IOC Circular Letter № 2668
(Available in English only)

To: CARIBE-EWS Tsunami Warning Focal Points (TWFP)
CARIBE-EWS National Tsunami Warning Centres (NTWC)
CARIBE-EWS Tsunami National Contacts (TNC)
ICG/CARIBE-EWS Chair and Vice-Chairs

Cc: Official National Coordinating Bodies for liaison with the IOC
Permanent Delegates/Observer Missions to UNESCO of IOC Member States
National Commissions for UNESCO in IOC Member States
Director, Pacific Tsunami Warning Center
Director, USA National Tsunami Warning Center

Subject: Regional “Seismic Network Operators Short Course on Best Practices” and
ICG/CARIBE-EWS Working Group 1 meeting, 6–9 June 2017, Mayagüez,
Puerto Rico, USA

Within the framework of the IOC Intergovernmental Coordination Group for the Tsunami and Other Coastal Hazards Warning System for the Caribbean and Adjacent Regions (ICG/CARIBE-EWS), the Puerto Rico Seismic Network (PRSN) of the University of Puerto Rico at Mayagüez (UPRM), the US NOAA/NWS Caribbean Tsunami Warning Program (CTWP) and the Intergovernmental Oceanographic Commission (IOC) of UNESCO are organizing the “Seismic Network Operators Short Course on best practices”, and Working Group 1 meeting in Mayagüez, Puerto Rico, 6–9 June 2017.

The meeting agenda is technical in nature and delegates should be prepared to participate in the technical discussions. A copy of the Provisional Agenda is attached to this invitation. The working languages of the meeting will be English, French and Spanish. Targeted participants are approximately 15 seismic station and/or GNSS operators from across the Caribbean Sea and adjacent regions. The 3½-day course will focus on Earthworm, Seiscomp, metadata, data, and GNSS/GPS matters, while the meeting of the Working Group 1 will focus on the status of the tsunami monitoring and detection systems of the Tsunami and other Coastal Hazards Warning System for the Caribbean and Adjacent Regions.
I am pleased to invite you to identify your seismic network/GNSS operator for this training opportunity. Please provide the names and CVs to Dr Victor Huerfano (Director, Puerto Rico Seismic Network, University of Puerto Rico Mayagüez, Phone: 1-787-833-8433, Fax: 1-787-265-1684, email: administracion@prsn.uprm.edu and victor@prsnmail.uprm.edu) no later than 30 April 2017.

With the assurances of my highest consideration, I remain,

Sincerely Yours,

[signed]

Vladimir Ryabinin
Executive Secretary

Enclosures: (3)

Provisional Agenda
Logistical Information
Application Form
Caribbean Seismic Network Operators Short Course on best practices

Where: University of Puerto Rico at Mayaguez
When: June 6-9/2017
Participants: Regional Seismic/GNSS Networks Operators, one representative per network

Agenda:

Day 1:
1. IOC CARIBE-EWS sampling rates and metadata needs and requirements
2. Regional Seismic Networks overview
3. Earthworm and Seiscomp: How to, and details

Day 2:
1. Waveforms and metadata homogenization
2. Regional acquisition systems tune-up and configurations
3. Metadata update and validation

Day 3:
1. Regional GNSS networks overview
2. GPS and GNSS siting procedures
3. NTRIP and real time approach

Day 4:
1. Hands-on exercises
2. ICG/CARIBE-EWS Working Group-1 meeting
Caribbean Seismic Network Operators Short Course and ICG/CARIBE-EWS WG1
June 6-9, 2017, Mayagüez, Puerto Rico

The Puerto Rico Seismic Network (PRSN) of the University of Puerto Rico (UPRM) at Mayagüez will host a Caribbean Seismic Network Operators Short Course on best practices and the ICG CARIBE-EWS WG1 during the period June 6-9, 2017. The course is being sponsored by UPRM and will provide training for approximately 15 seismic station operators from across the Caribbean Sea and adjacent regions. The course will be held on June 6-9 and will be focused on Earthworm and Seiscomp, data and metadata aspects and GNSS and GPS matters. The meeting of the WG1 (June 9) will focus on the status of the tsunami monitoring and detection systems of ICG/CARIBE EWS. The invited participants for the course will be the operators of seismic stations in the Caribbean and Adjacent Regions. In order to prepare flights and book accommodation we would need confirmation of your ability to attend by April 30, 2017.

The training course will consist of 3½ days of lab work. The WG1 meeting will focus on the status of seismic station operations and GNSS/GPS in the Caribbean and adjacent regions.

Airport Arrival: A representative of the Puerto Rico Seismic Network (PRSN) will be meeting you at the airport. The representative will be wearing a Puerto Rico Seismic Network (PRSN) shirt and he/she will be holding a sign with the words “Puerto Rico Seismic Network” for easy identification. In case of emergency, PRSN staff can be reached at 787-833-8433.

Meeting Venue:
University of Puerto Rico at Mayaguez
Blvd Alfonso Valdes

Visa: As a US Commonwealth, all participants will need to obtain the corresponding VISA to enter Puerto Rico. The procedures, including costs, will be the responsibility of each of the participants. The organizers will be providing guidance as needed.

Ground Transportation: During your stay, a shuttle service will be available for transportation between the hotel and the meeting venue.

Internet access: Wireless internet will be available at the venue.
UNESCO-IOC  
Caribbean Seismic Network Operators Short Course and  
ICG/CARIBE-EWS WG1  

June 6–9, 2017  
Mayagüez, Puerto Rico, USA  

APPLICATION FORM  

Applications Due: 21 April 2017  
Fax or Email: 1-787-265-1684  

administracion@prsn.uprm.edu and victor@prsnmail.uprm.edu  

Please type or write in BLOCK letters in English  

1. PERSONAL INFORMATION  

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<td>MEMBER OF ICG CARIBE EWS WG1</td>
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2. PROFESSIONAL BACKGROUND  

| OFFICE/SCHOOL/ORGANIZATION |  |
| POSITION |  |
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### 3. EDUCATIONAL BACKGROUND

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### 4. TRAININGS ATTENDED (related to Tsunami or Seismic)

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### 5. TRAVEL INFORMATION

- **PASSPORT NUMBER**
- **DATE OF ISSUE**
- **PLACE OF ISSUE**
- **EXPIRY DATE**
- **NAME OF NEAREST INTERNATIONAL AIRPORT**

### 6. OTHERS

- **ENGLISH LANGUAGE PROFICIENCY**
  - □ Excellent
  - □ Fair
  - □ Good
  - □ Poor

- **MEAL RESTRICTION**
Each applicant should also submit a Curriculum Vitae

SIGNATURE OVER PRINTED NAME

DATE: ____________________

ENDORSED BY TSUNAMI NATIONAL CONTACT:

Printed Name

Signature

Organization

DATE