

**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

7 bis, avenue de la Paix – Case postale 2300
CH 1211 Genève 2 – Suisse
Tél.: +41 (0) 22 730 81 11
Fax: +41 (0) 22 730 81 81
wmo@wmo.int – public.wmo.int

Ref.: 01751/2021-1.9 I/WIGOS

Our ref.: 01751/2021/I/ONM/MQC/Wksp-Automation-RAI

10 February 2021

Annex: 1 (available in English only)

Subject: WMO Online Workshop on Transition to Automated Ground-based Measurements for Regional Association I (Africa) Members

Action required: To nominate up to one expert from your country to participate at the workshop by returning the completed participant Nomination Form to the WMO Secretariat not later than **20 February 2021**

Dear Sir/Madam,

I am pleased to inform you that the World Meteorological Organization (WMO) is organizing an online Workshop on Transition to Automated Ground-based Measurements for Regional Association I (RA I, Africa) Members, from 22 to 25 March 2021. The workshop will be held in English.

The workshop will focus on the transition of ground-based manual measurements to automated measurements and related network aspects. The workshop will comprise four two-hour sessions, that will be held over four consecutive days, using the Microsoft Teams platform.

The workshop's topics include: Network Planning, Project Planning and Management, Technical Options, People Change, Risk Analysis and Procurement Practices. It will refer to a number of WMO publications.

The workshop is designed to be practical and interactive and relies on active participant contributions. It will include many opportunities for interaction with facilitators and fellow participants. It is expected that, through the workshop, participants gain ideas and knowledge of possible alternatives and solutions for transition to automated measurements.

The target audience for the workshop is managers responsible for planning, designing and decision-making regarding measurements systems and observation network management in RA I. The number of participants will be limited to 20 for this initial workshop.

The selected participants will be expected to attend all four workshop sessions, contribute to group exercises and forum discussions, and complete some pre-workshop preparation. As the workshop sessions will be held during working hours, all nominations from Permanent Representatives will require acknowledgement of this time requirement.

A Nomination Form for participants in the workshop is attached. When completing the Nomination Form, you are requested to provide information on how participation will benefit your Service, how the skills and knowledge will be used upon completion of the course and whether agreement has been made to provide the time to complete the course. More specific information will be distributed to selected candidates in due time.

To: Permanent Representatives of RA I Members with WMO

The Nomination Form should be completed and returned to reach the WMO Secretariat, Mr Krunoslav Premec, Scientific Officer, Measurement, Quality and Compliance Unit (kpremec@wmo.int) as soon as possible but not later than **20 February 2021**.

I look forward to your nomination of an appropriate expert for this workshop.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Zhang', written in a cursive style.

Dr Wenjian Zhang
for the Secretary-General

**Online Workshop on Transition to Automated Ground-based Measurements for
Regional Association I (RA I, Africa) Members
22 to 25 March 2021**

Participant Nomination Form

Ref.: 01751/2021-19 I/WIGOS

Section A: Personal Details

1. Member Country _____
2. Title: Mr/Ms/Dr/Prof _____
3. First Name (Given) _____
4. FAMILY NAME (SURNAME) _____
5. Email _____
6. Telephone No _____
7. Affiliation _____
8. Official Address _____

9. Gender Female Male

Section B: Qualification

10. Qualification (Certificates, diplomas, degrees, etc.):

11. Please indicate your English language skills:

	Excellent	Good	Fair	Poor	Nil
Speaking					
Reading					
Writing					

Section C: Work experience

12. What is your job title? _____

13. How long have you been in this position? _____

14. Have you been involved in previous automation programmes? _____

15. Please briefly describe this programme (including challenges and successes)

16. Have you been involved in the planning phase of the automation process or has the solution been predefined? _____

17. Please briefly describe any current activities or future plans _____

18. Are you aware of the WMO Generic Automated Weather Stations (AWS) Tender Specifications or any other guidance material produced by WMO? If so, please briefly describe these _____

Place: Date: Signature of the Permanent Representative:

To be completed and sent to WMO Secretariat (kpremec@wmo.int) before **20 February 2021**.
