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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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GENEVA, 6 July 2016

Annexes: 2 (available in English only)

Subject: International Training Course on Aeronautical Meteorology Services,
24 October to 4 November 2016, Beijing, China

Action required: For information and appropriate action, as necessary

Dear Sir/Madam,

I have pleasure to inform you that the People's Republic of China will host an International Training Course on Aeronautical Meteorology Services, from 24 October to 4 November 2016 at the WMO Regional Training Centre (RTC) in Beijing, China.

This course is designed for meteorologists working in the field of aeronautical meteorological forecasting and other related fields, from developing and other countries. The course will help participants improve their skills in analyzing the weather situation and forecasting weather phenomena and parameters, forecasting and providing early warnings of hazardous weather phenomena, applying nowcasting methods, interpreting and applying observation data, and issuing aeronautical forecast products. The course will also introduce recent developments of aeronautical meteorology services with an aim to support developing countries, especially those in Asia, to implement WMO aeronautical meteorology standards. The course will be conducted in English.

The Chinese Government will waive the tuition fee, and can provide local support for the accepted participants, upon request. For detailed information, please find attached the Enrolment Information and the Application Form.

The nominated candidates are requested to complete the attached Application Form, which should be endorsed by the Permanent Representative of their respective countries, and returned directly to the RTC in Beijing, China at the address provided on the Application Form not later than **23 September 2016**.

Yours faithfully,

(E. Manaenkova)
for the Secretary-General

To: Permanent Representatives (or Directors of Meteorological or Hydrometeorological Services) of Members of WMO (PR-6911)

cc: Hydrological Advisers to Permanent Representatives

INTERNATIONAL TRAINING COURSE ON AERONAUTICAL METEOROLOGY SERVICES

24 October to 4 November 2016, Beijing, China

ENROLMENT INFORMATION

The International Training Course on Aeronautical Meteorology Services is organized by the WMO Regional Training Center (RTC) Beijing China, sponsored by China Meteorological Administration (CMA), co-sponsored by the Civil Aviation Administration of China (CAAC).

Course Aim

This course is designed for meteorologists working in the field of aeronautical meteorological forecasting and other related fields, from developing and other countries. The course will help participants improve their skills in analyzing the weather situation and forecasting weather phenomena and parameters, forecasting and providing early warnings of hazardous weather phenomena, applying nowcasting methods, interpreting and applying observation data, and issuing aeronautical forecast products. The course will also introduce recent developments of aeronautical meteorology services with an aim to support developing countries, especially those in Asia, to implement WMO aeronautical meteorology standards. The course will be conducted in English.

Expected Learning Outcomes

Course learning outcomes are related to the WMO Aeronautical Meteorological Personnel Competency Standards, 2 and 3. Participants are expected to improve the following competencies and skills:

- Analyze the weather situation and forecast weather parameters & phenomena;
- Forecast and early warning of hazardous weather phenomena (tropical cyclones, thunderstorms, gale and other severe weather, etc.);
- Application of nowcasting methods;
- Interpreting and application of different data such as radar and satellite;
- Issuance and application of forecast products (e.g. SIGMET).

Target Audience

Meteorologists who are working in the field of aeronautical meteorological forecasting and other related fields from developing countries and other countries.

Course Content

The training course includes:

- 1) Application of mesoscale analysis technologies and nowcasting methods in thunderstorm and other severe weather (rainstorm, windstorms, hailstorm ,etc.), especially for airport terminal areas;
- 2) Doppler Weather Radar theory, quality control and basic echo recognition;
- 3) Satellite data and products application;
- 4) Issuance and application of aeronautical meteorology forecast and service products (e.g. SIGMET);
- 5) Introduction to relevant projects under WMO and China civil aeronautical meteorology situations;
- 6) Visits to CMA and CAAC operational centres;
- 7) Participant forum about their respective aeronautical meteorology.

Course Format

Lectures, laboratory practical session, group discussion, study tour and participant presentation, etc.

Student Assessment

1. **Attendance and Participation.** An observation will be made by the training course organizer at RTC-Beijing and lecturers for participants' attendance and participation at the lectures and other learning activities of the training course;
2. **Presentation.** Each participant is required to make a presentation with slides concerning the current situation of forecasting, observing, SIGMET and other aeronautical meteorology services in their country;
3. **Conclusion Report.** Each participant is required to submit a conclusion report of no less than 800 words, to examine their understanding and acceptance of the knowledge transferred. The conclusion report should contain what they have learnt from this course, how to apply the knowledge to operational work, and their future plans regarding meteorological work.

Instructors

Senior experts from CMA, CAAC, ATMB and NMC, NSMC, CMATC, etc.

Language Used

The course will be conducted in English.

Participant Qualifications for Admission

Participants are required:

- 1) To be specialized in aviation weather forecasting with a minimum of one year's professional experience;
- 2) 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;
- 3) To be proficient in English;
- 4) To prepare a report on aviation weather forecasting of the participants' service and a brief introduction of the participant's professional experiences for the purpose of exchanges;
- 5) Not to bring family members to the training course in principle; if bringing a family member, the participant has to pay the extra expense;
- 6) To observe all the laws, rules and regulations of People's Republic of China and respect the Chinese customs during the training period.

Application and Selection Process

- 1) The applicants must be meteorologists who are working in the field of aviation weather forecasting and other related field from Meteorological and Hydrological Services or Aviation Departments of developing countries. The nominated candidates are requested to submit the Application Forms and Passport Copy (necessary) together with evidence of English proficiency (if there is) to RTC-Beijing China for examination and endorsement;
- 2) Admission Notices will be issued to the accepted participants by e-mail by the RTC-Beijing China. 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, Health Document, and Application Forms) to RTC-Beijing on the registration date of **24 October 2016**.

Only accepted applicants that receive the Admission Notices endorsed by RTC-Beijing can participate in the training course.

Cost

- 1) Tuition is free for all the accepted participants that receive the endorsed Admission Notices by the WMO RTC-Beijing China;
- 2) RTC-Beijing will provide local support to the accepted participants from developing countries, including accommodation, meals, and pocket money (50 Yuan RMB per day, 600 Yuan RMB in total). Normally one application from each Developing Country or two applications from each Least Developed Country are endorsed by the WMO RTC-Beijing China for the local support;
- 3) Other accepted applicants, or their respective governments, need to cover their accommodation and meals during the training period;
- 4) The international travel costs including round trip tickets, transit fares and subsistence allowance during the travel are to be covered by the participants or their employers;
- 5) The expenses of visa, medical care, insurances and domestic salaries for the participants should be borne by the participants' employers;
- 6) It should be taken into account when booking the flight tickets that the scholarship covers exclusively the period from 23 October to 4 November 2016. Any liability or expenses incurred outside of this period shall be entirely at the expense of the participant;
- 7) The organizer of the Training Course on Aeronautical Meteorology Services 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 course.

Deadline for Application

The application with a passport copy should be sent to WMO RTC-Beijing China with copy to WMO Secretariat no later than **23 September 2016**.

Attn: Ms. DENG Jingmian, Training Organizer
WMO Regional Training Centre in Beijing
China Meteorological Administration Training Centre
46 Zhongguancun Nandajie, Beijing 100081, P.R.China

Tel: +86-10-6840 6036
E-mail: intcmatc@cma.gov.cn

APPLICATION FORM
INTERNATIONAL TRAINING COURSE ON AERONAUTICAL METEOROLOGY SERVICES

(Beijing, China, 24 October-4 November 2016)

Note: Please complete the form in **typed capital letters** and get it scanned in PDF version. Send to the WMO RTC-Beijing China by e-mail as soon as possible and in any case **no later than 23 September 2016**.

I. Personal Data

1.	Surname _____	Photo
	Given Name _____	
2.	Gender _____	
3.	Date of Birth _____	
4.	Place of Birth _____	
5.	Passport Number _____	
6.	Nationality _____	
7.	Marital Status _____	
8.	Health Condition _____	
9.	History of infectious disease: <input type="checkbox"/> No <input type="checkbox"/> Yes	

	_____ (Please specify if yes)	
10.	Address: _____	

	Mobile phone: _____	
	Telephone _____	Fax _____
	E-mail Address: _____ @ _____	
11.	Permanent Address: _____	

12.	Contact person in emergency	
	Name: _____	
	Address: _____	
	Mobile phone: _____	
	Telephone _____	Fax _____
	E-mail Address: _____ @ _____	
13.	Place of the Chinese Embassy/Consulate/Visa Office where you wish to apply for the visa (if a Chinese visa is required):	

14. Statement of present work

Name of institution _____

Position held _____

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. Financial Support (not including air ticket)

Do you need local support from CMA if you are a participant from developing countries?

Yes ☐ No ☐

If you require travel support, to whom do you intend to apply? (Note that you will need to request outside support separately. This application does not serve as the request.)

III. International Insurance

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

IV. 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 course regulations during my stay in China for the training course.

_____	_____
Date	Signature of Applicant

V. Endorsement of the Nominator

1. Name of Organization _____

2. Name and Signature of the Permanent Representative of WMO in your country:

Name _____

Signature _____

Official Seal _____

Date _____

VI. Contact Details

Contact Person: Ms. DENG Jingmian, Training Organizer

Address: WMO Regional Training Centre in Beijing
China Meteorological Administration Training Centre
46 Zhongguancun Nandajie, Beijing 100081, P.R.China

Telephone: +86-10-6840 6036

E-mail: intcmatc@cma.gov.cn

With a copy to (by fax):

The Secretary-General
World Meteorological Organization
7 bis Avenue de la Paix, CP 2300
1211 Geneva 2, Switzerland

Fax: +41 22 730 8041
