**TRAINING NOMINATION FORM FOR MEDEA PROJECT**

**Pattern Approval and Verification of Water Meters – OIML R49**

**15 – 18 October 2019 at NMIM, Sepang, Malaysia**

Please complete and email this form to [catharina.watzl@ptb.de](mailto:catharina.watzl@ptb.de) by **14 August 2019**. Please type your details into this form, handwritten scanned documents are not acceptable.

All nominations will undergo a selection process and will be evaluated by the members of the MEDEA Coordination Committee.

Selection of participants will be based on the following criteria:

* Years of practical experience as an officer and technical expert working with water meters
* Experience in training other staff members
* Years of responsibility for implementation metrological control of water meters
* Willingness to train others within your economy as well as within the framework of future APLMF courses
* Years of experience as an inspector

Only nominations supported by the **Director of your institution** will be considered.

|  |  |  |
| --- | --- | --- |
| **Nominee to complete this section**  (Use separate nomination form for each nominee) | | |
| **Participant information** | | |
| Economy | | |
| Institution | | |
| Department | | |
| Title Ms  Mrs  Mr  and if applicable Dr  Prof. | | |
| First Name       Last Name | | |
| Gender Female  Male | | |
| Date of Birth Day    Month    Year | | |
| Passport number       Date of Expiry | | |
| Airport of Departure | | |
| Dietary Requirements | | |
| Email       Telephone | | |
| Address | | |
| **Participant Qualifications** | | |
| Education Qualification       Year  Qualification       Year  Qualification       Year | | |
| What is your current role including your responsibility in your institute for implementing metrological control of water meters? | | |
| How many years of experience do you have in implementing metrological control of water meters?        year(s) | | |
| What is your experience in training others? | | |
| Are you willing to deliver a lecture or demonstration to support other trainers at an international training course in the future?  1 Yes  2 No | | |
| Complete the Action Plan below to show how you will implement the test procedures from the training course. Add additional lines if required | | |
| Due Date | Activity | Who and how many people will be involved |
|  |  |  |
|  |  |  |
|  |  |  |
| After this training you will be expected to implement change within your economy to improve your economy’s capability and harmonisation with OIML. By submitting this form, you verify that if you are accepted for training you will:   * give your manager progress reports on your Action Plan * ensure your Action Plan is implemented * produce a report on the implementation of your Action Plan for the next APLMF meeting   I agree to the above terms and conditions:  Yes | | |
| |  | | --- | | **Information about your economy**  The following questions are designed to develop a profile about how water meters are regulated within your economy.  Does your economy have adequate **legislation** in place to regulate water meters?  Yes , No . If you answered, No, please explain further:  **Who** carries out inspections of water meters in your economy?  Inspectors , 3rd party , industry , other  What **verification periods** does your economy implement?       year(s)  What **MPEs** does your economy implement for water meters?  Does your economy carry out **type approval** **of water meters**? Yes , No  If No, explain how you ensure the integrity of the instrument  To what extent does your economy implement **OIML R 49**?  Fully implemented , Partially implemented , Not implemented yet  Add any explanation, if required:  List any **problems** your economy needs to overcome in-order-to implement OIML R49 effectively.  Add **anything else** you feel is important to share with the trainers and other WG members.  What specific area/s would you want the trainers **to focus** on in the lectures and demonstrations? | | | |

**Please ask your Director to complete the next section**

|  |
| --- |
| **Director to complete this section** |
| Name |
| Position |
| Email |
| What skills does the nominee have that makes them suitable for this training course? |
| Describe the potential you see for the nominee to be a future manager/leader in your economy |
| Would you support the nominee as a prospective leader for water meter capacity building within the region in the future?  Yes  No |
| Please explain how attendance at this training course will improve the regulation of water meters in your economy. |
| How good are the nominee’s English communication skills?  **Speaking**  1 Basic 2 3 4 5 Excellent  **Written**  1 Basic 2 3 4 5 Excellent  Note: “basic” is the level equivalent to score 500 of TOEIC or score 50 of TOEFL (iBT). |
| I endorse this nomination and I will:  support the implementation of their Action Plan  ensure a report on the Action Plan will be included in the economy report at the next APLMF Meeting |
| Contribution to funding:  The NMI/LMA will cover the following expenses:  Flight Per diems Accommodation Other costs (please specify below)  Notes: |
| Signature       Date |

**Nomination Form to be submitted to PTBs MEDEA Project Assistant** [catharina.watzl@ptb.de](mailto:catharina.watzl@ptb.de) **by the Director by 14 August 2019.**