



World Meteorological Organization  
Organisation météorologique mondiale

Secrétariat

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Weather • Climate • Water  
Temps • Climat • Eau

Our ref.: ETR/CRS-513

GENEVA, 22 February 2013

Annexes: 2 (available in English only)

Subject: International Training Seminar on Methods for Short-term Climate Prediction,  
from 1 to 10 April 2013, Nanjing and Beijing, China

Action required: For information and appropriate action, as necessary

Dear Sir/Madam,

I have the pleasure to inform you that an International Training Seminar on Methods of Short-term Climate Prediction, sponsored by the China Meteorological Administration (CMA), will be held in China from 1 to 10 April 2013 by the WMO Regional Training Centre (RTC) Nanjing, China.

The objective of this training seminar, which is targeted at meteorologists engaged in operational work or research on climate analysis and prediction from developing countries, is to enable trainees to have a good understanding of the primary knowledge and methods of short-term climate prediction.

The training seminar consists of two parts: in the first part participants will be briefed about operational and research work of the Beijing Climate Centre as well as fundamental knowledge on methods of short-term climate prediction in WMO RTC Nanjing. In the second part, all participants will be invited to attend the 9th Session of the Forum on Regional Climate Monitoring, Assessment and Prediction for Asia, organized by the WMO Beijing Climate Centre.

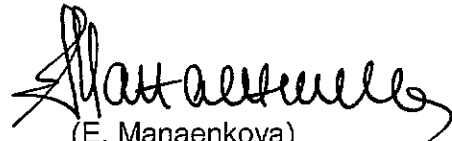
Please note that all the accepted participants that receive the endorsed Admission Notices by the WMO RTC Nanjing, China, will be exempted from tuition fees. The Chinese Government can provide local support like accommodation, meals, local transportation in Nanjing, China, and train tickets from Nanjing to Beijing for 20 participants upon application. Normally one applicant from each developing country or two applicants from each Least Developed Country are endorsed by the WMO RTC Nanjing for the local support. Other accepted applicants should cover their accommodation (50 USD per day per person) and meals (20 USD per day per person) during the training period. The international travel costs including round-trip tickets, transit fares and subsistence allowance during the travel are to be covered by the participants. Accepted participants are recommended to buy their air tickets to arrive **in Nanjing on 31 March 2013** and **depart from Beijing on 11 April 2013**. The expenses of visa, medical care, insurances and domestic salaries for the participants should be borne by the participants. For detailed information on this international training seminar, please refer to the Enrolment Information (see Annex I).

To: Permanent Representatives (or Directors of Meteorological or Hydrometeorological Services) of Members of WMO (PR-6689)

cc: Hydrological Advisers to Permanent Representatives

Interested candidates are requested to complete the attached Application Form (Annex II), which should be endorsed by the Permanent Representative of the respective country with WMO and sent **directly to the RTC Nanjing (Fax: +86 25 57010085 and E-mail: rtc@nuist.edu.cn) as soon as possible but not later than 10 March 2013.**

Yours faithfully,



(E. Manaenkova)  
for the Secretary-General

## ENROLMENT INFORMATION

### INTERNATIONAL TRAINING SEMINAR ON METHODS OF SHORT-TERM CLIMATE PREDICTION

An International Training Seminar on Methods of Short-term Climate Prediction will be organized by the WMO Regional Training Centre (RTC) Nanjing, China, and sponsored by the China Meteorological Administration (CMA).

#### 1. Objectives

Through the training, the participants will have a good understanding of the primary knowledge and methods of short-term climate prediction.

#### 2. Dates and Venue

First part: 1-7 April 2013, seminars in the WMO Regional Training Centre (RTC) Nanjing, China; Second part: 8-10 April 2013, in Beijing, China, to participate in the 9<sup>th</sup> Session of the Forum on Regional Climate Monitoring, Assessment and Prediction.

#### 3. Course Contents

The training seminar will consist of two parts. The first part will brief participants with operational and research work of the Beijing Climate Centre, and provide participants with fundamental knowledge on methods of short-term climate prediction, which mainly cover the climate system, radiation processes, characteristics of climate system components, feedbacks in the climate system, global nature of the climate system, regional nature of the climate system, statistics of climatology, the statistical methods for short-term climate prediction including linear regression, nonlinear regression, predictor selection and forecasting with discriminant analysis, climate modeling including basic predictive equations for the atmosphere, vertical coordinate system, basic methods for solving model equations, radiative and cloud processes, surface processes, ocean models, sea ice models, coupled atmosphere, ocean and sea ice simulations, and outlook for future developments in climate modeling. In the second part, all participants will attend the 9<sup>th</sup> Session of the Forum on Regional Climate Monitoring, Assessment and Prediction, organized by the Beijing Climate Centre.

#### 4. Training Format

Seminars on special topics, practical sessions, discussion, participant's presentation, etc.

#### 5. Language of Instruction

The course will be conducted in English.

#### 6. Targeted Trainees

Meteorologists engaged in operational work or research on climate analysis and prediction from developing countries.

#### 7. Participant's Qualifications for Admission

Participants are required:

- a) To be specialized in meteorology and with a minimum of one year professional experience;
- b) To be in good physical health with no infectious diseases. Physically fit to fulfill all course activities; candidates with limited physical mobility will not be accepted;
- c) To be proficient in English;
- d) Not to bring family members to the training seminar, in principle;
- e) To observe all the laws, rules and regulations of People's Republic of China and respect the Chinese customs during the training period.

**8. Application and Admission**

- a) The applicants must be meteorologists who are working in the fields of climatology and officials concerned from Meteorological and Hydrological Services of developing countries. The nominated candidates are requested to submit the Application Forms to the WMO RTC Nanjing China for examination and endorsement;
- b) Admission Notices will be issued to the accepted participants by e-mail by the RTC Nanjing. With the Admission Notices, the participants are requested to go through all the necessary formalities for entering China and bring all the documents (Admission Notices, Application Forms) to the WMO RTC Nanjing China on the registration date of 31 March 2013;
- c) **Only accepted applicants** that receive the Admission Notices endorsed by the WMO RTC Nanjing China can participate in the training course.

**9. Training Expenses**

- a) Tuition fees are free for all the accepted participants that receive the endorsed Admission Notices by the WMO RTC Nanjing China;
- b) Due to limited funds, the WMO RTC Nanjing China can provide local support such as accommodation, meals, local transportation in Nanjing, and train ticket from Nanjing to Beijing for 20 participants only. Normally one applicant from each developing country or two applicants from each Least Developed Country are endorsed by the WMO RTC Nanjing China for the local support;
- c) Other accepted applicants or their respective governments need to cover their accommodation (50 USD per day per person) and meals (20 USD per day per person) during the training period;
- d) The international travel costs including round trip tickets, transit fares and subsistence allowance during the travel are to be covered by the participants' employers or other resources. Participants are recommended to buy their air tickets to arrive in Nanjing on 31 March 2013 and depart from Beijing on 11 April 2013;
- e) The expenses of visa, medical care, insurances and domestic salaries for the participants should be borne by the participants' employers.

**10. Insurance**

The organizer of the Training Seminar on Methods of Short-term Climate Prediction does not hold any responsibility for such risks as loss of life, accidents, illness, and loss of property incurred during the whole period of participation in the training seminar.

**11. Liaison Information**

Attn: Prof. Zheng Youfei, Executive Deputy Director,  
WMO Regional Training Centre Nanjing  
Nanjing University of Information Science & Technology  
Nanjing, Jiangsu Province, 210044, P.R. China  
Tel: (86 25) 58731433/58731404  
Fax: (86 25) 57010085  
E-mail: [rtc@nuist.edu.cn](mailto:rtc@nuist.edu.cn)

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WORLD METEOROLOGICAL ORGANIZATION

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ETR/CRS-513, ANNEX II

APPLICATION FORM

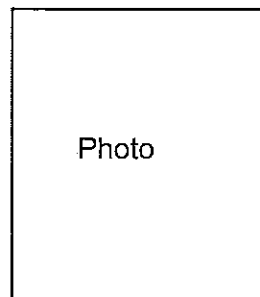
INTERNATIONAL TRAINING SEMINAR ON METHODS OF SHORT-TERM CLIMATE  
PREDICTION

(China, 1-10 April 2013)

**Note:** Please send the completed form directly to the WMO RTC Nanjing China as soon as possible and in any case **no later than 10 March 2013**.

I. Personal Data

1. Surname \_\_\_\_\_  
First Name \_\_\_\_\_
2. Gender \_\_\_\_\_
3. Date of Birth \_\_\_\_\_
4. Place of Birth \_\_\_\_\_
5. Passport Number: \_\_\_\_\_
6. Nationality \_\_\_\_\_
7. Religion \_\_\_\_\_
8. Marital Status \_\_\_\_\_
9. Health Condition \_\_\_\_\_
10. History of infectious disease: ☐ No ☐ Yes



\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (Please specify if yes)

11. Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail Address: \_\_\_\_\_ @ \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. Permanent Address: \_\_\_\_\_

13. Contact person in emergency

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail Address: \_\_\_\_\_ @ \_\_\_\_\_

14. Statement of present work

Name of institution \_\_\_\_\_

Position held \_\_\_\_\_

A brief description of duties \_\_\_\_\_

15. Previous employment history

Date	Institution	Position and Duties
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16. Educational and/or professional qualification

Date	Major and University	Degree/Diploma
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17. Language Proficiency

Mother Tongue \_\_\_\_\_

English Proficiency (Please tick):

Reading: a. excellent b. good c. fair d. poor

Listening: a. excellent b. good c. fair d. poor

Speaking: a. excellent b. good c. fair d. poor

Writing: a. excellent b. good c. fair d. poor

18. State why you wish to attend the course and indicate the practical use of the course to your work in the future.

**II. Insurance**

I fully understand that the seminar organizer does not take any responsibility for such risks as loss of life, accidents, illness, loss of property etc.

### III. Personal Statement

I hereby declare that the information given above is true, correct and complete. I shall bear the responsibility for the above information.

I pledge to observe all the Chinese laws and will respect the local customs and follow the seminar regulations during my stay in China for the training seminar.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of the Applicant

IV. Please indicate whether local support is required and if so, whether in the form of accommodation, meals during the training period at the WMO RTC Nanjing China (Please tick):

Apply for local support of:

Accommodation	<input type="checkbox"/> yes	<input type="checkbox"/> no
Meals	<input type="checkbox"/> yes	<input type="checkbox"/> no

If you cannot get local support from the organizer, will you or your government pay for the above expenses? ☐ yes ☐ no

### V. Endorsement of the Nominator

1. Name of Organization \_\_\_\_\_  
\_\_\_\_\_

2. Name and Signature of the Permanent Representative with WMO:

Name \_\_\_\_\_

Signature \_\_\_\_\_

Official Seal \_\_\_\_\_

Date \_\_\_\_\_

### VI. Contact Details

Focal Point: Prof. Zheng Youfei, Executive Deputy Director,  
WMO Regional Training Centre Nanjing

Address: WMO Regional Training Centre Nanjing,  
Nanjing University of Information Science and Technology  
219 Ningliu Road, Pukou District  
Nanjing, Jiangsu Province, 210044  
People's Republic of China

Telephone: +86-25-58731433/58731404

Fax: +86-25-57010085

E-mail: [rtc@nuist.edu.cn](mailto:rtc@nuist.edu.cn)