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

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Ref.: 27829/2018-L4 WDS/DPFS

Our ref.: 27829/2018/WDS/DPFS/RAI/WA/SWFDP/TW 18 October 2018

Annexes: 2 (available in English only)

Subject: Severe Weather Forecasting Demonstration Project– Regional Subproject for West Africa (SWFDP-West Africa) - Training Workshop on Severe Weather Forecasting and Delivery of Early Warning Services in Lomé, Togo, from 20 to 30 November 2018

Action required: Consider from your Service nomination of the following:

- (i) a focal point for SWFDP-West Africa to act as member of the regional subproject management team (RSMT), preferably a Director or a Senior Forecaster from your Service's National Forecasting Office who will liaise with the WMO Secretariat;
- (ii) an operational forecaster to attend both weeks of the subject training workshop from 20 to 30 November 2018, and;
- (iii) a public weather services (PWS) focal point or staff to participate in Week 2 of the training workshop (26 -30 November 2018) only.

Dear Sir/Madam,

As you may recall, the Regional Association I (Africa), at its sixteenth session (RA I-16, Praia, Cabo Verde, February 2015), requested the Secretary-General and the Commission for Basic Systems (CBS) to consider expanding the Severe Weather Forecasting Demonstration Project (SWFDP) to the rest of Africa, starting with West Africa. Following the endorsement by the seventeenth session of the World Meteorological Congress (Cg-17, Geneva, Switzerland, May-June 2015), a training workshop on Severe Weather Forecasting and Warning Services was organized in Dakar, Senegal in November 2015. The Korean Meteorological Administration (KMA) provided seed funding to kick-start this process. The workshop was aimed to assess operational capabilities of National Meteorological and Hydrological Services (NMHSs) in West and Central Africa in preparing and in delivering forecasts and warnings as well as to train on the use of severe weather forecasting products, and on public weather services. Later, in September 2017, a technical planning meeting on SWFDP implementation in West Africa was held in Abidjan, Côte d'Ivoire to discuss and draft the Regional Subproject Implementation Plan (RSIP) of SWFDP-West Africa. The final report of this meeting is available at the following link: <http://www.wmo.int/pages/prog/www/CBS-Reports/DPFS-index.html>

Since then, some significant progress has been achieved including with the development of the password-protected project website by RSMC Dakar and with provision of Numerical Weather Prediction (NWP) and Ensemble Prediction System (EPS) products from contributing Global NWP centres (e.g. UK Met Office, NOAA/NCEP, ECMWF, Météo France, and Environment and Climate Change Canada). More information about SWFDP-West Africa including the draft RSIP is available at the following link: <http://www.wmo.int/pages/prog/www/swfdp/SWFDP-WestAfrica.html>

To: Permanent Representatives (or Directors of Meteorological or Hydrometeorological Services) of Members of WMO (Benin, Burkina Faso, Cabo Verde, The Gambia, Guinea, Guinea Bissau, Côte d'Ivoire, Liberia, Mali, Niger, Sierra Leone) (limited distribution)

In this context, you are invited to kindly consider from your Service nominating a focal point for SWFDP-West Africa. He/she should preferably be a Director or a Senior Forecaster from your Service's National Forecasting Office as he/she will act as a member of the Regional Subproject Management Team (RSMT) responsible to review the subproject progress and update the draft RSIP. The focal point will also liaise with the WMO Secretariat on matters related to the subproject. For your information, the list of focal points as considered during the Côte d'Ivoire meeting in September 2017 and also updated later, is available with the prescribed nomination form attached to this letter as Annex I which can also be downloaded from WMO website at the following link: <https://www.wmo.int/pages/prog/www/BAS/CBS-meetings.html>.

Further, as part of our efforts to move the subproject to its demonstration phase, a SWFDP-West Africa Training Workshop on Severe Weather Forecasting and Delivery of Warning Services has been planned in Lomé, Togo, from 20 to 30 November 2018 with funding from Climate Risk & Early Warning Systems (CREWS) initiative. The main objective of this workshop is to familiarize the participating NMHSs with the products and services that will be available to them and to train the operational forecasters and Public Weather Services (PWS) staff on how to make best use of the available information to improve severe weather forecasting and delivery of warning services to their users including Disaster Management and Civil Protection Authorities (DMCPAs).

The workshop will be conducted in two parts: the first week (20 - 24 November 2018) will focus on the interpretation and use of NWP including EPS products and satellite information in severe weather forecasting and the second week (26 - 24 November 2018) will mainly cover PWS aspects including engagement with users e.g. DMCPAs and media for delivery of warning services for improved decision making.

Therefore, I am pleased to also invite you to consider from your Service the nomination of the following:

- (a) an operational forecaster to attend both weeks of the subject training workshop from 20 to 30 November 2018; and
- (b) one PWS focal point or staff to participate in Week 2 of the training workshop from 26 to 30 November 2018 only.

The Participant Nomination Form is attached to this letter as Annex II and also available on the WMO web page at the following:
<https://www.wmo.int/pages/prog/www/BAS/CBS-meetings.html>

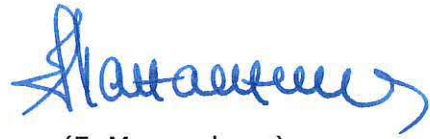
Given the limited funds available for the subject workshop, it is hoped that the respective governments/organizations will meet the expenses related to the participation of their nominee(s). However, if this is not possible, a request for financial assistance for only one forecaster and one PWS focal point or staff should be indicated on the Participant Nomination Form. However, we encourage you to consider sending more forecasters to the workshop with your own resources for their travel support. The nomination form (one per participant) should be completed and returned to reach the WMO Secretariat at your earliest convenience but preferably not later than **28 October 2018**.

In order to clarify the WMO insurance coverage for non-staff members attending these meetings, you are advised as follows:

"In the case of non-staff members of the Organization who are authorized to travel at its expense and/or who are receiving a daily subsistence allowance, the WMO accepts limited responsibility for compensation in the event of death, illness or injury attributable to attendance at meetings or the performance of services on behalf of the Organization. These persons are therefore fully responsible for any expenses incurred as a result of events which are not attributable to attendance at meetings or the performance of services on behalf of the Organization and for arranging such life, health and other forms of insurance as they consider appropriate".

I would like to express my appreciation for your continued support to the WMO Programmes and activities including SWFDP-West Africa.

Yours faithfully,



(E. Manaenkova)
for the Secretary-General



**Severe Weather Forecasting Demonstration Project (SWFDP)
Regional Subproject for West Africa (SWFDP-West Africa)**

NOMINATION FORM

(Focal Point for SWFDP-West Africa)

Important Note: The nominated focal point from a National Meteorological and Hydrological Service (NMHS) participating in SWFDP-West Africa should preferably be Director or a Senior Forecaster of National Forecasting Office. Within the framework of SWFDP, the focal point is expected to act as a member of the regional subproject management team (RSMT) of SWFDP-West Africa and to liaise with WMO Secretariat to provide progress reports. For reference, please see a list of focal points attached to this form which was considered during technical planning meeting of SWFDP-West Africa (Abidjan, Ivory Coast, September 2017).

The Permanent Representative of _____
national focal point for SWFDP-West Africa:

with WMO nominates the following officer as a

Mr/Mrs/Ms/Dr:

Family name:

First name(s):

Date of birth:

Present position and responsibilities:

Work address:

Work Tel:

Work Fax:

Cell phone (if available):

Email:

Education/Qualification:

Experience:

Date:

Name of Permanent Representative:

Signature of Permanent Representative: _____

Please complete and submit this registration form by e-mail to Mr Ata HUSSAIN (AHussain@wmo.int), cc Ms Pascale GOMEZ (pgomez@wmo.int) as soon as possible, but preferably **not later than 20 October 2018**

To enable us to provide you with the best service please complete all the fields by computer and send us an electronic copy

The list of focal points considered during technical planning meeting of SWFDP-West Africa (Abidjan, Ivory Coast, September 2017) for the regional subproject management team(RSMT) of SWFDP-West Africa

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Country/ Organization	Name of Focal Point	Contact detail	Comments
Participating Countries (NMHSs)			
Benin	Mr Boris Polynice Anato	Boris_Polynice@yahoo.fr	To be confirmed by PR
Burkina Faso	Mr Guillaume Nakoulma	guinabf@yahoo.fr	To be confirmed by PR
Cabo Verde	Mrs Eufémia Brito	EufemiaBrito@gmail.com	To be confirmed by PR
Gambia	Mr George Stafford	njagastar@gmail.com	To be confirmed by PR
Ghana	Mr Michael Padi	MichaelPadi2000@gmail.com	To be confirmed by PR
Guinée	Mr Goikwia Koiba	koibayah@gmail.com	To be confirmed by PR
Côte d'Ivoire	Mr Ferdinand Eklou	EklouFerdinand@yahoo.fr	To be confirmed by PR
Liberia			To be nominated by PR
Mali	Mr Moussa Toure	mositoure@aol.com	To be confirmed by PR
Niger	Mr Ousman Baoua	ousmanebaoua@yahoo.fr	Nominated by the PR
Nigeria	Dr Bako Mansur Matazu	B.Matazu@nimet.gov.ng	Nominated by the PR
Senegal	Mr Moustapha Kamara	Moustapha.Kamara@anacim.sn	To be confirmed by PR
Sierra Leone	Mr Sylvanus Coker	olukortu@yahoo.com	Nominated by the PR
Togo	Dr Latifou Issaou	isslat@yahoo.fr	To be confirmed PR
Contributing Regional Centres			
RSMC Dakar (lead regional centre)	Mr Sadibou Ba (Chair of RSMT)	sadibou.ba@anacim.sn	To be confirmed by PR
ACMAD	Mr Leon Razafindrakoto	rleon_guy@yahoo.fr	To be confirmed by ACMAD
AGRHYMET			To be nominated by AGRHYMET
DMN Morocco	Mr Driss Khalfi	drisskhalfi@gmail.com	To be confirmed by PR
Contributing Global Centres			
Météo France		Mr Cédric Legal	To be confirmed by PR
ECMWF		Dr Anna Ghelli	Nominated by ECMWF
UKMO			To be nominated by PR
NOAA / NCEP			To be nominated by PR
ECC Canada			To be nominated by PR
EUMETSAT			To be nominated by EUMETSAT



**Severe Weather Forecasting Demonstration Project (SWFDP)
Regional Subproject for West Africa (SWFDP-West Africa)
Training Workshop on Severe Weather Forecasting and Delivery of Warning Services**

Lomé, Togo, 20-30 November 2018

PARTICIPANT NOMINATION FORM

(use one form per participant)

The Permanent Representative of _____ with WMO nominates the following candidate to participate on the above training workshop:

- ☐ Mr/Mrs _____ as an operational forecaster from your Service to participate in both weeks of the above-captioned training workshop from 20 to 30 November 2018
- ☐ Mr/Mrs _____ as PWS staff from your Service to attend the second week of the training workshop from 26 to 30 November 2018

Mr/Mrs/Ms/Dr: _____ Family name:

First name(s):

Date of birth:

Present position and responsibilities:

Work address:

Work Tel:

Work Fax:

Email:

Education/Qualification:

Experience:

Please indicate if financial assistance is required for:

Air Ticket: NO ☐ or YES ☐

Per Diem : NO ☐ or YES ☐

Date: _____ Name of Permanent Representative:

Signature of Permanent Representative: _____

Please complete and submit this registration form by e-mail to Ms Pascale GOMEZ pgomez@wmo.int cc: Ata HUSSAIN ahussain@wmo.int as soon as possible, but **not later than 20 October 2018**

To enable us to provide you with the best service please complete all the fields by computer and send us an electronic copy