



Our ref.: 02071/2025/S/DMPS/CREWS/SWFP-Eastern-Africa 10 March 2025

Annex: 1 (available in English only)

Subject: CREWS/SWFP- Eastern Africa Training Workshop on Severe Weather and Impact-based Forecast and Warning Services, 27 May to 6 June 2025, Entebbe, Uganda

Action required: To convey nomination of two operational forecasters from your Service by **15 April 2025**

Dear Sir/Madam,

As you might be aware the [World Meteorological Organization \(WMO\) Severe Weather Forecasting Programme \(SWFP\)](#) has been implemented in various subregions of the world including Eastern Africa. SWFP makes efficient use of the 'cascading forecasting process' with contributions from the [WMO Integrated Processing and Prediction System \(WIPPS\)](#) Centres. Numerical weather prediction (NWP) outputs are made available from the contributing World Meteorological Centres (WMCs) and the daily severe weather forecast guidance product is issued to the National Meteorological and Hydrological Services (NMHSs) by the relevant Regional Centre(s) in each subregion. Within the framework of [SWFP-Eastern Africa](#), the daily severe weather forecasting guidance products are issued by the Regional Specialized Meteorological Centres (RSMCs) in Nairobi and Dar es Salaam towards the NMHSs of participating countries.

As an enabler to the [UN Early Warnings for All \(EW4All\) initiative](#), SWFP is being scaled up by WMO including through expansion of its geographical coverage to more countries and subregions, in addition to improving severe weather guidance products for various hydromet hazards as appropriate and feasible in collaboration with WMO Members and with support from our development partners and donors. Djibouti, Somalia, and Sudan have recently joined SWFP-Eastern Africa which currently involves ten countries in the subregion.

Capacity development of the operational forecasters and public weather services (PWS) staff of the NMHSs of participating countries through specialized training workshops is a salient feature of SWFP. They are trained on how to better interpret and make best use of the available high-value NWP outputs, satellite information and RSMCs' guidance products in severe weather and impact-based forecasting for improved decision-supportive early warning services.

In this context, WMO in collaboration with the Finnish Meteorological Institute (FMI) through [FINKERAT project \(funded by the Government of Finland\)](#), and at the kind invitation of the Government of Uganda, is organizing a CREWS/SWFP-Eastern Africa Training Workshop on Severe Weather and Impact-based Forecast and Warning Services in Entebbe, Uganda from 27 May to 6 June 2025. The training workshop is also supported by the Climate Risk and Early Warning Systems (CREWS) initiative funded projects including for [East Africa](#) and [Horn of Africa](#).

To: Permanent Representatives of Djibouti, Somalia, and Sudan with WMO (limited distribution)

cc: President of Regional Association I
Co-chairs of the Regional Subprogramme Management Team (RSMT) of SWFP-Eastern Africa
(Mr David Koros, RSMC Nairobi & Dr Hamza Kabelwa, RSMC Dar es Salaam)

The training workshop will comprise the following two components: week 1 (27–31 May 2025) will mainly focus on interpretation and use of NWP including ensemble outputs and nowcasting products in severe weather forecasting, and week 2 (2–6 June 2025) will cover topics related to impact-based forecast and warning services (IBFWS), engagement with users, communication of warnings, and dissemination protocols including the Common Alerting Protocol (CAP). The workshop will include several practical and hands-on sessions.

Operational forecasters from the NMHSs of SWFP participating countries will attend both weeks of the training workshop, while representatives of stakeholder organizations from the host country Uganda (e.g. disaster management and civil protection authorities, local governments, and media, etc.) will also participate in week 2 of the workshop. The workshop will be conducted in English, therefore participants will need to be fluent in the language. An Information Note as well as a training programme and relevant documents will be made available on [the WMO Community Platform webpage for the workshop](#).

Participants will be expected to complete selected prerequisite online self-study modules related to the training topics prior to the workshop dates. They will also be requested to carry out severe weather case studies in their home countries as a post-course exercise to apply their knowledge gained from the workshop. In addition, they will also be expected to share the information and skills acquired during the workshop with their fellow forecasters in the NMHSs upon return to their home countries.

You are, therefore, also requested to kindly nominate from your Service, two operational forecasters (preferably those currently involved in, or with recent experience in, the delivery of public weather services) to attend the subject CREWS/SWFP training workshop in Entebbe, Uganda, from 27 May to 6 June 2025. WMO upon request can provide complete financial travel support to the participation of two operational forecasters from your Service. It will include airline ticket(s) and per diem to cover hotel accommodation, meals, and incidental expenses during the workshop period. A prescribed nomination form (see [annex](#)) should be completed and returned to Mr Ata Hussain (ahussain@wmo.int) at the WMO Secretariat at your earliest convenience, but preferably **no later than 15 April 2025**.

Regarding insurance coverage for non-staff members, may I draw your attention to the following:

Non-staff members of WMO who are authorized to travel at the Organization's expense and/or who are receiving a DSA from WMO must ensure they are fully responsible for expenses incurred in the event of death, illness or injury during official travel and attendance at meetings on behalf of the Organization. They are, therefore, fully responsible for arranging life, health, and accident, as well as any other forms of insurance with an adequate level of coverage for the duration of such meetings and events.

WMO liability is limited to the performance of services or attendance at a meeting on behalf of the Organization, is covered by an injury and illness benefit insurance which provides limited coverage for medical, emergency, and supplementary official travel expenses.

I would like to express my appreciation for your continued support to the WMO activities including SWFP.

Yours faithfully,



Ms Ko Barret
for the Secretary-General

CREWS/SWFP – Eastern Africa Training Workshop on Severe Weather
and Impact-based Forecast and Warning Services
(Entebbe, Uganda, 27 May–6 June 2025)

PARTICIPANT NOMINATION FORM

Note: Please consider nominating operational forecasters with at least 2 years of experience

The following two operational forecasters are nominated from (name of country): _____ to attend the above captioned CREWS/SWFP – Eastern Africa Training Workshop in Entebbe, 27 May–6 June 2025:

No.	Particulars of the nominees	Contact detail
1.	Name: Date of birth: Address: Gender (Male/Female): Title/Designation: Responsibilities: Qualification: Experience as forecaster: _____ years Passport Number: _____ (please attach scanned copy of the passport) Expiry date: _____	Email: Tel: Mobile:
2.	Name: Date of birth: Address: Gender (Male/Female): Title/Designation: Responsibilities: Qualification: Experience as forecaster: _____ years Passport Number: _____ (please attach scanned copy of the passport) Expiry date: _____	Email: Tel: Mobile:
<p>WMO through CREWS funded projects in the subregion may provide complete financial support to the nominated operational forecasters.</p> <p>Please indicate if any financial assistance is required for your nominees (Yes/No): Airline ticket (the most economical and direct) (Yes/No): Per diem to cover hotel accommodation, meals, and incidental expenses (Yes/No):</p>		

Date: _____

Nominating NMHS

Signature of Director of NMHS (or Permanent Representative)

Note: Please complete and submit this nomination form to Ata Hussain, email: ahussain@wmo.int at the WMO Secretariat at your earliest convenience, but preferably **no later than 15 April 2025**.