

**IOC Circular Letter No 3059**  
(Available in English and French)

IOC/VH/BA/DCS/  
18 September 2025

To : Official National Coordinating Bodies for liaison with IOC of the ICG/NEAMTWS  
ICG/NEAMTWS Tsunami National Contacts (TNCs)  
ICG/NEAMTWS Tsunami Warning Focal Points (TWFPs)  
ICG/NEAMTWS Officers  
ICG/NEAMTWS Steering Committee

C.c. : Permanent Delegation/Observer Mission to UNESCO, and  
National Commissions for UNESCO in ICG/NEAMTWS Member States  
European Commission Directorate-General for European Civil Protection and  
Humanitarian Aid Operations (ECHO) Directorate  
Joint Research Center (JRC) of the European Commission  
World Meteorological Organization (WMO)  
United Nations Office for Disaster Risk Reduction (UNDRR)

**Subject: Invitation to the Twentieth Session of the Intergovernmental  
Coordination Group for the Tsunami Early Warning and Mitigation  
System in the North-eastern Atlantic, the Mediterranean and Connected  
Seas (ICG/NEAMTWS-XX), 3–5 December 2025, UNESCO Headquarters,  
Paris, France**

I am pleased to inform you that the Intergovernmental Coordination Group for the North-Eastern Atlantic, the Mediterranean and Connected Seas Tsunami Warning and Mitigation System (ICG/NEAMTWS) will mark its **twentieth anniversary** in 2025, following its establishment in 2005 through Resolution XXIII-13 adopted at the 23rd Session of the IOC Assembly, in response to the 2004 Indian Ocean tsunami.

On behalf of Dr Alessandro Amato, Chairperson of ICG/NEAMTWS, I am pleased to invite you to designate your delegation to ICG/NEAMTWS-XX and provide the contact details of the representatives and head of delegation by email to Mr Denis Chang Seng, ICG/NEAMTWS Technical Secretary, at [d.chang-seng@unesco.org](mailto:d.chang-seng@unesco.org). Participants should register themselves directly on the session website at <https://oceanexpert.org/event/4822> no later than **15 November 2025** to ensure the preparation of participant list and logistical preparations for the session. When registering online, participants who are not already in the OceanExpert database will be asked to create an OceanExpert account before registering for the meeting. If you have questions about registration, please contact [a.danilova@unesco.org](mailto:a.danilova@unesco.org).

**Chairperson**

Yutaka MICHIDA, Prof.  
Special Presidential Envoy  
for UN Ocean Decade  
The University of Tokyo (Atmosphere  
and Ocean Research Institute)  
Kashiwanoha 5-1-5  
2778564 Kashiwa  
JAPAN

**Executive Secretary**

Mr Vidar HELGESEN  
Intergovernmental Oceanographic  
Commission — UNESCO  
7 Place de Fontenoy  
75352 Paris Cedex 07 SP  
FRANCE

**Vice-Chairpersons**

Ms Allison D. REED  
Foreign Affairs Officer  
U.S. Department of State  
Office of Ocean and Polar Affairs  
Washington, DC  
USA

Dr Atanas PALAZOV  
Acting Director, Professor  
Institute of Oceanology  
Bulgarian Academy of Sciences  
40 Parvi May Str.  
9000 Varna  
BULGARIA

Capt Carlos ZUÑIGA ARAYA  
Director of the Chilean Navy Hydrographic and  
Oceanographic Service (SHOA)  
Casilla 324,  
Valparaiso, 237-0168  
CHILE

Dr Hansan PARK  
Principal Research Scientist, Korea  
Institute of Ocean Science & Technology  
(KIOST)  
Director general of the Korea–Indonesia Marine  
Technology Cooperation Research Center  
385, Haeyang-ro, Yeongdo-gu, Busan  
REPUBLIC OF KOREA

Prof. Amr Zakaria HAMOUDA  
President of Marine Hazards  
Mitigation Center (MHMC)  
National Institute of  
Oceanography and Fisheries  
(NIOF)  
Qaitbay, Al-Anfوشي  
Alexandria  
EGYPT

Delegations are expected to secure their own financial support to attend the session and are responsible for obtaining visas as required by the host country.

The agenda for the session is technical in nature and delegates should be prepared to participate in the technical discussions. Both the Provisional Agenda and Timetable for the session are appended hereafter. The working language of the meeting will be English. The deadline for submitting national reports and presentations to the Technical Secretary is 25 November 2025.

At its forthcoming session, the ICG/NEAMTWS will renew its Officers, namely one Chairperson, and up to two Vice-chairpersons. Chairperson Alessandro Amato (Italy), Vice-chairperson Amr Hamouda (Egypt) and Vice-chairperson Ignacio Aguirre Ayerbe (Spain) will have completed one 2-year term at the end of ICG/NEAMTWS-XX and are eligible for re-election for a second term if they wish to stand for election.

With this letter, we are soliciting nominations in accordance with the procedure described in Annex 3. Nominations will be accepted until the end of the opening day of the session, i.e., Wednesday, 3 December 2025. Nominations can be submitted in advance to the IOC Secretariat, c/o Mr Denis Chang Seng at [d.chang-seng@unesco.org](mailto:d.chang-seng@unesco.org).

The general documentation and information for the session will be posted and updated at the session [webpage](#) as they become available. A note on logistic details will be posted on the session webpage and shared by email with participants.

Please kindly allow me to reiterate the deadlines: registrations by 15 November, national reports, presentations by 25 November 2025 and Officer nominations no later than 3 December 2025.

At this session, Member States are kindly invited to declare their availability to host the 21st session of the ICG/NEAMTWS, scheduled in 2026.

The ICG/NEAMTWS Chairperson and the IOC Secretariat look forward to welcoming you in Paris.

Yours sincerely,

*[signature]*

Vidar Helgesen  
Executive Secretary

Enclosures (3):    Annex 1/ Provisional Agenda  
                             Annex 2/ Provisional Timetable  
                             Annex 3/ Election Procedure and nomination forms



IOC/ICG/NEAMTWS-XX/1 Prov.  
Paris, 15 September 2025  
English only

**TWENTIETH SESSION OF THE INTERGOVERNMENTAL COORDINATION  
GROUP FOR THE TSUNAMI EARLY WARNING AND MITIGATION SYSTEM IN  
THE NORTH-EASTERN ATLANTIC, THE MEDITERRANEAN AND CONNECTED  
SEAS (ICG/NEAMTWS-XX)**

UNESCO Headquarters, Paris, France  
3–5 December 2025

**PROVISIONAL AGENDA**

- 1. OPENING**
- 2. ORGANIZATION OF THE SESSION**
  - 2.1 Adoption of the agenda
  - 2.2 Designation of the rapporteur
  - 2.3 Establishment of the nominations committee and chair for elections
  - 2.4 Conduct of the session, timetable and documentation
  - 2.5 Establishment of sessional committees and WGs
- 3. REPORTS ON ICG/NEAMTWS INTERSESSIONAL ACTIVITIES**
  - 3.1 Report by the Chairperson
  - 3.2 Report by IOC Secretariat
  - 3.3 Report by other ICGs
  - 3.4 Reports by other Intergovernmental Organizations (JRC etc.)
  - 3.5 Reports by the Working Groups and Task Teams
- 4. IMPLEMENTATION**
  - 4.1 Reports from Tsunami Service Providers and National Tsunami Warning Centres
  - 4.2 Reports from Civil Protection Agencies
  - 4.3 Reports on other major Projects and Initiatives (e.g. CoastWAVE, NEAM-COMMITMENT etc.) Related to NEAMTWS
  - 4.4 Reports on UNESCO/IOC Tsunami Ready Programme Implementation
  - 4.5 Report on NEAMWave26 Exercise Preparations
  - 4.6 Reports on Ocean Decade Tsunami Programme
  - 4.7 Reports on the World Tsunami Awareness Day (WTAD, 5 November)
  - 4.8 Updates on Task Team Governance
- 5. PROGRAMME FOR 2026**
  - 5.1 Activities scheduled for 2026
  - 5.2 Establishment of intersessional working groups and TTs
- 6. ELECTIONS**
- 7. DATES AND PLACE FOR ICG/NEAMTWS-XIX**
- 8. ANY OTHER BUSINESS**
- 9. ADOPTION OF DECISIONS AND RECOMMENDATIONS**
- 10. CLOSING**

Restricted Distribution



**unesco**

IOC/ICG/NEAMTWS-XX/1 Prov. Add.  
Paris, 17 September 2025  
English only

**INTERGOVERNMENTAL OCEANOGRAPHIC COMMISSION of UNESCO**  
**Twentieth Session of the Intergovernmental Coordination Group for the Tsunami Early Warning and Mitigation System in the North-Eastern Atlantic, the Mediterranean and connected Seas (ICG/NEAMTWS-XX)**

UNESCO Headquarters, Paris, France 3–5 December 2025

**PROVISIONAL TIMETABLE**

Hour	Wednesday 3 December	Hour	Thursday 4 December	Hour	Friday 5 November
08:30-10:00	Registration, logistics	09:00-11:00	<b>4. IMPLEMENTATION (CON'T)</b>  4.1 (Cont'd) 4.2 Reports from Civil Protection Agencies 4.3 Reports on other major Projects and Initiatives (e.g. CoastWAVE, NEAM-COMMITMENT etc.) Related to NEAMTWS	09:00-11:00	WORKING GROUP REPORTS TO THE ICG AND DISCUSSIONS
10:00-11:00	<b>1. OPENING</b> ICG/NEAMTWS Chairperson <b>2. ORGANIZATION OF THE SESSION</b> 2.1 Adoption of the agenda 2.2 Designation of the rapporteur 2.3 Establishment of the nominations committee and chair for elections 2.4 Conduct of the session, timetable and documentation 2.5 Establishment of sessional committees and WGs				
11:00-11:30	COFFEE BREAK	11:00-11:30	COFFEE BREAK	11:00-11:30	COFFEE BREAK
11:30-12:30	<b>3. REPORTS ON ICG/NEAMTWS INTERSESSIONAL ACTIVITIES</b> 3.1 Report by the Chairperson 3.2 Report by IOC Secretariat 3.3 Report by other ICGs 3.4 Reports by other Intergovernmental Organizations (JRC etc.)	11:30-12:30	4.4 Reports on UNESCO/IOC Tsunami Ready Programme Implementation 4.5 NEAMWave26 Exercise Preparation 4.6 Reports on Ocean Decade Tsunami Programme 4.7 Reports on World Tsunami Awareness Day (WTAD) 4.8 Update on TT Governance	11:30-12:30	<b>5. PROGRAMME FOR 2026</b>  5.1 Activities scheduled for 2026 5.2 Establishment of intersessional working groups and TTs
12:30-13:30	LUNCH BREAK	12:30-13:30	LUNCH BREAK	12:30-13:30	LUNCH BREAK
13:30-16:00	3.5 Reports by the Working Groups and Task Teams <a href="#">[TT on Tsunami Ready may report under agenda 4.4 and TT on Exercise to report under agenda 4.5]</a>	13:30-16:00	SESSIONAL WORKING COMMITTEES AND WORKING GROUPS	13:30-17:00	<b>6. ELECTIONS</b>  <b>7. DATES AND PLACE FOR ICG/NEAMTWS-XIX</b>  <b>8. ANY OTHER BUSINESS</b>  <b>9. ADOPTION OF DECISIONS AND RECOMMENDATIONS</b>  <b>10. CLOSING</b>
16:00-16:30	COFFEE BREAK	16:00-16:30	COFFEE BREAK		
16:30-18:00	3.5 Reports by the Working Groups and Task Teams (Con't)  <b>4. IMPLEMENTATION</b>  4.1 Reports from Tsunami Service Providers and NTWCs	16:30-18:00	SESSIONAL WORKING COMMITTEES AND WORKING GROUPS		

## THE TWENTIETH SESSION OF THE INTERGOVERNMENTAL COORDINATION GROUP FOR THE TSUNAMI EARLY WARNING AND MITIGATION SYSTEM IN THE NORTH-EASTERN ATLANTIC, THE MEDITERRANEAN AND CONNECTED SEAS (ICG/NEAMTWS-XX)

### Elections of the Officers of the ICG

The Twentieth Session of the Intergovernmental Coordination Group for the Tsunami Early Warning and Mitigation System in the North-Eastern Atlantic, the Mediterranean and connected Seas (ICG/NEAMTWS-XX), UNESCO Headquarters, Paris, France 3–5 December 2025, shall elect the Officers of the ICG, namely, one Chairperson and two Vice-chairpersons, for the term 2026–2027.

In establishing the ICG/NEAMTWS in 2005, IOC Resolution XXIII-14 stipulated that the ICG membership should consist of:

- Member States of the IOC within and bordering North-eastern Atlantic, the Mediterranean and Connected Seas;
- Observers from other IOC Member States;
- Invited observers from other organizations (including NGOs), programmes and projects in accordance with the IOC rules and procedures.

The current elected officers, the Chairperson and Vice-Chairperson of the ICG/NEAMTWS have **completed one term of 2 years**. The Chairperson and the Vice-chairpersons of a Subsidiary Body **may remain in his/her mandate for a second term** but not more than two successive terms (according to Rule of Procedure 6. The time limit of a mandate is two years according to Article 7.2 of the IOC Statutes). The current elected Chairperson and Vice-Chairperson are the following:

- **Chairperson:** Dr Alexander Amato (November 2024–December 2025)
- **Vice-Chairperson:** Professor Amr Hamouda, Egypt (November 2024–December 2025)
- **Vice-Chairperson:** Mr Ignacio Aguirre Ayerbe, Spain (November 2024–December 2025)

The Chairperson shall declare the opening and closing of each session, direct the discussions and ensure observance of the Rules of Procedure, accord the right to speak, put questions to the vote and announce decisions. The Chairperson shall rule on points of order and, subject to these Rules, shall control the proceedings and maintain order and shall strive to work by consensus (Rule 19.2).

### **Nominations**

Nominations of individuals to either the post of Chairperson or the posts of Vice-chairperson shall be submitted by Member States through the officially designated Head of Delegation to the ICG/NEAMTWS-XX, or through the IOC Focal Point in the Member State or the Permanent Delegation to UNESCO.

Nominations shall be submitted in writing to the IOC Executive Secretary using Form A (Chairperson) or Form B (Vice-chairperson) and must reach the Executive Secretary (with copy to the ICG/NEAMTWS Technical Secretary, [d.chang-seng@unesco.org](mailto:d.chang-seng@unesco.org)) preferably by 15 November 2025, 17:00 h CET), and at the latest on the first day of the meeting by close of business, Wednesday 3 December.

Each nomination shall contain a declaration from the candidate that he/she is prepared to stand for the post for which he/she has been nominated and is willing to take on the obligations that would devolve upon him/her, should he/she be elected. Each nomination shall also contain a CV with the profile of the candidate (Form C).

Each candidate must be seconded by two Member States of the ICG/NEAMTWS other than the nominating Member State.

### **Elections**

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 members present and voting (Rule 25.2), by secret ballot (IOC technical arrangements for the elections, item 2.2).

**THE TWENTIETH SESSION OF THE INTERGOVERNMENTAL COORDINATION GROUP FOR  
THE TSUNAMI EARLY WARNING AND MITIGATION SYSTEM IN THE NORTH EASTERN  
ATLANTIC, THE MEDITERRANEAN AND CONNECTED SEAS (ICG/NEAMTWS-XX)**

**Biennial Elections for Chairperson**

**FORM A – CHAIRPERSON**

Name of Member State:

.....

Name of Nominee:

.....

I declare that I am prepared to stand for election to the post of Chairperson of the ICG/NEAMTWS, if elected, to take an active part in the work of it.

Signature of the Nominee: .....

	<i>Seconder 1</i>	<i>Seconder 2</i>
Member State of the ICG/NEAMTWS	.....	.....
Name in capitals	.....	.....
Position	.....	.....
Signature	.....	.....

Date sent to the IOC Secretariat

.....

Date and time received by the IOC Secretariat

.....

**THE TWENTIETH SESSION OF THE INTERGOVERNMENTAL COORDINATION GROUP FOR  
THE EARLY TSUNAMI WARNING AND MITIGATION SYSTEM IN THE NORTH-EASTERN  
ATLANTIC, THE MEDITERRANEAN AND CONNECTED SEAS  
(ICG/NEAMTWS-XX)**

**Biennial Elections for Chairperson**

**FORM B – VICE-CHAIRPERSON**

Name of Member State:

.....

Name of Nominee:

.....

I declare that I am prepared to stand for election to the post of Vice-chairperson of the ICG/NEAMTWS and, if elected, to take an active part in the work of it.

Signature of the Nominee: .....

	<i>Secunder 1</i>	<i>Secunder 2</i>
Member State of the ICG/NEAMTWS	.....	.....
Name in capitals	.....	.....
Position	.....	.....
Signature	.....	.....

Date sent to the IOC Secretariat

.....

Date and time received by the IOC Secretariat

.....



**THE TWENTIETH SESSION OF THE INTERGOVERNMENTAL COORDINATION  
GROUP FOR THE TSUNAMI EARLY WARNING AND MITIGATION SYSTEM IN THE  
NORTH -EASTERN ATLANTIC, THE MEDITERRANEAN AND CONNECTED SEAS  
(ICG/NEAMTWS-XX)**

**Biennial Elections for OFFICERS**

**FORM C**

Curriculum vitae of nominee
-----------------------------

[NAME]

Date of birth:

Languages:

Address:

Phone number:

Fax number:

Email:

*CURRENT POSITION*

[Please insert text]

*EDUCATION*

[Please insert text]

*PREVIOUS PROFESSIONAL EXPERIENCE*

[Please insert text]