IOC Circular Letter No. 2450
(available in English)

To: ICG/PTWS Tsunami National Contacts (TNC) and Tsunami Warning Focal Points (TWFP) for Brunei Darussalam, Cambodia, China, Indonesia, Malaysia, Philippines, Singapore, Thailand, Vietnam
ICG/PTWS Chairs and Vice-Chairs
Invited Observers from: ASEAN, JMA/NWPTAC, PTWC

cc: Official National Coordinating Body for liaison with the IOC
Permanent Delegates/Observer Missions to UNESCO of IOC Member States
Organizations working with the IOC
IOC Officers

Subject: Second Meeting of the ICG/PTWS Regional Working Group on Tsunami Warning and Mitigation in the South China Sea Region (ICG/PTWS-WG SCS/II)
16-18 October, Petaling Jaya, Malaysia

The Intergovernmental Coordination Group for the Pacific Tsunami Warning and Mitigation System (ICG/PTWS), at its 24th Session, decided to continue the Regional Working Group on Tsunami Warning and Mitigation in the South China Sea confirming as Chair Dr Mohd Rosaidi bin Che Abas (Malaysia) and electing as Vice-Chair Dr Fujiang Yu (China). The Working Group held its first meeting at Sanya, Hainan Province, China, 12-14 December 2011 at which the Government of Malaysia offered to host the Working Group’s second meeting. In this context, it is with great pleasure that I would like to announce the 2nd meeting of the ICG/PTWS Regional Working Group on Tsunami Warning and Mitigation in the South China Sea Region (ICG/PTWS-WG SCS/II), 16-18 October 2012 at Petaling Jaya, Malaysia. The meeting will be hosted by the Malaysian Meteorological Department (MMD) at its offices in Petaling Jaya, Selangor.

Through this Circular Letter, Tsunami National Contacts (TNCs) from Brunei Darussalam, Cambodia, China, Indonesia, Malaysia, Philippines, Singapore, Thailand and Vietnam are invited to nominate their delegation to the meeting. Invited experts and observers are also welcome to

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nominate their representatives to attend the meeting. Nominations should be sent to Mr Tony Elliott, Technical Secretary for the ICG/PTWS WG-SCS before **18 September 2012**, to the email address t.elliott@unesco.org and copied to Mr Bernardo Aliaga, ICG/PTWS Technical Secretary at email address b.aliaga@unesco.org.

Please find attached a Draft Provisional Agenda for the meeting prepared by the Chairman in coordination with the Secretariat. An information note for participants prepared by the Malaysian Meteorological Department is also attached.

All relevant information regarding this meeting, including documentation and presentations as well as the list of participants, will be made available on the following meeting website: www.ioc-unesco.org/PTWS-WG-SCS-II.

With the assurances of my highest consideration, I remain,

Sincerely Yours,

[signed]

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

Attachments: Provisional Agenda
                Information Notes for Participants
INTERGOVERNMENTAL OCEANOGRAPHIC COMMISSION  
(of UNESCO)  

2nd Meeting of the ICG/PTWS Regional Working Group on Tsunami Warning and Mitigation in the South China Sea  
(ICG/PTWS WG-SCS-II)  

Petaling Jaya, Malaysia  
16 – 18 October 2012  

PROVISIONAL AGENDA  

1. WELCOME AND OPENING  

2. ORGANIZATION OF THE SESSION  
2.1 ADOPTION OF AGENDA+  
2.2 DESIGNATION OF RAPPORTEUR  
2.3 CONDUCT OF THE SESSION, TIMETABLE AND DOCUMENTATION  

3. REVIEW OF DECISIONS, RECOMMENDATIONS AND ACTIONS ARISING FROM ICG/PTWS WG-SCS-I MEETING  

4. REPORTS  
4.1 NATIONAL PROGRESS REPORTS  
4.2 REPORT ON TSUNAMI MODELLING TRAINING WORKSHOP HELD IN BEIJING, 24-27 SEPTEMBER 2012  
4.3 REPORTS FROM OTHER ORGANISATIONS  

5. HAZARD ASSESSMENT  
5.1 DEVELOPMENT OF PLAN TO INCREASE TSUNAMI HAZARD CAPACITY IN THE SOUTH CHINA SEA REGION  
5.2 TERMS OF REFERENCE FOR TASK TEAM ON SEISMO-TECTONIC STUDY OF THE SOUTH CHINA SEA REGION  

6. DETECTION, WARNING AND DISSEMINATION  
6.1 CREATING AN INVENTORY OF SEISMIC AND SEA LEVEL STATIONS IN THE SOUTH CHINA SEA REGION, INCLUDING REAL TIME DATA SHARING MECHANISMS  
6.2 ENHANCING SEISMIC AND SEA LEVEL STATIONS IN THE SOUTH CHINA SEA REGION
7. TSUNAMI WARNING AND MITIGATION SYSTEM FOR THE SOUTH CHINA SEA

7.1 REVIEW OF COMMENTS FROM MEMBER STATES TO THE PROPOSAL: “AN OUTLOOK OF TSUNAMI WARNING AND MITIGATION SYSTEM OF SOUTH CHINA SEA” SUBMITTED BY THE NATIONAL MARINE ENVIRONMENTAL FORECASTING CENTRE, CHINA

7.2 REVISION OF PROPOSAL BASED ON MEMBER STATE COMMENTS AND WORKING GROUP DISCUSSION

7.3 TERMS OF REFERENCE FOR TASK TEAM TO ADVISE ON THE ESTABLISHMENT OF A REGIONAL TSUNAMI WARNING CENTRE

7.4 WORKPLAN AND TIMELINE

8. PREPAREDNESS AND RESPONSE

8.1 DEVELOPMENT OF PLANTO PRODUCE/ADAPT EDUCATIONAL MATERIALS TAILORED TO THE SOUTH CHINA SEA REGION

8.2 DEVELOPMENT OF PLAN FOR STANDARD OPERATING PROCEDURES TRAINING IN THE SOUTH CHINA SEA REGION TO ACCOMPANY THE INTRODUCTION OF ENHANCED PTWS WARNING PRODUCTS

9. NEXT MEETING

10. ANY OTHER BUSINESS

11. SUMMARY OF DECISIONS, RECOMMENDATIONS AND ACTIONS

12. CLOSE OF MEETING
INFORMATION NOTE FOR PARTICIPANTS

Welcome to Malaysia

With a population of over 25 million people residing on the Peninsular Malaysia and the states of Sabah and Sarawak in Borneo, Malaysia is a country of great diversity. The country has long maintained a harmonious existence between ethnic groups, including Malays, Chinese, Indians, Iban and KadazanDusun. Bahasa Melayu (Malay) is the national language but English is widely spoken. The ethnic groups also speak various languages and dialects. From high-tech skyscrapers to traditional kampungs or villages and dense tropical rainforest, Malaysia is Truly Asia.

Climate

Malaysia enjoys an equatorial climate with fairly uniform temperature throughout the year ranging from 21°C - 32°C. Annual rainfall varies from 2,000mm to 2,500mm with annual variation and distinct raining season.

Weather forecasts are available at the Malaysian Meteorological Department home page. The address is: http://www.met.gov.my

Time

The standard Malaysian time is eight (8) hours ahead of GMT and 16 hours ahead of US Pacific Standard Time.

Entry Requirements

A valid passport (and visa if applicable) is necessary for all persons entering Malaysia. It can be applied from the Embassy of Malaysia in your respective countries or at a nearby country. Latest entry and health requirements can be obtained from the Embassy of Malaysia in your country.

Money Matters

The unit of currency is the Malaysian Ringgit indicated as RM, One US Dollar is approximately 3.20 Malaysian Ringgit Traveller’s cheques can be cashed from the Banks in Kuala Lumpur. Banking hours: 9.30am – 3.30pm week days (Monday - Friday).
Those arriving during the weekends are advised to change some money at the Airport.

The Meeting Venue

The meeting will be held at the Malaysian Meteorological Department Headquarters, Jalan Sultan, Petaling Jaya, Selangor Darul Ehsan, MALAYSIA. Petaling Jaya is a township 15 km west of the capital Kuala Lumpur. It is easily accessible by cars, taxis, buses and light-rail transit (LRT).

Arrival and Transport Arrangements

For your information, the Kuala Lumpur International Airport (KLIA) is located about 70 km from Petaling Jaya. Taxis are easily available at the arrival terminal. Participants are advised to purchase fixed-priced taxi coupon at the taxi counter located after immigration and custom clearance. The taxis fares from KLIA to Petaling Jaya are priced at approximately RM 70.00 for budget ordinary taxis and RM 90.00 for premier limousine (prices are subject to change).

You can also take the KLIA Ekspress train from KLIA to KL Sentral and it takes approximately 28 mins. to arrive. The ticket fare is RM35.00 (USD15.00) one way. From the KL Sentral you can take the Light Rail Transit (LRT) to Taman Jaya station (ticket price is RM1.60 one way) where the MMD and the PJ Hilton Hotel, Singgahsana Hotel and the Shah Hotel is located. Their websites are www.kliaekspres.com and www.myrapid.com.my.

Registration and Reception

Registration and the Official Opening will take place from 8.30 am, on Tuesday 16 October 2012 at the 8th Floor, Auditorium, Malaysian Meteorological Department, Jalan Sultan, Petaling Jaya. The meeting hours will normally be from 8.30 a.m. to 5.30 p.m. with breaks for coffee and lunch.

Meals

Morning tea, lunch and afternoon tea will be provided during the meeting and paid for by MMD. Dinners are not provided and the participants will have to bear their own dinner expenses.

Accommodation of Participants

Participants are kindly requested to make arrangements for their own accommodation. The Petaling Jaya Singgahsana Hotel is about 10 minutes walk from MMD Headquarters. The standard single room rate is RM140 nett (approx. USD44.00), inclusive of breakfast. Singgahsana Hotel website is www.hspj.com.my.
The Shah’s Village Hotel is located opposite JMM HQ and the standard single room rate is RM158nett (approx. USD50.00), inclusive of breakfast. Their website is [www.petalingjaya.shahsresorts.com](http://www.petalingjaya.shahsresorts.com).

The Hilton Petaling Jaya Hotel is located about 15 minutes walk from MMD Headquarters and its standard single room rate is RM305.00 nett (USD133.00), breakfast inclusive. Their website is [www3.hilton.com](http://www3.hilton.com).

The PJ De Inn is located about 15 minutes walk from MMD Headquarters and its standard single room rate is RM105.00 nett (USD46.00), inclusive of breakfast. Their website is [www.pjdeinn.com](http://www.pjdeinn.com).

**Additional Information**

The Malaysian Meteorological Department will assist with any arrangements related to the meeting. Should you require further information regarding the meeting, please contact:

**The Director-General**

**Malaysian Meteorological Department**

Jalan Sultan

46667 Petaling Jaya

Selangor, Malaysia

(Attention: Ms. Irene Eu Swee Neo / Ms. Zaty Aktar Mokhtar

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