

**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.: 19483/2021-LS S/AVI

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26 August 2021

Annexes: 2 (available in English only)

Subject: WMO/UKMO/MSS Aviation Meteorology Training Seminars,
2-4 November 2021, Online

Action required: Nomination form to be submitted **no later than 24 September 2021** as described

Dear Sir/Madam,

I am pleased to inform you that the United Kingdom Met Office (UKMO) and the Meteorological Service Singapore (MSS) will convene the Aviation Meteorology Training Seminars from 2–4 November 2021. The seminars are being organized in close collaboration with the WMO Commission for Weather, Climate, Water and Related Environmental Services and Applications (SERCOM) Standing Committee on Services for Aviation (SC-AVI) Expert Team on Education, Training and Competency (ET-ETC).

Owing to the ongoing impacts of the Coronavirus pandemic, the seminars will be conducted entirely online.

The aim of the seminars is to provide participants with training, guidance and practical examples of several key aspects of meteorology and forecasting for aviation. The seminars will focus on the topics of aviation hazards and SIGMET, aeronautical meteorological personnel competency and qualification, and service delivery transformation. The seminars will be of greatest benefit to operational aeronautical meteorological forecasters and trainers.

The Permanent Representatives of the United Kingdom of Great Britain and Northern Ireland and Singapore have called upon WMO to invite Members in Regional Associations I (Africa), II (Asia), V (South-West Pacific) and VI (Europe) to nominate potential participants. Please find attached, in English only, the Provisional Programme ([Annex 1](#)) and Nomination Form ([Annex 2](#)) for these seminars.

A shortlisting and selection of experts from amongst the nominations received will be made, with priority given to those from developing or least developed countries and with due consideration given to regional and gender balance to the extent practicable. It is anticipated that up to 25 experts will be selected from amongst the nominations received from Members in RA I and RA VI (combined) and up to 25 experts will be selected from amongst the nominations received from Members in RA II and RA V (combined).

In view of the online nature of these seminars, it is essential that participants have necessary and appropriate access to the public internet, including sufficient bandwidth capacity.

A series of pre-recorded presentations, discussion forums and other relevant resource materials will be made available to participants in advance of the seminars via a dedicated Moodle training portal. **Participants are expected to view and interact with the resource materials in advance and to discuss the topics presented during the online seminars.**

To: Permanent Representatives of WMO Members in RA I (Africa), RA II (Asia), RA V (South-West Pacific) and RA VI (Europe) (limited distribution)

The working language of the seminars and the resource materials will be English only. It is therefore essential that nominated participants have a good understanding of the English language.

The nomination form ([Annex 2](#)) should be completed and submitted **not later than 24 September 2021** as follows:

- Members in RA I (Africa) and RA VI (Europe):

Send to Mr Darren HARDY, United Kingdom Met Office
(darren.hardy@metoffice.gov.uk) with copy to the WMO Services for Aviation Division (aviation@wmo.int).

- Members in RA II (Asia) and RA V (South-West Pacific):

Send to Ms Cheryl TAN, Meteorological Service Singapore
(Cheryl_Tan@nea.gov.sg) with copy to the WMO Services for Aviation Division (aviation@wmo.int).

Please note that, for planning purposes, no applications will be taken into consideration after **24 September 2021**. Experts selected from amongst the nominations received will be notified by 1 October 2021.

If you have any questions, please do not hesitate to contact the WMO Secretariat, Services for Aviation Division (aviation@wmo.int).

Yours faithfully,



Dr Elena Manaenkova
for the Secretary-General

**WMO/UK Met Office/Meteorological Service Singapore
Aviation Meteorology Training Seminar**

2 to 4 November 2021 (Online)

PROVISIONAL PROGRAMME

NOTE. — There will be a series of pre-seminar resource materials available on the WMO Standing Committee on Services for Aviation (SC-AVI) Moodle training portal (aviationtraining.wmo.int/moodle/). These will be made available in advance of the online seminars. **Participants are required to interact with and complete the online resource materials prior to joining the online seminars.** The pre-seminar resource materials would require approximately one half-day of time (cumulative).

Topics to be covered by the pre-seminar resource materials and online seminars comprise:

1. Provision of SIGMET, forecasting of thunderstorms (severe convection) for SIGMET, and forecasting of turbulence for SIGMET.
2. Aeronautical meteorological personnel (AMP) competency and qualification requirements and associated developments.
3. Service delivery transformation (long-term plan) and the changing role of AMP.

Tentative Timetable
(Precise timings may be subject to change)

November 2021	Tuesday 2	Wednesday 3	Thursday 4
Asia and South-West Pacific	Session 1: SIGMET 0600-0700 UTC	Session 2: AMP competency 0600-0700 UTC	Session 3: Service delivery transformation 0600-0700 UTC
Africa and Europe	Session 1: SIGMET 1000-1100 UTC	Session 2: AMP competency 1000-1100 UTC	Session 3: Service delivery transformation 1000-1100 UTC

**WMO/UK Met Office/Meteorological Service Singapore
Aviation Meteorology Training Seminar**

2 to 4 November 2021 (Online)

**NOMINATION FORM
(To be completed in ENGLISH ONLY)**

The Government of(country) nominates the following candidate as a participant of the above-mentioned seminar (please complete in BLOCK CAPITALS):

Family name	
Given name	
Country	
Official work address	
Delegate telephone (including international dial code)	+
Delegate e-mail (example@example.com)	
Delegate nationality	
Delegate date of birth (DD/MM/YY)	
Delegate gender (optional) (Male/Female/Other)	

Current position of applicant at NMHS (or other aeronautical meteorological service provider) and concise description of duties:

Position held:

Duties:

[Continue on separate sheet if required]

How does the applicant intend to use what they learn at this seminar to benefit the NMHS (or other aeronautical meteorological service provider)?

[Continue on separate sheet if required]

Working language of the applicant:

Note: The working language of the seminar is English. For applicants whose working language is NOT English, this nomination form MUST be accompanied by relevant language proficiency certification to prevent delays in processing.

Contact details of the nominating Permanent Representative with WMO:

Permanent Representative name	
Official work address	
Official telephone (including international dial code)	+
Official e-mail (example@example.com)	

I understand that the personal data provided in this Nomination Form will be used by WMO, the UK Met Office and/or the Meteorological Service Singapore only for the purposes of administering the seminar.

Ref.: 19483/2021-LS S/AVI

Date (DD/MM/YY):

Signature of Permanent Representative with WMO:

To be completed and returned **BY EMAIL ONLY** not later than **24 SEPTEMBER 2021** as follows:

Members in RA I (Africa) and RA VI (Europe):

Send to Mr Darren HARDY, United Kingdom Met Office (darren.hardy@metoffice.gov.uk)
with copy to the WMO Services for Aviation Division (aviation@wmo.int)

Members in RA II (Asia) and RA V (South-West Pacific):

Send to Ms Cheryl TAN, Meteorological Service Singapore (Cheryl_Tan@nea.gov.sg)
with copy to the WMO Services for Aviation Division (aviation@wmo.int)
