



World Meteorological Organization
Organisation météorologique mondiale

Secrétariat

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Weather • Climate • Water
Temps • Climat • Eau

Our ref.: ETR/CRS-613

GENEVA, 27 May 2013

Annexes: 2 (available in English only)

Subject: International Training Workshop on “Aviation Meteorology for Forecasters”,
Doha, Qatar, 20-24 October 2013

Action required: For information and appropriate action, as necessary

Dear Sir/Madam,

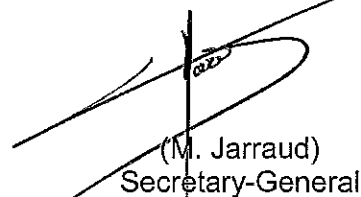
I have the pleasure to inform you that an international training workshop on “Aviation Meteorology for Forecasters” will be held in the facilities of the Qatar Aeronautical College (QAC), the WMO RTC in Doha, Qatar, from 20 to 24 October 2013.

The training workshop is targeted at aviation forecasters of WMO Regional Association II (Asia) countries, and will deal with various aspects of weather monitoring, analysis and forecasting, and its real time applications with special emphasis to aviation.

All accepted participants who receive the endorsed Admission Notices by the QAC, will be exempted from tuition fees. The international travel costs including round-trip tickets, transit fares and subsistence allowance during the travel are to be covered by the participants, their respective governments, or through other arrangements. The QAC will bear the expenses of accommodation, meals, local transportation and visa fee in respect of 15 candidates only. 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. For detailed information on this international training seminar, please refer to the Enrolment Information (see Annex I).

Interested candidates are requested to complete the attached Application Form, (see Annex II), which should be endorsed by the Permanent Representative of the respective country with WMO and sent **directly to the QAC (Fax: +97444313092 and/or e-mail: najima@qac.edu.qa)** as soon as possible but not later than **4 September 2013**.

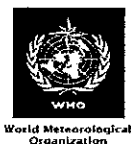
Yours faithfully,



(M. Jarraud)
Secretary-General

To: Permanent Representatives of Members of Regional Association II (ASE-626)

cc: Hydrological Advisers to Permanent Representatives of RA II (for information)



ENROLMENT INFORMATION



Workshop on Aviation Meteorology for Forecasters

(Qatar Aeronautical College, the WMO RTC in Doha, Qatar, 20-24 October 2013)

1. Objective

The objective of the workshop is to impart training to the aviation forecasters.

2. Venue and Date

The workshop will be held in the facilities of the Qatar Aeronautical College (QAC), the WMO RTC in Doha, Qatar, from 20 to 24 October 2013.

3. Workshop Contents

This training workshop will deal with various aspects of weather monitoring, analysis and forecasting, and its real time applications with special emphasis to aviation.

- Meteorological information and its impact on aviation - Meteorological information for international air navigation including aerodrome forecast in flight planning
- Producing and dissemination of METAR, SPECI, TAFOR, ROFOR, SPECIAL AIREP, VOMET, etc
- The role of TAF, SIGMET and warnings
- Aviation hazards-identification and forecasting
- Transition to aviation XML-Based weather exchange models and support to air traffic management
- Volcanic ash SIGMET and ADVISORIES
- QMS and Competence Assessment

4. Training Format

Lecture, practical sessions, seminar on special topics, study tour, discussions, presentation, etc.

5. Language of Instruction

The workshop will be conducted in English

6. Targeted Trainees

7. Qualification of Participants

Participants are required:

- To be weather forecaster in an airport or working in aviation field with a minimum of 3 years professional experiences;
- To be in good physical health with no infectious diseases. Physically fit to fulfil all workshop activities; candidates with limited physical mobility will not be accepted;
- To be proficient in English;
- Not to bring family members to the training workshop in principle, if having family member, the participant has to pay extra expense;
- Observe all the laws, rules and regulations of the state of Qatar and respect the Qatari customs during the training period.

8. Application and Admission

- The applicants must be meteorologists who are working in the field of weather forecast and must be from a country of RA II.
- The nominated candidates are requested to submit the Application Forms together with evidence of English proficiency to the given address of the QAC.
- Admission Notices will be issued to the accepted participants by e-mail by the QAC. With the Admission Notices, the participants are requested to go through all the necessary formalities for entering Qatar; and bring all the documents (Admission Notices, Application Forms) to the QAC on the registration date.
- Only accepted applicants that receive the Admission Notices endorsed by the QAC can participate in the training workshop.

9. Training Expenses

- Tuition fee is free for all the accepted participants that receive the endorsed Admission Notices by the QAC.
- The QAC can provide local support such as accommodation, meals and local transportation for 15 participants only. Normally, one applicant from each developing country & Least Developed Country will be endorsed by the QAC for local support.
- 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.
- The international travel costs including round trip tickets, transit fares, visa fares and subsistence allowance during the travel are to be covered by the participants, their respective governments, or through other arrangements.

- The expenses of medical care, insurances and domestic salaries for the participants should be borne by the participants or their employers.

10. Insurance

The organizer of the Training Workshop on Aviation Meteorology 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 workshop.

11. Contact Address

Dr. Najim Albarazanchi

HoD/Met, WMO/RTC-Qatar

QAC, Doha, Qatar

Tel:- 00974 44408853

Fax:-00974 44313092

email; najima@gac.edu.qa

Ushadevi Sunesh

Meteorology Department

Qatar Aeronautical College

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Workshop on Aviation Meteorology for Forecasters
20-24 October 2013
Qatar Aeronautical College (QAC)
(WMO RTC in Doha, Qatar)

Annex II



Photo

APPLICATION FORM

1. Personal Information		
Title: (Mr./Ms./Dr.etc.)	Family/surname:	First name(s):
Gender: <input type="checkbox"/> Female <input type="checkbox"/> Male	Place of birth:	Date of birth: (day/month/year)
Country of birth: (as in passport)	Nationality: (as in passport)	
Passport number:	Place of issue: (city, country)	
Date of Issue: (day/month/year)	Valid until: (day/month/year)	
2. Contact Information		
Street address:		
Post/Zip code:	City:	
State(If applicable):	Country:	
Telephone: (Country code-area code-#)	Fax: (Country code-area code-#)	
E-mail address:		
3. Statement of present work		
Name of Institution:	Position held:	
A brief description of duties:		
4. Educational qualification and Experience		
5. State why you wish to attend the course and indicate the practical use of the course to your work in the future.		

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

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

Date

Signature of the Applicant

7. Endorsement of the Nominator

1. Name of the Organization:- _____

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

Name:- _____

Signature:- _____ Date:- _____

8. Contact Details

Completed form should be sent directly to given address of the WMO RTC in Qatar as soon as possible and in any case no later than **04 September 2013**.

Attention to:

Dr. Najim Albarazanchi
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Qatar Aeronautical College(QAC)
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Doha, Qatar
Tel: +974 44408853
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