



**World Meteorological Organization**  
**Organisation météorologique mondiale**

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Our ref.: ETR/CRS-112

GENEVA, 9 January 2012

Annexes: 2 (available in English only)

Subject: International Training Seminar on “Methods for Short-term Climate Prediction”,  
from 26 March to 7 April 2012, Nanjing and Beijing, People’s Republic of 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 seminar on “Methods for Short-term Climate Prediction”, from 26 March to 7 April 2012 in Nanjing and Beijing, China, which will be organized by the Regional Training Centre (RTC) in Nanjing, China.

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

The training seminar will consist of two parts. The first part will brief participants with operational and research work of the WMO Beijing Climate Centre, and provide participants with fundamental knowledge on methods for short-term climate prediction. In the second part, all participants will attend the 8<sup>th</sup> Session of the “Forum on Regional Climate Monitoring, Assessment and Prediction for Asia”, organized by 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, upon request, local support like accommodation, meals, local transportation in Nanjing, China, and train tickets from Nanjing to Beijing for 20 participants from developing and least developed countries.

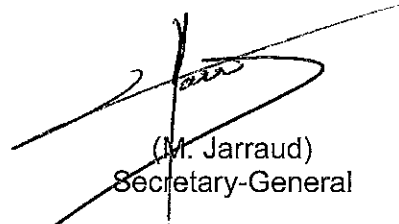
To: Permanent Representatives of Members of Regional Association II (ASE-604)  
Permanent Representatives of Members of Regional Association V (PSW-431)

cc: Hydrological Advisers to Permanent Representatives

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. It is recommended that accepted participants buy their air tickets to arrive in Nanjing on 25 March 2012, and depart from Beijing on 8 April 2012. 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", (Annex I).

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 (+86 25 57010085 or rtc@nuist.edu.cn) as soon as possible but not later than 28 February 2012**.

Yours faithfully,



(M. Jarraud)  
Secretary-General

# ENROLMENT INFORMATION

## International Training Seminar on Methods for Short-term Climate Prediction

International Training Seminar on Methods for Short-term Climate Prediction will be organized by the WMO Regional Training Centre (RTC) Nanjing, China, and sponsored by WMO Beijing Climate Centre (BCC) and 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: 26 March-2 April 2012, WMO Regional Training Centre (RTC) Nanjing, China;

Second part: 3-7 April 2012, in Beijing, China, to participate in the 8<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 WMO Beijing Climate Centre, and provide participants with fundamental knowledge on methods for 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, sea ice simulations, and outlook for future developments in climate modeling. In the second part, all participants will attend the 8<sup>th</sup> Session of the Forum on Regional Climate Monitoring, Assessment and Prediction, organized by WMO 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 Africa, Asia and South-west Pacific regions.

## **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 relevant and officials concerned from Meteorological and Hydrological Services of developing countries from Africa, Asia, and South-West Pacific regions. The nominated candidates are requested to submit the Application Forms together with evidence of English proficiency 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 25 March 2012.
- 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 fee is 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 25 March 2012** and **depart from Beijing on 8 April 2012**.
- 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 for 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: Mr. Wang Caifang**

**WMO Nanjing Regional Training Centre**

**Nanjing University of Information Science & Technology**

**Nanjing, Jiangsu Province, 210044, P. R. China**

**Tel: (86 25) 58699917/58731404**

**Fax: (86 25) 57010085**

**E-mail: rtc@nuist.edu.cn**

## APPLICATION FORM

### INTERNATIONAL TRAINING SEMINAR on METHODS for SHORT-TERM CLIMATE PREDICTION

(Nanjing, China, 26 March-7 April 2012)

**Note:** Please send the completed form directly to the WMO RTC Nanjing China as soon as possible and in any case **no later than 26 February 2012.**

#### I. Personal Data

<p>1. Surname _____          First Name _____</p> <p>2. Gender _____</p> <p>3. Date of Birth _____</p> <p>4. Place of Birth _____</p> <p>5. Passport Number: _____</p> <p>6. Nationality _____</p> <p>7. Religion _____</p> <p>8. Marital Status _____</p> <p>9. Health Condition _____</p> <p>10. History of infectious disease:    <input type="checkbox"/> No            <input type="checkbox"/> Yes</p> <p>_____</p> <p style="text-align: right;">(Please specify if yes)</p> <p>11. Address: _____</p> <p>_____</p> <p>_____</p> <p>Telephone _____ Fax _____</p> <p>E-mail Address: _____ @ _____</p> <p>12. Permanent Address: _____</p> <p>13. Contact person in emergency</p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Telephone _____ Fax _____</p> <p>E-mail Address: _____ @ _____</p> <p>14. Statement of present work</p> <p>Name of institution _____</p> <p>Position held _____</p>	<div style="border: 1px solid black; width: 100%; height: 100%; display: flex; align-items: center; justify-content: center;"> <p>Photo</p> </div>
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A brief description of duties \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. Previous employment history

Date	Institution	Position and Duties
_____	_____	_____
_____	_____	_____

16. Educational and/or professional qualification

Date	Major and University	Degree/Diploma
_____	_____	_____
_____	_____	_____

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

yes

no

Meals

yes

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: Mr. Wang Caifang

Address: **The WMO Regional Training Centre Nanjing China  
Nanjing University of Information Science and  
Technology**

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Nanjing, Jiangsu Province, 210044  
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