



4b, quai Antoine 1^{er}
B.P. 445
MC 98011 MONACO CEDEX
PRINCIPAUTE DE MONACO

Tél. : +377 93 10 81 00
Fax : +377 93 10 81 40
Mél : info@iho.int
Web : www.iho.int

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**INVITATION TO ATTEND THE 4TH MEETING OF THE IHO
TIDES, WATER LEVEL AND CURRENTS WORKING GROUP (TWCWG4) AND THE IOC
GLOBAL SEA LEVEL OBSERVING SYSTEM (GLOSS) GROUP OF EXPERTS MEETING**

BUSAN, REPUBLIC OF KOREA, 8 - 13 APRIL 2018

17 December 2018

Dear Members of the TWCWG,

1. All members of the TWCWG are hereby invited to attend the 4th meeting of the TWCWG which will be held in the Ballroom, SHILLA STAY HAEUNDAE, Busan, Republic of Korea, from 8 to 13 April 2019. The latest Membership List is attached at Annex A.

2. The Korean Hydrographic and Oceanographic Agency have graciously agreed to host both the IHO TWCWG meeting and meeting of the Intergovernmental Oceanographic Commission of UNESCO (IOC) Global Sea Level Observing System (GLOSS) Group of Experts. The TWCWG meeting will be collocated with and followed by the GLOSS meeting. The current plan is to hold the TWCWG from Monday 8 to lunch time 11 April with the GLOSS Group of Experts completing the administrative part of their meeting during the forenoon of Thursday 11 April and then continuing until the afternoon of Saturday 13 April. It has been agreed that TWCWG members and GLOSS Experts can attend both meetings, participants should indicate if they intend to do so on the registration form.

3. Please let Ms. HAN Kwang nam (hkn0112@korea.kr) know as soon as possible if you plan to attend. All attending the meeting must complete the registration form at Annex B and return it to Ms. HAN Kwang nam and Ms. KIM A ram (1124kar@korea.kr), copied to David Wyatt, no later than **1 March 2019**. The form is also available on the IHO-TWCWG4 web page: https://www.iho.int/mtg_docs/com_wg/IHOTC/TWCWG4/TWCWG4.htm.

4. Details of the hotel are available in the Logistical Information document available on the IHO-TWCWG4 web page and at Annex C. Members who would like to reserve the hotel must complete Annex D and submit it to Ms. Han Kwang nam, Ms. Kim A ram and the hotel e-mail (haeundae@shillastay.com).

5. Finally anyone requiring a letter of invitation from the Republic of Korea for the purposes of obtaining a Visa to visit the Republic of Korea is requested to inform Ms. HAN Kwang nam and Ms. KIM A ram at the earliest opportunity.

On behalf of the Chair, TWCWG,
Yours sincerely,

A handwritten signature in black ink, appearing to read 'David Wyatt', is written over a horizontal line.

David Wyatt
Secretary TWCWG

Annexes:

- A. TWCWG membership list.
- B. TWCWG4 registration form.
- C. TWCWG4 logistics information.
- D. TWCWG4 Hotel reservation form

COUNTRY	NAME AND ADDRESS	TELEPHONE FAX & e-mail
ARGENTINA	Enrique D'Onofrio	Tel : +?? Fax : +?? e-mail: mareas@hidro.gov.ar
AUSTRALIA	Zarina Jayaswal Deputy Director of Tides and Geodetic Control Australian Hydrographic Service Locked Bag 8801 Wollongong NSW 2500 Australia TWC	Tel : +61 2 4223 6654 Fax : +61 2 4223 6599 e-mail: Zarina.Jayaswal@defence.gov.au tides@defence.gov.au
BELGIUM	Hans Poppe Vlaamse overheid Agentschap Maritieme Dienstverlening en Kust Afdeling Kust	Tel : +32(0)59/55.42.62 Fax : +?? e-mail: hans.poppe@mow.vlaanderen.be
BRASIL	César Henrique de Oliveira Borba Survey Division - Tidal Section Rua Barao de Jaceguai, s/n° Niteroi – Rio de Janeiro 24048-900 Brazil TW	Tel: +55 21 2189-3027 Fax: +55 21 2189-3237 e-mail: cesar.borba@marinha.mil.br
BRAZIL	Cesar Reinert Bulhões de Morais Brazilian Navy Hydrographic Center (CHM) Numerical Prediction Division Rua Barão de Jaceguai, s/n° Niteroi – Rio de Janeiro 24048-900 Brazil SC	Tel: +55 21 2189-3609 Fax: +55 21 2189-3105 e-mail: ceas.reinert@marinha.mil.br
CANADA	Neil Dangerfield, BSc Multidisciplinary Hydrographer Science Branch Small Craft Acquisitions Committee (Pacific) Canadian Hydrographic Service (Pacific) Institute of Ocean Sciences P.O. Box 6000, Sidney, B.C. V8L 4B2 Canada SC	Tel: +1 250-363-6755 Fax: +1 250-363-6323 e-mail: Neil.Dangerfield@dfo-mpo.gc.ca
CHILE	Carlos Zúñiga Head, Department of Oceanography Hydrographic and Oceanographic Service of the Chilean Navy Errázuriz 254 Playa Ancha Valparaíso Chile TW	Tel: +56 32 2266671 Fax: +56 32 2266542 e-mail: oceanografia@shoa.cl

CHILE	Juan Fierro Head, Coastal Dynamic Division Hydrographic and Oceanographic Service of the Chilean Navy Errázuriz 254 Playa Ancha Valparaíso Chile TW	Tel: +56 32 2266676 Fax: +56 32 2266542 e-mail: oceanografia@shoa.cl
CHILE	Julio Castro Head, Currents Section Hydrographic and Oceanographic Service of the Chilean Navy Errázuriz 254, Playa Ancha, Valparaíso, CHILE. SC	Tel: +56 32 2266695 Fax: +56 32 2266542 e-mail: oceanografia@shoa.cl
CHINA	Wang Zhiyun Senior Engineer Shanghai Maritime Safety Administration Hydrography Department No 82-7 Gong Qing Road Shanghai China TW	Tel : + 86 021 6567 2645 Fax : + 86 021 6568 2653 e-mail: wzy@shmsa.gov.cn wzy.tc@yahoo.com.cn
COLUMBIA	Diego Armando Pulido Nossa Barranquilla – Atlántico Vía 40 calle 58 esquina Bogotá D.C.	Tel : + 57 3225406505 Fax : + e-mail: diego.pulido@armada.mil.co dpulido@dimar.mil.co
DENMARK	Mads Hvid Ribergaard Danish Meteorological Institute Lyngbyvej 100 2100 Copenhagen Ø Denmark	Tel : +45 39 15 73 06 Fax : +45 39 27 10 80 e-mail: mhri@dmi.dk
ECUADOR	Jorge Guillermo Nath Nieto Naval Oceanographic Institute-INOCAR Av. 25 de Julio Vía Puerto Marítimo Base Naval Sur Guayaquil Ecuador TW	Tel : +593 42 481300 Ext. 2221 Fax : +593 42 485166 e-mail: jorge.nath@inocar.mil.ec inocar@inocar.mil.ec
EGYPT	Mohamed I. Mohasseb Egyptian Naval Hydrographic Office Shobat Al Misaha Al Baharia Ras El Tin Alexandria Egypt	Tel : + 20 10 144 8673 Fax : e-mail: mohamedmohasseb@live.com

ESTONIA	Tõnis Siilarusk Head of Cartography Department Estonian Maritime Administration Valge 4 11413, Tallinn Estonia	Tel : +372 5043815 Fax : +372 6205606 e-mail: tonis.siilarusk@vta.ee
ESTONIA	Peeter Väiling	Tel : +372 5043815 Fax : +372 6205606 e-mail: peeter.valing@vta.ee
FINLAND	Jyrki Mononen Hydrographic Office Finnish Transport Agency P.O. Box 33 FI-00521 Helsinki Finland (Opastinsilta 12A) TW	Tel: + 358 (0)29 534 3419 Mob: + 358 (0)40 059 1422 e-mail: jyrki.mononen@traficom.fi.
FRANCE	Gwenaële Jan (Chair TWCWG) Senior expert on tides and currents SHOM 13 rue du Chatellier CS 92803 29228 BREST CEDEX 2, FRANCE TWC	Tel : +33 2 56 31 23 29 Fax : +33 2 98 22 08 99 e-mail: gwenaele.jan@shom.fr
GERMANY	Stephan Dick Head of Division 'Forecasting Services' Federal Maritime and Hydrographic Agency (BSH) Bernhard-Nocht-Str 78 20359 Hamburg Germany	Tel: +49 (0) 40 3190-3100 Fax: +49 (0) 40 312224 email: stephan.dick@bsh.de
IHO	David Wyatt International Hydrographic Bureau 4B Quai Antoine 1er BP445 MC 98011 MONACO Cedex Principauté de Monaco	Tel: + 377 93 10 81 06 Fax: + 377 93 10 81 40 e-mail: adso@iho.int
INDIA	Maheshwar P Gupta National Hydrographic Office 107-A, Rajpur Road Post Box No. 75 Dehradun - 248 001 Uttarakhand India	Tel : +91-135-2746290 -95 Fax : +91-135-2748373 e-mail: inho@navy.gov.in e-mail: ia-inho-navy@nic.in
INDONESIA	Rosyid Head of Marine Environment Division Indonesian Hydrographic and Oceanographic Office JI.Pantai Kuta V No. 1. Jakarta. 14430 Indonesia	Tel: +6221 6471 4810 (or 4809) Fax: +6221 6471 4819 (or 4809) e-mail: info@idho.org

ITALY	Lorenzo Papa Italian Hydrographic Office	Tel: +39 102 443363 Tel: +39 102 443205 Fax: +39 102 61400 e-mail: lorenzo_papa@marina.difesa.it papa@fisica.unige.it
ITALY	Paola Picco	Tel: +39 102 ?? Tel: +39 102 ?? Fax: +39 102 ?? e-mail: paola.picco@persociv.difesa.it
JAPAN	Katsuhiko Kusunoki Director Environmental and Oceanographic Research Division Hydrographic and Oceanographic Department Japan Coast Guard 3-1-1, Kasumigaseki, Chiyoda-ku, Tokyo 135-8932 Japan TWC	Tel: +81 3 3595 3605 Fax: +81 3 3595 3637 e-mail: analysis@jodc.go.jp
NETHERLANDS	Ronald Kuilman Hydrographer and Tidal Specialist Netherlands Hydrographic Service Van Alkemadeaan 786 2597 BC Den Hague Netherlands P.O. Box 10 000 1780 CA Den Helder Netherlands TWC	Tel: +31 70 316 28 45 Fax: +31 70 316 28 43 e-mail: rb.kuilman@mindef.nl
NEW ZEALAND	Glen Rowe New Zealand Hydrographic Authority Land Information New Zealand Level 7 Radio New Zealand House 155 The Terrace PO Box 5501 Wellington 6145 New Zealand TW	Tel: +64 4 460 0569/0110 Fax: +64 4 498 3837 e-mail: growe@linz.govt.nz
NORWAY	Hilde Sande Oceanography Group Norwegian Hydrographic Service Lervigsveien 36, N-4014 Stavanger Norway TW	Tel: +47 51858815 Fax: +47 51858701 e-mail: hilde.sande@kartverket.no
NORWAY	Oda Roaldsdotter Ravndal Oceanography Group Norwegian Hydrographic Service Lervigsveien 36, N-4014 Stavanger Norway TW	Tel: +47 51858853 Fax: +47 51858701 e-mail: oda.roaldsdotter.ravndal@kartverket.no

PERÚ	Diego Gago Head of Oceanography Department Directorate of Hydrography and Navigation Avda. Gamarra No. 500 Chucuito CALLAO 1 PERU TW	Tel: +51 1 613 6751/63 6767 Ext. 6460 Fax: + Email: dgago@dhn.mil.pe
PERÚ	Gerardo Macedo Head of the National Tsunami Warning Center Direccion De Hidrografia y Navegacion Directorate of Hydrography and Navigation Avda. Gamarra No. 500 Chucuito CALLAO 1 Peru TW	Tel: +51 1 613 6751/63 6767 Ext. 6462 Fax: + e-mail: gmacedo@dhn.mil.pe
PERU	Fernando Vegas Direccion De Hidrografia y Navegacion Directorate of Hydrography and Navigation Avda. Gamarra No. 500 Chucuito CALLAO 1 Peru	Tel: +51 1 613 6751/63 6767 Fax: + e-mail: fvegas@dhn.mil.pe
PERU	Carol Estrada Direccion De Hidrografia y Navegacion Directorate of Hydrography and Navigation Avda. Gamarra No. 500 Chucuito CALLAO 1 Peru	Tel: +51 1 613 6751/63 6767 Fax: + e-mail: cestrada@dhn.mil.pe
POLAND	Włodzimierz Krzywiński Head Department of Oceanography and Baltic Monitoring. Institute of Meteorology and Water Management National Research Institute, Maritime Branch in Gdynia, Waszyngtona 42, 81-342 Gdynia Poland SC	Tel: + 48 58 6288131 Fax: +48 58 6288163 e-mail: wlodzimierz.krzyminski@imgw.pl
POLAND	Beata Kowalska Deputy Head of Hydrological Forecasting Office Institute of Meteorology and Water Management National Research Institute Maritime Branch in Gdynia Waszyngtona 42 81-342 Gdynia Poland TW	Tel: + 48 58 6288147 Fax: +48 58 6288163 e-mail: beata.kowalska@imgw.pl

PORTUGAL	Joana Reis Tidal Section Instituto Hidrográfico (Portuguese Hydrographic Service) Oceanography Division – Tides Rua das Trinas, 49 1249-093 Lisboa Portugal TW	Tel: + 351 21 094 30 52 Fax: + 351 21 094 32 99 e-mail: joana.reis@hidrografico.pt
PORTUGAL	Marina Silveira De Serpa Tidal Section Instituto Hidrográfico (Portuguese Hydrographic Service) Oceanography Division – Tides Rua das Trinas, 49 1249-093 Lisboa Portugal TW	Tel: + 351 21 094 ?? Fax: + 351 21 094 ?? e-mail: marina.serpa@hidrografico.pt
REPUBLIC OF KOREA	Jin-Kwang Bouk Korea Hydrographic and Oceanographic Administration #351 Haeyang-ro Yeongdo-gu Busan 606-806 Republic of Korea	Tel: + 82 51 400 4222 Fax: + 82 51 400 4192 e-mail: jinkwang@korea.kr
REPUBLIC OF KOREA	Sung-Yong Park Korea Hydrographic and Oceanographic Administration #351 Haeyang-ro Yeongdo-gu Busan 606-806 Republic of Korea	Tel: + 82 51 400 4233 Fax: + 82 51 400 4192 e-mail: yong0528@korea.kr
REPUBLIC OF KOREA	Do-Seong Byun Korea Hydrographic and Oceanographic Administration #351 Haeyang-ro Yeongdo-gu Busan 606-806 Republic of Korea SC	Tel: + 82 51 400 4390 Fax: + 82 51 400 4192 e-mail: dsbyun@korea.kr
REPUBLIC OF KOREA	Ji-Min Ko Korea Hydrographic and Oceanographic Administration #351 Haeyang-ro Yeongdo-gu Busan 606-806 Republic of Korea	Tel: +82 51 400 4382 Fax: +82 51 400 4192 e-mail: jmko124@korea.kr infokhoa@korea.kr

RUSSIAN FEDERATION	Igor Bonakov	Tel: + ?? Fax: + ?? e-mail: unio_main@mil.ru
SINGAPORE	Weng Choy Lee	Tel: + ?? Fax: + ?? e-mail: lee_weng_choy@mpa.gov.sg
SOUTH AFRICA	Ruth Farre Superintendent Tidal Information South African Navy Hydrographic Office Private Bag X1, Tokai, 7966 Republic of South Africa TW	Tel: +27 21 787 2403 Fax: +27 21 787 2233 E-mail: ruth.farre@sanavy.co.za hydrosan@iafrica.com
SPAIN	Cdr. José Ramón Torres Spanish Hydrographic Office Plaza San Severiano 3 11007 – Cadiz Spain	Tel: +34 956 599401 Fax: +34 956 545 347 e-mail: jtorgarc@fn.mde.es oceano@fn.mde.es
SPAIN	Cdr. Salvador Espinosa Spanish Hydrographic Office Plaza San Severiano 3 11007 – Cadiz Spain	Tel: +34 956 599401 Fax: +34 956 545 347 e-mail: sespinos@fn.mde.es oceano@fn.mde.es
SWEDEN	Lars Jakobsson	Tel: + 46 708 191093 (phone + text) Fax: + 46 11 238945 e-mail: lars.jakobsson@sjofartsverket.se
SWEDEN	Thomas Hammarklint Swedish Maritime Administration (SMA) Sea Level Expert Hydrographic Office Lindholmspiren 5 SE-41756 Göteborg Sweden	Tel: +46 10 478 5459 Fax: + 46 11 238945 e-mail: thomas.hammarklint@sjofartsverket.se
UKRAINE	Mykola Golodov Deputy Head of State Hydrographic Service of Ukraine Gagarina str.23 Kiev 02660 Ukraine	Tel: + 38 44 2924624 Fax: + 38 44 2924624 e-mail: navinf@rambler.ru
UNITED KINGDOM	Chris Jones Head of Tides The U.K. Hydrographic Office Admiralty Way Taunton, Somerset, TA1 2DN United Kingdom TW	Tel : +44 (0) 1823 337900 ext. 3504 Fax : +44 (0) 1823 284077 e-mail: christopher.jones@ukho.gov.uk
URUGUAY		sohmaom@adinet.com.uy

UNITED STATES	Kurt Hess NOAA 1305 East-West Highway Station 6515 Silver Spring MD 20910 USA TWC	Tel: +1 301 713 ?? Fax: +1 301 71 3 ?? e-mail: kurt.hess@noaa.gov
UNITED STATES	Doug Roush SC	Tel: +1 ?? Fax: +1 ?? e-mail: NGAMaritimeTWCWG@NGA.mil
UNITED STATES	Peter Stone (vice-Chair TWCWG) Technical Director NOAA/NOS/Centre for Operational Oceanographic Products and Services 1305 East-West Highway Office 6645 Silver Spring MD 20910 USA TWC	Tel: +1 240-533-0546 Fax: +1 301 71 3 ?? e-mail: Peter.stone@noaa.gov
UNITED STATES	Carl Kammerer NOAA 1305 East-West Highway Station 6515 Silver Spring MD 20910 USA SC	Tel: +1 301 713 ?? Fax: +1 301 71 3 ?? e-mail: carl.kammerer@noaa.gov
VENEZUELA (Armada de Venezuela)	Carlos Murillo Direccion Hidrografia y Navegación 1A P/Anicie 23 de Enero Observatorio Naval Cagigal Venezuela	Tel: +85 212 5558000 Fax: e-mail: dhn@ifxnw.com.ve carlosmurillo@hotmail.com
VENEZUELA (Armada de Venezuela)	Bill Ramon Abrew Direccion Hidrografia y Navegación 1A P/Anicie 23 de Enero Observatorio Naval Cagigal Venezuela	Tel: +85 212 5558000 Fax: e-mail: jocendoc@dhn.mil.ve jbbill@hotmail.com
VENEZUELA (Armada de Venezuela)	Edward Méndez Araujo Direccion Hidrografia y Navegación 1A P/Anicie 23 de Enero Observatorio Naval Cagigal Venezuela	Tel: +85 212 4518666 Fax: +85 426 517 8157 e-mail: mendezaraujo@gmail.com
GLOSS		Contact: Thorkild Aarup (t.aarup@unesco.org)
Expert Contributor	Briana Sullivan Centre for Coastal and Ocean Mapping, University of New Hampshire, Durham, NH, USA TWC	Tel: +1-978-378-0072 Fax: +1-978-862-0839 e-mail: Briana@ccom.unh.edu

Annex A to
TWCWG4 Letter
dated 17 December 2018

	Edward Weaver SPAWAR Atlantic SC	Tel: +1 757 858 6000 ext 225 Fax: +1 757 858 6058 e-mail: eweaver@wrsystems.com
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