IOC Circular Letter No 2779
(Available in English and French)  2nd October 2019

To : ICG/NEAMTWS Tsunami Warning Focal Points (TWFP)
ICG/NEAMTWS Tsunami National Contacts (TNCs)
ICG/NEAMTWS Steering Committee
ICG/NEAMTWS Chair and Vice-Chairs

cc. : Official National Coordinating Bodies for liaison with IOC
Permanent Delegation/Observer Mission to UNESCO and National Commissions
for UNESCO in ICG/NEAMTWS Member States
World Meteorological Organization (WMO)
United Nations Office for Disaster Risk Reduction (UNDRR)
Joint Research Centre (European Commission)

Subject : Invitation to the 16th Session of the Intergovernmental Coordination Group
for the Tsunami Early Warning and Mitigation System in the North-eastern
Atlantic, the Mediterranean and Connected Seas (ICG/NEAMTWS-XVI),
Cannes, France, 2–4 December 2019

On behalf of the Chairperson of the ICG/NEAMTWS and the local organizing committee, I take great
pleasure in inviting you to attend the above-mentioned session which will be held at the Port of
Cannes from 2 to 4 December 2019.

The name, position, professional address, email contact and role in the delegation (i.e. Head of
delegation, Alternate, Representative or Adviser) of your representatives should be communicated
by email to Mr Denis Chang Seng, ICG/NEAMTWS Technical Secretary, at d.chang-
seng@unesco.org with a copy to Ms Elena Iasyreva at e.iasyreva@unesco.org by 6 November
2019.

Delegations are expected to secure their own financial support to attend the session and are
responsible for obtaining visas as required by the host country.

For detailed logistics information, and updated documentation prior to the meeting, please refer to
the NEAMTWS-XVI website at: http://www.ioc-unesco.org/ICGNEAMTWS-XVI.

The working language of the session will be English.
Elections of the ICG Officers, namely, one Chairperson and two Vice-chairpersons, for the next biennium, will take place during the session according to the attached procedure. In this regard, nominations must be received by the Secretariat no later than 2 December 2019 at 5:00 p.m.

According to the procedure, the Chairperson and the Vice-chairpersons of an IOC Subsidiary Body shall not remain in his/her mandate more than two successive terms (four years).

The current Officers of the ICG/NEAMTWS are:

- Chair: Gerassimos Papadopoulos (Greece) - Elected in 2017 (1st term);
- Vice-Chair: Anna Gyldenfeldt (Germany) - Elected in 2015 (2nd term);
- Vice-Chair: Stefano Lorito (Italy) - Elected in 2015 (2nd term).

In establishing the ICG/NEAMTWS in 2005, IOC Resolution XXIII-14 stipulated that the ICG membership should consist of:

- Member States of the IOC within and bordering North-eastern Atlantic, the Mediterranean and Connected Seas;
- Observers from other IOC Member States;
- Invited observers from other organizations (including NGOs), programmes and projects in accordance with the IOC rules of procedures.

The meeting agenda is technical in nature and delegates should be prepared to participate in technical discussions. A copy of the provisional agenda and timetable is enclosed.

I take the opportunity of this invitation to recall that the recent Assembly of IOC in its decision on tsunami matters encouraged ICG/NEAMTWS Member States: (i) to increase the number of seismic and sea-level stations available in North Africa and to share data using bilateral agreements whenever possible; and (ii) to contribute to the further development of NEAMTIC towards enhanced capacity development through funding and secondments.

The ICG/NEAMTWS Chairperson, the City of Cannes organizing committee and the IOC Secretariat look forward to welcoming you.

With the assurances of my highest consideration, I remain,

[signed]

Vladimir Ryabinin
Executive Secretary

Enclosures:
1 – Provisional Agenda and Timetable
2 – Nomination Information and Forms

2–4 DECEMBER 2019, CANNES, FRANCE

PROVISIONAL AGENDA

1. OPENING

2. ORGANIZATION OF THE SESSION
   2.1 ADOPTION OF THE AGENDA
   2.2 DESIGNATION OF THE RAPPORTEUR
   2.3 ESTABLISHMENT OF DRAFTING GROUP ON DRAFT DECISIONS AND RECOMMENDATIONS
   2.4 ESTABLISHMENT OF THE NOMINATIONS COMMITTEE AND CHAIR FOR ELECTIONS
   2.5 CONDUCT OF THE SESSION, TIMETABLE AND DOCUMENTATION
   2.6 ESTABLISHMENT OF SESSIONAL COMMITTEES AND WORKING GROUPS

3. REPORTS ON ICG/NEAMTWS INTERSESSIONAL ACTIVITIES
   3.1 REPORT BY THE CHAIRPERSON
   3.2 REPORT BY THE IOC SECRETARIAT ON ICG/NEAMTWS AND OCEAN DECADE
   3.3 REPORT BY THE WORKING GROUP ON TSUNAMIS AND OTHER HAZARDS RELATED TO SEA-LEVEL WARNING AND MITIGATION SYSTEMS (TOWS-WG)
   3.4 REPORT BY OTHER ICGs

4. IMPLEMENTATION
   4.1 REPORT BY THE WORKING GROUPS AND TASK TEAMS
   4.2 STATUS OF ESTABLISHMENT OF NATIONAL TSUNAMI WARNING CENTRES AND REPORTS BY (CANDIDATE) TSUNAMI SERVICE PROVIDERS (CTSP)
   4.3 REPORT BY CIVIL PROTECTION AGENCIES/ORGANIZATIONS
   4.4 CANDIDATE TSUNAMI SERVICE PROVIDER ACCREDITATION (IPMA)
   4.5 UPDATE ON NEAM TSUNAMI INFORMATION CENTRE (IMPLEMENTATION PLAN)
   4.6 NEAMTWS DOCUMENTATION (STRATEGY AND IMPLEMENTATION PLAN)
   4.7 TSUNAMI ALERTS TO THE MARITIME COMMUNITY
   4.8 REPORTS ON PROJECTS RELATED TO NEAMTWS (AGITHAR COST ACTION)
   4.9 UPDATE ON THE EUROPEAN PLATE OBSERVING SYSTEM (EPOS) TSUNAMI PLANS
   4.10 REPORT BY OTHER INTERGOVERNMENTAL ORGANIZATIONS AND OBSERVERS

5. PROGRAMME FOR 2020
   5.1 ACTIVITIES SCHEDULED FOR 2020
   5.2 NEAMWave 20 EXERCISE
   5.3 ESTABLISHMENT OF INTERSESSIONAL WORKING GROUPS AND TASK TEAMS

6. ELECTIONS

7. DATE AND PLACE FOR ICG/NEAMTWS-XVII

8. ANY OTHER BUSINESS

9. ADOPTION OF DECISIONS AND RECOMMENDATIONS

10. CLOSING
### PROVISIONAL TIMETABLE

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<th>Hour</th>
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<td>10:00-11:00</td>
<td><strong>1. OPENING</strong></td>
<td>09:00-11:00</td>
<td><strong>4. IMPLEMENTATION (CON’T)</strong></td>
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<td>WORKING GROUP REPORTS TO THE ICG AND DISCUSSIONS</td>
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Technical Arrangements for the Elections
of the Officers of the ICG/NEAMTWS

Nominations

Nominations of individuals to either the post of Chairperson or the posts of Vice-chairperson shall be submitted by the ICG Member States through the officially designated national coordinating body specified for liaison with the Commission (Rule 26.2), namely through the IOC Focal Point in the Member State or the Permanent Delegations to UNESCO.

Nominations shall be submitted in writing to the Executive Secretary using Form A (Chairperson) or Form B (Vice-chairperson) and must reach the Executive Secretary (with copy to the ICG/NEAMTWS Secretariat) by the end of the first day of the session at which the elections will take place (for ICG/NEAMTWS-XVI, 2 December 2019, 17:00 hrs WET).

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/NEAMTWS other than the nominating Member State.

Elections

During the election meeting, the chairpersonship of the session shall be taken over by the Chairperson of the Nominations Committee.

The IOC general practice is working and deciding by consensus (Rule 38.1).

Should voting be necessary, decisions shall be made by a simple majority of the members present and voting (Rule 43.16), by secret ballot.

For more detailed information please refer to Appendix I of the IOC Rules of Procedure.
Intergovernmental Coordination Group for the North-eastern Atlantic, the Mediterranean and connected seas (ICG/NEAMTWS)

Biennial Elections for Officers

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/NEAMTWS 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/NEAMTWS ………………… …………………
Name in capitals

Position ………………… …………………

Signature ………………… …………………

Date sent to the IOC Secretariat …………………………………

Date and time received by the IOC Secretariat ……………………………………………………………………………….
Intergovernmental Coordination Group for the North-eastern Atlantic, the Mediterranean and connected seas (ICG/NEAMTWS)

Biennial Elections for Officers

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/NEAMTWS and, if elected, to take an active part in the work of it.

Signature of the Nominee: ______________________________________________________

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

………………. ………………….
Intergovernmental Coordination Group for the North-eastern Atlantic, the Mediterranean and connected seas (ICG/NEAMTWS)

Biennial Elections for Officers

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]