

**First Southeast Asia Project Steering Committee (SEA-PSC-1) Meeting for the project entitled:   
“*Building Resilience to High-Impact Hydrometeorological Events through Strengthening Multi-Hazard Early Warning Systems (MHEWS) in  
Small Island Developing States (SIDS) and Southeast Asia (SEA)”***

*23 November 2017*

Headquarter of National Hydro-Meteorological Service (NHMS)  
No. 08, Phao Dai Lang street, Ha Noi City, Viet Nam

**AGENDA (Doc 1)**

*(as of 8 November 2017)*

| **Start** | **End** | **Thursday, 23 November 2017** |
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| **14:00** | **14:30** | **Session 1: Opening and Introduction**   * Welcome remarks on behalf of the host country –*representative from Ministry of Natural Resources and Environment.* * Welcome remarks on behalfof the Association of Southeast Asian Nations (ASEAN) Sub-Committee on Meteorology and Geophysics (SCMG) – *Landrico Dalida, Deputy Administrator for Operations and Services, Philippine Atmospheric Geophysical and Astronomical Services Administration (PAGASA)* on behalf of *Dr Vicente B. Malano, Permanent Representative of the Philippines with WMO* * Welcome remarks on behalf of the Secretary-General of WMO – *Mr Abdoulaye Harou, Chief, Data Processing and Forecasting Systems Division, WMO Secretariat* * Roundtable introduction of participants * Objectives, structure, document list and working arrangements of the meeting – *Mr Jochen Luther,* *Project Manager, Development and Regional Activities Department, WMO Secretariat* * Election of a Chairperson (suggested: PR of Viet Nam) and adoption of the agenda |
| **14:30** | **14:50** | **Session 2: Current WMO capacity development activities in Southeast Asia and alignment with third-party activities**   * Overview presentation *– Jochen Luther* * Discussion, questions and answers |
| **14:50** | **15:30** | **Session 3: The project “*Building Resilience to High-Impact Hydrometeorological Events through Strengthening MHEWS in SIDS and SEA*”**   * Overview presentation *– Jochen Luther* * Review of the draft Terms of Reference (ToR) for the Southeast Asia Project Steering Committee (SEA-PSC) *– Chairperson* * Discussion, questions and answers |
| **15:30** | **15:50** | **\*\*\*\* COFFEE/TEA BREAK \*\*\*\*** |
| **15:50** | **16:40** | **Session 4: Discussion on the project implementation plan, including the annual work plan for 2017-2018 and an outlook to 2018-2019**   * Overview presentation *– Jochen Luther* * Discussion, questions and answers |
| **16:40** | **17:00** | **Session 5: Way forward and decisions**   * Review of decisions and next steps *– Chairperson* * Closure of the meeting -*Mr Nguyen Linh Ngoc* |
| **17:00** |  | **\*\*\*\* Closure of meeting \*\*\*\*** |

**Document List**

1. Agenda – First Southeast Asia Project Steering Committee (SEA-PSC-1)
2. Participant List – First Southeast Asia Project Steering Committee (SEA-PSC-1)
3. Terms of Reference (ToR) – Southeast Asia Project Steering Committee (SEA-PSC)
4. Project Overview
5. Project Implementation Plan

