IOC Circular Letter No. 2233

(Available in English, French, Spanish and Russian)

To: Member States of ICG/PTWS
   Officers, ICG/PTWS

cc: The Chairperson and Vice-Chairpersons of the Commission
    Permanent Delegates/Observer Missions to UNESCO of IOC Member States
    National Commissions for UNESCO of IOC Member States
    Chairperson and Vice-Chairpersons of Major IOC Subsidiary Bodies
    (Scientific, Technical and Regional)
    Official National Coordinating Body for Liaison with the IOC in States
    Members of the IOC
    Directors of UNESCO and IOC Regional Officers in the Pacific Ocean
    Relevant organizations working with the IOC

Subject: Letter of Invitation to the Twenty-Second Session of the Intergovernmental Co-ordination Group for the Pacific Tsunami Warning and Mitigation System (ICG/PTWS-XXII), 17-20 September 2007, Guayaquil, Ecuador

By means of this letter, I am pleased to invite you to nominate representatives for the Twenty-Second Session of the ICG/PTWS to take place in Guayaquil, Ecuador from 17-20 September 2007, and hosted by the Government of Ecuador’s Instituto Oceanográfico de la Armada (INOCAR). The Provisional Agenda and Timetable are attached. I will appreciate if you can inform the ICG/PTWS Secretariat as soon as possible of the name(s) of your representative(s) in the Session.

As has become tradition, the International Union of Geodesy and Geophysics (IUGG), UNESCO/IOC, and the PTWS-XXII host country Ecuador will hold the Sixth International Workshop on Tsunami Mitigation prior to the Session. This year, the International Workshop will be entitled, “New Insights in Tsunami Research, Preparedness, Warning and Mitigation,” and held 14-15 September 2007 in Guayaquil. The Workshop circular...
containing the announcement and registration form is attached. We hope that your representative(s) will be able to participate in the Workshop.

In preparation for the ICG/PTWS-XXII, I would appreciate also if you provide your National Report, not later than 17 August 2007, to the ICG/PTWS Secretariat. National Reports should be submitted in an electronic format according to IOC/INF-1202(Annex V), rev 1 June 2007, and contain a short executive summary.

Through this letter we are requesting to nominate or confirm your country’s designated Tsunami National Contact (TNC) and Tsunami Warning Focal Point (TWFP), defined as follows:

ICG Tsunami Warning Focal Point (TWFP)

7x24 contact person or other official point of contact or address, designated by an ICG Member State government for rapidly receiving and issuing tsunami event information (such as warnings). The TWFP has the responsibility of notifying the emergency authority (civil defense or other designated agency responsible for public safety) of the event characteristics (earthquake and/or tsunami), in accordance with the procedures of the Tsunami Response Plan. The Tsunami Warning Focal Point receives international tsunami warnings from the PTWC, NWPTAC or other regional warning centres.

ICG Tsunami National Contact (TNC)

The person designated by an ICG Member State government to represent his/her country in the coordination of international tsunami warning and migration activities. The person is part of the main stakeholders of the national tsunami warning and mitigation system programme. The person may be the TWFP, from the national disaster management organization, from a technical or scientific institution, or from another agency with tsunami warning and mitigation responsibilities.

The elections of the officers (one Chair and two Vice-Chairs) of the ICG/PTWS will take place during this session of the ICG/PTWS in accordance with the technical arrangements appended to the IOC Rules of Procedure (IOC/INF-1166. 2001)

Please forward your National Report, and all inquiries regarding the ICG/PTWS-XXII to:

Dr. Laura Kong,
Technical Secretary for ICG/PTWS
l.kong@unesco.org
Tel: +1 808 532 6422
Fax: +1 808 532 5576
All working documents will be posted on the PTWS website, as they become available, at: http://ioc3.unesco.org/ptws/index.htm. We recommend that you visit this site regularly to obtain all working documents.

Please note that the ICG/PTWS Session will be conducted in English and Spanish. Please also note that, in accordance with the IOC Manual, it will not be possible to provide support to participants.

Looking forward to your earliest reply, I remain,

Yours sincerely,

Patricio Bernal
Assistant Director-General, UNESCO
Executive Secretary, IOC

Attachments:  ICG/PTWS-XXII Provisional Agenda
ICG/PTWS-XXII Provisional Timetable
IOC/INF-1202(Annex V), rev 1 June 2007, PTWS National Report Format
The International Workshop on Tsunami Mitigation: New Insights in Tsunami Research, Preparedness, Warning and Mitigation Circular No. 1
INTERGOVERNMENTAL OCEANOGRAPHIC COMMISSION
(of UNESCO)

TWENTY-SECOND SESSION OF THE INTERGOVERNMENTAL CO-ORDINATION GROUP
FOR THE PACIFIC TSUNAMI WARNING AND MITIGATION SYSTEM (ICG/PTWS-XXII)
GUAYAQUIL, ECUADOR, 17-20 SEPTEMBER 2007

PROVISIONAL AGENDA

1. WELCOME AND OPENING
   1.1. Ab. Jaime Nebot Saadi: Mayor Guayaquil, Ecuador (or his representative)
   1.2. Dr. Patricio Bernal: Assistant Director General of UNESCO and Executive
        Secretary Intergovernmental Oceanographic Commission (or its representative)

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

3. REPORT ON INTERSESSIONAL ACTIVITIES
   3.1 IOC EXECUTIVE SECRETARY’S REPORT
   3.2 ICG CHAIRMAN’S REPORT
   3.3 ICG SECRETARIAT’S REPORT
   3.4 IOC TSUNAMI CO-ORDINATION UNIT REPORT
   3.5 ITIC DIRECTOR’S REPORT
   3.6 PTWC DIRECTOR’S REPORT
   3.7 JMA DIRECTOR’S REPORT
   3.8 NATIONAL REPORTS
   3.9 REPORTS FROM UN ORGANISATIONS
   3.10 REPORTS FROM NON UN ORGANISATIONS

4. TWS IMPLEMENTATION PROGRESS REPORTS
   4.1 SEISMOLOGICAL OBSERVATIONS
      4.1.1 WORKING GROUP 1: SEISMIC MEASUREMENTS, DATA COLLECTION AND EXCHANGE
      4.1.2 CTBTO REPORT ON USE OF NETWORK BY PTWC AND JMA
      4.1.3 FDSN/IRIS REPORT - GLOBAL SEISMIC NETWORK
   4.2 SEA-LEVEL OBSERVATIONS
      4.2.1 WORKING GROUP 2 REPORT: SEA-LEVEL MEASUREMENTS, DATA COLLECTION AND EXCHANGE
      4.2.2GLOSS REPORT
      4.2.3 DEEP-OCEAN TSUNAMI DETECTION NETWORK REPORT
      4.2.4 SEA LEVEL STATION METADATA AND DATA FACILITIES REPORT
   4.3 PREPAREDNESS, EMERGENCY RESPONSE, AND OTHER RELATED MATTERS
      4.3.1 TSUNAMI HAZARD AND RISKS
      4.3.1.1 WORKING GROUP 3: TSUNAMI HAZARD IDENTIFICATION AND CHARACTERIZATION
4.3.1.2 GLOBAL HISTORICAL TSUNAMI DATABASE PROJECT REPORT
4.3.2 WORKING GROUP 4: RESILIENCE BUILDING AND EMERGENCY MANAGEMENT

4.4 WARNING CENTRE OPERATIONS
4.4.1 WORKING GROUP 5: INTEROPERABILITY AND REGIONAL, SUBREGIONAL AND NATIONAL TSUNAMI WARNING AND MITIGATION SYSTEMS IN THE PACIFIC
4.4.2 PTWS COMMUNICATIONS PLAN
4.4.3 PTWS TASK TEAM ON MESSAGES REPORT
4.4.4 PTWS EXERCISES

5. SUB-REGIONAL PACIFIC TSUNAMI WARNING AND MITIGATION SYSTEMS
5.1 NORTHWEST PACIFIC, SOUTH CHINA SEA, AND WESTERN PACIFIC MARGINAL SEAS
5.2 SOUTHWEST PACIFIC OCEAN, INCLUDING WORKING GROUP REPORT
5.3 CENTRAL AMERICA PACIFIC COAST, INCLUDING WORKING GROUP REPORT

6. PTWS STRATEGIC PLAN
6.1 WORKING GROUP REPORT ON THE MEDIUM TERM STRATEGY FOR THE PTWS
6.2 PTWS IMPLEMENTATION PLAN

7. PTWS CAPACITY BUILDING, INFORMATION SERVICES, EDUCATION, AND AWARENESS TOOLS
7.1 INTERNATIONAL TSUNAMI (ITSU) TRAINING PROGRAMME
7.2 NATIONAL TSUNAMI CAPACITY ASSESSMENTS
7.3 TSUNAMI NEWSLETTER AND TSUNAMI BULLETIN BOARD
7.4 TSUNAMITEACHER, PACIFIC ISLAND TSUNAMI AWARENESS KIT, AND OTHER ELECTRONIC RESOURCES
7.5 PUBLICATIONS

8. SESSIONAL WORKING GROUP REPORTS

9. PROGRAMME AND BUDGET FOR 2008-2009

10. DATES AND PLACE FOR ICG/PTWS-XXIII, TARGET DATE FOR ICG/PTWS XXIV

11. ELECTION OF OFFICERS

12. OTHER BUSINESS

13. ADOPTION OF SUMMARY REPORT AND RECOMMENDATIONS

14. CLOSURE
## INTERGOVERNMENTAL OCEANOGRAPHIC COMMISSION (of UNESCO)

Twenty-Second Session of the Intergovernmental Co-ordination Group for the Pacific Tsunami Warning and Mitigation System (PTWS-XXII)

Guayaquil, Ecuador, 17-20 September 2007

PROVISIONAL TIMETABLE

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<td>1. OPENING</td>
<td>4. TWS IMPLEMENTATION PROGRESS REPORTS</td>
<td>4.4.4 PTWS Exercises</td>
<td>7. PTWS CAPACITY BUILDING, INFORMATION SERVICES, EDUCATION, AND AWARENESS TOOLS</td>
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<td>2. ORGANIZATION OF THE SESSION</td>
<td>4.1 Seismological Observations (continued)</td>
<td>5. SUB-REGIONAL PACIFIC TSUNAMI WARNING AND MITIGATION SYSTEMS</td>
<td>5.1 Northwest Pacific, South China Sea, Western Pacific Marginal Seas</td>
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<td>3. REPORT ON INTERSESSIONAL ACTIVITIES</td>
<td>4.2 Sea Level Observations</td>
<td>5.2 Southwest Pacific</td>
<td>5.3 Central America Pacific Coast</td>
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<td>3.1 IOC Executive Secretary’s Report</td>
<td>4.3 Preparedness, Emergency Response</td>
<td>6. PTWS STRATEGIC PLAN</td>
<td>6.1 Medium Term Strategy</td>
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<td>3.2 ICG Chairman’s Report</td>
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<td>3.3 ICG Secretariat Report</td>
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<td>4.4.1 Interoperable Systems</td>
<td>61 Medium Term Strategy (continued)</td>
<td>8. SESSIONAL WORKING GROUP REPORTS</td>
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<td>3.6 PTWC Director’s Report</td>
<td>4.4.3 PTWS Messages Task Team</td>
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<td>10. DATES AND PLACE FOR ICG/PTWS-XXIII, TARGET DATE FOR ICG/PTWS-XXIV</td>
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<td>3.7 JMA Director’s Report</td>
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<td>4.4.4 Warning Centre Operations</td>
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<td>4.4.2 PTWS Users Guide</td>
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<td>VISIT TO INOCAR</td>
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<td>3.10 Report from non UN Organisations</td>
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SIXTH INTERNATIONAL WORKSHOP ON TSUNAMI MITIGATION:

New Insights in Tsunami Research, Preparedness, Warning and Mitigation

14-15 September 2007
Guayaquil, Ecuador

CIRCULAR No. 1

The Sixth International Workshop on Tsunami Mitigation: New Insights in Tsunami Research, Preparedness, Warning and Mitigation will be held in Guayaquil, Ecuador on 14-15 September 2007, the week before the XXII Session of the UNESCO Intergovernmental Oceanographic Commission’s Intergovernmental Co-ordination Group for the Pacific Tsunami Warning and Mitigation System (IOC ICG/PTWS). The workshop is organized by Ecuador’s Instituto Oceanográfico de la Armada (INOCAR), and co-sponsored by UNESCO/IOC and the IUGG Tsunami Commission.

The Workshop provides a high level information platform for scientists and governmental officials involved in tsunami warning and mitigation systems. It is especially focusing on tsunami topics of interest to Pacific and Caribbean countries, and regionally on tsunami threats to Central and South America. The Workshop is also open to participation of Intergovernmental Co-ordination Groups under UNESCO/IOC. We encourage scientists to present the results of their research, as well as to provide new insights in topics related with tsunami preparedness, warning and mitigation.

The scientific topics for this Workshop are:

1. Human response to tsunami warning: lessons learned
2. Advances in tsunami early warning systems, including real-time earthquake source characterization, evaluation of tsunamigenic potential of earthquake and non-earthquake events, and new detection/evaluation technologies
3. Tsunami research, including tsunami deposits, regional tsunamis, tsunami wave and sea level dynamics, modelling, post-tsunami surveys and relevant hydrodynamic and coastal engineering
4. Mitigation and Preparedness emphasizing synergies under a multi-hazard framework

The meeting will offer opportunities for showcasing education and awareness tools, including the presentation of materials, techniques and programmes for increasing public awareness, and examples of national and local customizations of tsunami materials.

In addition, the Workshop will also include two lectures for the general public:

1. Tsunami hazard assessment in Ecuador (in Spanish)
2. Regional efforts in tsunami mitigation (in Spanish or English)

The Workshop is planned to consist of Oral Presentations; if enough Abstracts are submitted, a Poster Session will also be organized. Scientists wishing to participate in the Workshop should submit their abstract(s) to the Scientific Organizing Committee using the attached Preliminary Registration Form. The languages of the Workshop will be English and Spanish.

The deadline for Preliminary Registration is 30 July 2007.
The deadline for Abstract submission is 15 August 2007.
To offset Workshop costs, a Workshop Fee of USD $100 for professionals and USD $50 for students will be charged. Hotel, Payment, and other logistics details will be provided in Workshop Circular No. 2. A limited number of fellowships for students will be available from UNESCO/IOC through its Capacity Building programme (e.desa@unesco.org).

As part of this Workshop, a field trip along the Ecuadorian coast will take place on 15 September for those scientists interested in learning about the geology and tectonics of this active subduction zone. The cost for the optional Field Trip will be USD $40.

For further information on the Workshop, please contact:

**Scientific Organizing Committee:**
TNNV-SU Giorgio De La Torre  
Instituto Oceanográfico de la Armada  
Av. 25 de Julio, Km 3.5 Vía Puerto Marítimo  
Base Naval Sur  
Guayaquil, Ecuador  
Tel :  +593 4 2481300 ext. 2111 or +593 8 4815419  
Fax :  +593 4 2485166  
E-mail :  gdtorre@inocar.mil.ec

Dr. Kenji Satake  
Geological Survey of Japan, AIST  
(National Institute of Advanced Industrial Science and Technology)  
Site C7 1-1-1  
Higashi, Tsukuba 305-8567, Japan  
Tel :  +81-29-861-3640  
Fax :  +81-29-852-3461  
E-mail :  kenji.satake@aist.go.jp

Dr. François Schindelé  
Département analyse, surveillance, environnement (CEA/DASE)  
BP 12 91680 Bruyères-le-Chatel, France  
Tel :  +33 1 69 26 50 63  
Fax :  +33 1 69 26 70 85  
E-mail :  francois.schindele@cea.fr

**Local Organizing Committee:**
TNNV-SU Giorgio De La Torre  
CPFG-EM Rafael Cabello Peñafiel  
Oce. Patricia Arreaga  
Instituto Oceanográfico de la Armada  
Av. 25 de Julio, Km 3.5 Vía Puerto Marítimo  
Base Naval Sur  
Guayaquil, Ecuador  
Tel :  +593 4 2481300  
+593 8 4815419  
Fax :  +593 4 2485166  
E-mail :  gdtorre@inocar.mil.ec
PRELIMINARY REGISTRATION FORM

SIXTH INTERNATIONAL WORKSHOP ON TSUNAMI MITIGATION:
New Insights in Tsunami Research, Preparedness, Warning and Mitigation

14-15 September 2007
Guayaquil, Ecuador

Organized jointly by
Ecuador’s Instituto Oceanográfico de la Armada (INOCAR)
International Union of Geodesy and Geophysics - Tsunami Commission (IUGG/TC)
UNESCO’s Intergovernmental Oceanographic Commission (IOC)
in conjunction with ICG/PTWS-XXII

Deadline for Preliminary Registration : July 30, 2007
Deadline for Abstract Submission : August 15, 2007
Hotel and payment of fees information will be provided in Workshop Circular No. 2

Send Registration and Abstract by E-mail to all Scientific Organizing Committee members

Participation in:
- Workshop (USD $100 – professional) : ..............
- Workshop (USD $50 – student) : ..............
- Field Trip (USD $40) : ..............

Participant Information :
- Family name : .....................................
- First name : .....................................
- Citizenship : .....................................
- Title : .....................................
- Affiliation/Institution : .....................................
- Business address : .....................................
- .....................................
- .....................................
- .....................................
- Country : .....................................
- Tel : .....................................
- Fax : .....................................
- E-mail : .....................................

Paper Submission :
(more than 1 paper can be submitted but only 1 oral presentation is permitted)
- Author(s) : .....................................
- Paper Title : .....................................
- Presentation Type (Oral, Poster) : .....................................

Format of the Abstract :
- Title (in capital letters)
- Author(s), Affiliation, Email
- Body of the text - Maximum length of one page, Times New Roman, font 12
- Abstracts are acceptable in MS WORD7.0, RTF or ASCII format
The one-day field trip to the Manta Peninsula of Ecuador will view the oceanic basement, the wave cut coastal platform, and the scaled marine terraces.

The Manta Peninsula emerged during the Quaternary Period through the uplift of the subducting Carnegie Ridge. The Manta Peninsula is a prominent geological structure of coastal Ecuador, showing pillow lavas of the Cretaceous Period oceanic basement covered by successive discordant Tertiary and Quaternary Period geologic covers. During our one-day trip, we will visit its main elements: the oceanic basement, the dome structure, and the marine terraces that rise up to an elevation of 270m. The Manta Peninsula fronts one of the narrowest parts of the continental platform of Ecuador, giving a striking sea-land transition. The uplifted dome, which strikes along a major fault, is known as Montecristi Mountain. At the foot of the highest part of the dome structure is the city of Montecristi, which is the birthplace of the Panama hat that is still handcrafted here.
IOC/INF-1202, ANNEX V. NATIONAL REPORT FORMAT (*)

(*) As agreed at ICG/ITSU-XVIII, 8-11 October 2001
As agreed by ITSU Officers, 12 February 2003
Modified by ICG/PTWS Secretariat, 1 March 2006
• noting outcomes of ICG/ITSU-XX, 3-7 October 2005
• including Tsunami Warning Focal Point and National Tsunami Warning Centre designations
Modified by ICG/PTWS Secretariat, 1 June 2007
• noting outcomes of ICG/PTWS -XXI, 3-5 May 2006, and recommendations of PTWS Officers Meeting, 16-18 April 2007
• include information on tsunami mitigation activities, national tsunami-related web sites

National Reports are posted to the ICG/PTWS web site for each ICG/PTWS Session

NATIONAL REPORT
Submitted by (country name)

BASIC INFORMATION

1. ICG/PTWS Tsunami National Contact
(Person representing country in the coordination of international tsunami warning and mitigation activities)
Name:
Organization:
Postal Address:
E-mail Address:
Telephone Number:
Fax Number:
Cellular Telephone Number:

2. ICG/PTWS Tsunami Warning Focal Point
Person, agency or organization with primary responsibility for receiving messages issued by PTWC, JMA or PTWS warning centres, and for issuing tsunami event information within their country. This information is provided in full using the PTWS 7/24 Tsunami Warning Focal Point Data Form provided in the Users Guide for the PTWS (formerly Communications Plan, During ICG/PTWS Tsunami Warning Centre Coordination Meeting, January 2007 (IOC/INF-1232), tsunami warning centres decided to rename the Communications Plan to be the Users Guide for the PTWS in order to more accurately reflects its content and target audience)
Name:
Responsible Organization:
Postal Address:
E-mail Address:
Emergency Telephone Number:
Emergency Fax Number:
Emergency Cellular Telephone Number:

National Tsunami Warning Centre
Person in Charge:
Responsible Organization:
Postal Address:
E-mail Address:
Emergency Telephone Number:
Emergency Fax Number:
Emergency Cellular Telephone Number:

3. **Tsunami Advisor(s), if applicable**  
*(Person, Committee or Agency managing Tsunami Mitigation in country)*
Name:
Postal Address:
E-mail Address:
Emergency Telephone Number:
Emergency Fax Number:
Emergency Cellular Telephone Number:

4. **Local Tsunami Procedures. (if a local tsunami hazard exists)**
   - What organization identifies and characterizes tsunamigenic events in the immediate source area?
   - What is the threshold for declaring a potential local tsunami emergency?
   - What organization acts on the information provided by the agency responsible for characterizing the potential local tsunami threat?
   - How is the emergency situation terminated?

5. **Distant Tsunami Procedures. (when distant tsunami hazard exists)**
   - What organization becomes aware of tsunamigenic events from a distant source?
   - What action does this organization take with regard to tsunamigenic events from a distant source?
   - What are the criteria for initiating tsunami mitigation procedures?
   - What actions were taken in response to warnings issued by PTWC during the intersessional period?

6. **National Sea Level Network**
   *Please include a table with position and description of stations/sensors, and a map,*

7. **Information on Tsunami occurrences**
   *Please include sea level observations, pictures, wave arrival descriptions, public, media, or other responses to warnings, lessons learned, etc.*

8. **Web sites (URLs) of national tsunami-related web sites**

**NATIONAL PROGRAMMES AND ACTIVITIES INFORMATION**

9. **EXECUTIVE SUMMARY**
   *Brief statement of no more than one page addressing all items discussed in the Narrative section of the National Report*
   ........................................
   ........................................
10. NARRATIVE

Detailed description of innovations or modifications to National tsunami warnings procedures or operations since last National Report, tsunami research projects, tsunami mitigation activities and best practices (especially in preparedness and emergency management), as well as public education programmes or other measures taken to heighten awareness of the tsunami hazard and risk.

Date: .......................... Name: ..........................

(*) as agreed at IOC/ITSU-XVIII.