Review of CTIC ToR
and
Business model
Overview of Task Team

Members:
- **Chair:** Pedzi Grigori
- **Officer 1:** Patrick Tyburn
- **Officer 2:** Antonio Aguilar
- **Barbados:** Fabian Hinds (designated representative of the CZMU)
- **UK:** Steve Hall
- **Ex Officio:** Alison Brome, Bernardo Aliaga and Christa von Hillebrandt

**Purpose:** Review the terms of reference and business model of CTIC

Preliminary report during meeting of CTIC Board in December 2015.
## Workplan

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<td>Review current goal, objectives and functions</td>
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<tr>
<td>B</td>
<td>Formulate if necessary a new goal, mission, objectives and functions</td>
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<td>C</td>
<td>Review role, responsibilities, and composition of CTIC board</td>
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CTIC Purpose

1. Monitor the effectiveness of the tsunami warning system and recommend improvements, in conjunction with the designated regional warning centre and with such national warning systems that exist, with regard to communications, data networks, data acquisition, data processing, tsunami forecasting methods, and information dissemination.

2. Bring to regional and national stakeholders knowledge on tsunami warning systems, and on how to become active participants in the activities of the ICG/CARIBE EWS;

3. Assist national stakeholders in the establishment of warning and mitigation systems, and the improvement of tsunami preparedness for all through the implementation of comprehensive mitigation programmes in risk assessment, warning guidance and emergency response, and education and awareness.

4. Act as a technical resource for strengthening both the technical and institutional aspects of the ICG/CARIBE EWS, in addition to fostering research and its application to prevent loss of life and minimize damage to property => future CTIC.

5. Act as an information resource providing for the development, publication, and distribution of educational and preparedness materials on tsunamis and tsunami hazards; and

6. Act as an information resource on tsunami events, cooperating with the World Data Centre for Solid Earth Geophysics and the ITIC in collecting and making available through appropriate channels all records pertaining to tsunami events, and assisting national authorities in making investigations of all aspects of major tsunamis, including the development of standard survey procedures for such investigations => Coordinate this task/ partner institute.

7. Support Member States in the preparation and conduction of regional and national exercise in cooperation with CTWP.
CTIC Functions

- Monitor the performance and effectiveness of the regional and national tsunami warning activities and seek the cooperation of all stakeholders in improving the system. Activities may include:
  
  - Maintain close familiarity with the operations and needs of the designated regional Tsunami Warning Centre (TWC), and work closely with the regional TWC to assist as needed with warning operations improvements.
  
  - Maintain communications with the designated contacts and focal points for the ICG/CARIBE EWS, and as appropriate, national Tsunami Warning Centres, and National Disaster Management Offices.
CTIC Functions

• Serve as an information resource for the availability of technical information required for an effective tsunami warning system. Cooperate with experts to ensure that knowledge of new technology applicable to the warning system is made available to all participants. Activities may include to:

  – Provide, or arrange for, consultative services to stakeholders wishing to develop or improve their warning system capability, and liaison services between international, regional and national stakeholders for planning and development of warning systems;
  – Conduct, or arrange for, assessments of existing facilities and the recommendation of improvements, in such areas as instrument standardization, operational scientific evaluation and interpretation, and real-time communications;
  – Initiate, coordinate, or conduct technical training programmes, workshops, and seminars, dealing with all aspects of tsunami warning and preparedness, taking advantage of national, regional, and international experts to provide and share experiences;
  – Encourage and facilitate a visiting scientist programme, and promote the exchange of scientists among countries;
  – Cooperate with international scientific and professional organizations in the encouragement and application of tsunami research, in the standardization of tsunami data collection, and the identification of research needed to improve the tsunami evaluation capabilities of the tsunami warning centres;
CTIC Function

- **Serve as an information resource for the availability of educational, preparedness, and other awareness materials required for an effective tsunami warning and mitigation system.** As needed, activities may include to:
  - Initiate and foster the development and distribution of materials in the local language and context in partnership with national and local agencies and civil society organizations;
  - Initiate and implement national and community level awareness programmes, as are appropriate, for the effective delivery of awareness information in partnership with community stakeholders;
  - Encourage and assist as requested in the development of national social awareness materials for events and institutions, such as museums, memorial events, sign boards and other tsunami event memorials or materials, informative roadside signage or exhibits which remember the damaging aspects of past tsunamis
  - Encourage the posting of hazard, evacuation, or other interpretative signage to increase public awareness for effective and timely tsunami warning response
  - Disseminate, or arrange for, regular reports on tsunami warning and mitigation activities from regional and national stakeholders (such as newsletters and/or..."
CTIC Function

- Serve as an information resource on tsunami events and other historical information on tsunami warning and mitigation activities nationally and in the region. Activities may include:
  - Assist the ITIC and the World Data Centre for Solid Earth Geophysics (WDC/SEG) in soliciting and collecting as complete a set as possible of seismic, sea level, and other geophysical and oceanographic records, together with supplementary data and descriptive information for each tsunami event.
  - Support, participate, and widely disseminate tsunami event information, including summaries of tsunamis and publications such as, for example, regional tsunami catalogues, taking advantage of the resources of the ITIC and WDC/SEG.
  - Maintain a tsunami event data file and library on tsunamis sufficient to meet CTIC requirements and responsibilities.
  - Disseminate, or arrange for, regular reports on tsunami warning and mitigation activities from regional and national stakeholders (such as newsletters and/or bulletins).
CTIC Board

- **Role of the CTIC Board:**
  Provide oversight for the operations and activities of the CTIC

- **Responsibilities of the CTIC Board**
  - Provide strategic guidance to ensure the sustainable management, and operations of the CTIC, including the mobilization of resources;
  - Provide overall oversight for the implementation of the CTIC Work Plan activities and production of materials
  - ii. Conduct periodic monitoring of the implementation of CTIC activities through the review and approval of quarterly progress reports submitted by the CTIC Director
  - Ensuring that the financial control and audit mechanisms of the CTIC are executed in accordance with the applicable UNESCO or host country rules as indicated in the host agreement;
  - Provide input into annual work plans, budgets and implementation schedules for CTIC activities prior to ratification by the ICG/CARIBE EWS
CTIC Board

Composition of CTIC Board

Board should reflect the multi-lingual nature and geographical spread of the ICG/CARIBE EWS.

Core Members:
- Chair, ICG/CARIBE EWS
- Representative, IOC/UNESCO
- Representative, CTIC Host Government
- Representatives (2-3), ICG/CARIBE EWS Member States, one of which should be the Chairperson (or designate) of Working Group IV.

Observers:
- Representative, CTIC Board meetings host country
- Director, CTWC, (Manager, Caribbean Tsunami Warning Program pending the establishment of the CTWC), UNDP Barbados and OECS
- Representatives (2), donor agencies
- Representatives (2), partner agencies

CTIC Board Secretariat:
- Director, CTIC
CTIC Board

Membership

• Unless otherwise decided by the ICG/CARIBE EWS, the asterisked representatives will sit for the two-year duration on the Board. (Note non of the representatives were asterisked)

• Membership by representatives will be on both permanent and rotational bases

• Membership representatives Member states nominated by Member state for a term of two years, renewable for a second term
CTIC Business model

- Reduce staffing to 1 Director and 1 Admin
- 4-5 Months of director dedicated to resource mobilization
- Lobbying for a permanent post for the CTIC director by UNESCO/IOC
  - Letter from member states to SG
  - Address issue at TOWS and meet with permanent delegations of Caribbean countries
  - Inform countries on procedure to allocate their contribution to be used for the CTIC
- Broaden scope to include other coastal hazards and put more emphasis on community preparedness
Recommendations

• **Accept** changes in Terms of Reference as proposed by the CTIC task team.
• **Broaden** the scope of the CTIC to include other coastal hazards and put more emphasis on community preparedness.
• **Extend** the duration of the Task Team till ICG-XII to work on a 5 year strategic plan and a sustainability plan.