**Eighteenth Session of the Intergovernmental Coordination Group for the Tsunami and Other Coastal Hazards Warning System for the Caribbean and Adjacent Regions**

**(ICG/CARIBE-EWS XVIII)**

online

5–7 & 9 May 2025

1600-1930 UTC

**DRAFT ANNOTATED AGENDA**

“TO BE CONFIRMED” or “TO BE UPDATED” sections are highlighted with yellow - NOT TO BE READ OUT!

Actions for Hyeonjeong are shown with turquoise - NOT TO BE READ OUT!

| **DAY 1****5 MAY 2025 MONDAY** |
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**1. WELCOME AND OPENING OF SESSION (16:00-16:10)**

1. The Eighteenth Session of the Intergovernmental Coordination Group for the Tsunami and Other Coastal Hazards Warning System for the Caribbean and Adjacent Regions (ICG/CARIBE-EWS XVIII) is scheduled to take place online from 5 to 7 May and 9 May 2025 during 16:00 – 19:15 UTC.
2. At the beginning of the Session, Technical Secretary of the ICG/CARIBE-EWS, Dr. Öcal Necmioğlu, will introduce himself and inform the delegations on the technical details for the running of the meeting, as follows:
	* English-Spanish and English-French translation is available for the session. To listen in your language, click on the interpretation icon (WORLD icon in the horizontal menu). Select your language and then click Mute Original Audio. Participants could choose at any time the output language on Zoom platform and should have their cameras and microphones turned off for the duration of the meeting when they do not have the floor.
	* Speakers should use a headset to improve their voice transmission and thus ensure the interpreters perform better.
	* Participants are kindly requested to change their display name on the Zoom platform so that their full name, country and affiliation is shown clearly at all times.
	* Presenters should turn on their camera at least 1 minute before their agenda item, to facilitate their identification by the Chair.
	* Presenters are expected to use their own computers to give their presentations, unless they already informed the Secretariat otherwise.
	* In order to take the floor, participants must request the floor by raising their hand (icon available on Zoom).
	* The Chairperson will request interventions from the Plenary in a specific order, by first requesting interventions from Heads of Delegations (HoD), followed by Members of Delegations (MoD) and Observers (Obs). If time for the item is exhausted preference will be given to Heads of Delegations.
	* Participants should therefore only raise their hand when their specific group (HoD, MoD, Obs) is solicited for interventions.
	* When speakers or participants read documents directly, they should read a little more slowly than usual.
	* If participants are experiencing technical challenges, they can ask for support in the Zoom chat.
	* In order to avoid additional costs for the translation services, the Secretariat would like to urge all speakers and presenters to respect their intervention times and to limit debating times.
	* All participants who would like to take the floor to make an intervention should clearly identify themselves at each time, by providing their name, surname and country.
	* (Hyeonjeong will share the OceanExpert registration link - <https://oceanexpert.org/register> -, her e-mail address - h.jeong@unesco.org - , and OceanExpert website for the session - <https://oceanexpert.org/event/4626>). Last but not least, Members of the Delegations who did not have an OceanExpert profile are urged to do so and inform the Secretariat, so that their participation in this session can be reflected on the dedicated Ocean Expert website.
3. Following this, the session will be formally opened on Monday, 5 May 2025 at 16:05 UTC, under the guidance of the Chair Mr Gerard Metayer (Haiti) as the Chairperson of the session.
4. The Chairperson will provide his welcoming remarks and will declare the opening of the Eighteenth Session of the ICG/CARIBE-EWS.

**2. ORGANIZATION OF THE SESSION (16:10 – 16:20 UTC)**

2.1. ADOPTION OF AGENDA (16:10 UTC)

1. The Chairperson will inform the Plenary that the Provisional Agenda was discussed by the Steering Committee of the ICG/CARIBE-EWS, considering the Recommendations and instructions given at ICG/CARIBE-EWS XVII, as well as the relevant parts of the IOC Rules of Procedures.
2. He will inform the delegations that the need to update the agenda was identified to ensure that Permanent Delegations of Member States can be informed at least one-day before the in-person elections at UNESCO HQs would take place on 9 May 2025, Friday. Accordingly, the agenda item on the elections is to be rescheduled as the last item of 7 May 2025. (The revised agenda will be displayed on the screen).
3. Additionally, the consideration of the agenda item 3.5.4 on CDEMA may be postponed to Tuesday or Wednesday, depending on the availability of Ms Elizabeth Riley, Executive Director of CDEMA, as she is not available today.
4. The Chairperson will offer the floor for Delegates to comment on the [Provisional Agenda](https://oceanexpert.org/downloadFile/59222).
5. **The agenda will be approved as is or with the proposed changes as decided by Delegates.**

2.2. DESIGNATION OF THE RAPPORTEUR (16:15 UTC)

1. The Chairperson will inform the Session that, as customary, the meeting is requested to choose one rapporteur for each of the languages of the meeting (English, Spanish and French). Additional support will be provided by the Secretariat. The Rapporteurs will be responsible for the final verification of the Session Report.
2. The Chairperson informed the Session on his interactions with Member State representatives and is happy to propose the following Rapporteurs:
	* Ms. Alexis Roberts (USA) (EN)
	* Title Name Surname (Member State) (ES) **TO BE CONFIRMED DURING THE SESSION!**
	* Dr Valerie Clouard (France) (FR)
3. Member States may provide their comments.
4. **The list of Rapporteurs will be approved as proposed or modified per Member States comments.**

2.3. CONDUCT OF THE SESSION, TIMETABLE AND DOCUMENTATION (16:20 UTC)

1. The Chairperson will recall that the working language of the session is English with passive simultaneous interpretation in French and Spanish.
2. He will inform the Plenary that in order to facilitate the proceedings of the meeting a [Provisional Timetable](https://oceanexpert.org/downloadFile/59234) has been prepared by the Secretariat in coordination with the Chair and the Steering Committee of the ICG/CARIBE-EWS. This provisional timetable also reflects the changes of the revised provisional agenda. Timetable will be displayed on screen.
3. ~~The Technical Secretary of the ICG/CARIBE-EWS, Dr Öcal Necmioğlu, will inform the delegations on the technical details for the running of the meeting, as follows:~~
	* ~~Participants could choose at any time the output language on Zoom platform and should have their cameras and microphones turned off for the duration of the meeting when they do not have the floor.~~
	* ~~Participants are kindly requested to change their display name so that their full name, country and affiliation is shown clearly at all times.~~
	* ~~Presenters should turn on their camera at least 1 minute before their agenda item, to facilitate their identification by the Chair.~~
	* ~~In order to take the floor, participants must request the floor by raising their hand (icon available on Zoom).~~
	* ~~The Chairperson will request interventions from the Plenary in a specific order, by first requesting interventions from Heads of Delegations (HoD), followed by Members of Delegations (MoD) and Observers (Obs). If time for the item is exhausted preference will be given to Heads of Delegations.~~
	* ~~Participants should therefore only raise their hand when their specific group (HoD, MoD, Obs) is solicited for interventions.~~
	* ~~If participants are experiencing technical challenges, they can ask for support in the Zoom chat.~~
	* ~~In order to avoid additional costs for the translation services, the Secretariat would like to urge all speakers and presenters to respect their intervention times and to limit debating times.~~
	* ~~All participants who would like to take the floor to make an intervention should clearly identify themselves at each time, by providing their name, surname and country.~~
4. The Chair will ask the Technical Secretary to introduce the documentation and other details for the meeting. Technical Secretary will indicate the following:
	* The meeting website includes all the documents required for the meeting, under the respective [agenda items](https://oceanexpert.org/event/4626#agenda).
	* ~~A draft annotated agenda was distributed on 4 May 2025 to the participants through OceanExpert. Revisions will be shared with the participants of the ICG/CARIBE-EWS, as needed.~~
	* All documents and PPTs can be downloaded from the meeting website. Please note the web site is continuously updated as we receive material. In this regard, the Secretariat would like to highlight once more the critical importance of timely availability of the presentations and documentations.
	* Technical Secretary will recall Heads of Delegations that **candidatures for elections must be submitted until the second day of the meeting (6 May 2025, Tuesday, 20:00 UTC).** He will report on the number of candidatures already received for Chair or Vice/Chair before the start of the meeting **(update 5 May 16:00 UTC: 1 (one) nomination for the Chair position(s), no nomination(s) for the Vice-Chair position(s) has been received).**
5. The Chairperson will then open the floor for comments from delegates on the Provisional Timetable.
6. Member States may provide comments.
7. **The timetable will be approved as it is or with suggested modifications by the Member States.**
8. The Chairperson will indicate that in order to smooth the work of the session and facilitate the generation of recommendations and agreements the Plenary is asked to set up statutory committees. No intra-sessional Working Groups will be constituted due to the fully online nature of the session. Statutory committees will work mainly through e-mail correspondence and virtual ad-hoc meetings, as necessary, and are proposed as follows:
	* Nominations Committee: Dr Lorna Inniss (IOCARIBE), Dr Wilfried Strauch (Nicaragua), Ms Susan Hodge (Anguilla); technical support by Dr. Öcal Necmioğlu (IOC/TSR)
	* Recommendations Committee Ms. Christa von Hillebrandt-Andrade (USA), Title Name Surname (Member State), Ms Marie-Noëlle RAVEAU (France); technical support by Dr. Öcal Necmioğlu (IOC/TSR) and Ms. Alison Brome (IOC/TSR & CTIC)
9. The Chairperson will invite Member States to confirm (or propose members) the members to the proposed statutory committees. **Specifically, a member of the Recommendations Committee representing Spanish speaking countries is needed**. The Chair will inform the Session that the Recommendations Committee will have a dedicated meeting on 8 May, Thursday at 14:00 UTC.
10. Member States will confirm (or nominate) members to the proposed statutory committees.
11. The Secretariat will record the nominations.

**3. REPORT ON INTERSESSIONAL ACTIVITIES (16:25-19:15 UTC)**

3.1. CHAIRPERSON REPORT (16:25 UTC - timer is set for 10 min)

1. The Chairperson presented his report, available as [Presentation](https://oceanexpert.org/downloadFile/59300) (10 minutes).
2. Member States may wish to provide comments on the report of the Chairperson.

3.2. CARIBE-EWS SECRETARIAT REPORT (16:35 UTC - timer is set for 10 min)

1. The Technical Secretariat presented its report available as [Presentation](https://oceanexpert.org/downloadFile/59314) (10 minutes).
2. Member States may wish to provide comments on the report of the ICG/PTWS Secretariat.

3.3 REPORT OF CTIC (16:45 UTC - timer is set for 20 min)

1. Ms Alison Brome (CTIC) will introduce the report of CTIC, available as a Presentation.
2. Member States may wish to provide comments on the report of CTIC.

3.4. REPORT OF ITIC-CAR (17:05 UTC - timer is set for 20 min)

1. Ms Christa G. von Hillebrandt-Andrade (ITIC-CAR) will introduce the report of ITIC-CAR, available as a [Presentation](https://oceanexpert.org/downloadFile/59357).
2. Member States may wish to provide comments on the report of ITIC-CAR.

| **BREAK****17:30 - 17:45 UTC** |
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3.5. REPORTS FROM UN AND NON-UN ORGANISATIONS (17:45 – 19:15 UTC)

* + 1. IOCARIBE (17:45 UTC - timer is set for 10 min)
1. Dr Lorna Inniss, Head of UNESCO-IOCARIBE Secretariat will introduce the report of IOCARIBE, available as a Presentation.
2. Member States may wish to provide comments on the report of IOCARIBE.
	* 1. UNDRR (17:55 UTC - timer is set for 10 min)
3. Ms Jennifer Guralnick, Regional Coordinator – Early Warning for All for the Americas and the Caribbean,, will introduce the report of UNDRR, available as a [Presentation](https://oceanexpert.org/downloadFile/59355).
4. Member States may wish to provide comments on the report of UNDRR.
	* 1. WMO (18:05 UTC - timer is set for 10 min)
5. Mr Rodney Martinez, WMO Representative for North America, Central America, and the Caribbean, will introduce the report of WMO, available as a Presentation.

Member States may wish to provide comments on the report of WMO.

* + 1. CDEMA (18:15 UTC - timer is set for 10 min) THIS PRESENTATION WILL BE SKIPPED AS MS RILEY IS NOT AVAILABLE TODAY. WE ARE WAITING FOR UPDATES.
1. [Ms Elizabeth Riley, Executive Director of CDEMA, will introduce the report of CDEMA, available as a Presentation.]
2. Member States may wish to provide comments on the report of CDEMA.
	* 1. EarthScope Consortium (18:25 UTC - timer is set for 10 min)
3. Mr Daniel McNamara, Instrumentation Services Coordinator of the EarthScope Consortium, will introduce the report of Earthscope Consortium, available as a [Presentation](https://oceanexpert.org/downloadFile/59348).
4. Member States may wish to provide comments on the report of Earthscope Consortium.

3.5.6 NOAA/NCEI/WDS (18:35 UTC - timer is set for 10 min)

1. Mr Nicolas Arcos (NOAA National Centers for Environmental Information) will present the Report of the World Data Service for Geophysics / Natural Hazards hosted by National Centers of Environmental Information of NOAA, available as a [Presentation](https://oceanexpert.org/downloadFile/59255).
2. Member States may wish to provide comments on the report of NOAA/NCEI/WDS.

3.5.7 PRSN (18:45 UTC - timer is set for 10 min)

1. Dr Victor Huerfano, Director of Puerto Rico Seismic Network (PRSN), will present the Report of PRSN, available as a [Presentation](https://oceanexpert.org/downloadFile/59316).
2. Member States may wish to provide comments on the report of PRSN.

3.5.8 SMART Cables JTF (18:55 UTC - timer is set for 10 min)

1. Ms. Ceci Rodriguez Cruz (SMART Subsea Cables International Programme Office Director) will introduce the Report of the SMART Subsea Cables Joint Task Force, available as a [Presentation](https://oceanexpert.org/downloadFile/59338).
2. Member States may wish to provide comments or questions on the report of SMART Subsea Cables.
3. The Chair will declare the end of Day 1 of the ICG/CARIBE-EWS XVIII.

| **END OF** **DAY 1** |
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| **DAY 2****6 MAY 2025 TUESDAY** |
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3.6. STATUS OF OTHER ICGs (16:00 – 16:30 UTC)

3.6.1 ICG/IOTWMS (16:00 UTC - timer is set for 10 min)

1. Mr. Pattabhi Rama Rao (Chair of ICG/IOTWMS) will present the Report of ICG/IOTWMS, available as a [Presentation](https://oceanexpert.org/downloadFile/59317).
2. Member States may wish to provide comments or questions on the report of ICG/IOTWMS.

3.6.2 ICG/NEAMTWS (16:10 UTC - timer is set for 10 min)

1. Dr. Alessandro Amato (Chair of ICG/NEAMTWS) will present the Report of ICG/NEAMTWS, available as a [Presentation](https://oceanexpert.org/downloadFile/59339).
2. Member States may wish to provide comments or questions on the report of ICG/NEAMTWS.

3.6.3 ICG/PTWS (16:20 UTC - timer is set for 10 min)

1. Mr. Dakui Wang (Chair of ICG/PTWS) will present the Report of ICG/PTWS, available as a Presentation.
2. Member States may wish to provide comments or questions on the report of ICG/PTWS.

3.7. TSUNAMI SERVICES PROVIDER REPORT – PTWC (16:30 UTC - timer is set for 20 min)

1. Dr Charles “Chip” McCreery, Director of the Pacific Tsunami Warning Center (PTWC), will present a report on the PTWC, available as Presentation. The daft version of PTWC User’s Guide for the CARIBE-EWS is available as a [document](https://oceanexpert.org/downloadFile/59315).
2. Member States may wish to provide comments or questions on the report of the PTWC.

3.8. CATAC Report (16:50 UTC - timer is set for 20 min)

1. Dr Wilfried Strauch (Director of the Central America Tsunami Advisory Center at the Instituto Nicaragüense de Estudios Territoriales, Nicaragua) will present the current status of CATAC, available as a Presentation, and will provide additional information about [CATAC’s Updated Draft User’s Guide](https://oceanexpert.org/downloadFile/58776).

3.9. NATIONAL PROGRESS REPORTS (17:10 UTC)

1. The Chairperson will remind the delegates that written reports have been requested in a standard format and have been received in advance of the Session. They have been made available through the meeting website. He will invite Member States in alphabetical order to make short statements of no more than 5 minutes (3 minutes for the statement to be followed by a 2 minutes time window for questions and answers) focusing on key points of their National Reports that may have implications for the policy discussion, and to not use PPTs.
2. 6 Member States submitted their National Reports, as follows: [Colombia](https://oceanexpert.org/downloadFile/59320), [Costa Rica](https://oceanexpert.org/downloadFile/59301), [Cuba](https://oceanexpert.org/downloadFile/59354), [France](https://oceanexpert.org/downloadFile/59275), [Guatemala](https://oceanexpert.org/downloadFile/59144), [Mexico](https://oceanexpert.org/downloadFile/59145). (1 also presentation submitted; 2 only presentation submitted; 3 oral summaries of the national report has been provided). Additional oral statements were delivered by X.

| **BREAK****17:30 - 17:45 UTC** |
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3.9. NATIONAL PROGRESS REPORTS – continued (17:45 UTC)

3.10. REPORT OF CARIBE WAVE 25 (18:25 UTC - timer is set for 20 min)

1. Mr. Antonio Aguilar, Chair of the Task Team on CARIBE WAVE (or Ms. Gisela Baez Sanchez, Vice Chair of the Task Team on CARIBE WAVE), will present a report on the CARIBE WAVE 25, available as [Presentation](https://oceanexpert.org/downloadFile/59307).
2. Member States may wish to provide comments or questions on the report of the CARIBE WAVE 25.

3.11. TSUNAMI READY RECOGNITION PROGRAMME (18:45 UTC - timer is set for 20 min)

1. Ms Christa G. von Hillebrandt-Andrade (ITIC-CAR) and Ms Alison Brome (CTIC) will present an overview of the status of the implementation of the Tsunami Ready Recognition Programme in the Caribbean and its Adjacent Regions, available as [Presentation](https://oceanexpert.org/downloadFile/59329).
2. Member States may wish to provide comments or questions on the status of the Tsunami Ready Recognition Programme implementation in the Caribbean and its Adjacent Regions.

3.11.1 TSUNAMI READY SUMMIT (19:05 UTC - timer is set for 20 min)

1. Ms Christa G. von Hillebrandt-Andrade (ITIC-CAR) and Ms Alison Brome (CTIC) will update the session regarding the preparations and prospects for the organization of the Tsunami Ready Summit, as decided by ICG/CARIBE-EWS XVII in 2024.
2. Member States may wish to provide comments or questions on the preparations and prospects for the organization of the Tsunami Ready Summit.
3. The Chair will declare the end of Day 2 of the ICG/CARIBE-EWS XVIII.

| **END OF** **DAY 2** |
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| **DAY 3****7 MAY 2025 WEDNESDAY** |
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1. At the onset of the session, the Secretariat will inform delegates that the deadline for nominations of candidates for Officers has ended as of 20:00 UTC on 6 May 2025. The Secretariat will report that X nomination(s) for the Chair and Y nomination(s) for the Vice-Chair Positions has been received.

***BACKGROUND NOTES***

***CL-3034***

*Given that the elections cannot be held online, we call on the ICG Member States to begin discussions so that there are as many candidates as there are positions to be filled. Otherwise, the permanent delegations of the countries represented online will be called upon to vote in the offices of the IOC Secretariat at UNESCO Headquarters in Paris (Office 4.04) from 2 p.m. to 4 p.m. CET on 9 May 2025. Representatives of the Nominations Committee appointed at the start of the ICG session will ensure that the elections run according to the* *technical arrangements for the elections**, with the assistance of the Secretariat.*

***Secretariat e-mail send on 26 March 2025***

*According to the*[*Technical arrangements for the elections of officers of the Commission and other Members of the Executive Council*](https://oceanexpert.org/document/34490)*(APPENDIX I to the*[*Rules of Procedure*](https://oceanexpert.org/document/1731)*), elections are expected to take place at the in-person sessions.*

*Option 1) Decide at the ICG/CARIBE-EWS XVIII in 2025 to postpone the elections to the in-person ICG/CARIBE-EWS XIX in 2026, thus extending the current term of the (active) Officers to 3 years. This will not have an impact to the process defined in the draft CL – elections committee will still have to be formed, and in consultation with the Member State representatives, the committee may make a suggestion to the ICG to extend the term of the current (active) Officers for one year.*

*Option 2) Hold online elections at the ICG/CARIBE-EWS XVIII in 2025 and decide to conduct next elections at the in-person ICG/CARIBE-EWS XIX in 2026, meaning the term of the Officers elected at ICG/CARIBE-EWS XVIII is one year.*

*Option 3) Hold online elections at the ICG/CARIBE-EWS XVIII in 2025 and decide to conduct the next elections at the in-person ICG/CARIBE-EWS XX, meaning the term of the Officers elected at ICG/CARIBE-EWS XVIII is three years.*

**4. WORKING GROUPS PROGRESS REPORTS (16:10-17:30 UTC)**

4.1 WG 1: RISK KNOWLEDGE (16:10 UTC - timer is set for 20 min)

1. Mr Frederic Dondin, Chair of WG 1 (or Mr Raphael Paris, Vice-Chair of WG 1) will introduce the report of WG 1, available as a Presentation.
2. Member States may wish to provide comments or questions.

4.2 WG 2: TSUNAMI DETECTION, ANALYSIS AND FORECASTING (16:30 UTC - timer is set for 20 min)

1. Dr Elizabeth Vanacore, Chair of WG 2, will introduce the report of WG 2, available as a Presentation.
2. Member States may wish to provide comments or questions.

4.3 WG 3: TSUNAMI WARNING DISSEMINATION AND COMMUNICATION (16:50 UTC - timer is set for 20 min)

1. Ms Christa G. von Hillebrandt-Andrade, Chair of WG 3, will introduce the report of WG 3, available as a [Presentation](https://oceanexpert.org/downloadFile/59309).
2. Member States may wish to provide comments or questions.

4.4 WG 4: PREPAREDNESS AND RESPONSE CAPABILITIES (17:10 UTC - timer is set for 20 min)

1. Dr Silvia Chacon Barrantes, Chair of WG 4, will introduce the report of WG 4, available as a Presentation.
2. Member States may wish to provide comments or questions.

| **BREAK****17:30 - 17:45 UTC** |
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**5. POLICY MATTERS (17:45 – 19:15 UTC)**

5.1. REVIEW of TOWS-WG-XVIII Recommendations (17:45 - timer is set for 20 min)

1. The Chair of ICG/CARIBE EWS will present an overview of the TOWS-WG-XVIII Recommendations, available as a [Presentation](https://oceanexpert.org/downloadFile/59312).
2. The Chair of ICG/CARIBE EWS will invite TOWS-WG Representatives of ICG/CARIBE-EWS (Ms. Alison Brome, Dr. Charles McCreery, Dr. Elizabeth Vanacore and Dr. Silvia Chacon Barrantes) to provide their additional comments.
3. Member States may wish to provide comments or questions on TOWS-WG-XVIII Recommendations.

5.2. Exercise CARIBE Wave 2026 (18:05 - timer is set for 20 min)

1. Mr. Antonio Aguilar, Chair of the Task Team on CARIBE WAVE (or Ms. Gisela Baez Sanchez, Vice Chair of the Task Team on CARIBE WAVE), will introduce the agenda item, available as [Presentation](https://oceanexpert.org/downloadFile/59313).
2. Member States may wish to provide comments or questions on Exercise CARIBE WAVE 26.
	1. CENTRAL AMERICA TSUNAMI ADVISORY CENTER (CATAC) (18:25 UTC - timer is set for 20 min)
3. The Chairperson will recall that the current status of CATAC was presented on 6 May 2025 under agenda item 3.8 by Dr Wilfried Strauch, Director of the Central America Tsunami Advisory Center (CATAC) at the Instituto Nicaragüense de Estudios Territoriales, Nicaragua.
4. He will further remind the delegations through a [Presentation](https://oceanexpert.org/downloadFile/59331) that
	* ***ICG/CARIBE-EWS XVII (6-9 May 2024, Managua, Nicaragua)***

*Recommended that CATAC continues full functionality in an interim manner to be able to support the National Tsunami Warning Centers (NTWCs), Tsunami Warning Focal Points (TWFPs), and emergency management authorities of Central America in addressing those challenges,*

*Noted that the CARIBE EWS XI in 2016 approved Technical, Logistical and Administrative Requirements of a Regional Tsunami Service Provider for CARIBE-EWS which defines TSPs as centres that provide services to the whole CARIBE-EWS region.*

*Further noted the update to the Tsunami Watch Operations Global Service Definition Document (2016, TS 130) is in its final stages,*

*Requested the Technical Secretariat to share as soon as available the updated GSDD with CATAC, PTWC and Working Groups 3 and 4,*

*Further recommended the consideration of CATAC as a TSP in its XVIII Session in 2025 to enable the IOC Assembly to consider the final admission of CATAC as TSP in June 2025.*

* + ***57th Session of the IOC Executive Council (25–28 June 2024, Paris, France)***

*noted with appreciation*

*the continued full functionality of the Central America Tsunami Advisory Centre (CATAC) on an interim basis and the review of CATAC as a Tsunami Service Provider (TSP) in its eighteenth session in 2025 to enable the IOC Assembly to consider the final admission of CATAC as TSP in June 2025*

*the ICG/PTWS decision to start official full functional operations of Central America Tsunami Advisory Centre (CATAC), with the specific starting date to be decided after the coordination with the ICG/CARIBE-EWS*

* + ***ICG/PTWS XXXI (7-11 April 2025, Beijing, China)***

*Recalled the recommendation of the ICG/PTWS XXX to admit the start of the official full functional operations of CATAC, starting after the IOC governing body meeting in 2024, with the specific starting date to be decided after the coordination with the ICG/CARIBE-EWS (Recommendation ICG/PTWS-XXX-6)*

*Noted the recommendation of the ICG/CARIBE-EWS XVII on the consideration of CATAC as a TSP in its XVIII Session in May 2025 to enable the IOC Assembly to consider the final admission of CATAC as TSP in June 2025 (Recommendation ICG/CARIBE-EWS-XVII.8)*

1. The Chairperson will invite Delegations to provide their comments regarding their consideration of CATAC as a TSP in this session to enable the IOC Assembly to consider the final admission of CATAC as TSP in June 2025.
2. Member States may wish to provide comments or questions on the report of the CATAC.
	1. UN OCEAN DECADE TSUNAMI PROGRAM (18:55 UTC - timer is set for 20 min)
3. Dr Silvia Chacon Barrantes, acting Chairperson of ODTP Scientific Committee, will introduce the agenda item, available as a Presentation.
4. Member States may wish to provide comments or questions.

**6. ELECTIONS OF OFFICERS (19:15 UTC)**

1. The Chairperson will hand over the conduction of this part of the Meeting to the Chair of the Nominations Committee. The Chair of the Nominations Committee will ask the Technical Secretary to remind the Meeting of the Rules and Procedures for the Election of Officers.
2. Technical Secretary will inform the session that information on the Elections of the Officers of the ICG, including nominations and elections, are provided in the CL-3024. He will underline the following aspects:
	* The IOC general practice is working and deciding by consensus (Rule 19.2).
	* Should voting be necessary, decisions shall be made by a simple majority of the valid votes cast (Technical arrangements 2.20(iv)), by secret ballot.
3. The Chair of the Nominations Committee will then present the Report of the Nominations (Elections) Committee, and request from the ICG indications on how Member States wish to proceed.
4. Member States may wish to provide further comments or questions on Report of the Nominations Committee.
5. The Chair will declare end of Day 3 of the ICG/CARIBE-EWS XVIII.**3:00**

**– 14:30**

| **END OF** **DAY 3** |
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| **DAY 4****9 MAY 2025 FRIDAY** |
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**7. PROGRAMME AND BUDGET 2026-2027 IMPLEMENTATION (16:00 UTC** - timer is set for 10 min**)**

1. Technical Secretary will introduce the agenda item, available as a Presentation.
2. Member States may wish to provide comments or questions on the report of the Secretariat.

**8. NEXT SESSION (16:15 – 16:35 UTC** - timer is set for 10 min**)**

7.1. CONFIRMATION OF DATE AND PLACE OF ICG/CARIBE-EWS XIX (16:15 UTC )

1. Technical Secretary will recall venues and host countries of previous ICG/CARIBE-EWS meetings and will recall the Decisions and Recommendations of ICG/CARIBE-EWS XVII
	* ***ICG/CARIBE-EWS XVII (6-9 May 2024, Managua, Nicaragua)***

*Further noted that 2026 will be the 20th anniversary of the first session of the ICG/CARIBE- EWS which took place in 2006 in Barbados,*

*Recommended conducting the ICG/CARIBE-EWS XIX in-person tentatively in the week of 20 April 2026.*

*Further noted with appreciation the possibility of Barbados to host the ICG/CARIBE-EWS XIX.*

1. Technical Secretary will also remind the delegations regarding the challenges experienced in 2024 and 2025 in identifying a Host Country, especially reading the current session, despite the fact that two Member States expressed their potential interest in hosting this session. In this regard, he will underline that the main complication arises in obtaining approvals from the Governments in a short time frame, to accommodate the requirements of the Host Country Agreement signature at least 6 months in advance of the ICG. He will add that exactly for this reason an official letter from the UNESCO-IOC Executive Secretary was sent to the Coastal Zone Management Unit of Barbados on 14 October 2024.
2. The Chairperson will invite Member States to declare their availability to host ICG/CARIBE-EWS XIX.
3. Member States may wish to provide comments or questions on the dates and place of ICG/CARIBE-EWS XIX.

6.2. TARGET DATE AND VENUE FOR ICG/CARIBE-EWS XX (16:25 UTC - timer is set for 10 min)

1. Technical Secretary will recall the Decisions and Recommendations of ICG/CARIBE-EWS XVII regarding its future sessions.
	* ***Acknowledging*** *the UNESCO recommendation reported by the Secretariat to the ICG on May 8, 2024, to hold statutory meetings and recurring conferences in-person only every second time, and online every other, in order to reduce UNESCO’s carbon footprint to meet its set target of reducing its emissions by 31 per cent by 2030, in line with the goals of the Paris Agreement,*
	* ***Decides*** *to consider conducting its future sessions from 2026 onwards in-person only every second year, and online every other,*
2. Technical Secretary will also inform the delegates on the [UNESCO-IOC guidance dated 8 June 2005](https://unesdoc.unesco.org/ark%3A/48223/pf0000182574.locale%3Den) regarding **Frequency of Sessions:**
	* *The frequency of sessions of Primary and Secondary Subsidiary Bodies depends on several factors, particularly:*

*(i) the developmental stage of the activity with which the body is concerned it usually being desirable to have relatively more frequent meetings in the early stages;*

*(ii) the disposition (in terms of funding, scheduling, etc.) of Member States vis-à-vis a given, activity;*

*(iii) the Secretariat workload and meeting schedule;*

*(iv) the desire relationship between the work of the subsidiary body and sessions of the Governing Bodies and/or Primary Subsidiary Bodies.*

* + *Nevertheless, in general, Sub-Commissions, Scientific and /or Technical Committees and Regional Committees should meet at least once every two years, the actual frequency being related to the state of development and the requirements of the particular programme or as determined by the Assembly or the Executive Council.*
1. The Chairperson will invite Member States to declare their availability to host ICG/CARIBE-EWS XX in 2027 or 2028.
2. Member States may wish to provide further comments or questions on the dates and place of ICG/CARIBE-EWS XX.

**9. ANY OTHER BUSINESS (16:35 UTC** -timer is set for 10 min**)**

1. The Chairperson will ask if any other business is proposed by any of the Member States present.
2. The Member States may wish to provide a discussion point, comments or questions.

**10. ADOPTION OF DECISIONS AND RECOMMENDATIONS (16:45 – 19:15 UTC)**

1. The Chairperson will thank the Recommendations Committee for their work and will explain the process for approving recommendations. In order to have time to consider all decisions and recommendations, the discussion on each recommendation should be limited to 5 minutes. He will highlight that the plenary is not requested to re-open discussions that already took place under the respective agenda items.
2. For any recommendation where consensus is not agreed, the Plenary may decide to create a drafting team to try reaching consensus and continue the treatment of the next Draft Recommendation.
3. The Chairperson will also inform the session that nominations and/or revisions to the Working Groups – Task Teams Chairs, Co- and Vice-Chairs will be accepted/approved during this process.
4. The Chairperson will ask the Secretariat, to share on screen the Draft Recommendations. The Chairperson will go through each recommendation. At the end of each Recommendation, the Member States who may wish to provide comments or questions will be given the floor.

| **BREAK****17:30 - 17:45 UTC** |
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**10. ADOPTION OF DECISIONS AND RECOMMENDATIONS (cont’d). (17:45 – 19:15 UTC)**

1. **At the end of this agenda item, the Chairperson will announce that the Decisions and Recommendations of the ICG/CARIBE-EWS XVIII are adopted.**

**11. CLOSE OF THE SESSION (19:15)**

1. The Chairperson, Mr Gerard Metayer, will thank the Member States and Observers for their active participation in the ICG/CARIBE-EWS XVIII. He will also welcome the Chairs/Vice-Chairs of the ICG/PTWS and WGs and TTs.
2. The ICG Secretariat or Member States may wish to provide final comments.
3. The Chairperson will close the session.

| **END OF** **DAY 4** |
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