

**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

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Ref.: 21623/2023-14 MS/ROE

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11 October 2023

Subject: Invitation to the RA VI Training Workshop (hybrid) on Regional WIGOS Centre functions and tools to be held 20-22 November 2023, in Santander, Spain

Action required: To confirm participation preferably not later than **20 October 2023**

Dear Sir/Madam,

I am pleased to inform you that the World Meteorological Organization (WMO) is organizing a Regional Association VI (Europe) (RA VI) Training Workshop on the functions and tools of Regional WMO Integrated Global Observing System (WIGOS) Centres. This hybrid workshop will take place in Santander, Spain from 20 to 22 November 2023 and is kindly hosted by the Spanish Meteorological Service (Agencia Estatal de Meteorología, AEMET). The aim of the workshop is to improve the skills of the relevant National Focal Points (NFPs) in the efficient use of WIGOS tools as well as promoting a better understanding of the Regional WIGOS Centre (RWC) functions, the RWC concept for RA VI and the role of members in the RWC operational process.

The primary target audience consists of WIGOS Data Quality Monitoring System (WDQMS) NFPs and of staff from RWC candidates. Other national experts involved in WIGOS-related activities, such as NFPs for WIGOS and NFPs for OSCAR/Surface are also invited to attend the workshop, in principle remotely, or in person if replacing a NFP for WDQMS. Upon request, WMO is planning to offer financial support for travel and daily subsistence allowance (DSA) to a limited number of participants.

To facilitate preparations for the workshop, you are kindly requested to review your WDQMS NFP nomination and provide any updates. You may also wish to take this opportunity to review your NFP for WIGOS and NFP for OSCAR/Surface nominations and inform us of any changes. The list of current NFPs for WDQMS and their terms of reference are available at the [WMO Community Platform](#).

Please would you confirm the participation of your nominated NFP and/or your RWC candidate staff at your earliest convenience, but preferably no later than **20 October 2023**, by email to the WMO Regional Office for Europe at roe@wmo.int indicating whether they will attend in person or remotely and if any financial assistance will be requested for travel and daily subsistence allowance (DSA). In cases where WMO is to meet the travel costs, the travel arrangements will be made by the Secretariat and details will be sent to the participants in due course.

Regarding insurance coverage, may I draw your attention to the following:

Non-staff members of WMO who are authorized to travel at the Organization's expense and/or who are receiving a DSA from WMO

To: Permanent Representatives of Members of Regional Association VI with WMO

cc: Hydrological Advisers
National Focal Points for WDQMS

must ensure they are fully responsible for expenses incurred in the event of death, illness or injury during official travel and attendance at meetings on behalf of the Organization. They are, therefore, fully responsible for arranging life, health, accident, as well as any other forms of insurance with an adequate level of coverage for the duration of such meetings and events.

WMO liability is limited to the performance of services or attendance at a meeting on behalf of the Organization, is covered by an injury and illness benefit insurance which provides a limited coverage for medical, emergency and supplementary official travel expenses.

May I take this opportunity to thank you for your support for WMO activities which is greatly appreciated.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'P. Taalas', written in a cursive style.

Prof. Petteri Taalas
Secretary-General