

2014 AFRIMETS Legal Metrology School

Hammamet, Tunisia

8 to 17 October 2014

GENERAL CONDITIONS

Registration Fee

A voluntary fee of 150 USD is suggested per participant to recover costs. The details for the payment will be communicated only to selected participants. Accepted candidates will be provided with training material, mid-morning tea, afternoon tea and lunch for the duration of the programme. All other costs are for the participant's own account.

Selection Process

Only selected delegates may participate in the training and **only candidates whose institution has completed the Legal Metrology questionnaire (see annex) will be eligible for the training.** Other selection criteria for participants will be based on the following aspects, giving priority to:

- Highly motivated participants with a scientific bachelor or a technical high school;
- Potential trainers of Legal Metrology;
- Participants with basic Legal Metrology knowledge;
- Participants with about 2 years of experience;
- Technical operational or managerial staff;
- Participants that have the support from their institutions.

A selection committee, whose members are AFRIMETS, ANM, NORAD, OIML, PTB and UNIDO will review only the applications from candidates that have submitted the **complete** documentation to **j.davila@unido.org** by **31 May 2014**. The documentation required must include:

1. Complete application form
2. Curriculum vitae
3. Motivation letter
4. Letter of support from their organization
5. Copy of passport

As the school can accommodate a limited number of participants only, attendance will be limited to candidates who are selected by the committee; the acceptance cannot be transferred to another candidate without prior approval from the committee. Acceptance/ decline decision will be communicated on an individual basis by **15 June 2014**.

Travel and Accommodation

Each delegate will be expected to make his/ her own travel arrangements. The Organizing Committee has arranged for delegates **favourable hotel accommodation rates** where the event will take place.

Sponsorship

Candidates are encouraged to look for sponsorship at their national institutions (travel, accommodation, per diem, etc.). Limited sponsorship may be available for selected candidates. The extent of sponsorship and pre-conditions will be made known/ available for candidates selected by the committee.

Special Conditions

NEITHER HOST COUNTRY NOR AFRIMETS WILL ASSUME RESPONSIBILITY FOR THE FOLLOWING EXPENSES AND ARRANGEMENTS:

- Any procedures and associated costs for obtaining a VISA, if required. Letters of invitation will be issued to successful applicants on request.
- Any expense in the home country incidental to participants' travel, including expenditures for passports, visas, medical examinations, mandatory vaccinations, and travel to and from the airport in the home country;
- Travel or any other costs incurred by aides or dependents accompanying participants;
- Any additional costs incurred as a result of failure to make flight reservation for the homeward journey before departure from the home country;
- Costs incurred by participants with respect to insurance;
- Compensation in the event of death, disability or illness of participants;
- Purchase of personal belongings, or compensation for any loss or damage caused by climatic or other conditions
- Cost of meals, refreshments travel and entertainment other than those stated in the programme.

Further information

For further details on how to apply please contact the UNIDO/ AFRIMETS International Project Coordinator:

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