

**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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22 April 2024

Subject: Invitation to the RA I Training Workshop (hybrid) on
Regional WIGOS Centre functions and tools, for West and Central Africa,
to be held in Abuja, Nigeria, 28-31 May 2024

Action required: To confirm participation preferably no later than **30 April 2024**

Dear Sir/Madam,

I have the pleasure of informing you that at the kind invitation of the Nigerian Meteorological Agency (NiMet), WMO is organizing a training workshop for Regional Association I (Africa) (RA I) on the functions and tools of Regional WMO Integrated Global Observing System (WIGOS) Centres (RWC) for West and Central Africa. This hybrid workshop will take place in Abuja, Nigeria from 28 to 31 May 2024.

The purpose of the training workshop on RWCs is to deliver training to the RA I National Focal Points on WIGOS Data Quality Monitoring System (NFP-WDQMS) from central and western African countries as well as to staff from RWCs. For the last one and half days of this workshop, a small discussion group will meet on 30 and 31 May 2024, at the same venue, to review and propose an updated concept of operations of RWCs in West and Central Africa.

As a RWC potential host in the region, you are invited to attend both events in person or to designate your representative, preferably someone with knowledge and experience in WIGOS-related matters, to attend both events, in person or remotely. The potential RWCs hosts are called to present their intended functions and geographic area of responsibility, i.e. countries to be covered/assisted, as well as language(s) offered. Additional discussions are expected regarding the internal organization and resources to be allocated for performing RWCs functions.

Upon request, WMO is planning to offer financial support for travel and a daily subsistence allowance (DSA) to a limited number of participants.

Please would you confirm your participation, or the participation of your representative in the workshop, at your earliest convenience, but preferably no later than **30 April 2024**, by email to Mr Luis Nunes (lfunes@wmo.int), indicating whether you or your representative will attend in person or remotely, and if any financial assistance will be requested for travel and DSA. In cases where WMO is to meet the travel costs, the travel arrangements will be made by the Secretariat and details will be sent to the participant in due course.

To: Permanent Representatives of Members of Regional Association I (Africa) of Nigeria, Cameroon and Côte d'Ivoire with WMO

Regarding insurance coverage, 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, 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 look forward to your participation in the meeting and may I take this opportunity to thank you for your support to WMO activities which is greatly appreciated.

Yours faithfully,



Prof. Celeste Saulo
Secretary-General