNESCO of IOC Member States ICG/PTWS
Directors of UNESCO and IOC Regional Offices in the Asia/Pacific Region
Permanent Observers to ICG/PTWS
Director Pacific Tsunami Warning Center (PTWC)
Director, North West Pacific Tsunami Advisory Center (NWPTAC)
Director, South China Sea Advisory Center (SCSTAC)
Director, International Tsunami Information Center (ITIC)

Subject: Invitation to the Twenty-Ninth Session of the Intergovernmental Coordination Group for the Pacific Tsunami Warning and Mitigation System (ICG/PTWS-XXIX), 1–2 & 7–8 December 2021 (online, 22:00-24:00 UTC)

The Intergovernmental Coordination Group for the Pacific Tsunami Warning and Mitigation System was first established by the IOC in 1965 as a cooperation mechanism for countries in the Pacific whose coastal areas are threatened by tsunamis. Through the ICG, Member States have designed and developed the Pacific Tsunami Warning and Mitigation System and work together to improve and sustain it.

On behalf of Dr Wilfried Strauch, Chairperson of the ICG/PTWS, I am pleased to invite you to nominate a delegation to attend the 29th session of ICG/PTWS (online) scheduled on 1–2 and 7–8 of December 2021 as an online session at 22:00-24:00 UTC to maximize the participation of Pacific Ocean Member States.

You are invited to communicate in writing the names and positions of your representatives to me no later than 22 November 2021. For queries about registration please contact the ICG/PTWS Secretariat and my representative to the session, Mr Bernardo Aliaga at b.aliaga@unesco.org.

More information about the session including the full list of participants, agenda, working and background documents will be available from the meeting website:

Chairperson

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<https://oceanexpert.org/event/3314>. Connecting links to attend the online session will be sent via email only to registered participants.

During this session, the ICG/PTWS will elect one Chairperson and two Vice-chairpersons for the period from the end of this session until the end of the 30th session in 2022. The election procedure and nomination forms are appended to this invitation (Annex 2). Nominations for the elections should be sent to me or handed over to my representative at the session until the second day of the ICG session, i.e. 2nd December 2021, end of business. The current Officers of the ICG/PTWS were elected in April 2019 at ICG/PTWS-XVIII and are as follows:

Chairperson: Dr Wilfried Strauch (Nicaragua) - 1st mandate

Vice-Chairperson: Mr Ofa Fa'Anunu (Tonga) - 1st mandate

Vice-Chairperson: Mr Yuji Nishimae (Japan) - 1st mandate

I wish to remind you that, according to Annex to IOC Resolution EC-XXXIX.8, membership of the ICG/PTWS consists of:

- Member States of the IOC within and bordering the Pacific Ocean and adjacent seas
- Observers from other IOC Member States
- Invited observers from organizations (including NGOs), programmes and projects, in accordance with the IOC Rules and Procedures.

The meeting agenda is technical in nature and delegates should be prepared to participate in the technical discussions. Let me also recommend to all recipients of this letter to give a thought about gender balance of your national delegation. A copy of the provisional agenda and timetable is appended to this invitation. The working languages of the meeting are English and Spanish.

Yours sincerely,

[signed]

Vladimir Ryabinin
Executive Secretary

Enclosures (2):

Annex 1: Provisional Agenda and Timetable

Annex 2: Elections Procedures & Forms

**Twenty-ninth Session of the Intergovernmental Coordination Group
for the Pacific Ocean Tsunami Warning and Mitigation System
(ICG/PTWS-XXIX)**

Online

1–2 & 7–8 December 2021, (22:00-24:00 UTC)

PROVISIONAL AGENDA

1. WELCOME AND OPENING OF SESSION

2. ORGANIZATION OF THE SESSION

2.1. ADOPTION OF AGENDA

2.2. DESIGNATION OF THE RAPPORTEUR

2.3. CONDUCT OF THE SESSION, TIMETABLE AND DOCUMENTATION

3. REPORT ON INTERSESSIONAL ACTIVITIES

3.1. CHAIRPERSON REPORT

3.2. SECRETARIAT REPORT

3.3. TSUNAMI SERVICES PROVIDERS REPORT

3.3.1. PTWC

3.3.2. NWPTAC

3.3.3. SCSTAC

3.4. REPORT OF ITIC

3.5. WORKING GROUPS AND TASK TEAM REPORTS

3.6. REPORT OF PACIFIC WAVE EXERCISE 2020

4. POLICY MATTERS

4.1. TSUNAMI READY PILOT PROGRAMME

4.2. PACIFIC WAVE EXERCISE 2022

4.3. CENTRAL AMERICA TSUNAMI ADVISORY CENTER

4.4. PTWS MEDIUM TERM STRATEGY 2022–2030

4.5. UN DECADE OF OCEAN SCIENCE FOR SUSTAINABLE DEVELOPMENT

5. PROGRAMME AND BUDGET FOR 2022–2023

6. NEXT SESSION

6.1. CONFIRMATION OF DATE AND PLACE OF ICG/PTWS-XXX

6.2. TARGET DATE FOR ICG/PTWS-XXXI

7. ELECTIONS OF OFFICERS

8. ANY OTHER BUSINESS

9. ADOPTION OF DECISIONS AND RECOMMENDATIONS

10. CLOSURE

**Twenty-ninth Session of the Intergovernmental Coordination Group for the Pacific Ocean Tsunami Warning and Mitigation System
(ICG/PTWS-XXIX), 1–2 & 7– 8 December 2021 (online, 22:00-24:00 UTC)**

PROVISIONAL TIMETABLE

Hour	Wednesday 1 Dec. 2021	Thursday 2 Dec. 2021	Wednesday 7 Dec. 2021	Thursday 8 Dec. 2021
Time UTC		21:55 GROUP PHOTO		
22:00-	1. WELCOME AND OPENING 2. ORGANIZATION OF THE SESSION 2.1 Adoption of the Agenda (5 min) 2.2 Designation of the Rapporteur(s) (5 min) 2.3 Conduct of Session, Timetable and Documentation (10 min) 3. REPORTS ON INTERSESSIONNAL ACTIVITIES 3.1. Chairperson Report (8 min) 3.2. Secretariat Report (7 min) 3.4. Report of ITIC (10 min) 3.6. Report of PacWave Exercise 2020 (15 min)	3. REPORTS ON INTERSESSIONNAL ACTIVITIES 3.5. WORKING GROUPS AND TASK TEAM REPORTS 3.5.1 Working group 1 (10 min) 3.5.2 Working group 2 (10 min) 3.5.3 Working group 3 (10 min) 4.- POLICY MATTERS 4.2 Pacific Wave Exercise 2022 (15 min) 4.3. Central America Tsunami Advisory Center (30 min)	3. REPORTS ON INTERSESSIONNAL ACTIVITIES 3.5. WORKING GROUPS AND TASK TEAM REPORTS (cont'd) 3.5.4. Regional Working Group South China Sea (10 min) 3.5.5. Regional Working Group Central America (10 min) 3.5.6. Regional Working Group Pacific Islands Countries (10 min) 3.5.7. Regional Working Group South East Pacific (10 min) 3.5.8. Report of Task Team on Future Goals and Performance Monitoring (20 min)	5.PROGR. & BUDGET FOR 2022–2023 (10 min) 6. NEXT SESSIONS (10 min) 6.1 DATES/ PLACE OF ICG/PTWS XXX 6.2 TARGET DATES FOR ICG/PTWS XXXI 7. ELECTION OF OFFICERS (15 min) 8.-ANY OTHER BUSINESS (10 Min) 9. ADOPTION OF DECISIONS AND RECOMMENDATIONS (15 min)
23:00	3.3. Tsunami Service Providers Reports 3.3.1. PTWC (10 min) 3.3.2. NWPTAC (10 min) 3.3.3. SCSTAC (10 min) 4.- POLICY MATTERS 4.1 Tsunami Ready Pilot Programme (30 min)	4.4. PTWS Medium term Strategy (30 min) 4.5 UN Decade of Ocean Science for Sustainable development (30 min)	Catch-up time for reports of inter-sessionnal Working Groups	9. ADOPTION OF DECISIONS AND RECOMMENDATIONS (Continued - 45 min) 10. CLOSURE (10 min)
24:00				

ANNEX 2

Elections of the Officers of the ICG

The Officers of the ICG/PTWS, namely one Chairperson and two Vice-chairpersons are elected at each session of the ICG for a mandate of two years.

The Chairperson shall declare the opening and closing of each session, direct the discussions and ensure observance of the [Rules of Procedure](#) of IOC, accord the right to speak, put questions to the vote and announce decisions. The Chairperson shall rule on points of order and, subject to these Rules, shall control the proceedings, maintain order and strive to work by consensus (Rule 38).

The Vice-chairpersons assist the Chairperson in his/her functions and substitute him/her when and where necessary.

The Chairperson and the Vice-chairpersons of a subsidiary body shall not remain in his/her mandate more than two successive terms (Rule 17.2 and Art. 7.2 of the [IOC Statutes](#)).

Nominations

Nominations of individuals to either the post of Chairperson or the posts of Vice-chairpersons shall be submitted by Member States through the officially designated Head of Delegation to the ICG/PTWS session or the IOC Focal Point in the Member State or through the Permanent Delegation to UNESCO.

Nominations shall be submitted in writing to the IOC Executive Secretary using **Form A** (Chairperson) or **Form B** (Vice-chairperson) and must reach the Executive Secretary or his representative on the second day of the meeting by close of business.

Each nomination shall contain a declaration from the candidate that he/she is prepared to stand for the post for which he/she has been nominated and is willing to take on the obligations that would devolve upon him/her, should he/she be elected. Each nomination shall also contain a CV with the profile of the candidate (**Form C**).

Each candidate must be seconded by two Member States of the ICG/PTWS other than the nominating Member State.

Elections

The IOC general practice is working and deciding by consensus (Rule 38.2).

Should voting be necessary, decisions shall be made by a simple majority of the valid votes cast (Technical arrangements 2.20(iv)), by secret ballot.

Note that in the current circumstances of an online session, if elections are needed, the elections will be organized by post mail after the session.

**Intergovernmental Coordination Group for the Pacific Tsunami Warning
and Mitigation System (ICG/PTWS)**

Biennial Elections

Form A – Chairperson

Name of Member State:

Name of Nominee:

I declare that I am prepared to stand for election to the post of Chairperson of the ICG/PTWS and, if elected, to take an active part in the work of it.

Signature of the Nominee:

Seconder 1

Seconder 2

Member State of the ICG/PTWS

Name in capitals

Position

Signature

Date sent to the IOC Secretariat Date and time received by the IOC Secretariat

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**Intergovernmental Coordination Group for the Pacific Tsunami Warning
and Mitigation System (ICG/PTWS)**

Biennial Elections

Form B – Vice-chairperson

Name of Member State:

Name of Nominee:

I declare that I am prepared to stand for election to the post of Vice-chairperson of the ICG/PTWS and, if elected, to take an active part in the work of it.

Signature of the Nominee:

Seconder 1

Seconder 2

Member State of the ICG/PTWS

Name in capitals

Position

Signature

Date sent to the IOC Secretariat Date and time received by the IOC Secretariat

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**Intergovernmental Coordination Group for the Pacific Tsunami Warning
and Mitigation System (ICG/PTWS)**

Biennial Elections

Form C – CV of nominee

[NAME]

Date of birth:

Languages:

Address:

Phone number:

Fax number:

Email:

CURRENT POSITION

[Please insert text]

EDUCATION

[Please insert text]

PREVIOUS PROFESSIONAL EXPERIENCE

[Please insert text]