

**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.: 20261/2023-1.12 MS/ETR

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26 September 2023

Annexes: 2 (available in English only)

Subject: Invitation to the Workshop on Education and Training Development and Collaboration in Lusophone Countries, from 20 to 24 November 2023, in Luanda, Angola

Action required: Submit application by **3 October 2023**

Dear Sir/Madam,

I have the pleasure to inform you that the National Institute of Meteorology and Geophysics (INAMET) as the World Meteorological Organization (WMO) Regional Training Centre in Angola (RTC Angola), will host the Workshop on Education and Training Development and Collaboration in Lusophone Countries. The Workshop will take place in Luanda, Angola, from 20 to 24 November 2023.

Following [Decision 6 \(RA I-17\)](#) – Education and Training, held in Cairo in 2019, the WMO Education and Training Office (ETR) and the RTC Angola have been working together to revitalize the activities of the RTC. The occasion of the proposed Workshop presents an opportunity to visit the RTC in Angola to discuss educational needs and capabilities of Lusophone countries, increase awareness of education and training opportunities supported by WMO and partners, and consider the development of new partnerships in order to assist capacity development.

The workshop will be conducted in the Portuguese language and aims to strengthen education and training collaborations between Lusophone Members of WMO. The provisional annotated Agenda is provided in [Annex I](#) (available [here](#) in Portuguese).

Participants are expected to be knowledgeable about the status of the workforce of their National Meteorological and Hydrological Services (NMHSs), being aware of major education and training needs as well as the challenges and opportunities of meeting these in their home country.

In this connection, I would advise that the representative of your country attend the Workshop in person. It is hoped that the expenses related to the participation in this event will be borne by your country. However, if this is not possible, WMO will consider providing, upon request and within the limited budget available, the possibility of meeting the cost of travel and/or daily subsistence allowance (DSA) for one participant of your country.

If WMO meets the travel costs, the travel arrangements will be made by the Secretariat and the details will be communicated later.

To: Permanent Representatives of: Angola, Brazil, Cabo Verde, Guinea-Bissau, Mozambique, Portugal, Timor-Leste, São Tomé and Príncipe with WMO (limited distribution)

cc: Hydrological Advisers

Information regarding the logistics will be provided directly to the participants. Regarding WMO's insurance coverage for non-staff members, I would like to 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, 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 a limited coverage for medical, emergency, and supplementary official travel expenses."

I am, therefore, pleased to invite you to nominate a representative from your country to attend the Workshop by completing the Nomination Form provided in [Annex II](#), which should be completed, signed, and returned to the WMO Secretariat, preferably by email to (tra@wmo.int), as soon as possible but not later than **3 October 2023**.

I take this opportunity to thank you for your continued support of WMO Programmes and activities.

Yours faithfully,



Prof. Petteri Taalas
Secretary-General



**World Meteorological Organization
Workshop on Education and Training
Development and Collaboration in
Lusophone Countries**

20 to 24 November 2023

Luanda, Angola

PROVISIONAL ANNOTATED AGENDA

1. Agenda and organization of the workshop

Opening of the Workshop. Announcements and working arrangements for the week.

2. Overview of challenges

This session will present the findings of the pre-workshop survey on "Educational needs and capabilities in Lusophone Countries". Participants of the Workshop will be requested to complete an online survey in advance. Information for participants will follow in due course.

3. WMO capacity development framework

The new [WMO Capacity Development Framework](#) was recently approved by the Nineteenth Session of the World Meteorological Congress (Cg-19, 2023). This session will present a summary of the framework. Participants will discuss the benefits of adopting the framework and consider the possibility of writing case studies to show examples of its application.

4. Global Campus Initiative and ways to contribute & benefit

This session will start with a presentation about the WMO Global Campus and the recently established Consortium of WMO Education and Training Collaborating Partners (CONNECT). A demonstration of the [WMO Global Campus Calendar](#) and the E-Library will be made, with information on how to consult the resources as well as how to contribute sharing resources. We will have a conversation about the Global Campus Innovations ([ETR-27](#), 2020) and the planning of the new edition of this publication (call for papers to be opened in November 2023).

5. Basic instruction package for meteorologists and meteorological technicians

The [new edition of the Guide to the Implementation of Education and Training Standards in Meteorology and Hydrology](#) (WMO-No. 1083) was approved at the Seventy-sixth Session of the Executive Council ([Resolution 3, EC-76](#), 2023). In this session we will talk about the main updates made to this edition and discuss the importance of adopting the new Basic Instruction Package for Meteorologists and Meteorological Technicians (BIP-M and BIP-MT).

6. Competency frameworks

Competency frameworks have been developed and published since 2013. The Compendium of WMO Competency Frameworks ([WMO-No. 1209](#)) provides easy access to all frameworks developed and approved so far. This session will provide an overview of WMO Competency Frameworks and the opportunity to discuss the benefits and challenges of implementation. We will talk about the importance of competency-based training and assessment, and the guidance provided in the Guide to Competency ([WMO-No. 1205](#)).

7. Guidelines for trainers

Continuing the topic of competency frameworks, this session will consider the competencies expected of education and training providers. We will talk about the importance of training the trainers, referring to WMO guidance such as the Guidelines for Trainers in Meteorological,

Hydrological and Climate Services (WMO-No. 1114) and how engaging with communities of practice, training programmes, and the WMO Symposium of Education and Training (SYMET) can help to keep trainers abreast of the latest developments in education and training.

8. Resource mobilization and partnerships

With the topic of education and training in mind, during this session we will discuss resource mobilization and partnerships in support of: a) Human resources and succession planning; b) National challenges and opportunities for partnerships; c) International partnerships and projects.

9. Sharing brief reports of challenges and requirements for education and training

This session will be dedicated to presentations from participating countries: Cabo Verde, Guinea-Bissau, Mozambique, Portugal, São Tomé and Príncipe, and Timor-Leste. Each country will have 30–40 minutes to present a brief report of main challenges, needs, and opportunities for education and training in their country.

10. Briefing on RTC Brazil

As one of the two WMO RTCs based in a Portuguese speaking country, this session will be an opportunity for the RTC to present the structure, main activities, and the challenges of the RTC Brazil.

11. Situation report on RTC Angola

A visit to the installations of the RTC Angola will take place. The RTC will present its plans and challenges serving the education and training needs of the NMHS in Angola and the Lusophone countries in Regional Association I.

12. Mapping local education and training initiatives and opportunities

In this session we will start to combine all that we have discussed in previous days. The intention is to map the needs and the opportunities. We will identify what resources and training initiatives are available in Portuguese that can be shared with each other. We will also identify what national education and training opportunities can be extended to other Lusophone countries. Important topics to explore: a) Role of RTC Angola and RTC Brazil; b) Survey on national institutions providing education and training in Portuguese; c) Training resources available in Portuguese.

13. Outcomes of the workshop

The final session of the Workshop will be used for: a) Final discussions and establishing self-sustaining means of communication; b) Summary of decisions, actions, and recommendations of the Workshop.

14. Closure of the workshop

PROVISIONAL ORDER OF BUSINESS

(Subject to change)

Ref.: 20261/2023-112 MS/ETR

| Luanda Local Time | Day 1 | Day 2 | Day 3 | Day 4 | Day 5 |
|----------------------------------|---------------------|------------------|----------------------------|---------------------|--------------------|
| | 20 November | 21 November | 22 November | 23 November | 24 November |
| 09:00 - 12:00 | Items 1, 2 and 3 | Items 6 and 7 | Item 9 | Items 11 and 12 | Items 13 and 14 |
| 14:00 - 17:00 | Items 4 and 5 | Item 8 | Items 9 (cont'd) and 10 | Item 12 (cont'd) | |

For the latest Agenda and Order of Business, please visit the Workshop website (in Portuguese):

Workshop on Education and Training Development and Collaboration in Lusophone Countries, 20–24 November 2023, Luanda, Angola,
<https://etrp.wmo.int/course/view.php?id=327>



**World Meteorological Organization
Workshop on Education and Training
Development and Collaboration in
Lusophone Countries**

20 to 24 November 2023

Luanda, Angola

Nomination Form

The Government of _____ nominates the following as a participant for the **Workshop on Education and Training Development and Collaboration in Lusophone Countries** (20 to 24 November 2023, in Luanda, Angola):

| | | |
|-----|---|---|
| 1. | Title: Mr/Ms/Miss/Dr/Prof/: | |
| 2. | First Name (Given): | |
| 3. | Family name (surname): | |
| 4. | Gender: | <input type="checkbox"/> Female <input type="checkbox"/> Male |
| 5. | Email: | |
| 6. | Telephone N°: | |
| 7. | Official address: | |
| 8. | Present work: | <input type="checkbox"/> National Meteorological and/or Hydrological Service (NMHS) <input type="checkbox"/> Other (Please specify): _____ _____ _____ |
| 9. | What is your job title? | |
| 10. | How long have you been in this position? | |
| 11. | Please complete the following if financial assistance is required from WMO: | (a) Travel support <input type="checkbox"/> YES <input type="checkbox"/> NO (b) DSA support <input type="checkbox"/> YES <input type="checkbox"/> NO |

Place: _____

Date: _____

Signature of the Permanent Representative: _____

To be completed and returned to the WMO Secretariat (email: tra@wmo.int), as soon as possible. It should reach WMO no later than **3 October 2023**.
