



World Meteorological Organization
Organisation météorologique mondiale

Secrétariat

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Weather • Climate • Water
Temps • Climat • Eau

Our ref.: 4232-15/ETR/FEL

GENEVA, 12 June 2015

Annexes: 4

Subject: Group Fellowship Training on Instrument Maintenance and Calibration

Action required: For information and appropriate action, as necessary

Dear Sir/Madam,

Noting the importance of calibration and maintenance of meteorological instruments for weather forecasting and climate monitoring activities, WMO is organizing four group training courses on “Instrument Maintenance and Calibration” for the benefit of experts in RA I, RA II and RA IV.

The course is aimed at personnel who are responsible for the maintenance and calibration of meteorological instruments. It will equip participants with knowledge and practical skills in the science of measurement as well as the care and calibration of meteorological instruments. The course will be conducted in English (Barbados, Kenya and China) and French (Morocco). Fact sheets on the courses are attached as Annexes 1-4 for further reference. The course costs for the successful candidates will be covered by the regular budget or the fellowship trust funds established by Canada and Norway. The courses will be taking place in different host institutions as follows:

1. Bridgetown, Barbados (17 August-11 September) at the Institute of Meteorology and Hydrology/World Meteorological Organization Regional Training Centre (CIMH/WMO-RTC), Caribbean Institute for Meteorology and Hydrology (CIMH), for experts from RA IV countries;
2. Nairobi, Kenya (31 August-25 September) at the Institute of Meteorological Training and Research/World Meteorological Organization Regional Training Centre (IMTR/WMO-RTC), Kenya Meteorological Department (KMD), for experts from English-speaking RA I countries;
3. Casablanca, Morocco (5-30 October) at the Direction de la Météorologie Nationale (DMN), for experts from French-speaking RA I countries;
4. Nanjing, China (2-27 November) at the WMO Nanjing Regional Training Centre, Nanjing University of Information Science & Technology (NUIST), for experts from RA II countries.

To: Permanent Representatives of Members of Regional Associations I, II and IV (limited distribution)

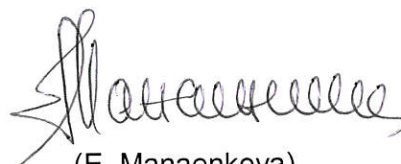
Applications are invited for experts to be considered as participants in institutions within their respective Regions. The selection of nominated participants will be done strictly for experts to participate in institutions located in their Regions. As the training facility can only accommodate a limited number of participants, it may not be possible to accept more than one candidate per country. Applications from men and women are sought.

Interested candidates should complete and send the WMO Fellowship Nomination Form (FNF): <http://www.wmo.int/pages/prog/dra/etrp/GuidelinestoFellowshipApplications.php>. The deadline for submission of the FNF is as follows:

1. Barbados: 10 July 2015
2. Kenya: 17 July 2015
3. Morocco: 31 August 2015
4. China: 18 September 2015

I take this opportunity to thank you for the cooperation between your country and WMO.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'E. Manaenkova', with a stylized flourish at the end.

(E. Manaenkova)
for the Secretary-General

COURSE ON INSTRUMENT MAINTENANCE AND CALIBRATION

RA IV countries

(17 August to 11 September 2015)

FACT SHEET

- Host:** Caribbean Institute for Meteorology and Hydrology (CIMH), Barbados.
- Aim of the course:** The course is aimed at equipping trainees with knowledge and skills in maintenance and calibration of meteorological instruments.
- Target group:** Engineers and/or technicians working on meteorological instruments.
- Target countries:** English-speaking RA IV countries.
- Course Duration:** Four weeks.
- Assessment:** Assessment will be by continuous assignments, practical work and examination. An official certificate will be issued to successful participants.
- Sponsorship:** This covers return ticket, basic full-board accommodation and out-of-pocket allowance to be specified, and international medical insurance through Van Breda for illness arisen and accidents occurred during the course. Passport- and visa-related expenses will be covered by the government of each participant.
- Application Procedure:** Interested candidates should complete and send the WMO Fellowship Nomination Form (FNF) to reach WMO on or before **11 July 2015**. The FNF can be accessed from <http://www.wmo.int/pages/prog/dra/etrp/GuidelinestoFellowshipApplications.php>. Your nomination should be forwarded with a covering letter indicating the regular duties of the candidate and an outline of their work experience in the area of the course.
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COURSE ON INSTRUMENT MAINTENANCE AND CALIBRATION

RA II countries

(2 to 27 November 2015)

FACT SHEET

- Host:** WMO Nanjing Regional Training Centre, Nanjing University of Information Science & Technology (NUIST), Nanjing, P.R. China.
- Aim of the course:** The course is aimed at equipping trainees with knowledge and skills in maintenance and calibration of meteorological instruments.
- Target group:** Engineers and/or technicians working on meteorological instruments.
- Target countries:** Selected RA II countries.
- Course Duration:** Four weeks.
- Assessment:** Assessment will be by continuous assignments, practical work and examination. An official certificate will be issued to successful participants.
- Sponsorship:** This covers return ticket, basic full-board accommodation, and out-of-pocket allowance to be specified, and international medical insurance through Van Breda for illness arisen and accidents occurred during the course. Passport- and visa-related expenses will be covered by the government of each participant.
- Application Procedure:** Interested candidates should complete and send the WMO Fellowship Nomination Form (FNF) to reach WMO on or before **18 September 2015**. The FNF can be accessed from <http://www.wmo.int/pages/prog/dra/etrp/GuidelinestoFellowshipApplications.php>. Your nomination should be forwarded with a covering letter indicating the regular duties of the candidate and an outline of their work experience in the area of the course.
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COURSE ON INSTRUMENT MAINTENANCE AND CALIBRATION

English-speaking RA I countries

(31 August to 25 September 2015)

FACT SHEET

- Host:** Kenya Meteorological Department Institute of Meteorological Training and Research (KMD, IMTR).
- Aim of the course:** The course is aimed at equipping trainees with knowledge and skills in maintenance and calibration of meteorological instruments.
- Target group:** Engineers and/or technicians working on meteorological instruments.
- Target countries:** English-speaking RA I countries (Africa).
- Course Duration:** Four weeks.
- Assessment:** Assessment will be by continuous assignments, practical work and examination. An official certificate will be issued to successful participants.
- Sponsorship:** This covers return ticket, basic full-board accommodation, and out-of-pocket allowance to be specified, and international medical insurance through Van Breda for illness arisen and accidents occurred during the course. Passport- and visa-related expenses will be covered by the government of each participant.
- Application Procedure:** Interested candidates should complete and send the WMO Fellowship Nomination Form (FNF) to reach WMO on or before **17 July 2015**. The FNF can be accessed from <http://www.wmo.int/pages/prog/dra/etrp/GuidelinestoFellowshipApplications.php>. Your nomination should be forwarded with a covering letter indicating the regular duties of the candidate and an outline of their work experience in the area of the course.
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COURSE ON INSTRUMENT MAINTENANCE AND CALIBRATION

French-speaking RA I countries

(5 to 30 October 2015)

FACT SHEET

- Host:** Direction de la Météorologie Nationale, Morocco.
- Aim of the course:** The course is aimed at equipping trainees with knowledge and skills in maintenance and calibration of meteorological instruments.
- Target group:** Engineers and/or technicians working on meteorological instruments.
- Target countries:** French-speaking RA I countries (Africa).
- Course Duration:** Four weeks.
- Assessment:** Assessment will be by continuous assignments, practical work and examination. An official certificate will be issued to successful participants.
- Sponsorship:** This covers return ticket, basic full-board accommodation, and out-of-pocket allowance to be specified, and international medical insurance through Van Breda for illness arisen and accidents occurred during the course. Passport- and visa-related expenses will be covered by the government of each participant.
- Application Procedure:** Interested candidates should complete and send the WMO Fellowship Nomination Form (FNF) to reach WMO on or before **31 August 2015**. The FNF can be accessed from <http://www.wmo.int/pages/prog/dra/etrp/GuidelinestoFellowshipApplications.php>. Your nomination should be forwarded with a covering letter indicating the regular duties of the candidate and an outline of their work experience in the area of the course.
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