

**WMO OMM**

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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Our ref.: 14425/2024/I/ONM//RWC Global

02 September 2024

Subject: Invitation to participate in the third RWC Global Workshop and the sixth meeting of the Expert Team on WIGOS Tools and Regional WIGOS Centres (ET-WTR) in Cape Town, South Africa, 25-29 November 2024

Action required: To confirm your participation preferably not later than **31 October 2024**

Dear member of the ET-WTR,

I wish to invite you to participate in person in the third RWC Global Workshop and the sixth meeting of the Expert Team on WIGOS Tools and Regional WIGOS Centres Operations (ET-WTR) in Cape Town, South Africa, from 25 to 29 November 2024.

The RWC Global Workshop aims to improve the knowledge of Regional WIGOS Centres on RWCs functions, their roles within the operational process of the RWCs, and the efficient use of WIGOS Tools to perform their tasks. The workshop is proposed to be organized as a hybrid event with online and in-person participation of technical staff of RWCs. In addition, we are planning to organize the sixth meeting of the Expert Team on WIGOS Tools and Regional WIGOS Centres Operations (ET-WTR) as face-to-face meeting.

The expenses of your participation are expected to be borne by your country, however, WMO is considering providing financial support for travel and daily subsistence allowance (DSA) to a limited number of participants, upon request to be sent to Mr Merrouchi (rmerrouchi@wmo.int) and Mr Scheid (ascheid@wmo.int).

Regarding insurance coverage for non-staff members, 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, and 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 limited coverage for medical, emergency, and supplementary official travel expenses.

To: Tanja Kleinert (Germany), Samantha Linnerts (South Africa), Martina Suaya (Argentina), Darari Youssef (Morocco), Thinesh Sornalingam (Canada), Stuart Matthews (UK/EUMETNET), Cristina Prates (ECMWF/UK), Timothy Okaley (UK), Karl Monnik (Australia), Olivia Shuk-ming LEE (Hong Kong, China), Luisa Ickes (Sweden)
cc: Respective Permanent Representatives

I look forward to receiving your confirmation for participation at the events in Cape Town and I wish to take this opportunity to thank you for your support to WMO activities which is greatly appreciated.

Yours sincerely,

A handwritten signature in black ink that reads "Nir Stav". The signature is written in a cursive, flowing style.

Mr Nir Stav
Director
Infrastructure Department