



Environment and
Climate Change Canada



Norwegian
Meteorological
Institute



Russian Federal Service
for Hydrometeorology
and Environmental Monitoring



World Meteorological Organization Pan-Arctic Regional Climate Outlook Forum



May 15-16, 2018
Ottawa, Canada



FINNISH METEOROLOGICAL INSTITUTE

SMHI

Table of Contents

INTRODUCTION.....	3
ACCOMODATION	3
TRANSPORTATION	4
MEETING VENUE.....	4
MEETING LOGISTICS.....	4
PRESENTATIONS & POSTERS.....	4
BREAK-OUT GROUP QUESTIONS.....	5
ArcRCC WEBSITE	5
PARCOF AGENDA	6
ArcRCC NETWORK MEETING AGENDA.....	8
CASH & CURRENCY EXCHANGE.....	9
ELECTRICITY.....	9
TIME ZONE	9
CLIMATE INFORMATION	9
CONTACT INFORMATION.....	10
MAP OF NEARBY FOOD OPTIONS	11

INTRODUCTION

On behalf of Environment and Climate Change Canada and in collaboration with the World Meteorological Organization (WMO), we are pleased you will be joining us for the 1st Pan-Arctic Climate Outlook Forum (PARCOF-1), May 15-16, 2018. Members of the Arctic Regional Climate Centre (ArcRCC) will be staying an additional day for an ArcRCC Network Meeting to follow on May 17, 2018.

It's been a long winter and the City of Ottawa is celebrating spring. While you're here be sure to enjoy the various gardens full of blooming tulips during the city's annual tulip festival <https://tulipfestival.ca>

ACCOMODATION

The Les Suites is located in downtown Ottawa near a large shopping centre called the Rideau Centre (<https://www.cfshops.com/rideau-centre/stores.html>) and close to several tourist attractions such as the Parliament Buildings, National Gallery of Canada and the Byward Market. Please see the Ottawa tourism website for more information <https://www.ottawatourism.ca/>



Les Suites Hotel,
130 Besserer Street
Ottawa ON K1N 9M9
www.les-suites.com

Participants are responsible to book their own accommodation. Accommodations have been block booked at Les Suites at \$219 per night. Reservations can also be made on-line through the group reservation link: (<https://www.secure-res.com/res/vn4/cglogin.aspx?hotelid=1833&rlog=1294&wtpid=1&culture=1&culturename=en-US>)
Password: 150627

Reservations can also be made by calling or e-mailing the hotel direct:

Reservations: (613) 232-2000
Toll free: (800) 267-1989
By fax: (613) 232-1242
By email: reservations@les-suites.com
PLEASE QUOTE GROUP CODE: 150627

TRANSPORTATION

You will be arriving at Ottawa's MacDonald Cartier International Airport <https://yow.ca/en>.

- **Public transportation:** OCTranpso Route 97 services the airport. The bus picks up and drops off passengers at pillar 14 outside Level 1 (Departures), see www.octranspo.com
- **Taxi service or Uber:** Normally the best options to get to and from the airport. Ottawa taxis are very safe and take all major credit cards. A taxi averages approximately \$50 Canadian to and from the airport. Uber service is also available from the airport, and drivers will pick up and drop off at pillars 12 and 13 outside Level 1 (Departures), see www.uber.com/airports/yow.
- **Car rental:** Various options available to pick up a rental car at the airport, see <https://yow.ca/en/parking-transportation/car-rentals>
- **Currency exchange and a bank machine** are available at the airport, for more information see section on Cash and Currency Exchange

MEETING VENUE

The meetings will also take place at Les Suites Hotel, in the Byward Room on the 2nd floor of the hotel.

MEETING LOGISTICS

- The working language of the meeting will be in English only.
- Mid-morning and mid-afternoon refreshments will be provided.
- Lunch will not be provided, please refer to the map for nearby meal options at the end of this document. Lunch and/or other refreshments can be brought back and enjoyed in the meeting room.
- Internet WI-FI access will be provided, and access instructions will be provided at the meeting.
- The forum will involve a series of questions and break-out group discussions. Following are some example break-out group questions and a copy of the agenda.

PRESENTATIONS & POSTERS

- For those making presentations, please have your presentation ready on a USB to provide to the local organizers prior to your session.
- Posters are welcome and please see local organizers for supplies to display your posters. No pins or tape are allowed by the hotel.

BREAK-OUT GROUP QUESTIONS

The following questions are being provided in advance to provide some examples of the types of questions that will be asked during the break-out groups. As the initial Arctic Regional Climate Centre (ArcRCC) products will not be shown until the PARCOF, some of these questions cannot be answered until the forum. We hope through the presentations and interactive break-out groups we will be able to address these questions and any additional questions that arise.

1. Current use of Monthly/Seasonal Climate information.
<ul style="list-style-type: none">a) Do you currently use climate information?b) If so, what type of climate information are you currently using and where do you get that information?c) How do you use that information (operational or climate change adaptation decision-making)?
2. Needs for Monthly/Seasonal Climate information
<ul style="list-style-type: none">a) What climate information do you need that you don't currently have access to?b) For what region(s) do you need climate information?c) For what time/period (e.g. week, month, season) is climate information key to you?d) When do you need the information? What lead times are critical to you (e.g. a month or 3 months in advance)? How often does this information need to be updated?
3. Understanding the new ArcRCC Climate products (to be introduced at the PARCOF)
<ul style="list-style-type: none">a) Do you have a good understanding of the initial ArcRCC products that were presented?b) Do you have questions about the products, their accuracy and/or limitations?c) Do you think your community/sector will understand and use this information to meet their decision-making needs?d) Could improvements be made to better meet your needs, for example change how the information is presented (e.g. graph, tables, charts, text summary, etc.)?e) Do you need any additional information/training on the products?f) Are there any technical limitations for you in accessing the products?

ArcRCC WEBSITE

The ArcRCC web site is under development and the products will not be posted until after the forum. However the general website layout is available for viewing at www.arctic-rcc.org. Feel free to visit the site in advance for discussion at the forum.

PARCOF AGENDA

Day 1: Tuesday May 15, 2018	
Les Suites Hotel, 130 Besserer Street, Byward Suite (2 nd Floor)	
TIME	ITEM
8:30	Registration
9:00	Welcome and Overview of Arctic Climate
	David Grimes President World Meteorological Organization Assistant Deputy Minister, Meteorological Service of Canada, Environment and Climate Change Canada
9:20	Introducing the Arctic Polar Regional Climate Centre (ArcRCC)
	Helge Tangen ArcRCC Network Coordinator, Norwegian Meteorological Institute
9:30	Introducing the Pan Arctic Regional Outlook Forum (PARCOF)
	John Parker Forum Lead, North American Lead Canadian Ice Service, Meteorological Service of Canada
Hearing from the End Users: 1	
9:45	Stephanie Meakin Inuit Circumpolar Council – Canada
10:00	Bridget Larocque Arctic Athabaskan Council – Canada
10:15	Vera Metcalf Eskimo Whaling Commission – US/Alaska
10:30	BREAK
ArcRCC Monthly/Seasonal Temperature and Precipitation Outlook Products	
10:45	Marko Marcovic and Bertrand Denis Canadian Centre for Meteorological and Environmental Prediction <ul style="list-style-type: none"> • Showing the new ArcRCC Temperature and Precipitation Outlooks, what they mean and how you can use them • Outlining break-out group objectives and questions
11:15	Outlook break-out groups (separate rooms)
12:15	LUNCH (on your own)
1:30	Reporting back from break-out groups (Byward Suite)
Hearing from the End Users: 2	
2:00	Stefan Kredel Silversea Cruises - Europe
2:15	Alana Faber Arctic Adventures – Canada

ArcRCC Monthly/Seasonal Sea-Ice Outlook Products	
2:30	Bruno Tremblay¹ and Adrienne Tivy² 1. Department of Atmospheric and Oceanic Sciences, McGill University 2. Canadian Ice Service, Environment and Climate Change Canada <ul style="list-style-type: none"> • Showing the new ArcRCC Sea-ice Outlooks, what they mean and how you can use them • Outlining break-out group objectives and questions
3:00	Health Break
3:15	Outlook break-out groups (separate rooms)
4:15	Reporting back from break-out groups (back in Byward Suite)
4:45	Wrap up for the day

Day 2: Wednesday May 16, 2018	
TIME	ITEM
ArcRCC Monthly/Seasonal Summary Products	
9:00	Vasily Smolyanitsky¹ and Gabrielle Gascon² 1. Arctic and Antarctic Research Institute, Russia 2. Prediction Services West, Meteorological Service of Canada <ul style="list-style-type: none"> • Showing the new ArcRCC Seasonal summaries, what they mean and how you can use them • Outlining break-out group objectives and questions
9:30	Seasonal Summary Break-out groups (separate rooms)
10:30	BREAK
10:45	Reporting back from seasonal summary break-out groups (back in Byward Suite)
ArcRCC Website	
11:15	Eivind Støylen Norwegian Meteorological Institute <ul style="list-style-type: none"> • A tour of the website and where you can find the products • Questions and feedback on the website, group discussion
12:00	LUNCH (On your own)
1:15	Thomas Jung Year of Polar Prediction - Alfred Wegener Institute
ArcRCC Summer 2018 Consensus Statement	
1:30	Vasily Smolyanitsky and Bertrand Denis <ul style="list-style-type: none"> • Review of Consensus statement for the Arctic Summer 2018 • Questions and feedback on the consensus statement, group discussion
2:30	BREAK
2:15	Planning for ongoing communications
2:45	Round Table: Ask participants for their impressions of the 1 st PARCOF
3:15	Suggestions for future forums with users
4:00	End of Forum

ArcRCC NETWORK MEETING AGENDA

Day 3: Thursday May 17, 2018 Les Suites Hotel, 130 Besserer Street, Byward Suite (2 nd Floor) ArcRCC Network Members Only	
9:00	Reflections on the PARCOF <ul style="list-style-type: none"> • Feedback from users • General perceptions
9:30	Demonstration Phase Actions
10:15	BREAK
10:30	Review and update Annexes for <ul style="list-style-type: none"> • Mandatory functions • Highly recommended functions • Gaps in Functions • Role of GCW and IICWG
12:00	LUNCH
1:15	Implementation to Operations Plan <ul style="list-style-type: none"> • Regularity of network meetings • Coordination of functions • Scheduling of product releases • Progress reporting and self- assessments
2:45	BREAK
3:00	Planning for October 2018 Virtual Forum
3:30	Assessing ongoing feedback of products and services
4:00	Next Face to Face PARCOF
4:30	Funding support for future ArcRCC activities
5:00	END OF DAY

CASH & CURRENCY EXCHANGE

The currency in Canada is Canadian dollars. Most services in Ottawa will take credit cards.

Ottawa Airport

Currency exchange at the airport is available:

- Inside Security - Gate 15, Mon to Fri - 5am to 9pm and Sat and Sun - 7am to 7pm
- Outside Security - Level 1 in Arrival - Open daily - 9 am to midnight

Three Cash Machines are also available at the airport:

- Inside Security, near the book store
- Outside Security, 3rd floor Departures near the washrooms
- Outside Security, 1st floor Arrivals near the washrooms

Rideau Centre

Calforex Foreign Exchange Services is available on the Third Level

Monday – Friday 8:30 am – 9:00 pm

Saturday 9:30 am – 9:00 pm

Sunday 11:00 am – 6:00 pm

For the latest exchange rates, please see

<https://www.bankofcanada.ca/rates/exchange/currency-converter/>

ELECTRICITY

Canada's electrical supply and electrical outlets (sockets, wall plugs) are the same as those found in the United States. The electrical supply is 120 Volts and 60 Hertz (cycles per second).

For visitors arriving from countries that use a different electrical supply, please see the following website <http://www.walkabouttravelgear.com/wwelect.htm> that provides explanations and photos of the adapters and transformers you need for your appliances.

TIME ZONE

The Ottawa time zone is Eastern Daylight Time. GMT/UTC – 5 h

<https://www.timeanddate.com/worldclock/canada/ottawa>

CLIMATE INFORMATION

The mean Climate information for Ottawa in May is:

- maximum temperature 19 degrees Celsius
- minimum temperature 8 degrees Celsius
- precipitation 81 mm

The weather can still be variable at this time of year. Bring layers of clothing for cool evenings and mornings, a light jacket for wind/rain and sunscreen for those warm and sunny days.

CONTACT INFORMATION

Ottawa Contacts

Canadian Ice Service,
Meteorological Service of Canada
Environment and Climate Change Canada
373 Sussex Drive
Ottawa ON
K1A 0H3

Katherine Wilson

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John Parker

Phone or text 902-225-6210
E-mail: John.Parker2@Canada.Ca

WMO Contacts

World Climate Applications & Services Division (WCAS)
Climate Prediction and Adaptation Branch (CLPA)
Climate and Water Department (CLW)
World Meteorological Organization
7bis, Avenue de la Paix
Case Postale No. 2300
1211 Geneva 2
Switzerland

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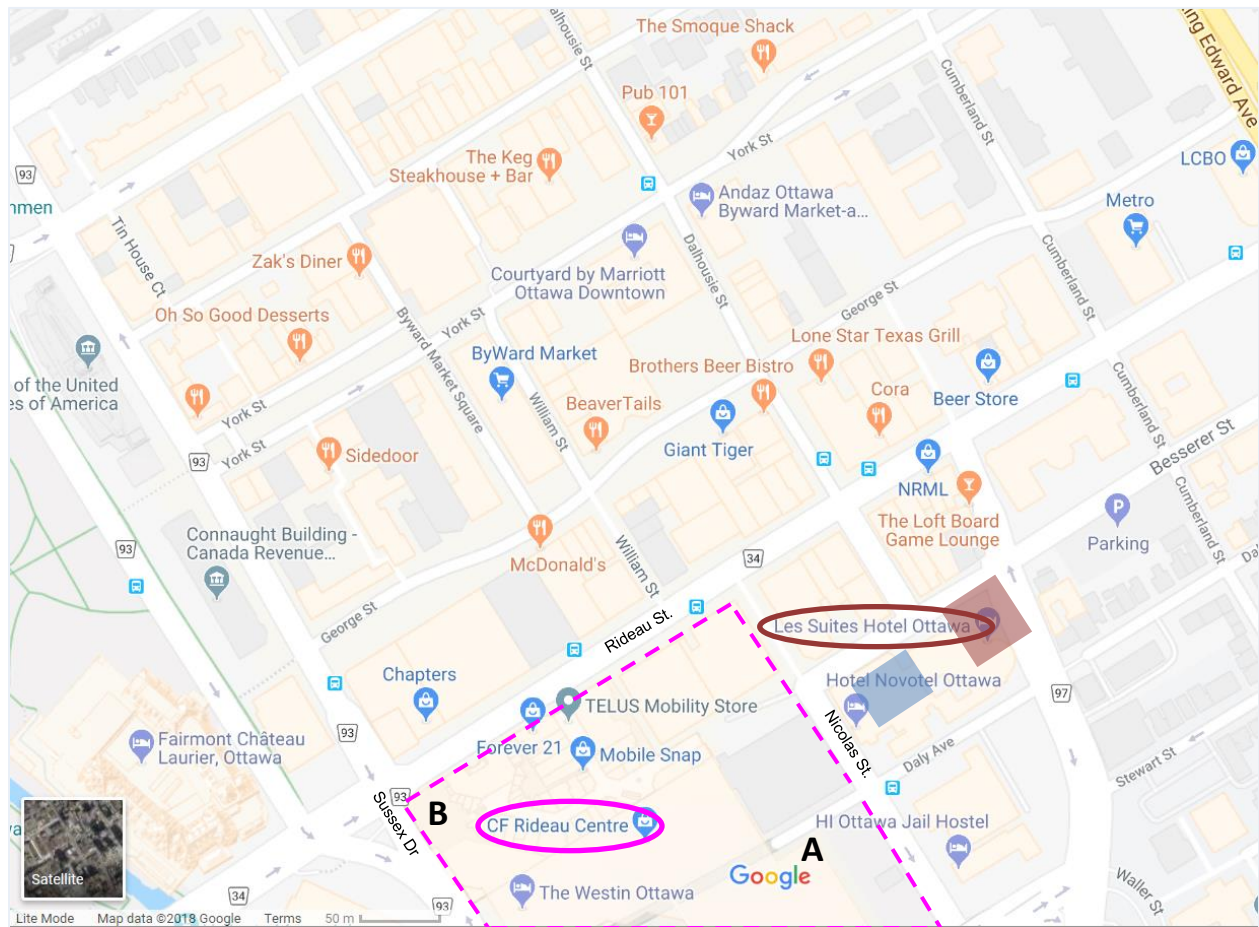
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MAP OF NEARBY FOOD OPTIONS



Name	Hours	Address	Walking Distance
Farm Boy (Groceries & Take out) * healthy prepared food	Monday-Sat: 7 am – 9 pm Sunday: 9 a.m. – 6 p.m.	Rideau Centre, Entrance B (Rideau & Sussex), Bottom level (L1)	6 minutes
Metro (Groceries)	Open 24 hours	245 Rideau Street	4 minutes
Loblaws (Groceries)	Open 24 hours	363 Rideau St	8 minutes
LCBO (Wine, Beer and Spirits)	Mon-Sat: 9:30 am – 10 pm Sunday: 11am – 6 pm	275 Rideau Street (largest store in Ottawa)	4 minutes
	Mon-Sat: 9:30 am – 9 pm Sunday: 11am – 6 pm	Rideau Centre, Entrance B (Rideau & Sussex), Bottom level (L1) (small store for commuters)	6 minutes
Rideau Centre Food Court (large selection of take-out options)	9:30 am – 9:00 pm	Rideau Centre, Entrance A (Daly & Nicolas), Level 2	3 minutes
Starbucks Coffee	6:00 am – 6:30 pm	204 Rideau Street	4 minutes
	Mon-Friday 5:30 -9:30	Rideau Centre, Entrance A	6 minutes
	Sat 7:00 am – 10:00 pm Sun 7:00 am – 7 pm	Rideau Centre, Entrance B	3 minutes