IOC Circular Letter No. 2352
(Available in 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, 30 August – 10 September 2010

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 2010 ITIC Training Programme – Hawaii (ITP-Hawaii) on tsunamis and tsunami warning systems to be conducted by the International Tsunami Information Center (ITIC) from 30 August – 10 September 2010. 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 communications. The ITP-Hawaii 2010 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 7th July 2010. An application form is attached for this purpose. Selectees will be notified by 16th July 2010.

Yours sincerely,

[signed]

Wendy Watson-Wright
Assistant Director-General of UNESCO
Executive Secretary of IOC

Attachments:

ITP-Hawaii 2010 Programme Description and Provisional Agenda
ITP-Hawaii 2010 Application Form
The 2010 ITIC Training Programme (ITP-Hawaii) will be held 30 August to 10 September 2010 in Honolulu, Hawaii, USA. The Programme, under the direction of the International Tsunami Information Center (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 Center, 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 (SOPs) 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 centers.

On Day 1 of the Programme, participants should be prepared to make a 15-20 min presentation on the status of tsunami warning and 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 2010**

**Sun, 29 Aug 2019**
Arrival, hotel check-in, orientation

**Mon, 30 Aug**

**Morning:**
Programme Logistics, telephone, internet, printing, library
ITP-Hawaii Participant – Country Presentations

**Afternoon:**
Science Overview: Earthquakes, Tsunamis – generation, propagation, impact
Tsunami Awareness Materials
  - TsunamiTeacher Resource Toolkit, ITIC materials

**Tues, 31 Aug**

**Morning:**
PTWS, ITIC, and PTWC: Organization & Operations
International and National Tsunami Warning and Mitigation Systems
Regional and Local Tsunami Warning Systems
End-to-end Tsunami Warning
Stakeholders & Their Needs, Roles & Responsibilities
ITP-Hawaii Participant – Country Presentations

**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, 1 Sept**

**Morning:**
Lessons Learned from Past Tsunamis
PTWC Standard Concept of Operation and Standard Operating Procedures
  - Earthquake & Tsunami Monitoring, Detection and Evaluation – Instruments and Methods (seismic, water level, communications)
Creating TWC Standard Operating Procedures (SOP) and Checklists
  - Templates and examples of SOP best practices.
Assignment - Participant creation of SOPs and Checklists
  - (Discussion/Sharing on 10 September)

**Afternoon:**
ITP-Hawaii Participant – Country Presentations
Visit Pacific Tsunami Warning Center and HON Seismic station
  - Seismic Monitoring (source location and magnitude estimation)
Sea Level Monitoring (Coastal and DART stations)
  - Monitoring (Tide Tool), Wave forecasting (SIFT)

**Thurs, 2 Sept**

**Morning:**
Tsunami Warning Decision Support Tools – demonstration, installation
  - CISN, Tide Tool, IOC SL Monitoring Facility
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

**Afternoon:**
Tsunami Warning Decision Support Tools – demonstration, installation
  - RANET SMS, PAGER, Tsunami Bulletin Board, IOC Public List Serve
Visit State Civil Defense Emergency Operations Center
  - State Emergency Agency Responses to PTWC Tsunami Messages
Fri, 3 Sept
ITIC

**Morning:**
RANET communications technologies for multi-hazard emergency alerting

**Afternoon:**
Successful End-to-End Tsunami Emergency Response Plans and Concept of Operations 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 Creating TER Standard Operating Procedures (SOP) and Checklists Templates and examples of SOP best practices Assignment - Participant creation of SOP's and Checklists (Discussion/Sharing on 10 September)

Sat & Sun
4-5 Sept

Free days

Mon, 6 Sept
ITIC

**Morning:**
Planning a Tsunami Exercise
   Example: Exercise Pacific Wave ‘08 Manual and Concepts
Information Flow SOPs - the Role of Media in Tsunami Warning Awareness and Educational Materials
Tsunami Warning Decision Support Tools (continuing as needed)
South Pacific (29 September 2009) and Chile Tsunamis (27 February 2010) Review, Summary and other new topics

**Afternoon:**
Picnic: Kapiolani Park

Tues, 7 Sept
Big Island

Check-out hotel, Waikiki, Oahu
Depart for Hawaii island (Big Island), Hawaiian Airlines
Hawaii County Civil Defense Emergency Operations Center
Pacific Tsunami Museum
Tsunami memorials

Check-in hotel, Hilo, Hawaii

Wed, 8 Sept
Big Island

Check-out hotel, Hilo, Hawaii
USGS Hawaiian Volcano Observatory
Seismic and volcano monitoring
Late Afternoon / Early Evening:
Return to Honolulu, Hawaiian Airlines

Check-in to Waikiki hotel

Thurs, 9 Sept
ITIC

**Morning:**
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
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<thead>
<tr>
<th>Day</th>
<th>Activities</th>
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<tbody>
<tr>
<td>Fri, 10 Sept</td>
<td>Roundtable discussion – Tsunami Warning and Mitigation</td>
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<td>ITIC, PTWC, ITIC, NWS Pacific Region, ITP-Hawaii participants, other guests</td>
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<td></td>
<td>Participant sharing of SOPs and Checklists</td>
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<td>Future Directions, International and National</td>
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<td>Travel vouchers and other logistics</td>
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<td>Summary and Closing</td>
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<td>Hotel Checkout. Depart for home country</td>
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UNESCO/IOC – NOAA International Tsunami Information Center
ITIC TRAINING PROGRAMME (ITP) – HAWAII

30 August- 10 September 2010

APPLICATION FORM

Please type or write in BLOCK letters in English
Please return by 7 JULY 2010 to
E-MAIL: l.kong@unesco.org
FAX: +1 808 532 5576

1. PERSONAL INFORMATION

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2. PROFESSIONAL BACKGROUND

| OFFICE/ORGANIZATION |                                     |
| POSITION            |                                     |
| ADDRESS             |                                     |
| TELEPHONE NUMBER    |                                     |
| FAX NUMBER          |                                     |
| EMAIL ADDRESS       |                                     |
3. EDUCATIONAL BACKGROUND

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4. TSUNAMI-RELATED TRAININGS ATTENDED

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5. OTHER RELATED TSUNAMI-RELATED JOB EXPERIENCE

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6. TRAVEL INFORMATION

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7. OTHER

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Statement of Interest:
Why are you interested in attending this Training?

After the Training, where and how will the experience gained in the Training will be used?

Please also submit separately your Curriculum Vitae (CV).

SIGNATURE

PRINTED NAME

DATE: _________________