



World Meteorological Organization
Organisation météorologique mondiale

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 – www.wmo.int

Weather • Climate • Water
Temps • Climat • Eau

Our ref.: ETR/CRS-315

GENEVA, 3 March 2015

Annexes: 2 (available in English only)

Subject: International Training Course on Use of Meteorological Instruments, from
29 June to 10 July 2015, Nanjing, 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 Course on Use of Meteorological Instruments, from 29 June to 10 July 2015 at the WMO Regional Training Centre (RTC) in Nanjing, China.

The course is designed for meteorological observers mainly from developing countries who are working in the field of meteorological observation, and other related fields. The course will be conducted in English, and it will mainly cover the basic principles and skills for use of conventional meteorological instruments. This will be helpful to improve participants' ability to use conventional meteorological instruments in scientific research as well as management and operations.

The Chinese Government will waive the tuition fee, and can provide local support for the accepted participants, upon request. For detailed information, please find attached the Enrolment Information and the Application Form.

The nominated candidates are requested to complete the attached Application Form, which should be endorsed by the Permanent Representative of their respective countries, and returned **directly to the RTC in Nanjing, China** at the address provided on the Application Form **not later than 15 May 2015**.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'E. Manaenkova'.

(E. Manaenkova)
for the Secretary-General

To: Permanent Representatives (or Directors of Meteorological or Hydrometeorological Services) of Members of WMO (PR-6828)

cc: Hydrological Advisers to Permanent Representatives

WORLD METEOROLOGICAL ORGANIZATION

ETR/CRS-315, ANNEX I

INTERNATIONAL TRAINING COURSE ON USE OF METEOROLOGICAL INSTRUMENTS 29 JUNE-10 JULY, 2015, NANJING, CHINA

ENROLMENT INFORMATION

The International Training Course on Use of Meteorological Instruments is organized by the WMO Regional Training Centre (RTC) Nanjing and WMO Regional Instrument Centre (RIC) Beijing, sponsored by China Meteorological Administration (CMA).

Course Description

This course is designed to help participants, through theoretical study and practice, to master the principles and skills in use and calibration of conventional meteorological instruments. It is also helpful to improve participants' ability in scientific research and management.

Expected Learning Outcomes

Participants are expected to master skills of using conventional meteorological instruments meeting the standards with reference to the CIMO Guide (7th edition). They will be enabled to measure meteorological elements, understand and operate the routine observation, calibrate the conventional meteorological instruments, and execute the operation of an Automatic Weather Station, etc.

Target Audience

Meteorological observers who are working in the field of meteorological observation, use of the meteorological instruments and other related fields from developing countries.

Course Content

The training course will mainly cover lectures on measurement of meteorological elements including temperature, atmospheric humidity, atmospheric pressure, surface wind, precipitation, sunshine duration, evaporation, radiation, upper wind, upper pressure, temperature and humidity; observational routine; clouds; visibility; hardware and software structure, and operation of Automatic Weather Station; use of the conventional meteorological instruments; calibration of the conventional meteorological instruments; and study tour to the Meteorological Instruments Corporation, and so on.

Course Format

Lectures, practical sessions, seminar on special topics, study tour, discussion, and participant presentation etc.

Student Assessment

- 1) An observation will be made by the staff at RTC and lecturers for participants' attendance and performance at the lectures and other learning activities of the training course;
- 2) A paper test will be given to the participants after all the lectures to examine their understanding and acceptance of the knowledge transferred;
- 3) The instructors will assess participants' performance in practical sessions.

Instructors

Professors in the field from Nanjing University of Information Science and Technology (NUIST) and senior experts from WMO RIC-Beijing at CMA.

Language Used

The course will be conducted in English.

Participant Qualifications for Admission

Participants are required:

- a) To be specialized in meteorological observation and use of the meteorological instruments 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) To prepare a report on meteorological observation and use of the meteorological instruments of the participants' Service and a brief introduction of the participant's professional experiences for the purpose of exchanges;
- e) Not to bring family members to the training course in principle; if bringing a family member, the participant has to pay extra expense;
- f) To observe all the laws, rules and regulations of in China and respect the Chinese customs during the training period.

Application and Selection Process

- 1) The applicants must be meteorological observers who are working in the field of meteorological observation and use of the meteorological instruments from Meteorological and Hydrological Services of developing countries. The nominated candidates are requested to submit the Application Forms and Passport Copy (necessary) together with evidence of English proficiency (if there is) to the WMO RTC Nanjing China for examination and endorsement;
- 2) 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 register at the RTC Nanjing on 29 June 2015.
Only accepted applicants that receive the Admission Notices endorsed by the WMO RTC Nanjing China can participate in the training course.

Costs

- 1) Tuition fee is free for all the accepted participants that receive the endorsed Admission Notices by the WMO RTC Nanjing China;
- 2) Due to limited funds, the WMO RTC Nanjing China can provide local support such as accommodation, meals, and pocket money (50 Yuan RMB per day) etc. for 30 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;
- 3) Other accepted applicants or their respective governments need cover their accommodation (50 USD per day per person) and meals (20 USD per day per person) during the training period;
- 4) The international travel costs including round trip tickets, transit fares and subsistence allowance during the travel are to be covered by the participants or their employers;
- 5) The expenses of visa, medical care, insurances and domestic salaries for the participants should be borne by the participants' employers;
- 6) The organizer of the International Training Course on Use of Meteorological Instruments 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 course.

Deadline for Application

The application should be sent to WMO RTC Nanjing **by 15 May 2015.**

Attn: Prof. WANG Suchun, Executive Deputy Director

WMO Regional Training Centre Nanjing

Nanjing University of Information Science & Technology

Nanjing, Jiangsu Province, 210044, China

Tel: +86 25 58731404

Fax: +86 25 57010085

E-mail: rtc@nuist.edu.cn

WORLD METEOROLOGICAL ORGANIZATION



ETR/CRS-315, ANNEX II

APPLICATION FORM

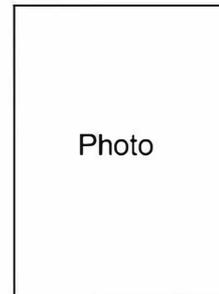
INTERNATIONAL TRAINING COURSE ON USE OF METEOROLOGICAL INSTRUMENTS

(Nanjing, China, 29 June-10 July 2015)

Note: Please send the completed form directly to the WMO RTC Nanjing China as soon as possible and in any case **no later than 15 May 2015.**

I. Personal Data

- 1. Surname _____
First Name _____
- 2. Gender _____
- 3. Date of Birth _____
- 4. Place of Birth _____
- 5. Passport Number: _____
- 6. Nationality _____
- 7. Religion _____
- 8. Marital Status _____
- 9. Health Condition _____
- 10. History of infectious disease: No Yes



(Please specify if yes)

- 11. Address: _____

Telephone _____ Fax _____
E-mail Address: _____@_____

- 12. Permanent Address: _____

- 13. Contact person in emergency
Name: _____
Address: _____

Telephone _____ Fax _____
E-mail Address: _____@_____

- 14. Statement of present work
Name of institution _____
Position held _____

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 course regulations during my stay in China for the training course.

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	<input type="checkbox"/> yes	<input type="checkbox"/> no
Meals	<input type="checkbox"/> yes	<input type="checkbox"/> 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:
Prof. Wang Suchun, Executive Deputy Director,
WMO Regional Training Centre Nanjing

Address: WMO Regional Training Centre Nanjing,
Nanjing University of Information Science and Technology
219 Ningliu Road, Pukou District
Nanjing, Jiangsu Province, 210044
China

Telephone: +86 25 58731404

Fax: +86 25 57010085

E-mail: rtc@nuist.edu.cn
