



ESCAP/WMO  
Typhoon Committee

# INVITATION LETTER

Our reference TCS/092-2021 – 17 December 2021

To: **The Directors of  
Meteorological, Hydrological and DRR Services of  
Typhoon Committee Members**

Subject: **Video Conference (VC)  
The Fifty-fourth Session of the ESCAP/WMO Typhoon Committee (TC54)  
23 – 25 February 2022 – hosted by Lao PDR**

Dear TC Members and Focal Points,

It is my honor to invite your Government to be represented at the Fifty-fourth Session of the Typhoon Committee which will be held online from 23 to 25 February 2022. The Session is being convened by the Typhoon Committee, under the auspices of the Economic and Social Commission for Asia and the Pacific (ESCAP) and the World Meteorological Organization (WMO), and hosted online by Department of Meteorology and Hydrology (DMH) of Lao People's Democratic Republic. The Provisional Agenda and Tentative Programme are enclosed.

Due to the still ongoing COVID-19 situation around the world and after approval by TC53 Chair and Vice-Chairperson, at this online 54<sup>th</sup> Annual Session of the Typhoon Committee, the Committee will review the progress made in its programme of work in 2021 and plan for activities to be undertaken in 2022 and beyond. The Session will also cover the new strategic and development issues such as the implementation of the updated Strategic Plan for 2022-2026.

In view of the scope of issues to be discussed in the Typhoon Committee Session, we respectfully request that priority consideration be given by your Government to nominate and fully support the attendance of the Session by relevant personnel from your administration, including:

- (a) Permanent Representative with WMO, or his/her designate, or other senior officials;
- (b) Focal points or representatives from the appropriate agencies involved in the working groups on meteorology, hydrology, disaster risk reduction, training and research; and
- (c) Other subject officers involved in the activities, programmes and projects of the Typhoon Committee.



## ESCAP/WMO Typhoon Committee

Regarding credentials for the Members' representatives and in view to the current situation, in response to this invitation letter to attend the online Session, Members WMO's Permanent Representatives shall **provide the Credential Letter via email only to TCS (info@typhooncommittee.org/denise@typhooncommittee.org)**, indicating the:

- (a) Nomination of the head of the delegation, and/or
- (b) Identify the "alternate" representative, if any
- (c) Delegates attending the Session who are authorized to vote on behalf of the Members

It would be appreciated if you could complete and submit the online registration form at: <http://www.typhooncommittee.org/tc54register/> with indication of head of delegation on **or before 28 January 2022**.

The 54<sup>th</sup> Session VC will be held via WebEx with the links available from 23-25 February 2022:

**1st Day - Wednesday, Feb 23, 2022 9:00 am | 4 hours | (UTC+08:00) HK time**

<https://hko.webex.com/hko/j.php?MTID=mb72082f1aa46d095bb95514c5bc30e43>

**Meeting number:** 2517 643 6075

**Password:** HhXMq2FJy49

**2nd Day - Thursday, Feb 24, 2022 9:00 am | 4 hours | (UTC+08:00) HK time**

<https://hko.webex.com/hko/j.php?MTID=m0d1339e2df577f1c59b2e007aef64b10>

**Meeting number:** 2512 510 5691

**Password:** rfMfQmmJ573

**3rd Day - Friday, Feb 25, 2022 9:00 am | 4 hours | (UTC+08:00) HK Time**

<https://hko.webex.com/hko/j.php?MTID=m4e7af79da25f854e8c734d7c8093c2c0>

**Meeting number:** 2515 394 5838

**Password:** p8hNVp2mTK2

For detailed information on the Fifty-fourth Session, please visit the Typhoon Committee website at [www.typhooncommittee.org/54th/index.html](http://www.typhooncommittee.org/54th/index.html). Any enquiries regarding the Session may also be directed contact to the Local Organizing Committee (LOC):



ESCAP/WMO  
Typhoon Committee

1. **Mr. Bounteum Sisouphanthavong**, Head of Weather Forecast and Warning Division, DMH. Email: s.bounteum@hotmail.com
2. **Mr. Souvannakone Keoduangded**, Head of Administration Division, DMH. Email: kone20.k@gmail.com
3. **Mr. Eksavanh Rasbouth**, Technical Staff, DMH. Email: eksavanh@gmail.com
4. **Mr. Phouttavanh Vilaysane**, Technical Staff, DMH. Email: Vilaysan\_khek@gmail.com

And Typhoon Committee Secretariat (TCS):

**Typhoon Committee Secretariat**

Tel. No. (853) 88010531 / Fax No. (853) 88010530

E-mail: denise@typhooncommittee.org

Thank you very much for your attention on this matter.

Yours sincerely,

Yu Jixin

Secretary of Typhoon Committee

Cc: Mr. HASEGAWA Naoyuki, Chairperson of TC  
Ms. Outhone PHETLUANGSY, Vice-Chairperson of TC  
Dr. T.C. LEE, Chairperson of AWG  
AWG members of TC

Encl:  
Provisional Agenda  
TC54 Tentative Programme