**Appendix A.II.2.2.9-e**

**REQUEST FORM TO ACTIVATE RSMC SUPPORT**

**ENVIRONMENTAL EMERGENCY RESPONSE REQUEST FOR WMO**

**RSMC SUPPORT BY AUTHORIZED PERSON[[1]](#footnote-1)**

1. This form should be sent by e-mail to one the RSMCs’ operational contact in the Regional Association when support is needed for releases that have the potential for long-range impacts (distances greater than 50 km). The RSMC operational contact information is available on <http://www.wmo.int/pages/prog/www/DPFSERA/transport_model_products.htm>
2. If RSMC does not confirm reception of request within 20 minutes, requester will phone the RSMC.
3. The RSMC shall make available its products as soon as possible but usually within 2 hours. An email will be sent by the RSMC with information on where to access the products. The requester will confirm reception by email.

**DATE AND TIME OF REQUEST:**

**1) MANDATORY INFORMATION:**

* Name, title, Organization/Agency, Country, phone number and email of requester:

* Select type of event and provide brief description or details:



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Chemical incident:

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Fire/Smoke:

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Backtracking request:

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Other:

* Date and Start time of release (DD/MM/YYY and UTC):
* Location of release (as accurately as possible) in order of preference:

1. Coordinates (**decimal degrees** or degrees, minutes and seconds):

|  |  |
| --- | --- |
| **Latitude** |  |
| **Longitude** |  |

1. (*if appropriate*) Address, City, Country:

**2) OTHER INFORMATION: If known, the following would be useful for the modelling and should be provided as well:**

* Name of location (name of chemical plant, factory, etc.):

* Meteorological conditions at location at the start of the release (wind speed and direction, weather, cloudiness, presence of inversion, etc.):
* Name or type of pollutant(s) to be modelled if known (smoke, natural gas, sulphur dioxide, etc). *If unknown, a tracer will be used.*
* Quantity (mass) or release rate (mass per unit time) of pollutant. *If unknown, one unit mass or one unit mass per hour will be used.*

* Expected or estimated release duration. *If unknown, modeller will use default parameters or make a reasonable assumption.*

* Duration of simulation for the dispersion model run. *If not provided, modeller will use default parameters or make a reasonable assumption*.

* Size of area of interest (for example, within 300 km of source). *If not provided, modeller will make a reasonable assumption*.
* Base of release (surface or meters above surface), dimension of release area and estimated maximum height in meters reached by the release (top of smoke plume for example). *If not provided,* *modeller will make a reasonable assumption.*

* If quantity (mass) and name of pollutant(s) are provided, what concentrations should be displayed on modelling outputs? Please specify.
* Any other information that may be useful:

1. The person authorized by the Permanent Representative of the WMO Member to request RSMC Support; normally the NMHS operational contact point. [↑](#footnote-ref-1)