

WMO OMM

WEATHER CLIMATE WATER
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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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Our ref.: 20120/2018/WDS/AN/WTRA/COSP-UK

3 August 2018

Annexes: 2 (available in English only)

Subject: WMO/UK Met Office Aviation Seminar, 8–12 October 2018, Pretoria, South Africa

Action required: Nomination form to be submitted **on or before 24 August 2018** to: UK Seminar Coordinator, UK Met Office (Attn: Mr Darren Hardy) (e-mail: darren.hardy@metoffice.gov.uk or fax: +44 1392 885681)

Dear Sir/Madam,

I have pleasure in informing you that the United Kingdom of Great Britain and Northern Ireland (UK) will once again organize the WMO/UK Met Office Aviation Seminar, to be hosted by the South African Weather Service (SAWS) in Pretoria, from 8 to 12 October 2018. As has been the case for previous aviation seminars, Mr Phil Evans, the Permanent Representative of the United Kingdom with WMO, has kindly invited WMO to support the event and issue on his behalf an invitation to Members to designate potential participants.

The aim of the seminar is to provide participants with training, guidance and practical examples of several key aspects of meteorology and forecasting for aviation, to support forecasters in this specialized area. This seminar will focus on the topics of aviation hazards and SIGMETs. Please find attached herewith the Provisional Programme (Annex 1) and Nomination Form (Annex 2) for this seminar.

The seminar is being organized in close collaboration with the WMO Commission for Aeronautical Meteorology (CAeM) Expert Team on Education, Training and Competency (ET-ETC) and will be of greatest benefit to operational aeronautical forecasters and trainers. The seminar will be open to Members within the World Area Forecast Center (WAFC) London/World Area Forecast System (WAFS) data footprint, which includes Africa, the Middle East, Asia and Europe.

Presentations will be made by experts in relevant fields using the latest training delivery methods. Participants will be encouraged to discuss the topics presented and to actively participate in the seminar's practical sessions.

The working language of the seminar will be English; it is therefore essential that every delegate has a good understanding of the English language. Accommodation will be reserved for around 20 to 25 participants. An information note will be sent to the selected participants in due course.

To: Permanent Representatives of Members of Regional Association I
Permanent Representatives of Members of Regional Association II
Permanent Representatives of Members of Regional Association VI

cc: Permanent Representative of the UK with WMO
President and vice-president of CAeM (by e-mail for information)

It is hoped that the cost of nominated participants' accommodation and travel to this seminar will be borne by your Service. However, the UK Met Office could consider funding requests for a limited number of cases with priority given to applicants that meet the following criteria:

- The applicant is from a least developed country (LDC);
- A financial contribution to the overall cost of their attendance is offered by their home NMHS or employer;
- A brief résumé is provided describing how the applicant would expect to benefit from the topics described in the seminar's provisional programme.

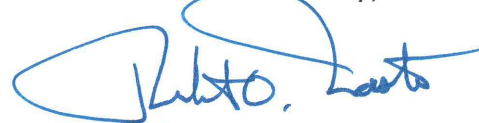
Nominated participants eligible for assistance will be notified by the UK following the acceptance of their application.

The nomination form should be completed and submitted to the attention of Mr Darren Hardy (UK Met Office) via e-mail (darren.hardy@metoffice.gov.uk) or fax (+44 1392885681), with a copy to WMO/AEM (aviation@wmo.int or aoskarsson@wmo.int), as soon as possible, but not later than **24 August 2018**. Please note that for planning purposes **no applications will be taken into consideration after this date**.

In order to clarify WMO insurance coverage for non-staff members, please inform your nominee to the above seminar, before they undertake travel, of the following:

"In the case of non-staff members of the Organization who are authorized to travel at its expense and/or who are receiving a daily subsistence allowance, the WMO accepts limited responsibility for compensation in the event of death, illness or injury attributable to attendance at meetings or the performance of services on behalf of the Organization. These persons are therefore fully responsible for any expenses incurred as a result of events which are not attributable to attendance at meetings or the performance of services on behalf of the Organization and for arranging such life, health and other forms of insurance as they consider appropriate."

Yours faithfully,



(P. Taalas)
Secretary-General

The WMO/UK Met Office Aviation Seminar

**Pretoria, South Africa
8–12 October 2018**

PROVISIONAL PROGRAMME

Topics to be covered will include:

1. Aviation hazards;
2. SIGMETs;
3. Requirements of the Basic Instruction Package – Meteorologists (BIP-M) for Aeronautical Meteorological Forecasters as determined by the area and airspace of responsibility;
4. Open forum on training priorities;
5. Best practice in competence assessment and links to quality management systems (QMSs).

There will also be ample opportunities for participants to take part in practical sessions and to share knowledge and experience.

The WMO/UK Met Office Aviation Seminar

Pretoria, South Africa
8–12 October 2018

NOMINATION FORM

The Government of nominates the following candidate as a participant in the above seminar:

Family name *			Gender :
First name *			Male <input type="checkbox"/>
			Female <input type="checkbox"/>
Address (office)			
City and country			
Telephone	Office +	Home +	
Fax	Office +	Home +	
E-mail			
Date and place of birth		Nationality	
Passport No.*		Expiry date	

* As shown in passport

Current position and description of duties:

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How do you intend to use what you learn at this seminar for the benefit your NMHS?

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Ref.: 20120/2018-113 WDS/AEM

Working language:

Note: For applicants whose working language is not ENGLISH, this Nomination Form MUST be accompanied by relevant language proficiency certification to prevent delays in processing.

Name and address of person to be notified in case of emergency:

Name	
Address	
Telephone/E-mail	

Financial assistance:

Financial support required:	
For plane ticket	YES <input type="checkbox"/> NO <input type="checkbox"/>
Food and accommodation	YES <input type="checkbox"/> NO <input type="checkbox"/>

Note: Funding support will only be considered for applications from least developed countries (LDCs) with priority given to cases where a financial contribution is offered to the overall cost of attendance AND a brief résumé is included describing the potential strengths/weaknesses of a competence-based Standard for aeronautical meteorological personnel.

Name, address, e-mail, tel./fax of Permanent Representative with WMO:

Name	
Address	
Telephone/Fax/ e-mail	

Date:.....

.....
Signature of Permanent Representative with WMO

To be completed and returned as soon as possible and in any case not later than **24 August 2018** to the following e-mail address: darren.hardy@metoffice.gov.uk

or by Fax **"For the attention of Darren Hardy"** to + 44.1392.885.681

with copy to WMO: aviation@wmo.int and aoskarsson@wmo.int

or by Fax **"For the attention of Adriana Oskarsson"** to +41.22.730.81.28
