

**WMO OMM**

World Meteorological Organization
Organisation météorologique mondiale
Organización Meteorológica Mundial
Всемирная метеорологическая организация
المنظمة العالمية للأرصاد الجوية
世界气象组织

Secrétariat

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Ref.: 02587/2024.1.4 MS/ETR

Our ref.: 02587/2024/MS/ETR/CRS-524

01 March 2024

Annexes: 3 (available in English only)

Subject: WMO Operational Hydrometry Competency Development course to support EW4ALL initiative

Action required: For information and appropriate action, as necessary

Dear Sir/Madam,

In furtherance of support to capacity development and EW4ALL initiative implementation in National Meteorological and Hydrological Services (NMHSs), the World Meteorological Organization (WMO) Education and Training Office and Earth System Monitoring Division designed in collaboration with the Department of Water and Sanitation (DWS) of South Africa and the WMO Regional Training Centre (RTC) from the South African Weather Services (SAWS – RTC Pretoria), a course for the competency development in Operational Hydrometry.

The course will equip English speaking Hydrologists and Hydrological Technicians from WMO Regional Association I (RA I) with hands-on skills in installation, configuration, and measurement in Operational Hydrometry, in line with the required WMO competency frameworks.

The course will run for a duration of 2 weeks from 13 to 24 May 2024. Annexes I and II to this circular letter contain a brief description of the course, its format, expected learning outcomes and qualifications to be attained.

You are invited to submit an application of interested and qualified candidates for consideration. All applications will be reviewed by WMO in collaboration with DWS South Africa. Selection for this course will be made on a competitive basis. Any interested candidate from the targeted English-speaking countries in WMO RA-I should first apply to DWS – South Africa and forward a duly completed application form (Annex III) with the relevant attachments to Mr Jeremy Naidoo (naidooj@dws.gov.za) with a copy to tra@wmo.int no later than **25 March 2024**.

Please note that while we encourage Members to cover the expenses of their participants to attend the course, WMO is prepared to support one participant each from selected Members. Selected candidates will be notified by DWS – South Africa and will be contacted by WMO for the preparation of the travel logistics. Thereafter, they will receive a Request for Financial Assistance (RFA) form to complete and send back to WMO along with the admission letter and copy of their passport no later than **18 April 2024**.

To: Permanent Representatives of Regional Association I: Angola, Botswana, Eswatini, Ghana, Lesotho, Malawi, Mauritius, Mozambique, Namibia, Nigeria, Seychelles, South Africa, United Republic of Tanzania, Zambia, Zimbabwe with WMO (limited distribution)

cc: Hydrological Advisers of Regional Association I (limited distribution)

I take this opportunity to assure you of my unalloyed commitment to capacity development-related activities supporting competency development and EW4ALL and thank you for your continued cooperation in this endeavour.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'C. Saulo', written over a horizontal line.

Prof. Celeste Saulo
Secretary-General

**The Department of Water and Sanitation (DWS – South Africa)
Pretoria, South Africa**

1	Host Member	South Africa
2	Host institution(s)	Department of Water and Sanitation (DWS – South Africa)
3	Website	https://www.dws.gov.za
4	Location(city) of Institution(s)	Pretoria, South Africa
5	Address of Institution	Postal Address. Private Bag X313, Pretoria, 0001; Street Address. Sedibeng Building, 185 Francis Baard Street, Pretoria, South Africa
7	Course type	Face to face at DWS Boskop Training Centre
8	Main course content	<ul style="list-style-type: none"> • Selection of the station site and installation of hydrometric equipment • operation of a hydrometric station • Stream flow measurements and basic quality control checks • Verification and quality control (sources and checking for errors) of the hydrological data.
9	Duration of study	2 weeks
10	Course start date	13 to 24 May 2024
11	Target Members	Angola, Botswana, Eswatini, Ghana, Lesotho, Malawi, Mauritius, Mozambique, Namibia, Nigeria, Seychelles, South Africa, United Republic of Tanzania, Zambia and Zimbabwe
12	Basic Requirements	Relevant qualification as a Hydrologist or Technician
13	Language	English
14	Number of awards	Up to 20 participants
15	Institution application	Mandatory
16	Admission from Institution	Mandatory
17	Applications close date	25 March 2024
18	Document to send to WMO after selection process	<ol style="list-style-type: none"> 1. Pre-admission letter from host institution 2. Request for Financial Assistance (RFA) No later than 18 April 2024
19	Contact info	Mr Jeremy Naidoo: naidooj@dws.gov.za copy to tra@wmo.int

**The Department of Water and Sanitation (DWS – South Africa)
Pretoria, South Africa**

Course description

This Operational Hydrometry course at the Department of Water and Sanitation, Boskop Training Centre (DWS- South Africa) is a face-to-face course.

The participants will be equipped with knowledge on the contemporary operating principle of hydrological measuring equipment, installation of hydrometric stations, and mastery of the operation of hydrometric stations.

The participants will also be equipped with knowledge on measurement of streamflow, effective hydrological data collection, sources of error, verification and quality control of the hydrological data.

Course Format

The course on Operational Hydrometry will be a face-to-face course. The duration is from 13 to 24 May 2024 and will consist of theoretical sessions at Boskop Training Centre and field work at a nearby hydrological station close to the Boskop Training Centre.

The students must show satisfactory attendance, progress, and timely and satisfactory completion of tasks/practical assessments as per submission deadlines. They are expected to bring their own laptop.

Expected Learning outcomes

By the end of the course, the students will have successfully achieved the following outcomes:

- Mastery in the selection of the station site and installation of equipment,
- Mastery in the operation of a hydrometric station,
- Mastery of stream flow measurements and basic quality control checks,
- Mastery in the verification and quality control (sources and checking for errors) of the hydrological data, and the
- Establishment of regional network of experts in operational hydrometry

Competencies attained and certificates issued

After successful completion of the course, the candidates will receive a competency certificate stating relevant competencies for the Installation, Configuration and Measurement in Operational Hydrometry.

Target Audience

Officials, specialists, and experts working in relevant fields at National Hydrological and Meteorological Services (NMHSs) or equivalent institutions that can work as a competent Hydrologists and Technicians in their NMHS.

Instructors

The DWS- South Africa staff are competent and experienced instructors with most staff having more than 10 years' training experience in Operational Hydrometry. The DWS- South Africa staff are experienced with using blended learning techniques and all hold relevant outcomes-based training qualifications. Additional content experts will be brought in for specific portions/subjects of the course.

Working language

The course will be conducted in English. Thus, good skill in English reading, written and spoken (language comprehension) is essential to be successful in the course.

Entry requirements

- Academic qualifications: Relevant qualification in Operational Hydrometry;
- Good Skill in English reading, written and spoken (language comprehension);
- Good computer literacy for theoretical training;
- All this needs to be verified by Proof of CV and qualifications;

Operational Hydrometry work experience: Relevant work experience in Operational Hydrometry will be an added advantage but is not essential.

Material for the course

- A laptop or desktop computer with Microsoft Office or equivalent (Word processor, PowerPoint Presentation, Excel Worksheet etc) good memory capacity and storage (an external storage is advised) as well as internet connectivity. A laptop would be preferable as it can be used during the face-to-face phase as well;
- The course will physical and consist of theory and field work.

Procedure for application

The Applications thus must include:

- A letter of motivation in English limited to 200 words;
- A CV;
- Relevant certified qualifications;
- Nomination letter from relevant PR

All applications will be handed according to protection of private information requirements.

Application for consideration should be forwarded to:

DWS – South Africa

Mr Jeremy Naidoo

naidoj@dws.gov.za

Copy to: Education and Training Office tra@wmo.int

Clearly marked as subject of the email: DWS – South Africa – Operational Hydrometry competency course 2024.

Deadline for application: **25 March 2024**

Deadline for submission of Request for Financial Assistance (RFA) form with copy of the admission letter and passport **18 April 2024**.

Only successful applications will be notified by email by DWS – South Africa and WMO.

APPLICATION FORM

Installation, configuration, and measurement in operational hydrometry course

Department of Water and Sanitation

Boskop Training Centre, South Africa

13 May to 24 May 2024

Note: Please read the Notes and Instructions on the last page before completing this application form

A. PERSONAL	
1. First name	
2. Family name	
3. Country	
4. Date of birth (<i>DD/MM/YYYY</i>)	
5. Gender	M / F
6. Passport number	
7. Passport validity	
8. Do you have a disability	Yes / No
If yes, please specify	
9. Permanent home address	
(<i>number, street, postal code, town</i>)	
10. Telephone (<i>mobile</i>)	
11. Email	
12. Professional contact	
Name	
Telephone (<i>office</i>)	
Professional links	
13. Would you request financial assistance to participate at the course? Yes / No	

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B. GENERAL			
1. Give details of working experience in meteorology			
Name of organization	Starting and end date	Brief description of role and responsibilities	Reason for leaving
2. Write a brief statement setting out clearly why you have chosen this course and how you intend to use it after graduation			

I declare that to the best of my knowledge all the information on this form is true and correct.

Signature Date

C. PERMANENT REPRESENTATIVE ENDORSEMENT

Signature Date

Notes and Instructions:

Please read these notes and instructions carefully before completing this application form. Be sure to read every section and that the information you provide is accurate.

1. **Applications received after the date of 08 December 2023 will not be considered**
2. **Applications received without the endorsement of the Permanent Representative will not be considered**
3. Incomplete application forms will not be considered.
4. Closing dates for the application dates are published and will be strictly adhered to.
5. A copy of the passport document must be included in the application.
6. Successful candidates will be contacted by email. Make sure that your contact details are correct and clearly written.