

# Testbed 1 - Logistics and Technical Summary

Revised November 2023



UNIVERSITY OF LEEDS



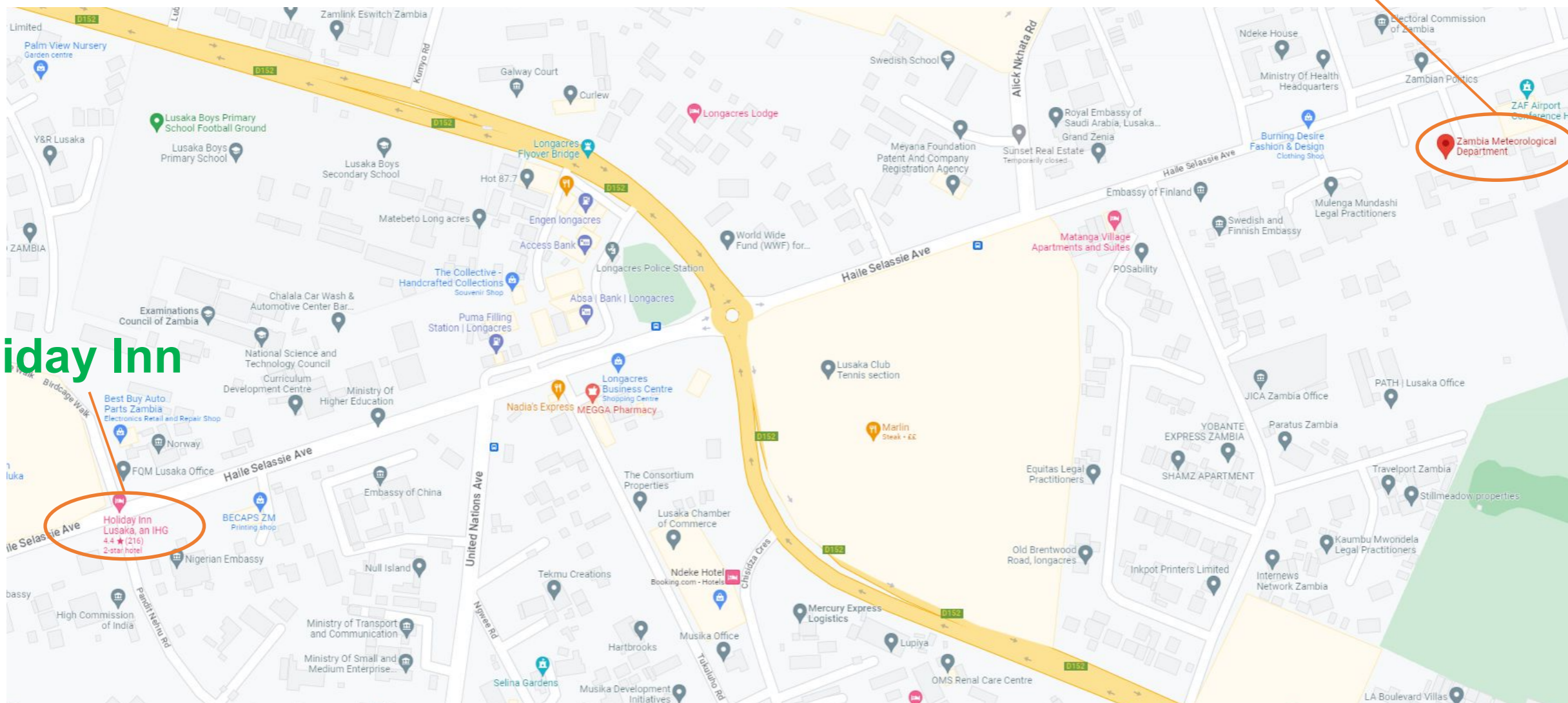
# Logistics and Technical Summary

- Venue and hotel options
- Transport to and from the venue
- Attendance
- Technical set up
  - Data transfer
  - Data access platforms
- Daily schedule
- Office and meeting space
  - Hybrid?



# Venue & Hotel options

ZMD



Holiday Inn

The team at SAWS are looking into Hotel Options for the testbed - Matanga Village is not suitable, but the Holiday Inn is still an option.

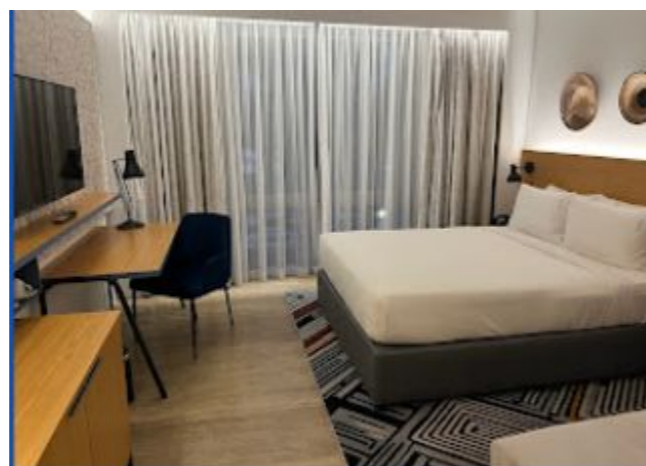


# Hotel options

## Holiday Inn



4 mins by road  
16 mins walk



# Attendance

Please fill out the attendance spreadsheet:

<https://docs.google.com/spreadsheets/d/11fMndvg4In4rN3AlfSvEcjqJvLQDgICYUMIJu3iM6bs/edit?usp=sharing>

**\*There are two pages**, one for delegates attending the event in Zambia, and one for local delegates attending any of the other venues (INAM, SAWS)



# Transport to and from the venue

Once we have a clearer idea of the number of delegates attending the testbed, we will be able to look into transport options

The Holiday Inn is approx 4 mins by vehicle or maximum 16 minute walk



# Technical set-up

- Technical and IT Action Plan
  - This can be accessed here:  
[https://docs.google.com/document/d/1U6nKyvA\\_m3H3hr334Yo3nVf\\_gfDrAqylkBym0VBjthyQ/edit?usp=sharing](https://docs.google.com/document/d/1U6nKyvA_m3H3hr334Yo3nVf_gfDrAqylkBym0VBjthyQ/edit?usp=sharing)
- Data Transfer
  - After considering various options including Starlink, it has been decided to use 5g to ensure a reliable, quick internet connection for data download
  - Data will be downloaded to a central resource for forecasters to access



# Technical set-up

- Data Access
  - A web portal has been created with links to the various resources  
<https://www.wiser-ewsa.org/testbed/portal/>  
Password = ZambiaTestbed
- Data Storage
  - A shared Google Drive has been created for use during and after the testbed. This is separate to the project shared drive
  - Local storage will be on a mirrored NAS drive





# Daily schedule

- ***Proposal for discussion.***
- **08:00-16:00** Local time: Synoptic team and Evaluation-engagement team.
- **14:00-22:00**: Nowcasting team.
- **14:00-14:45**: Daily forecast review (including communication between centres).
- Also schedule: regular times for issuing of forecasts.

The **Testbed Operations Plan** should be kept up-to-date with any timetable amendments etc. This can be accessed here:

<https://docs.google.com/document/d/1tsWvgwaNwCMQffV8XaFvjGpfjoj0mU2F/edit?usp=sharing&oid=101457276859655377512&rtpof=true&sd=true>



# Office and meeting space

- Office space for the testbed has been identified
- Is additional meeting space required? – if so this will also need to be arranged with ZMD
- Are any of the sessions going to be Hybrid? Linking with the other venues via Zoom?



# Actions:

- All countries to add delegates to the relevant page on the Participant spreadsheet:  
<https://docs.google.com/spreadsheets/d/11fMndvg4In4rN3AIfSvEcjgJvLQDglCYUMIJu3iM6bs/edit?usp=sharing>
- Daily schedule to be discussed and updated in the Testbed Operations Plan:  
<https://docs.google.com/document/d/1tsWvqwaNwCMQffV8XaFvjGpfjoj0mU2F/edit?usp=sharing&oid=101457276859655377512&rtpof=true&sd=true>

