

**ESCAP/WMO Typhoon Committee**  
Fifty-Third Session  
23–25 February 2021  
Video Conference  
Hosted by Japan

FOR PARTICIPANTS ONLY  
WRD/TC.53/9.2  
17 February 2021  
ENGLISH ONLY

## **ADVISORY WORKING GROUP ANNUAL REPORT 2020**

*(Submitted by AWG Chair)*

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### **ACTION REQUIRED:**

The Committee is invited:

- a) To take note of the major AWG activities in 2020
- b) To take note of the actions taken by AWG in 2021
- c) To take note of the recommendations made by AWG

### **APPENDICES:**

Appendix A - DRAFT TEXT FOR INCLUSION IN THE SESSION REPORT  
Appendix B - ADVISORY WORKING GROUP ANNUAL REPORT 2020

## **APPENDIX A: DRAFT TEXT FOR INCLUSION IN THE SESSION REPORT**

### ***Report of AWG***

- 1. The Committee was informed of the activities and major issues discussed at the AWG meetings in 2020 and prior to the 53<sup>rd</sup> Session of the Typhoon Committee.*
- 2. The Committee was informed of the proposed budget for 2021, including items in support of non-recurring items for special funding consideration.*

### ***Recommendations of AWG***

- 1. Recognize and thank Hong Kong, China for their leadership in accommodating and organizing the first Typhoon Committee Annual Session to be held virtually.*
- 2. Recognize and thank Viet Nam for their leadership in accommodating and organizing the first Typhoon Committee Integrated Workshop to be held virtually.*
- 3. Take note of the progress and recommendations made in the planning and implementation of TC activities, including the preparation of the budget for 2021/2022.*
- 4. Any other text which will be included in the Session Report.*

## **APPENDIX B: ADVISORY WORKING GROUP ANNUAL REPORT 2020**

### **1. Introduction**

In accordance with its Terms of Reference, AWG aims to assist the Chairperson of the Typhoon Committee (TC) and the TC Secretary to coordinate the implementation of TC decisions. AWG also serves as a “Think Tank/Steering Group” to advise and offer options or proposals, as required, to TC Chairperson, TC Secretary and TC Members.

### **2. AWG Membership**

The current composition of AWG is:

Mr. Raymond TANABE, Chair of AWG  
Mr. Nobuyuki TANAKA, Co-Vice Chair of AWG / representative of RSMC Tokyo – Typhoon Center  
Dr. T.C. LEE, Co-Vice Chair of AWG  
Dr. Xiaotu LEI, Chair of WGM  
Dr. Tetsuya IKEDA, Chair of WGH  
Dr. Sangkwon LEE, Chair of WGDRR  
Dr. T.C. LEE, Chair of TRCG  
and ESCAP, WMO and TCS representatives as ex-officio members

### **3. AWG Meetings/Activities**

#### **3.1 AWG Virtual Meeting on 30 January 2020.**

The AWG held a meeting to discuss possible emergency options of handling the Typhoon Committee 52<sup>nd</sup> Annual Session (TC52) in light of the emerging coronavirus pandemic impacting some Members. Japan hosted this meeting using WebEx platform. The range of options included continuing a face to face meeting as originally planned, postponing, canceling, and conducting via videoconference.

#### **Agenda**

1. Hong Kong, China, as host, to present TC52 options for discussion
2. Discussion amongst AWG members in attendance on paths forward.

#### **Meeting Notes**

- A summary of the current coronavirus outbreak was presented.
- The 4 options discussed were to hold TC52 as planned and reduce/eliminate social activities, postpone the session and still hosted by Hong Kong, China, postpone and host in alternative venue, and to conduct session using video-conferencing.
- AWG and TCS to draft a circular letter to all Members requesting confirmation of participation for face to face TC52, to verify if quorum will be possible for face to face meeting.
- If quorum is present the TC52 will carry on as schedule with potential modifications to the program, like elimination of the high-level session and some social engagements.
- If quorum will not be reached, AWG to provide recommendation for TC52 to TC Chair and Vice Chair for approval.
- Next AWG meeting schedule for 6 February to discuss results.

### **3.2 AWG Virtual Meeting on 6 February 2020.**

The AWG held a virtual meeting to discuss the responses to the circular letter asking Members to confirm participation for TC52 if conducted Face to Face (F2F). Japan hosted this meeting using WebEx platform.

#### **Agenda**

1. Review Member responses to circular letter TCS/008-2020 issued on 30 January 2020 for quorum.
2. Decision to conduct TC52 as scheduled.
3. If TC52 F2F meeting is unable to be conducted as scheduled, discuss alternatives and provide recommendation to TC Chair and Vice Chair

#### **Meeting Notes**

- TCS confirmed there will not be enough Members in attendance at TC52 to meet the required quorum of 8 Members per Rule 7 of the Committee and recommendation will be made to TC Chair and Vice Chair to postpone the originally scheduled dates of 25-28 February 2020.
- The AWG recognized there are some time sensitive agenda items, like the WG work plans and the TCTF budget, which will need to be approved prior to 31 March 2020. The AWG recommended these items to be approved by video-teleconference.
- The Committee affirmed Rule 1 of the Committee stating “The Committee shall hold at least one session annually and the AWG recommended a good-faith effort to fulfil this rule by scheduling an abbreviated Session later in May or June 2020 to discuss and approve all remaining agenda items.
- AWG will develop a proposed timeline.
- TCS to issue circular letter to inform Members and ask for concurrence.

### **3.3 AWG Virtual Meeting on 28 April 2020**

The AWG held a virtual meeting on 28 April to discuss the arrangements for the TC52 F2F Session scheduled for 26-29 May 2020. Japan hosted this meeting using WebEx platform.

#### **Agenda**

1. TC52 F2F meeting
2. TC52 Alternative arrangements discussion (if needed).
3. AWG Co-Vice Chair Nomination
4. Typhoon Operations Manual Rapporteur Update
5. Proposal for Collaborative Research Centre
6. Typhoon Season outlook amid the COVID-19 pandemic

#### **Notable activities since the last AWG virtual meeting.**

- TCS issued circular letter TCS/010-2020 on 8 February 2020 to inform Members TC52 will be postponed due to lack of quorum.
- TCS issued circular letter TCS/012-2020 on 11 February 2020 to inform Members of alternative arrangements, proposed timeline of events, and seek comments.
- TCS issued circular letter TCS/014-2020 to notify Members a special video-teleconference will be held on 6 March 2020 to present and approve time-sensitive items and the tentative date for the abbreviated TC52 F2F is scheduled for 27-29 May 2020 in Hong Kong, China.
- TC52 video-teleconference successfully conducted on 6 March 2020. Final Report subsequently approved.

#### Meeting Notes

- A summary was provided on current COVID-10 conditions and travel restrictions affecting Members.
- The AWG was informed there were not enough members who registered to attend the postponed TC52 F2F in order to reach quorum.
- AWG recommend cancellation of TC52 F2F and conducting a second video conference in late May or early June to discuss and approve/endorse most of the remaining agenda items from the first TC52 video-teleconference.
- AWG approved Mr. Nobuyuki TANAKA as the new Co-Vice Chair of the AWG and the Rapporteur for the Typhoon Committee Operations Manual.
- WG Chairs asked to review their respective work plans endorsed in the first TC52 video-teleconference for those activities which may need to be postponed or changed due to the Covid-19 pandemic.
- More time is needed for Members to provide input for the proposal to establish a Collaborative Research Centre in Shanghai, China. STI will provide update on proposal during the second TC52 video-teleconference.
- Request will be made for Members to present their challenges and how they are dealing with the upcoming typhoon season amidst the Covid-19 pandemic.

### **3.4 AWG Virtual Meeting on 17 September 2020**

The AWG held a virtual meeting on 1 September 2020 to discuss the arrangements for the 15<sup>th</sup> IWS to be hosted by Viet Nam. Japan hosted this meeting using WebEx platform.

#### Agenda

1. Discuss the proposal from Viet Nam Meteorological and Hydrological Administration (VNMHA) to host the 15<sup>th</sup> IWS via a virtual platform.
2. Discuss plenary agenda and proposed agenda allowing for WG to meet virtually in parallel session.

#### Meeting Notes

- Due to ongoing Covid-19 pandemic the AWG recommends the 15<sup>th</sup> IWS be conducted virtually on 1-2 December 2020.
- The Working Groups were unable to meet in person during the year due to the Covid-19 pandemic and time will be needed in order for each WG to conduct virtual meetings prior to the 15<sup>th</sup> IWS.
- A tentative agenda covering 2 meeting days was developed to provide brief updates on typhoon/emergency operations during Covid-19, the Strategic Plan, and Reports of the Working Groups. The agenda reserved an afternoon session for the Working Groups to meet separately, if needed.
- USA will take the lead in drafting the new Strategic Plan.
- TCS issued circular letter TCS/059-2020 asking Members for nominations for the new AWG Chair.

### **3.5 AWG Virtual Meeting on 29 October 2020**

The AWG held a virtual meeting on 29 October 2020 to discuss the preparations for the 53<sup>rd</sup> Session of the Typhoon Committee (TC53), in Okinawa, Japan. Japan hosted this meeting using WebEx platform.

#### Agenda

1. Discuss potential dates and tentative arrangements for TC53, scheduled to be hosted by Japan.
2. Update on Collaborative Research Center proposal

#### Meeting Notes

- Due to the ongoing Covid-19 situation around the world, the AWG in coordination with host Japan and TCS recommends TC53 be conducted virtually during week of 22-26 February 2021.
- The exact days and duration to be finalized in consultation with Members.
- The Rules of the Committee do not currently allow for a virtual meeting and TCS will draft a proposal to make the necessary modifications. This proposal will be submitted to TC53 for endorsement.
- TCS will send correspondence to Members requesting a second round of comments on updated proposal to establish a Collaborative Research Center in Shanghai.
- TCS will send correspondence to Members asking for nominations for the next AWG Co-Vice Chair since Dr. TC Lee was approved by the AWG as the new AWG Chair.
- A mistake was discovered in the drafting of the new Strategic Plan. The new Strategic Plan should be effective for the years 2022-2026 and not 2021-2025 as previously endorsed during TC52. In keeping with past practice, the Typhoon Committee should therefore approve/endorse the new Strategic Plan 2022-2026 at the 54<sup>th</sup> Session of the Typhoon Committee in 2022. The USA, as lead for the drafting committee, will send an email to the TC Chair and Vice-Chair requesting guidance to proceed with the new timeline.

### **3.6 AWG Virtual Meeting on 02 February 2021**

The AWG held a virtual meeting on 02 February 2021 to discuss the arrangements for TC52, updates on the Strategic Plan 2022-2026, and other outstanding matters. Japan hosted this meeting using WebEx platform.

#### Agenda

1. Nominations for TC Chair, Vice-Chair and Drafting Committee Chair for TC53.
2. AWG selection/approval of new AWG Chair and Co-Vice Chair
3. Updates on Collaborative Research Center proposal

#### Meeting Notes

- USA will nominate Mr. Naoyuki Hasegawa as the Chairperson of the 53<sup>rd</sup> Session of Typhoon Committee and China will support.
- Thailand will nominate Ms. Outhone Phetluangsy as the Vice-Chairperson of the 53<sup>rd</sup> Session of the Typhoon Committee and the Republic of Korea will support.
- Hong Kong, China will nominate Mr. Chris Brenchley as the Chair of the Drafting Committee for the 53<sup>rd</sup> Session of the Typhoon Committee and the Republic of Korea will support.
- AWG will submit for endorsement at TC53 Dr. TC Lee as the new AWG Chair and Mr. Tom Evans as the new AWG Co-Vice Chair
- Mr. Taoyong Peng will liaise with WMO to determine which senior officer will provide remarks during the opening ceremony.
- STI provided an updated proposal on the Collaborative Research Center and listened to the outstanding and remaining concerns presented by AWG members. STI will further revise their proposal and present during TC53 for discussion.

### **4.0 Working Group AOPs and TCTF Budget**

AOPs for 2020 were reviewed and based on the AOPs submitted by TCS and the various working groups for 2021, a TCTF budget proposal for 2021/2022 was submitted for the Committee's approval under Agenda Item 15.4 at TC52