RA-I WMO Global Campus Meeting   
**Action Plan**

**Proposal Title**

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| IITE Action: Inventory of International Training Experts |

**Overview**

***A general description of the proposed action that summarizes the key goals and states why it is important to accomplish.***

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| **Establishing, giving access to the community to and maintaining a list of experts in the field of training who are ready to contribute to training activities.**  **At a first step, as an output of the Cairo meeting and to contribute to the visibility of RA-1, the list is devoted to training activities in RA-1. It can also be considered as a demonstrative step.**  **The list is based on willingness of the experts. Experts may be from all parts of the world.**  **Accessible information :**   * **Skills (technical, pedagogical, managerial), based on WMO’s list of competencies** * **Experience** * **Language(s)** * **What can be offered: facilitation, teaching, design…** * **Comments (specific points…)**   **The inventory is updated every year.**  **The inventory is accessible through the Global Campus portal**  **The project could be generalized to all RAs in a second time.** |

**Proposed Partners and their Roles, including the WMO Secretariat**

***Primary partners, additional partners desired***

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| **PRIMARY PARTNERS (step1): ENM (Lead), RTC Cairo, RTC Kenya (Technical Support Officer), RTC Italy, with support of WMO RA-1 Representation.**  **The first inventory will be established through a survey sent to all PRs with a copy to all WMO RTCs.**  **Other RTCs or partners can be associated, especially for updating phases.** |

**Expected Outcomes**

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| **On WMO GC Portal :**  **An updated inventory, giving access to a list of experts who are willing and may be available for relatd training activities in RA-1**  **Access possible with filters (languages, field of expertise…)** |

**Proposed Steps**

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| * **Definition of the questionnaire** * **Survey** * **Validation of answers** * **Design of the database** * **Filling up the inventory** * **Procedure for updating** |

**Resources required (tools, skilled experts, financial, others)**

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| **A good general view and experience of Met/Climate training and related activities**  **Skills in database and websites**  **Coordination skills** |

**Key Milestones and Proposed Schedule**

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| **End of January 2020: questionnaire**  **End of February : launching of the survey**  **End of May : deadline for answer**  **End of July: end of processing**  **Anniversary of Cairo meeting : opening of the inventory** |