IOC Circular Letter No. 2310
(English only)

To: ICG/PTWS Tsunami National Contacts (TNC) and Tsunami Warning Focal Points (TWFP)

Cc: Official National Coordinating Body for liaison with the IOC Member States
Permanent Delegates/Observer Missions to UNESCO of IOC Member States
Permanent Delegates/Observer Missions to UNESCO of Brunei, Cambodia, Honduras, Kiribati, Federated States of Micronesia, Nauru, Niue, Marshall Islands, Palau, Tuvalu and Vanuatu

Chairman, Vice-Chairs IOC
Chairman, Vice-Chairs ICG/PTWS
Director, ITIC

Subject: ITIC TRAINING PROGRAMME – HAWAII (ITP-HAWAII)
Hawaii, United States, 24 August – 9 September 2009

Through this Circular Letter, ICG/PTWS Member States, and countries in other regions with tsunami warning and mitigation interests, are invited to participate in the 2009 ITIC Training Programme – Hawaii (ITP-Hawaii) on tsunamis and tsunami warning systems to be conducted by the International Tsunami Information Center (ITIC) from 24 August – 9 September 2009. ITIC is a UNESCO/IOC-National Oceanic and Atmospheric Administration (U.S.) partnership.

At the Twenty-third Session of the Intergovernmental Coordination Group for the Pacific Tsunami Warning and Mitigation System (ICG/PTWS-XXIII) held in Apia, Samoa, 16 to 18 February 2009, hosted by the Government of Samoa, Member States noted the requests of Southwest Pacific Countries for training and other activities to increase their capabilities to mitigate against tsunamis.

This year, the ITP-Hawaii will focus on Standard Operating Procedures (SOP) for tsunami warning and tsunami emergency response, and the testing of SOPs through Drills and Exercises. The ITP-Hawaii 2009 programme description and provisional agenda is attached.

The United States, through its contribution to the WMO Voluntary Contribution Program, is providing additional funding to support the ITP-Hawaii attendance of up to six participants from Southwest Pacific Meteorological Services who serve as National Tsunami Warning Centres.
The IOC is pleased to support an additional two participants from PTWS countries. ITP-Hawaii, however, is open to all countries, and participants from other ICGs are welcome and encouraged to attend on their own funding.

I am pleased to invite you to nominate candidates to the ITP-Hawaii. To expedite this process, I would appreciate if the names and CVs are provided directly to the Director of ITIC, Dr Laura Kong (l.kong@unesco.org, Phone: 1-808-532-6422, Fax: 1-808-532-5576), NO LATER THAN 15 July 2009. An application form is attached for this purpose. Selectees will be notified by 22 July 2009.

Yours sincerely,

[signed]

Dr Patricio Bernal
Assistant Director-General of UNESCO
Executive Secretary of IOC

Attachments:
ITP-Hawaii 2009 Programme Description and Provisional Agenda
ITP-Hawaii 2009 Application Form
The 2009 ITIC Training Programme (ITP-Hawaii) will be held 24 August to 9 September 2009 in Honolulu, Hawaii, USA. The Programme, under the direction of the International Tsunami Information Centre (ITIC), provides participants with an overview of the history and operation of the Pacific Tsunami Warning and Mitigation System. Specific focus is given to the important role of regional and national tsunami warning centers in monitoring and evaluating the tsunamigenic potential of earthquakes, and in issuing timely tsunami warning messages to government emergency officials who can then act to save lives and reduce damage to coastal communities. The Programme provides training and familiarization with the Pacific Tsunami Warning System, Sub-regional and National Warning Systems, and Civil Defense concepts of operations and standard operation procedures. The ITP-Hawaii uses Hawaii as a working example of an end-to-end tsunami warning and mitigation system demonstrating close stakeholder coordination and partnership for operational warnings and in preparedness activities.

Participants will engage in a series of informational presentations and discussions at ITIC and the Pacific Tsunami Warning Centre, and visits to Emergency Operations Centers, to seismic or water level station field sites, and to the University of Hawaii. A 2.5-day off-island field trip to visit the Hawaii County Civil Defense Agency, the Pacific Tsunami Museum, tsunami memorials, and the USGS Hawaiian Volcano Observatory, is included. Additional topics covered by the Training Programme will be based on the needs of each participant. A Provisional Agenda is attached.

This year, the focus will be on Standard Operating Procedures for tsunami warning and tsunami emergency response, and the testing of SOPs through Drills and Exercises. Special emphasis will also be given to telecommunications and methods for receiving and disseminating timely alerts. Participants will be asked to create, modify, and discuss their country SOPs using guidance and template examples provided during the Training, and will be introduced to the different tsunami warning decision support tools and software available for use in their centres.

At the beginning of the Programme, participants will be expected to make a 15-20 min presentation on the status of tsunami mitigation measures in their respective countries.

Within one month after returning to their countries, ITP participants are asked to submit a Written Trip Report in English describing the activities they participated in, what they learned, and how they will use their training to improve tsunami warnings and/or awareness in their countries. Trip Report summaries will be published in the ITIC’s Tsunami Newsletter.
PROVISIONAL AGENDA, ITP-Hawaii 2009

Sat, 22 August 2009
Arrival, hotel check-in, orientation

Sun, 23 August 2009

Mon, 24 August
ITIC
Morning:
Programme Logistics, telephone, internet, printing, library
ITP-Hawaii Participant – Country Presentations
Afternoon:
Science Overview – Earthquakes, Tsunamis - generation, detection
Tsunami Awareness Materials
TsunamiTeacher Resource Toolkit, ITIC materials

Tues, 25 August
ITIC
Morning:
PTWS, ITIC, and PTWC: Organization & Operations
International and National Tsunami Warning and Mitigation Systems
Requirements & Implementations
Regional and Local Tsunami Warning Systems for Hawaii
End-to-end Tsunami Warning
Stakeholders & Their Needs, Roles & Responsibilities
Afternoon:
Hazard Assessment and Risk Evaluation overview
Tsunami modeling and inundation mapping
Tsunami Warning Decision Support Tools – demonstration, installation
WDC/NGDC tools, Global Tsunami Databases (TsuDIG)

Wed, 26 August
ITIC
Makapu’u, Oahu
Univ of Hawaii
Morning:
Lessons Learned from Past Tsunamis
PTWC Standard Concept of Operation and Standard Operating Procedures
as PTWS International Tsunami Warning Center
as US National and Hawaii Regional Tsunami Warning Center
Seismic & Water Level Instrumentation used for tsunami warning
Tsunami Warning Decision Support Tools – demonstration, installation
CISN, Tide Tool (SLDecode), IOC SL Monitoring Facility
Afternoon:
Visit University of Hawaii Sea Level Center – Sea Level instrumentation
Visit Makapu’u Sea Level Station

Thurs, 27 August
ITIC
Hawaii SCD
Morning:
Monitoring, Detection and Evaluation Instrumentation and Methodologies
(seismic, water level, communications)
Communication technologies for the transmission of tsunami warnings
to local governments and communities – robustness, reliability,
redundancy criteria for emergency communications – WMO GTS,
EMWIN, Fax, Email, RANET, FM, Mobile/Cell phones, SMS, etc
Tsunami Warning Decision Support Tools – demonstration, installation
RANET SMS, PAGER, Tsunami Bulletin Board, IOC Public List Serve
Afternoon:
Visit State Civil Defense Emergency Operations Center
State Emergency Agency Responses to PTWC Tsunami Messages

Fri, 28 August
PTWC
Visit PTWC and HON Seismic station
PTWS TWC Operations Tour
Seismic Monitoring (source location and magnitude estimation)
Sea Level Monitoring (Coastal and DART stations)  
Monitoring (Tide Tool)  
Wave forecasting (SIFT)  
Creating TWC Standard Operating Procedures (SOP) and Checklists  
Introduce template of best practices.  
Participant creation of SOPs and Checklists - assignment  
(Discussion/Sharing on 9 September)

Sat & Sun  
29-30 August  
Free days

Mon, 31 August  
Morning:  
ITIC  
Successful End-to-End Tsunami Emergency Response  
Oahu CD  
Plans and Concept of Operations  
Univ of Hawaii  
Understanding and interpreting PTWC Bulletins - "Upstream" Process  
Conducting public coastal evacuations - "Downstream" Process  
Communications Process  
Distinguishing the roles of government jurisdictions, non-government organizations (NGO’s), private sector  
Distinguishing the roles of individual response agencies  
Tsunami Stakeholder Coordination Concept  
Using Civil Air Patrol for Tsunami Warning alert dissemination  
Afternoon:  
Visit Oahu County Civil Defense Emergency Operations Center  
County Emergency Agency Responses to PTWC Tsunami Messages  
Visit University of Hawaii – Hawaii Inundation Maps

Tues, 1 September  
Morning:  
ITIC  
Creating TER Standard Operating Procedures (SOP) and Checklists  
Templates and examples of SOP best practices.  
Participant creation of SOP’s and Checklists - assignment  
(Discussion/Sharing on 9 September)  
Planning a Tsunami Exercise  
Example: Exercise Pacific Wave ’08 Manual and Concepts  
Afternoon:  
Information Flow SOPs - the Role of Media in Tsunami Warning  
Awareness and Educational Materials  
Tsunami Warning Decision Support Tools (continuing as needed)

Wed, 2 September  
Checkout of Waikiki hotel  
ITIC  
Morning: Review, Summary and other new topics  
Big Island  
The Indian Ocean Tsunami, Dec 26, 2004 and its aftermath  
Afternoon:  
Depart for Big Island, Hawaiian Airlines  
Check-in hotel, Hilo, Hawaii

Thurs, 3 September  
Checkout hotel, Hilo, Hawaii  
Big Island  
Hawaii County Civil Defense Emergency Operations Center  
Pacific Tsunami Museum  
Tsunami memorials  
Late Afternoon: Check-in hotel, Volcano, Hawaii

Fri, 4 September  
Checkout of hotel  
Big Island  
USGS Hawaiian Volcano Observatory  
Seismic and volcano monitoring
Late Afternoon / Early Evening:
Return to Honolulu, Hawaiian Airlines
Check-in to Waikiki hotel

Sat, 5 September
Free days

Sun, 6 September
Public Holiday, Labor Day

Mon, 7 September

Tues, 8 September
Morning:
ITIC
Tsunami Mitigation – Education, Awareness, Mitigation
Countermeasures and Public Policy
Tourism sectors, TsunamiReady programme
Designing buildings to withstand tsunami and earthquake shaking
Afternoon:
Preparation of Country SOPs

Wed, 9 September
Roundtable discussion – Tsunami Warning and Mitigation
ITIC
PTWC, ITIC, NWS Pacific Region, ITP-Hawaii participants, other guests
Participant sharing of SOPs and Checklists
Future Directions, International and National
Travel vouchers and other logistics
Summary and Closing

Thurs, 10 September
Hotel Checkout. Depart for home country
**APPLICATION FORM**

Please type or write in BLOCK letters in English

Please return by 15 JULY 2009 to
E-MAIL:  l.kong@unesco.org
FAX:    +1-808-532-5576

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### 1. PERSONAL INFORMATION

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### 2. PROFESSIONAL BACKGROUND

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4. **EARTHQUAKE OR TSUNAMI-RELATED TRAININGS ATTENDED**

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5. **OTHER RELATED TSUNAMI-RELATED JOB EXPERIENCE**

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Each applicant should also submit separately a Curriculum Vitae containing:
1. Statement of why the applicant is interested in Training;
2. After the Training, where the experience gained in the Training will be used.

SIGNATURE OVER PRINTED NAME

PRINTED NAME

DATE