

ADVISORY WORKING GROUP ACTIVITIES ANNUAL REPORT 2021

(Submitted by AWG Chair)

ACTION REQUIRED:

The Committee is invited:

- a) To take note of the major AWG activities and action taken by the AWG in 2021 and prior to the 54th Session of the Typhoon Committee
- b) To take note of the recommendations made by AWG

APPENDIXES:

Appendix A - DRAFT TEXT FOR INCLUSION AT SESSION REPORT
Appendix B - ADVISORY WORKING GROUP ANNUAL REPORT 2021

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

Report of the AWG

1. *The Committee was informed of the activities and major issues discussed at the AWG Meetings in 2021 and prior to the 54th Session of the Typhoon Committee (Appendix ??).*
2. *The Committee was informed of the proposed budget for 2022/2023, including the items in support of non-recurring items for special funding consideration.*

Recommendations of the AWG

1. *Recognize and thank Japan for their leadership and great effort in hosting the 53rd Session of the Typhoon Committee virtually in February 2021.*
2. *Recognize and thank ESCAP for their exceptional effort in hosting the 16th Integrated Workshop virtually in December 2021.*
3. *Take note of the postponement of the 4th TRCG Forum due to the COVID-19 pandemic.*
4. *Appreciate the contribution of Mr. Nobuyuki TANAKA to the AWG in the past years and endorse Mr. Takuya HOSOMI, Head of RSMC Tokyo, as the new co-Vice Chair of the AWG.*
5. *Take note of the progress and recommendations made in the planning and implementation of TC activities, including review of the expenditure of Working Groups and the preparation of the budget for 2022/2023.*
6. *Any other text which will be included in the Session Report.*

APPENDIX B: ADVISORY WORKING GROUP ANNUAL REPORT 2021

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:

Dr. Tsz-cheung LEE, Chair of AWG
Mr. Tom EVANS, co-Vice-Chair of the AWG
Mr. Takuya HOSOMI, co-Vice-Chair of AWG/Head of RSMC Tokyo
Mr. Jie TANG, Chair of WGM
Mr. Mamoru MIYAMOTO, Chair of WGH
Mr. Jong-seol LEE, Chair of WGDRR
Mr. Wai-kin WONG, Chair of TRCG
and ESCAP, WMO and TCS representatives as ex-officio members

3. AWG Meetings/Activities

Since the 53rd Session of the Typhoon Committee (TC53) in February 2021, four AWG Meetings were conducted during the inter-session period. In view of the COVID-19 pandemic, all four meetings were held virtually. The key items discussed in each meeting are summarized in the following sub-sections with the corresponding meeting notes including in the Annex.

3.1 AWG Online Meeting on 18 March 2021

The AWG held a virtual meeting on 18 March 2021. Highlights of key issues discussed are summarized as follows:

(a) Follow up of TC53 decisions

AWG discussed the arrangements of setting up of the Joint Task Team (JTT) to develop a plan for enhancing the research activities in collaboration with the new Asia-Pacific Typhoon Collaborative Research Center (AP-TCRC) and drafting an agreement on the technical collaboration between the TC and AP-TCRC. AWG also reviewed the draft Terms of Reference and workplan of the JTT for inviting Members’ nomination of experts.

(b) 16th IWS/4th TRCG Forum

The meeting kicked off the preparation work of the 16th IWS and TRCG Forum. AWG also discussed the uncertainty due to the COVID-19 pandemic and identified the decision time for face-to-face or online event.

(c) Strategic Plan 2022-26

AWG reviewed the progress of the drafting of the new strategic plan of the TC.

(d) TCTF budget reporting

TCS and AWG exchanged views with WMO on the TCTF financial year report arrangements and presentation format.

(e) TCTF income/expenditure status

The meeting briefly discussed possible approaches and plans to reduce the annual budget with a view to keeping a healthy financial status of the Typhoon Committee.

(f) Hosting of TCS

TCS reported the progress in inviting members to host TCS.

3.2 AWG Online Meeting on 9 June 2021

The AWG met again on 9 June 2021 to follow up on the items discussed in the previous meeting in March 2021.

(a) JTT for collaborating with the AP-TCRC

The JTT has been set up with 6 members from China, Japan, Hong Kong, China, Republic of Korea and USA.

(b) 16th IWS / 4th TRCG Forum

With large uncertainty on the travel restriction and quarantine arrangements due to COVID-19 pandemic, the meeting agreed to conduct the workshop virtually and postpone the TRCG Forum. The TRCG Planning Meeting would be held in mid-July 2021.

(c) Strategic Plan 2022-26

AWG further reviewed the latest draft of the strategic plan. The drafting team was requested to incorporate AWG Chairs' comments and circulate the revised draft plan for all AWG members' comment.

(d) TCTF budget reporting

TCS informed the AWG Members related to the progress of the budget reporting of the TCTF to WMO.

(e) TCTF expenditure status

AWG Chair delivered a presentation on the review of income and expenditure of the TCTF and identified some major causes of the decreasing of the fund in the last few years. Some possible options to alleviate the deficit on the TCTF were discussed. Working Group Chairs agreed to gradually reduce the expenditure for Working Groups by reviewing the projects expenditure and its outcomes.

(f) New AWG co-Vice Chair

AWG was informed that Mr. Nobuyuki Tanaka has posted out from the position of the Head of RSMC Tokyo. All AWG Members supported Mr Tanaka's successor, Mr. Takuya Hosomi, to serve as the new AWG co-Vice-Chair in replacement of Mr. Tanaka. AWG Chair would present a formal recommendation for the Committee's approval during the TC54.

3.3 AWG Online Meeting on 20 October 2021

The AWG held another virtual meeting on 20 October to continue to discuss the key items and preparation for the 16th IWS.

(a) Draft agreement of the TC and AP-TCRC

AWG reviewed the latest draft of the agreement between TC and AP-TCRC. JTT was requested to prepare a revised version of the draft for TC Members' preview before the 16th IWS.

(b) Strategic Plan 2022-2026

AWG reviewed the latest draft of the plan. The coordinator of the drafting team would incorporate the comments of AWG and ready the revised plan for TC Members' preview before the 16th IWS.

(c) Arrangements of the 16th IWS

TCS presented the latest arrangements for the online 16th IWS. The meeting also discussed the tentative agenda and arrangements of the technical presentations.

(d) Hosting of TCS

TCS informed the AWG Members that Macao, China has stated their willingness to continue to host TCS for a period of four more years (i.e. 2023-2026).

(e) TC54 arrangements

Lao PDR informed TCS that they would not be able to host the TC54 face-to-face, however, they are willing to host the event online. The AWG Chair would seek approval and views of TC Chairs on conducting TC54 virtually.

3.4 AWG Meeting on 17 January 2022

The AWG held the last online meeting before TC54 on 17 January 2022 to discuss issues and key agenda items related to the preparation of the TC54.

(a) Preparation of the TC54

AWG reviewed and refined the tentative programmes and discussed the arrangements of the open ceremony.

(b) Progress of the JTT on draft agreement and proposed plan for pilot project

AWG noted the progress of JTT and reviewed the draft agreement and the proposal for the time-bound pilot project. The issue on whether the term "Agreement" or "MoU" should be used in the title of the document was also discussed. The AWG Chair shared the discussion at the JTT that the Host has conducted large amount of administrative work using the term "agreement" as stated in para. 104 of the TC53 Session Report. The AWG Chair also shared his view that the change of the title may have great impacts on the progress and schedule of the completion of TC53's request (e.g., re-open the discussion in TC54, additional administrative work/approval for the Host, etc.) and refining the wording in relevant paragraphs of the document could be considered to further address the concern on interpretation issue without changing the term "Agreement" in the title. ESCAP mentioned that the important matter to make a non-legally binding of this type of the document is not the title of the document but the content and the clauses itself. After considering relevant rationales and the views of AWG Members, AWG agreed that the idea of non-legally binding has been clearly stated in relevant Articles of the document, and the title of the document does not affect its legal status. It concluded to use the term "Agreement" in the title of the current draft for review by the Directors/Focal points of TC Members. TCS would work with AWG Chairs and JTT to revise the

two draft documents for disseminating to TC Members for comment.

(c) Strategic Plan 2022-2026

AWG noted the progress of the work and requested Working Group Chairs to communicate the update priority areas to the coordinator as soon as possible.

(d) Updates of budget proposal of Working Groups

AWG reviewed the latest updates for the budget proposal since 16th IWS and there was no major change from Working Group Chairs.

(e) Nomination for the next term of the TC Secretary

TCS informed the meeting that the letter for the nomination for the next term of the TC Secretary would be issued.

4. AOPs and TCTF Budget

AOPs for 2021 were reviewed. Based on the AOPs submitted by TCS and the various working groups for 2022-2023, a TCTF budget proposal for 2022/2023 was submitted for the Committee's approval under Agenda Item 15.4 at the 54th Session of the TC.

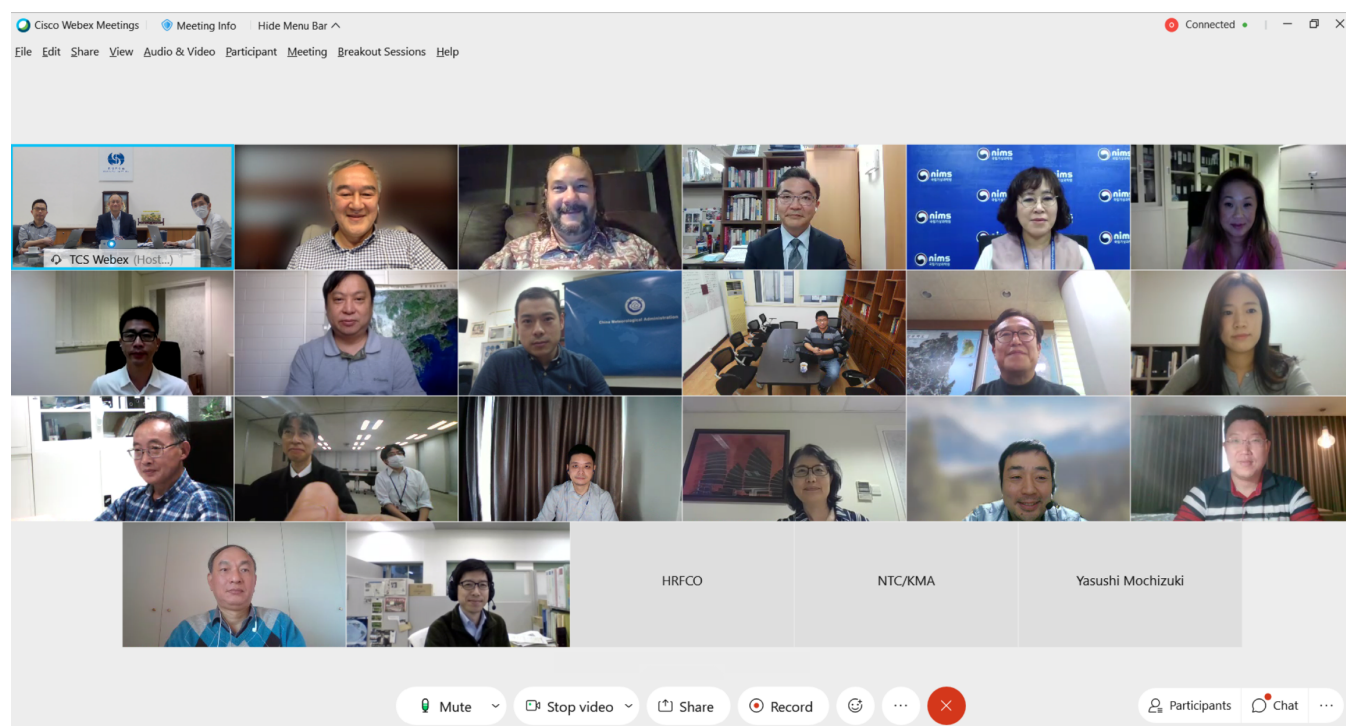
Annex to AWG Annual Report 2021/2022

1st AWG Meeting/Post-Session TC53 - 2021

Date : 18 March 2021

Time : 14:00 pm (HK time - UTC +08)

Participants:



1. Introduction of AWG Members

Due to the still ongoing COVID-19 pandemic situation, the AWG met virtually on 18 March 2021, with the new Members of AWG appointed at the TC53 held in Japan on 23-25 February 2021. While the other AWG Members remain, the new appointed AWG Members consists of:

- Dr. T. C. LEE, AWG Chair
- Mr. Tom EVANS, AWG Vice-Chair
- Mr. TANG Jie, WGM Chair
- Mr. Mamoru MIYAMOTO, WGH Chair
- Mr. Wai Kin WONG, TRCG Chair
- Dr. Eun Jeong CHA, TRCG Vice-Chair

Dr. T. C. Lee, opened the special AWG Meeting.

2. Follow up of TC53 decisions

2.1 Joint task team for collaborating with the CRC

The AWG discussed the recommendations of TC53 that decided to form a Joint Task Team to develop a plan for enhancing the research activities in collaboration with the new Asia-Pacific Typhoon Collaborative Research Center (CRC) hosted by China and drafting an agreement on the technical collaboration between the CRC and TC.

The AWG Chair introduced the draft Terms of Reference (ToR) for the Joint Task Team for collaborating with the CRC, as well as, the tentative working time table.

The Vice Chair of AWG, Mr. Nobuyuki TANAKA, expressed that the CRC and TC should have an equal representation, and it would be desirable that the Joint Task Team would coordinate the opinions of host (CRC) and TC. Therefore, he suggested that the Joint Task Team could consider adopting a co-chair system, nominated by the CRC and TC, in order to facilitate the communication.

Mr. Tang Jie, Chair of WGM, expressed that the co-chair system may cause delay to the drafting work of the Team and it would be better to simplify it with one chair for the Joint Task Team. It is also suggested that the AWG Chair could be part of the Joint Task Team.

Mr. Tom Evans, Vice-Chair of AWG, suggested to use the word “Team Leader” instead of Chair for the CRC and make it a small and consistent Joint Task Team.

Based on the recommendations of the TC53, the AWG Chair referred that it would be more viable to have 1 representative from China and each interested Members to be part of the Joint Task Team for drafting the agreement and the research plan.

The AWG Chair also noted, that according to the ToR, the Joint Task Team should work under the guidance of the AWG, therefore, the AWG Chair will likely not join the Joint Task Team. The Joint Task Team should be given the flexibility to seek the advice of WMO, ESCAP and TCS when it’s necessary.

Mr. Yu Jun, from WMO, informed that WMO is under a technical and regional reform. On the technical side, this year WMO will organize a session on research that will involve tropical cyclone and could communicate the outcomes with TC side on the research. On the Regional side, there will be Region II and V Sessions this year, having some advice/connections on research components that can be advisable for TC.

The AWG Chair will revise the proposed ToR and tentative workplan for the Joint Task Team and TCS will send them out as attachment to the Circular Letter to Members when the TC53 Report is finalized.

Mr. Tang Jie, mentioned that CRC is not yet established and suggested considering the signing of the final agreement to be taken up by the Host and TC. AWG discussed and considered that the CRC should be established before signing the agreement. In case there is a difficulty in setting up the CRC in the near future, the possibility of signing the agreement by the Host on behalf of the CRC could be reconsidered in the next TC Session.

2.2 16th IWS/4th TRCG Forum

The AWG Chair informed that the venue for the 16th IWS/4th TRCG Forum will be at the ESCAP facility in Bangkok, Thailand. He suggested identifying a date/time of relevant decision tasks for a face-to-face meeting as well a contingency plan in case the face-to-face meeting is not possible.

Mr. YU Jixin, TC Secretary, informed that the ESCAP venue is available for November 2021, however, at least 2 months before the date, a decision should be made if a face-to-face IWS will be conducted.

Mr. Wong Wai Kin, Chair of TRCG, mentioned that in view of uncertainty of the pandemic situations in the near term, an earlier notice would be better since time will be required to arrange the invitations to the experts, and needs of further discussion for considering invitees and arrangements of contingency before sending the letters.

Mr. Wong, also expressed that the deadline for final decision should be made by June/July 2021. A decision time for the 16th IWS/4th TRCG Forum should be made and discussed on the feasibility to have a face-to-face, an online or even hybrid IWS.

Mr. Tom Evans, suggested that it should be taken into consideration the travel restrictions on each Members and it should consider having different 2 scenarios (hybrid or virtual) for IWS/TRCG Forum.

Mr. SungEun Kim, from ESCAP, requested TC to prepare for a physical or hybrid meeting, and to have tentative dates and requirements early for booking the venue. Mr. Kim also mentioned that the ESCAP Committee on DRR was planned to be held in hybrid mode, and the ESCAP Commission Session last year was also held in hybrid mode. Dr. Chihun Lee, WGD RR focal point, expressed that they plan to host a face-to-face WGD RR Meeting in Ulsan in September/October 2021 subject to the latest COVID-19 pandemic situation. The WGD RR will also host a back to back AWG Meeting.

The AWG Members requested the TRCG Chair to start the preparation for the TRCG Forum as soon as possible and request TCS, in consultation with TRCG, to identify a suitable time-slot with TC Members as well as a contingency plan in case physical meeting is not possible.

2.3 Strategic plan 2022-26

Mr. Tom Evans, informed that the USA is consolidating the comments from the Members related to the Strategic Plan 2022-26 and at this point no further progress to be reported. Mr. Evans suggested this item be added to the agenda of the next AWG meeting.

AWG Chair requested USA to work with TCS to request focal points of the Members for a 2nd round of views and comments for drafting of the Strategic Plan before the IWS. He also mentioned some of the comments / inputs on KRAs can be merged.

3. TCTF budget reporting

TCS briefed the AWG Members about the TCTF financial year report arrangements with WMO. At the 49th Session, the Committee approved to change the financial period from 01 January-31 December to 01 April-31 March each year to facilitate the expenditure early in the calendar year required to support the organization of TC activities. However, WMO TCP encouraged TC to consider switching it back to the original period which will fit better to the WMO auditing cycle.

TCS presented some pros and cons related to the change of TCTF budget report period/format for AWG consultation and discussion.

Mr. Taoyong Peng of WMO TCP supplemented that the WMO auditors consider the Work Plan from January to December as one year and Work Plan for January-March next year as an advance payment year. The concern is that the Work Plan for the current financial cycle of TC does not match with WMO's financial cycle which may cause complications in the auditing of the budget. He considered that it would be more appropriate if TC could consider changing it back to follow WMO financial year cycle.

The AWG mentioned that if the Committee decided to follow WMO financial year (January-December), TC activities will be required to shift several months ahead and this will create great impacts on the Members' working and reporting cycles.

Mr. Yu Jun, from WMO Regional Office, agreed that asking for the Committee to change the period back will create inconvenience to Members and suggested several options: 1) to keep the TC decisions process from Session to Session and authorize TCS to adjust the format of the report back to January to December; 2) TC to sign an agreement with WMO on the TCTF, in working out additional agreement, to the existing one, explained how the TC report is presented; 3) Members to authorize the change of the cycle again.

Mr. Tom Evans had also suggested having a 2-year budget, updated every year for avoiding such issues on reporting.

The AWG discussed the issue and recognized the current financial year arrangement has more benefits to the Committee. However, in order to resolve the WMO auditing issues, the budget presentation format in the TC Final Session Report may need to be enhanced to avoid misunderstanding. The AWG suggested exploring possible

changes in presenting the budget and workplan that could better match with the WMO financial year cycle.

AWG requested TCS to work with WMO and Mr Tom Evans on possible enhancement options on presentation format of the working plan and budget with a view to better matching with the WMO financial cycle, including a 2-year plan proposal. AWG Chair also remarked that, if a good consensus on the changes in presentation format could not be arrived, the current reporting approach will continue.

4. TCTF Income/Expenditure status

The AWG also discussed possible approaches and plans to reduce the deficit in the annual budget.

AWG noted the importance of keeping a healthy budget in the near future to reduce deficits and maintaining sustainable TCTF expenses.

AWG requested WG Chairs to consider reducing their expenditures of around 10% in the coming years, including the option for Members to self-fund attending the IWS. In parallel, AWG may also encourage Members to increase their contributions in the next Session.

The AWG Chair invited WG Chairs to discuss with their working group members and propose preliminary suggestions on reducing the budget for next year. All WG Chairs agreed to help review their WG activities and identify areas with potential reduction in the budget request.

The AWG Chair will cooperate with TCS in finding ways to reduce the IWS expenditure and further discuss the possible options with AWG in next meeting.

The AWG may consider presenting an agenda item in TC54 to brief the Members the latest financial status and the options/plan to reduce the budget in the coming years and encourage Members to increase the TCTF contribution value which has not been revised for a long period of time.

5. Hosting of TCS

TCS presented the hosting history of TCS for the AWG Members for knowledge and discussion.

TCS has issued the Circular Letter for hosting TCS and the reply deadline of the invitation is July 2021. The AWG was informed that up to now there's no further information from Macao, China on the intention to not continue to host

The AWG took note the role for making assessment for potential candidates to host TCS, if any. Noting that the final decision for hosting TCS will be conducted by secret ballot by the Members during the Session.

6. A.O.B

There were no any other business to discuss.

Closure

The AWG expected to schedule next meeting in May 2021.
The AWG Meeting was closed at 5:03pm (HKT).

2nd AWG Meeting - 2021

Date : 09 June 2021

Time : 14:00 pm (HK time - UTC +08)

Participants:

The screenshot shows a Cisco Webex Meeting interface. At the top, it says "Cisco Webex Meetings | Meeting Info | Hide Menu Bar ^" and "Connected". Below that is a menu bar with "File", "Edit", "Share", "View", "Audio & Video", "Participant", "Meeting", "Breakout Sessions", and "Help". A status bar indicates "Speaking: Denise/TCS". The main area is a grid of 18 video thumbnails. The bottom row shows a larger thumbnail for a participant with a name tag "Anne-Claire Fontan / WMO" and a red "Unmute" button. Other names visible in the bottom row are "Dr. Jeong HRFCO_ROK", "Japan Meteorological Agency", and "Kawamoto". The bottom control bar includes "Mute", "Stop video", "Share", "Record", "Participants", and "Chat". The Windows taskbar at the very bottom shows the time as 4:38 PM on 6/9/2021.

Dr. T. C. Lee, AWG Chair, opened the 2nd AWG Meeting on 9 June 2021, 14pm (HK Time) and welcomed all participants to the meeting.

1. Joint task team for collaborating with the CRC

TCS informed the Meeting that a total of 5 Members had replied to the Circular Letter for the nomination of Joint Task Team (JTT) for CRC: China (2 nominations); Japan (1 nomination); Hong Kong, China (1 nomination); Republic of Korea (1 nomination); and Malaysia. However, Malaysia was unable to provide a participant to join the team. Therefore, so far, a total of 5 representatives to compose the JTT.

Dr. T C Lee, AWG Chair, expressed that the JTT for CRC has 2 major tasks for collaborating with the CRC: 1) drafting the cooperation agreement and 2) developing a plan for pilot research project. Dr. Lee explained that, as China is a Member of TC and the host of CRC, China nominated two representatives who will work on those two items respectively. There was no objection from other AWG Members for this arrangement. Dr. Lee also requested TCS to help arrange the first meeting of the JTT.

Dr T C Lee also mentioned some key agenda items for the first JTT meeting, namely 1) identifying a coordinator/leader for the team, 2) division of work for preparing the draft documents, and 3) working out the time schedule for the draft agreement and the research plan for pilot project with CRC. The documents should be ready before the next IWS in late November/early December, 2021.

Dr. Eun Jeong Cha, Vice-Chair of TRCG, considered that the size of the JTT could be expanded to include

representative from more Members. TCS reinforced that the Circular Letter was sent out and only 5 Members had replied timely for the request. Dr. T. C. Lee expressed that, according to the Circular Letter, the JTT shall be formed with representatives from China and interested Members. He encouraged other Members to join the Task Team and noted that the team with a manageable size could be quite efficient. The JTT can also seek advice of AWG, ESCAP and WMO in working with the documents.

Mr. Wai Kin Wong, Chair of TRCG, shared the same views with Dr. Cha and expressed that the JTT would be a good opportunity for TRCG members to be involved on the CRC project. Mr. Wong, requested TCS to continue to persuade Malaysia and other interested Members to participate in JTT.

Mr. Tom Evans, Vice-Chair of AWG, informed that the USA would submit a late submission for sending a representative to join the JTT for CRC.

2. 16th IWS/4th TRCG Forum

Mr. Wai Kin Wong, Chair of TRCG, indicated that, as the COVID-19 pandemic continued to affect most of the Typhoon Committee members, there would still be large uncertainty on the travel restriction and quarantine arrangements. After discussed with TCS, it was proposed to conduct the 16th IWS fully online and to postpone the 4th TRCG Forum to the next face-to-face IWS. The 16th IWS would be a one and half or two-day event during the last two weeks of November (from 22nd November to 3rd December).

Mr. Jixin Yu, Secretary of TC, mentioned that, with ongoing COVID-19 cases, it would be difficult to organize hybrid or face-to-face IWS in Bangkok. As such, he supported the proposal of TRCG Chair on the virtual meeting for the 16th IWS. Taking into consideration the Strategic Plan updating, Mr Yu also proposed the theme “Strengthening Impact-based Forecasting for Improving the Capacity of Typhoon-related Disaster Risk Reduction” for the 16th IWS.

Mr. Yu Jun, from WMO Regional Office, shared that WMO just had the RAI Session at the end of May 2021, and another meeting is scheduled to be held during August/September 2021, focusing on technical aspects and WMO Congress on data policy that would be quite relevant to the Committee. He also expressed that it would be a good opportunity for the 16th IWS to consider including a presentation to cover various new development on WMO reform and new structure of RAI which are related to the Committee.

Mr. Wong Wai Kin, mentioned that he would liaise with ESCAP and TCS to identify a suitable date for the 16th IWS. [Post-meeting notes: two options of the schedule of the 16th IWS, namely 30 Nov – 1 Dec and 2-3 Dec, were identified for AWG Chair to seek views and approval from TC Chair and Vice-Chair.]

Mr. SungEun Kim, from ESCAP, mentioned that seventh session of the Committee on DRR was initially planned to be held in hybrid mode in August 2021. However, with the deterioration of the COVID-19 in Bangkok, the Committee and associated meetings would be turned virtually. Mr. Kim also mentioned that ESCAP can host the 16th IWS and requested AWG to provide multiple options for dates to avoid overlap with other virtual meetings and requirements.

Dr. T. C. Lee, requested TCS and TRCG Chair to identify several possible dates for ESCAP’s consideration. For the length of IWS, Dr. Lee suggested to follow the last IWS experience, one and a half or up to two days for IWS in this year, subject to the progress of the discussion of the update of the Strategic Plan. For the parallel Sessions, while ESCAP would provide the platform, Hong Kong, China or Japan can also provide their support if required.

The AWG Members supported the postponement of the 4th TRCG Forum and conducting 16th IWS virtually. The Meeting also agreed on the proposed theme of the 16th IWS. TRCG and TCS would also continue monitoring the development of the pandemic and review the situation again in Q2 of 2022.

Dr. T. C. Lee in his capacity as AWG Chair would write an email to TC Chair and Vice-Chair to seek their views and approval on the proposed arrangements of 16th IWS and 4th TRCG Forum.

Mr. Wong Wai Kin expressed that, since TRCG Forum would be postponed, he would like to have an online gathering

with the TRCG Members to review and discuss the activities of TRCG. He would work with TCS to arrange an online TRCG Planning Meeting in mid-July 2021.

3. Strategic Plan 2022-26

Mr. Tom Evans, Vice-Chair of AWG, informed that the draft of the Strategic Plan has been revised based on members inputs. A major concern is that the proposed 9 KRA's on the Strategic Plan are too many and difficult to achieve. Therefore, they were condensed to 6 KRA's based on the suggestions of AWG Chair. Mr. Evans also expressed the need to work out the schedule for seeking AWG Members' comments and PR's high-level review before the next IWS.

AWG Chair requested USA to incorporate all the comments from AWG Chair and Vice Chairs as appropriate and circulate the revised draft plan for AWG Members' comment in June 2021. It was considered sufficient to allow about three weeks for AWG Members to review the plan. Also, a round of comments from Members PR's from the high-level perspective would be required. The draft Strategic Plan can then be tabled for discussion and Members' comment during 16th IWS, before presenting the final draft for consideration/approval in the TC54.

AWG Chair expressed his appreciation to the work of USA in coordinating the update of the Strategic Plan. He also advised USA and TCS to follow-up on the circulation of the draft Strategic Plan based on the tentative schedule as proposed.

4. TCTF budget reporting

TCS informed the AWG Members related to the progress of the budget reporting of the TCTF to WMO, after working closely with WMO and Mr. Tom Evans.

TCS had prepared a detailed format option of the Working Plan and a 2-year budget of the financial cycle proposal based on the discussion in the previous AWG Meeting. The proposed format follows in line with WMO's request. Dr. Taoyong Peng, from WMO, suggested to be simple and practical at this stage. WMO informed the Meeting that, as there are different opinions within the WMO, TC can keep the current format as it is until further recommendations are made from the WMO external auditor. Considering the advice from WMO, the AWG agreed to keep the current work plan format as it is. On the other hand, WMO mentioned the possibility that this difference in the financial period could be raised as a major requirement or a justification in the future in light of the rules imposed on WMO accounting, as the TCTF is not considered to be completely independent in substance from WMO accounting.

WMO mentioned that Member's contributions to TCTF are on voluntary basis and on average 12 Members make contribution to the TCTF each year. However, the number of contributions is relatively low so far this year. AWG and TCS could consider encouraging Members to contribute to the fund regularly to reduce the fund deficit as appropriate.

5. TCTF Expenditure status

AWG Chair delivered a presentation on the review of income and expenditure of the TCTF and identified some major causes of the decreasing of the fund in the last few years. The structural deficit in last 8 years was mainly attributed to :

- 1) Increase in the WG expenditure in recent few years
- 2) Increase in the IWS expenditure due to inflation in passages and DSA
- 3) Extra expenses for the TECO50 and TC50 anniversary
- 4) Very low interest credits in recent years (decrease from USD 1,500-5,000 in 2011 -2013 to around USD 300 in 2019)
- 5) No change in the recommended Member contribution of USD 12,000 for TCTF since 1985

AWG Chair listed out some possible options to alleviate the deficit on the TCTF fund which includes: a) reduce the cost/support of IWS; b) reduce the WG budget/expenditure and c) increase the Members contribution (USD12,000 to USD15,000). AWG Chair also suggested setting up an “alert level” in case the balance of TCTF goes below certain amount, say about USD600,000.

For long-term consideration, Mr. Tom Evans suggested encouraging Members to increase their TCTF contribution up to USD18,000, in order to achieve a break even for the budget.

Mr. Yu Jun suggested that, with a view to encouraging Members on the TCTF contribution, giving an extra recognition credit for those Members who contributed more and continuously to the TCTF and in-kind contribution could be considered. He further suggested exploring the possibilities of reducing the expenditure by encouraging WGs Chair to setup a ceiling for the budget and reviewing the benefit of the project outcomes / deliverables based on the Strategic Plan.

Dr. Taoyong Peng, from WMO, mentioned that major outcomes cannot be compromised when saving money on the fund. He mentioned that the Committee could utilize the virtual platform for the future online meetings when condition allows. Dr. Peng also mentioned that WMO is utilizing a platform Private Public Engagement which aims to cooperate with other partnerships in the community. If the opportunity arises, TC may consider the possibility to reach out to private sector to seek suitable financial/in-kind support.

The AWG discussed that it would be challenging to request Members to increase their contribution to TCTF. Give the current TCTF balance still at a healthy level, the Meeting agreed for now, not to propose an increase in the recommended amount of contribution. AWG and WG Chairs would try their best to reduce the budget in different ways.

Mr. Wong Wai Kin, Chair of TRCG, presented his views on reducing the budget by having major events of TRCG such as Roving Seminar to be conducted, say, once in every two years in a hybrid or virtual mode, while the TRCG Forum in a face-to-face meeting to facilitate knowledge exchange / interactions among participants and experts in the most effective way in this major activity.

Mr. Miyamoto Mamoru, Chair of WGH, also agreed in having WGH meetings in hybrid mode and emphasized the operation benefit for Members. He also concurred with the need to review and reduce the project expenditure for saving the budget.

Mr. Tang Jie, Chair of WGM, mentioned that TC should consider the budget when the COVID-19 finished and the next WGM meeting will also be held online to critically review the budget issue.

The WG Chairs mostly agreed on the proposed approaches to gradually reduce the expenditure for all WGs by reviewing the projects expenditure and its outcomes. For the options of reducing the WG budget, more AWG Members favored the gentle approach in reducing the budget in the coming few years.

6. Hosting of TCS

TCS informed that the reply for Circular Letter related to the hosting of the TCS deadline is on early July, 2021. Up to now, there was no official reply from the Members. TCS also informed the Meeting that Macao Government expressed an interest in continuing to host the TCS. There are still on-going internal procedures before an official reply.

7. A.O.B

AWG Chair informed the Members that Mr. Nobuyuki Tanaka has posted out from the position of the Head of RSMC Tokyo. By request of Japan, his successor, Mr. Takuya Hosomi, took the position as the new Head of RSMC Tokyo. AWG Chair sought the view of AWG Members for Mr. Hosomi to serve as the new AWG Vice-Chair in replacement

of Mr. Tanaka. All AWG Members supported the proposed replacement of the AWG Vice-Chair by Mr. Takuya Hosomi. AWG Chair would present a formal recommendation for the Committee's approval during the TC54.

Closure

The AWG would consider having the next meeting before the IWS on the CRC agreement proposal and Strategic Plan.

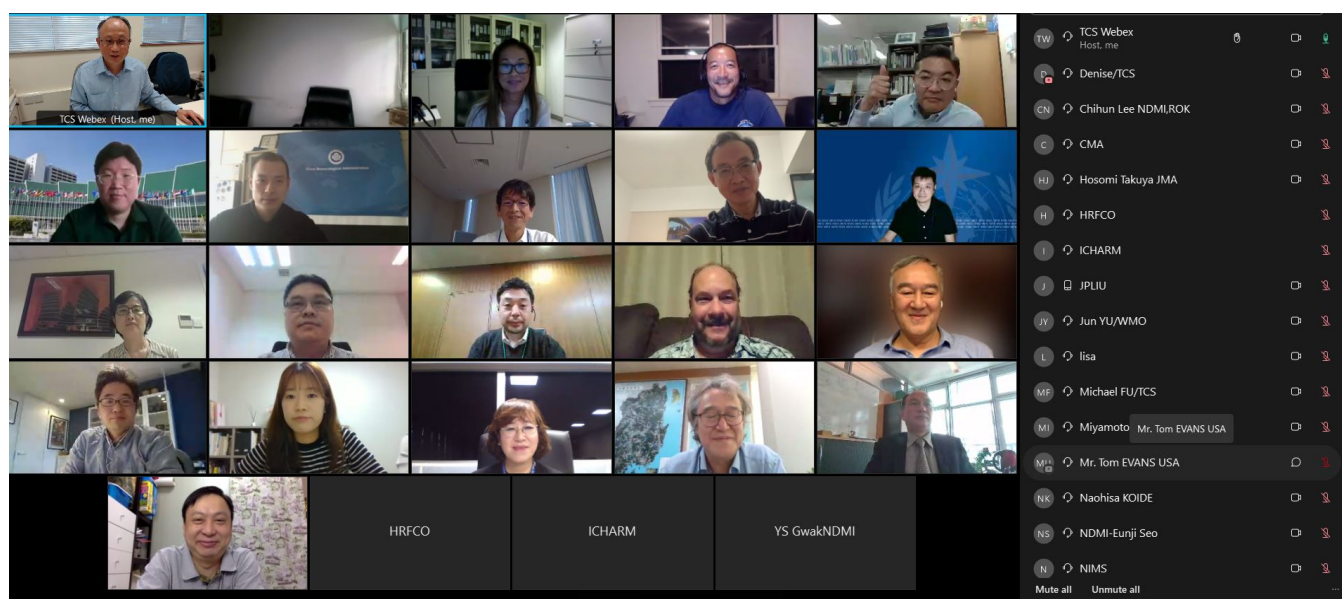
The AWG Meeting was closed at 4:25pm (HKT).

3rd AWG Meeting - 2021

Date : 20 October 2021

Time : 14:00 pm (HK time - UTC +08)

Participants:



Dr. T. C. LEE, Chair of AWG, opened the 3rd AWG Meeting on 20 October 2021, 14pm (HK Time) and welcomed a new TCS Member, Mr. Michael Fu, DRR expert to the AWG Meeting and to the “Typhoon Committee family”.

1. Joint Draft agreement of the TC and AP-TCRC

Dr. Jie TANG, Chair of WGM, presented the latest progress of the drafting of the agreement on the technical cooperation between the TC and AP-TCRC.

Mr. Wai Kin WONG, Chair of TRCG, added on a few points on the draft: 1) the name of CRC has been updated to AP-TCRC; 2) it should address clearly the involvement of Typhoon Committee (TC) would be through the ISSC (International Scientific Steering Committee) that has been indicated in the figure of Appendix B in the draft agreement showing the relationship between TC and AP-TCRC (subject to further update to be made per comment from AWG Chair); and 3) the Joint Task Team (JTT) clarified that the host of AP-TCRC is the CMA and the Shanghai Municipal Government of China, and the Director of AP-TCRC should be appointed later on. Mr. Wong also provided thanks for the involvement of all JTT members on refining the draft agreement.

Dr. T.C. LEE, stated that he had also provided comments on the draft agreement to JTT via TCS. In addition to the refinement on the wording and format, some key suggestions include :

- (i) consider changing the title of the document from “Agreement” to “Memorandum of Understanding (MoU)” as Agreement is usually legally binding;
- (ii) the document to be signed by the representatives of TC and the AP-TCRC based on the format commonly used by

WMO or ESCAP;

- (iii) revise the organization chart of the AP-TCRC in the document to clearly show that the TC is outside the AP-TCRC structure to avoid confusion; and
- (iv) consider clarifying and revising some of the appendixes details to protect the interests of both parties.

Mr. Jun YU, from WMO Regional Office, also stated that JTT could consider using “Memorandum of Understanding (MoU)” instead of “Agreement” for this document and further suggested unifying the terminology on “staff”, “officials”, “long term officials”, etc. and using more generic wording /meaning without any legally binding issues. Dr. PENG Taoyong, Chief of WMO TCP, further indicated that it may not be necessary to include too many administrative details of the AP-TCRC in this document.

The AWG Members suggested the JTT to prepare a revised version of the draft which should be ready for distribution to TC Members for preview before the 16th IWS. The AWG also requested TCS to disseminate to the Members the revised draft by 19th November 2021.

2. Draft Strategic Plan 2022-2026

Mr. Raymond TANABE, coordinator of the Strategic Plan (SP) drafting team, expressed that he had received the consolidated round of comments from TC Members through TCS and briefly noted that there is no major revision to the SP apart from some editing changes. He will incorporate the comments and ready the revised SP by the 19th November 2021 for TC Members’ preview before the 16th IWS.

He also stated that inputs/proposed changes from Working Groups on the “Priorities” in the Appendix of the SP are also needed. This could be done during each WGs Meeting or during the parallel sessions during IWS. The Cross-cutting activities should be discussed during the IWS.

Mr. Tanabe will work with TCS in issuing a Circular Letter to the Working Group Chairs to review their activities and the cross-cutting projects.

3. Arrangements of the 16th IWS

Ms. Denise LAU, Senior Secretary of TC, presented the latest arrangements for the upcoming 16th IWS and stated that TCS has been working together with ESCAP on the registration set-up.

Ms. Lau expressed that the documents are ready for distribution, such as the 16th Invitation Letter and circulars for Members Report and Presentations, while the links for the online meetings are still being prepared. She also mentioned that the online system to be used for the 16th IWS will be MS Teams provided by ESCAP.

Mr. SungEun KIM, from ESCAP, mentioned that major ESCAP events are using the MS Teams and has been successfully held with that system.

Dr. T.C. LEE mentioned that he made some changes to the time schedule with a view to allowing more time for the Technical Presentations. The IWS now can accommodate up to about six presentations, including the 2 proposed presentations from WMO and ESCAP. If there are too many nominations of technical presentations from Members, AWG Chairs and WG Chairs may have an ad hoc discussion to select the suitable presentations.

Dr. T. C. LEE stated that Hong Kong, China and Japan might help to provide a backup link for ESCAP on the plenary / parallel sessions for IWS.

The AWG discussed on the tentative agenda and deadline for the registration of the IWS and adopted the following deadlines: 1) 22 November 2021 for online Registration; 2) 15 November 2021 for Members presentation and 3) 25 November 2021 for Members Report.

4. A.O.B

In view of the on-going pandemic situation, the AWG Chair opened the floor for AWG Members to discuss whether the

TC54 Session should be held online or face-to-face. Ms. Denise LAU informed the meeting that TCS has communicated with the Lao PDR on this issue. Lao PDR officially replied that they are not able to host the TC54 face-to-face however they are willing to host the event online.

The AWG requested TCS to communicate with Lao PDR and explore a suitable date for conducting the TC54 online by taking consideration to the key festivals/WMO meetings of the region. The AWG Chair will then seek approval and views of TC Chairs on the TC54 arrangements.

Related to the hosting of TCS, Mr. Jixin YU, Secretary of TC informed the AWG Members that TCS has received one offer from Macao, China stating their willingness to continue to host TCS for a period of four more years (i.e. 2023-2026).

Mr. Chihun LEE from WGDRR invited all AWG Members to participate in the next WGDRR Meeting on 5th November 2021.

Closure

The AWG Meeting was closed at 4:04pm (HKT).

REPORT OF VIDEO CONFERENCE

1st AWG Meeting - 2022

Date : 17 January 2022

Time : 14:00 pm (HK time - UTC +08)

Participants:



Dr. T. C. LEE, Chair of AWG, opened the 1st AWG Meeting of 2022 on 17 January, 14pm (HK Time).

1. Preparation of the TC54

(a) Tentative programme and logistic arrangements

Ms. Denise LAU, Senior Secretary of TC, presented the latest arrangements on the tentative programme for the upcoming 54th Online Session.

Mr. HOSOMI Takuya, RSMC Tokyo, JMA, stated that the current TC Chair, Mr. HASEGAWA, may not be able to attend the meeting and his representative may conduct the welcome remarks and moderation of items 1 and 3.

Dr. T.C. LEE, suggested Mr. HOSOMI to provide the representative name to Ms. LAU at the earliest convenience.

Mr. Jun YU, from WMO Regional Office, suggested including a short presentation of WMO RAI and RAV publications under the Agenda Item "Publication". He stated that the publications are a joint effort of WMO in partnership with other international regional institutions, including the Typhoon Committee.

Dr. Taoyong PENG, from WMO Geneva Office, also suggested merging item 16.1 "Technical Cooperation" with the previous item 15 which is on "Coordination with other activities of WMO Tropical Cyclone Programme". AWG Members agreed to add a sub-item under the "Publication" for the proposed WMO publication presentation and to combine the item 16.1 into item 15 for WMO presentation.

Mr. HOSOMI Takuya, suggested removing the item 6.1 “Report on TC Key Activities by the previous TC Chair” as there may not be many important issues for TC Chair to report this year. AWG Members discussed this issue and considered that, while sometimes this item may overlap with other presentations, this item follows some traditions which allow the previous TC Chair to give a concise report on what happened over the year.

Mr. YU Jixin, Secretary of TC, supplemented that the document is prepared by TCS and this item offers a chance for the TC Chair to summarize key activities over the last year. He also stated that if the TC Chair decided not to present this year, the item can still be kept in future agendas. Finally, AWG Members agreed to keep the item 6.1 in the current agenda.

(b) Election of officers

Ms. Denise LAU informed the Meeting that the candidates of the next TC Chair and vice-Chair will be Madam Outhone from Lao PDR and representative of Macao, China respectively. After discussion, AWG Members decided that the USA would nominate the TC54 Chair, Vice-Chair and Drafting Committee Chair (USA would propose Mr. Eric Lau), with the support from Republic of Korea and Hong Kong, China.

(c) Kintanar Award Nominations and Winner(s)

As informed by Ms. Denise LAU, this year’s Kintanar Award had only one nomination by Department of Hydrology and Meteorology (DMH) of Lao PDR. After voting by the Dr. Kintanar Award Selection Working Group (KASWG), all KASWG Members agreed that the 2022 Kintanar Winner goes to DMH of Lao PDR.

Mr. Chihun LEE from WGD RR suggested showing the physical award during the announcement of the Dr. Kintanar Winner during the video conference. All the AWG Members agreed that TCS should show the award to the Members as appropriate.

(d) Hosts for the 17th IWS and TC55

Ms. Lau expressed that the 17th IWS will be hosted by ESCAP and the TC55 will be hosted by Macao, China

2. Progress of the JTT on draft agreement and proposed plan for pilot project

Dr. TANG Jie, Chair of WGM, presented the latest progress of the drafting of the agreement on the technical cooperation between the TC and AP-TCRC and mentioned that the Draft agreement was almost finished apart from an outstanding issue on whether the term “Agreement” or “Memorandum of Understanding (MoU)” should be used in the title of the agreement.

Mr. WONG Wai Kin, Chair of TRCG, reported on the draft proposal of the time-bound Pilot Project (PP). Based on views and comments from JTT Members, a theme of PP entitled “Advances in application of new observations and technologies for improving tropical cyclone prediction in various time scales and related disaster prevention activities” was proposed. Three topics of research studies under the PP have been identified in accordance with the potential research areas in the draft “Agreement”/“MoU”, prioritized areas of training and research activities of TRCG, and suggestions collected during the 16th IWS. With preliminary consent from Dr. TANG, AP-TCRC has kindly offered the commencement of PP tentatively in mid-2022 for a period of 5 years subject to approval of the draft “agreement”/“MoU”. The research projects, including related training activities, would be listed in TRCG’s AOP.

AWG Chair shared his views on the issue related to the use of Agreement or MoU in the title draft agreement. He pointed out the current draft has already stated in relevant Articles that the document is a non-legally binding and the JTT and AWG may not be in the best position to re-interpret the decision and change this term at this stage. He also mentioned that change the title from “Agreement” to “MoU” may have a great impact on the schedule of the completion of this item. Dr. LEE recommended using the term “Agreement” in the title of the current draft for seeking comments of Directors/Focal Points and submission to TC54.

Mr. KIM Eun Sung, from ESCAP shared his experience in dealing with titles of this type of document and mentioned that the important matter is the content of the document and the clause itself which make the document legally / non-legally binding. Dr. PENG of WMO also indicated that, according to level of the collaboration and the purpose of the

document, it would be more appropriate to use the term “Agreement”. AWG Members further discussed about the issue and agreed that the idea of non-legally binding has been clearly stated in relevant Articles of the document, and the title of the document does not affect its legal status. The AWG concluded to use the term “Agreement” in the title of the current draft for review by the Directors/Focal points of TC Members.

Dr. T.C. LEE would work together with TCS to prepare the Circular Letter to TC Members on the draft agreement and proposal on pilot project. The letter would also briefly mention about JTT and AWG’s discussions on using “Agreement” or “MoU” and invite TC Members to share their views on this subject if appropriate.

AWG Members reviewed and revised the whole draft agreement document and proposal of pilot project with some comments, changes and recommendations made. The AWG Chair will incorporate those comments of the draft agreement and proposal on pilot project and send to Dr. TANG Jie and JTT Members for further checking/confirmation. The Circular Letter would be sent to TC Members by 21st January 2022. Expected consolidated comments from Members should be returned by 11 February 2022. AWG requested JTT to revise the report and ready the final draft for discussion in the 54th Session around 18 February 2022.

3. Strategic Plan 2022-2026 and updates of WG Priority Areas

Mr. Tom EVANS, AWG Vice-Chair, expressed that Mr. Raymond TANABE, coordinator of the Strategic Plan, would take lead on the presentation of the Strategic Plan during TC54. AWG also requested WG Chairs to communicate the updated priority areas to Mr. TANABE.

4. Updates of budget proposal of WGs (if any)

Ms. Lisa KOU, Finance Assistance of TCS, presented the Annual Budget for 2022/2023. AWG Members reviewed the Proposal Budget with no major changes from the WG Chairs. TCS would help update some figures as necessary.

Dr. Taoyong PENG, from WMO, informed the meeting that the IWTC meeting will be held in Shanghai, China in early December 2022 and enquired if there’s any allotment on the TC Budget for supporting experts of TC Members to participate in the 10th IWTC Meeting. The AWG Chair clarified that the participation of experts from TC Members in this event is normally funded by Members’ own funding.

Dr. PENG also reported the contribution to TCTF in 2021. AWG Chair mentioned that, with the concerted effort of WGs, the funding request for 2022/23 decreased by around 10% when compared with 2021/22. AWG Chair would continue to encourage WGs Chair to consider further reducing the budget next year.

5. A.O.B.

(a) Nomination for the next term of the Secretary of the Typhoon Committee

Ms. Denise LAU, informed that the letter for the Nomination for the next term of the Secretary of the Typhoon Committee was ready to be issued and the deadline for response would be end of July 2022.

Closure

The AWG Meeting was closed at 5:13 pm (HKT).