**TASK TEAM TSUNAMI READY**

**Terms of Reference**

**Role and Responsibilities**

The Task Team will:

1. Support and provide guidance to the CARIBE EWS in the implementation of the UNESCO IOC Tsunami Ready Recognition Programme.
2. Develop an evaluation instrument aimed at measuring the effectiveness of UNESCO IOC Tsunami Ready Recognition Programme in recognized communities.
3. The Task Team will implement the evaluation instrument and analyze its findings in collaboration with ITIC-CAR and CTIC.
4. Facilitate Member States to conduct pre- and post-evaluation instruments to measure the social impact of UNESCO IOC Tsunami Ready Recognition Programme.
5. Assist CTIC, in association with member states, in determining the target number of communities pursuing the Tsunami Ready Recognition.

**Composition**

Tsunami Task Team members are nominated within the context of their personal capacities and irrespective of institutional affiliation. The Tsunami Ready Task Team members will comprise:

1. **Fabian Hinds**, Co-chair, CZMU, Barbados - [fhinds@coastal.gov.bb](mailto:fhinds@coastal.gov.bb)
2. **Mathieu Péroche**, Co-chair, France - [mathieu.peroche@gmail.com](mailto:mathieu.peroche@gmail.com)
3. **Brian Dyer**, St Kitts & Nevis – [brian.dyer@ndmd.kn](mailto:brian.dyer@ndmd.kn)
4. **Christa von Hillebrandt-Andrade**, ITIC-CAR - [christa.vonh@noaa.gov](mailto:christa.vonh@noaa.gov)
5. **Danielle Howell**, CZMU, Barbados – [dhowell@coastal.gov.bb](mailto:dhowell@coastal.gov.bb)
6. **Kerry Hinds**, DEM [kerry.hinds@gmail.com](mailto:kerry.hinds@gmail.com) , [Kerry.hinds@barbodos.gov.bb](mailto:Kerry.hinds@barbodos.gov.bb)
7. **Dr. Leo Brewster**, CZMU, Barbados – [lbrewster@coastal.gov.bb](mailto:lbrewster@coastal.gov.bb)
8. **Marie-Noëlle Raveau**, France - [marie.raveau@collectivitedemartinique.mq](mailto:marie.raveau@collectivitedemartinique.mq)
9. **Stacey Edwards**, SRC – [stacey.edwards@sta.uwi.edu](mailto:stacey.edwards@sta.uwi.edu)
10. **Céline Tiffay**, ex officio, Tsunami Unit, IOC UNESCO - [c.tiffay@unesco.org](mailto:c.tiffay@unesco.org)
11. **Alison Brome**, ex officio, CTIC -, [a.brome@unesco.org](mailto:a.brome@unesco.org)
12. **Bernardo Aliaga**, ex officio, CARIBE EWS Technical Secretary, - [b.aliaga@unesco.org](mailto:b.aliaga@unesco.org)

The Task Team will provide advice to the ICG executive and will provide updates regarding tsunami ready recognition activities within the Caribbean.

**Meetings**

Task Team members will meet virtually as often as is required for the purposes of executing its mandate. A quorum will be achieved when the number of members present is equivalent to 50% or greater of the membership.

**Chairmanship**

Chairmanship of the Task Team shall be shared between the co-chairs, or by one of the co-chairs where the other is unavailable. The co-chairs will be responsible for:

1. The conduct of the meetings
2. Ensuring that an accurate record of the discussions and decisions of each meeting is prepared and forwarded to all members
3. Ensuring that there is adequate follow-up on the undertakings of the Task Team

**Secretary**

A member of the Task Team will be elected/volunteer to serve as secretary of the team.

**Communication**

Minutes of the official meetings of the Task Team shall be prepared by the Secretary and shall be forwarded to all members not later than two (2) weeks after the conclusion of each meeting.

**Duration**

The membership of the Task Team Tsunami Ready Programme shall be convened for a period of two (2) years, renewable once. At each ICG the leadership and membership of the Task Team will be reviewed.