

# Guidelines for Establishing and Managing the MET Club





# Guidelines for Establishing and Managing the MET Club

## Editorial Panel

Md. Momenul Islam

S.M. Quamrul Hassan

Md. Abdul Matin

Dr. Muhammad Abul Kalam Mallik

Javed Meandad

Mithun Dutta

Md. Akhfaruzzaman

## Design and Layout

Alavi Nafisa

**Publisher: Bangladesh Meteorological Department**

**Publication Date: March 2026**

## Acknowledgements

**German Federal Foreign Office (GFFO) and Save the Children in Bangladesh**



# Guidelines for Establishing and Managing the MET Club

## 1. Introduction

Bangladesh is a climate-vulnerable country, regularly affected by a variety of weather-related hazards, including cyclones, seasonal depressions, floods, thunderstorms, lightning, heatwaves, cold spells, heavy rainfall, and landslides. Although the Bangladesh Meteorological Department (BMD) provides regular forecasts and early warnings using modern technology, effective use of these forecasts and their proper interpretation and application at the last mile remain a significant challenge.

Students and young people, as integral members of families and communities, can play an effective role in disseminating reliable information. In this context, under the technical supervision of the Bangladesh Meteorological Department, **Meteorological Clubs (MET Club)** have been established as a child and student-centered educational platform at school level. Through this platform, students are provided with scientific knowledge and practical skills on weather, climate, forecasting and disaster preparedness.

The purpose of this guideline is to provide a standardized technical framework for the establishment, management, and quality assurance of MET Clubs, so that any educational institution or organization wishing to establish a MET Club can follow the common standards.

## Guidelines for Establishing and Managing the MET Club

### 2. Objectives

The primary objectives of this guideline are as follows:

- a. To enhance students' scientific knowledge and skills related to weather, climate, and forecasting.
- b. To enable students to take anticipatory action by interpreting and applying weather forecasts.
- c. To strengthen the dissemination of early warning messages at school, college, and family levels through students.
- d. To increase child-centered awareness of early warning and preparedness.
- e. To nurture a skilled future generation in the fields of weather and climate science.
- f. To ensure the effective dissemination and application of forecasts issued by the Bangladesh Meteorological Department.

### 3. Scope and Applicability

This guideline is applicable to the following institutions:

- a. Secondary and higher secondary schools
- b. Community-based educational institutions
- c. Government and non-government educational institutions
- d. Youth-led organizations with an educational focus

## Guidelines for Establishing and Managing the MET Club

### 4. Institutional Framework

The MET Club is a scientific and educational initiative that requires a clear and coordinated institutional framework from the central level to individual educational institutions for its proper management. This framework ensures the technical standards of the MET Club, the continuity of its activities, and the correct use of weather forecasts.

#### 4.1 Institutional Level

- a. Each MET Club shall be established and operated under an educational institution, ensuring that it functions as a regular and sustainable activity within the institution. To manage the MET Club's activities effectively and provide continuous support to students, each MET Club must appoint a minimum of two **Teacher Facilitators**.



## Guidelines for Establishing and Managing the MET Club

b. The Teacher Facilitators shall be responsible for the overall management and supervision of the MET Club's activities. They will coordinate training programs for students, serve as the liaison between the Bangladesh Meteorological Department and the educational institution, and ensure that the MET Club's activities are conducted consistently. Teacher Facilitators must be teachers of the respective institution with a strong interest in weather, science, or the environment, and possess the ability to work effectively with students.

c. To ensure active student participation and leadership in MET Club activities, a Student Leadership Committee shall be formed comprising of 11 members. The committee will include a President, a Vice President, a Secretary, a Communication Lead, and seven Executive Members. This committee will play a key role in planning, coordinating, and implementing the MET Club activities while actively engaging other students. Additional students may join the MET Club as General Members [see the criteria for General Membership].

## Guidelines for Establishing and Managing the MET Club

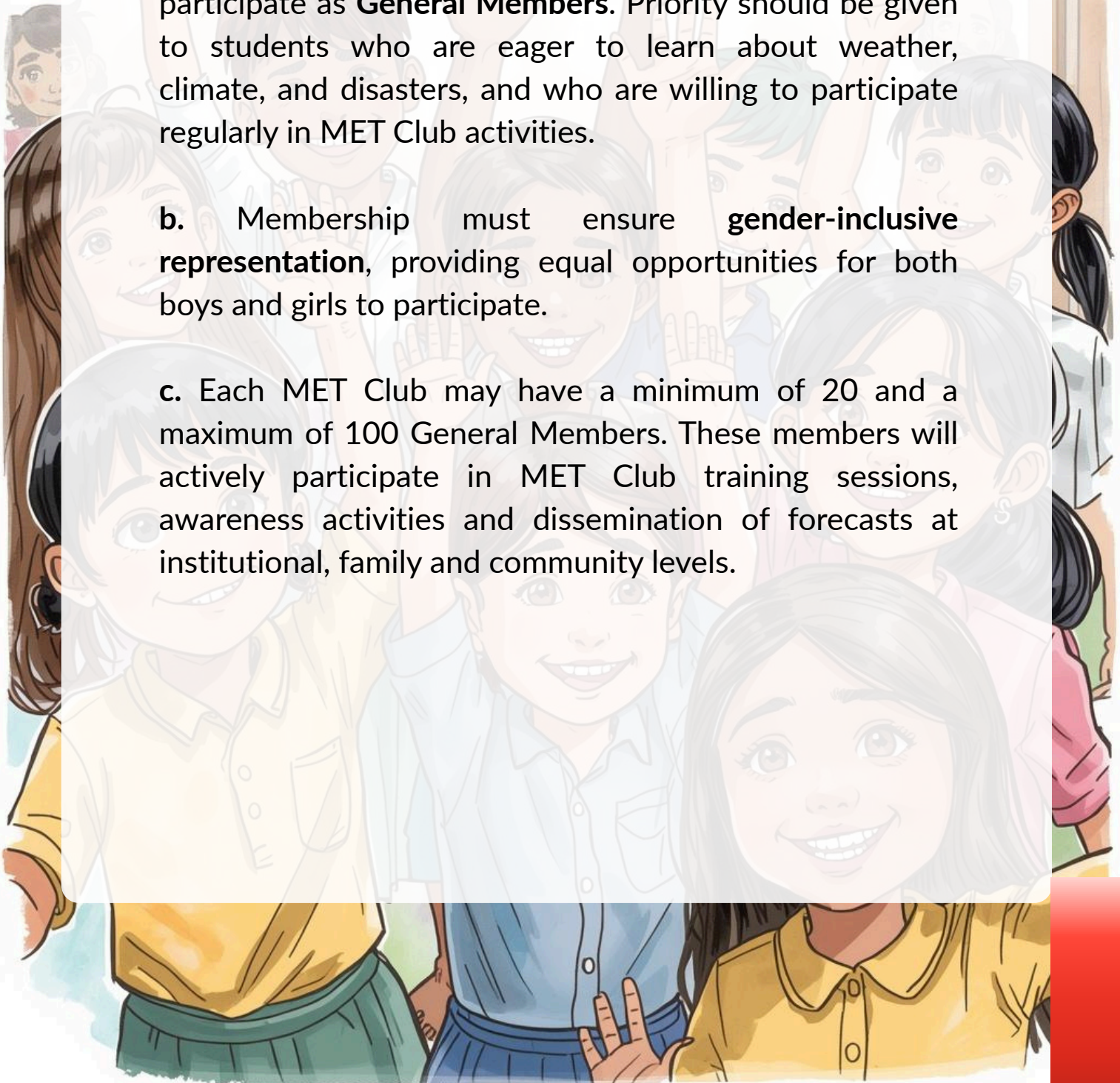
### 4.2 National Level

- a. Bangladesh Meteorological Department (BMD) shall serve as the technical authority for the MET Club. All technical standards, training frameworks, and guidance related to forecasts will be implemented under the supervision of BMD, ensuring that students learn and act based on reliable and scientifically accurate information.
- b. BMD will define the technical standards for MET Clubs at the central level and approve and develop the necessary learning modules and training curriculum. Additionally, to ensure that MET Club members use only reliable and government-endorsed weather forecasts,, official BMD weather forecast source - [www.bmd.gov.bd](http://www.bmd.gov.bd) will be referenced.
- c. To maintain the quality of MET Club activities, BMD will regularly monitor and evaluate the Clubs' operations and provide technical support as required. MET Clubs that adhere to the prescribed standards will receive a formal **Appreciation Certificate** from BMD, which will affirm the credibility and quality of the Club.

## Guidelines for Establishing and Managing the MET Club

### 5. General Membership Standards

- a. Students from grades six to twelve from respective educational institutions may join the MET Club participate as **General Members**. Priority should be given to students who are eager to learn about weather, climate, and disasters, and who are willing to participate regularly in MET Club activities.
- b. Membership must ensure **gender-inclusive representation**, providing equal opportunities for both boys and girls to participate.
- c. Each MET Club may have a minimum of 20 and a maximum of 100 General Members. These members will actively participate in MET Club training sessions, awareness activities and dissemination of forecasts at institutional, family and community levels.

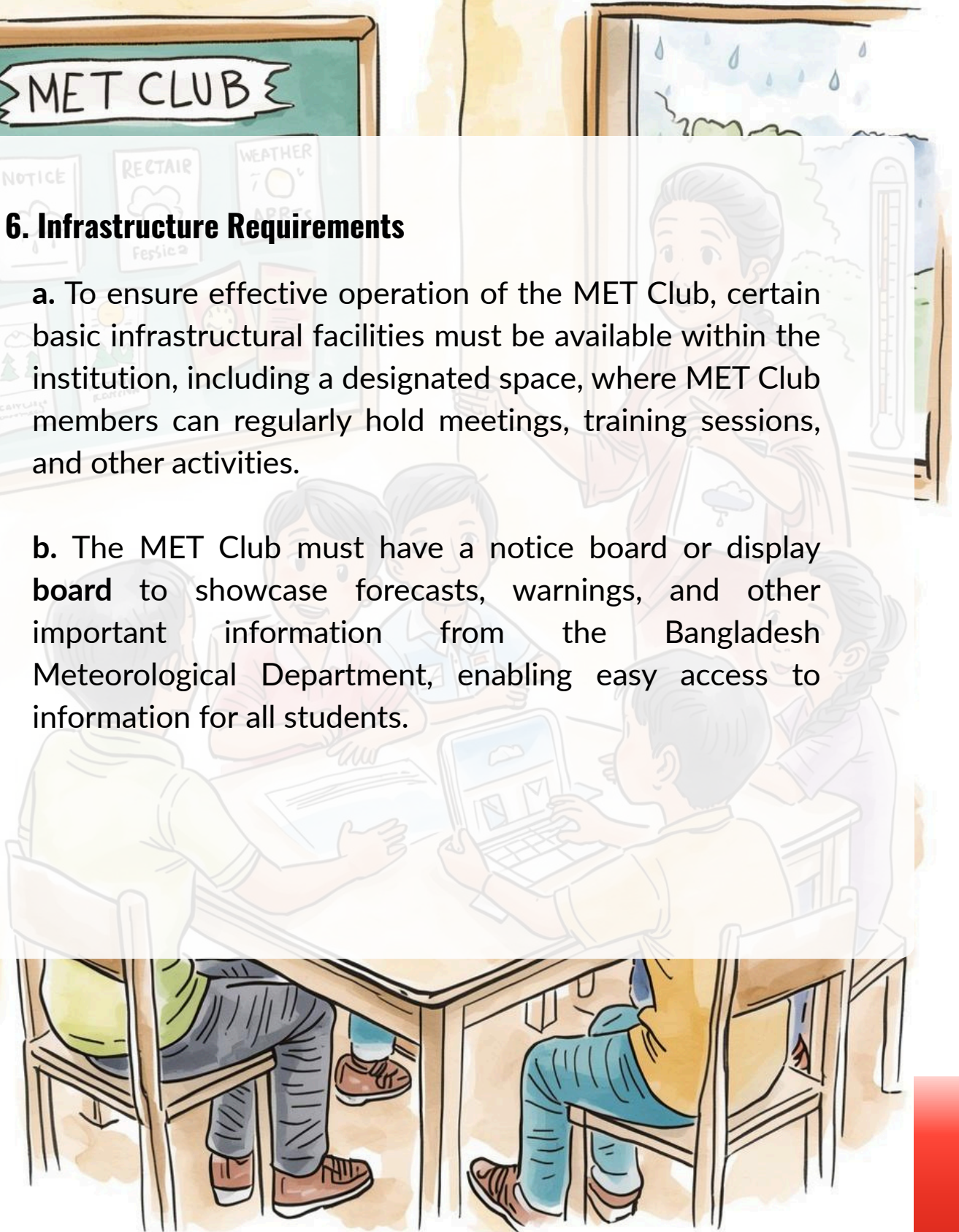


## Guidelines for Establishing and Managing the MET Club

### 6. Infrastructure Requirements

a. To ensure effective operation of the MET Club, certain basic infrastructural facilities must be available within the institution, including a designated space, where MET Club members can regularly hold meetings, training sessions, and other activities.

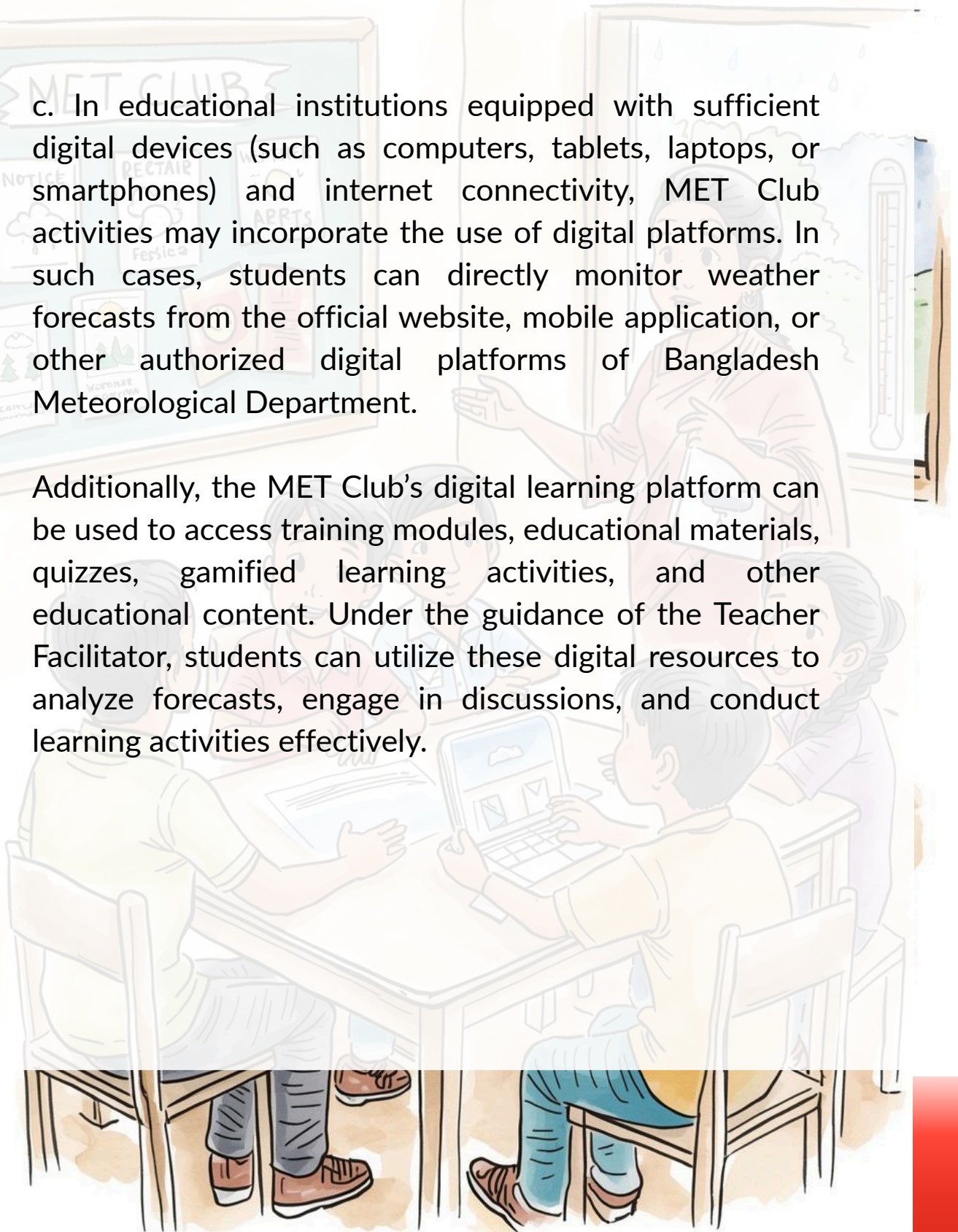
b. The MET Club must have a notice board or display board to showcase forecasts, warnings, and other important information from the Bangladesh Meteorological Department, enabling easy access to information for all students.



## Guidelines for Establishing and Managing the MET Club

c. In educational institutions equipped with sufficient digital devices (such as computers, tablets, laptops, or smartphones) and internet connectivity, MET Club activities may incorporate the use of digital platforms. In such cases, students can directly monitor weather forecasts from the official website, mobile application, or other authorized digital platforms of Bangladesh Meteorological Department.

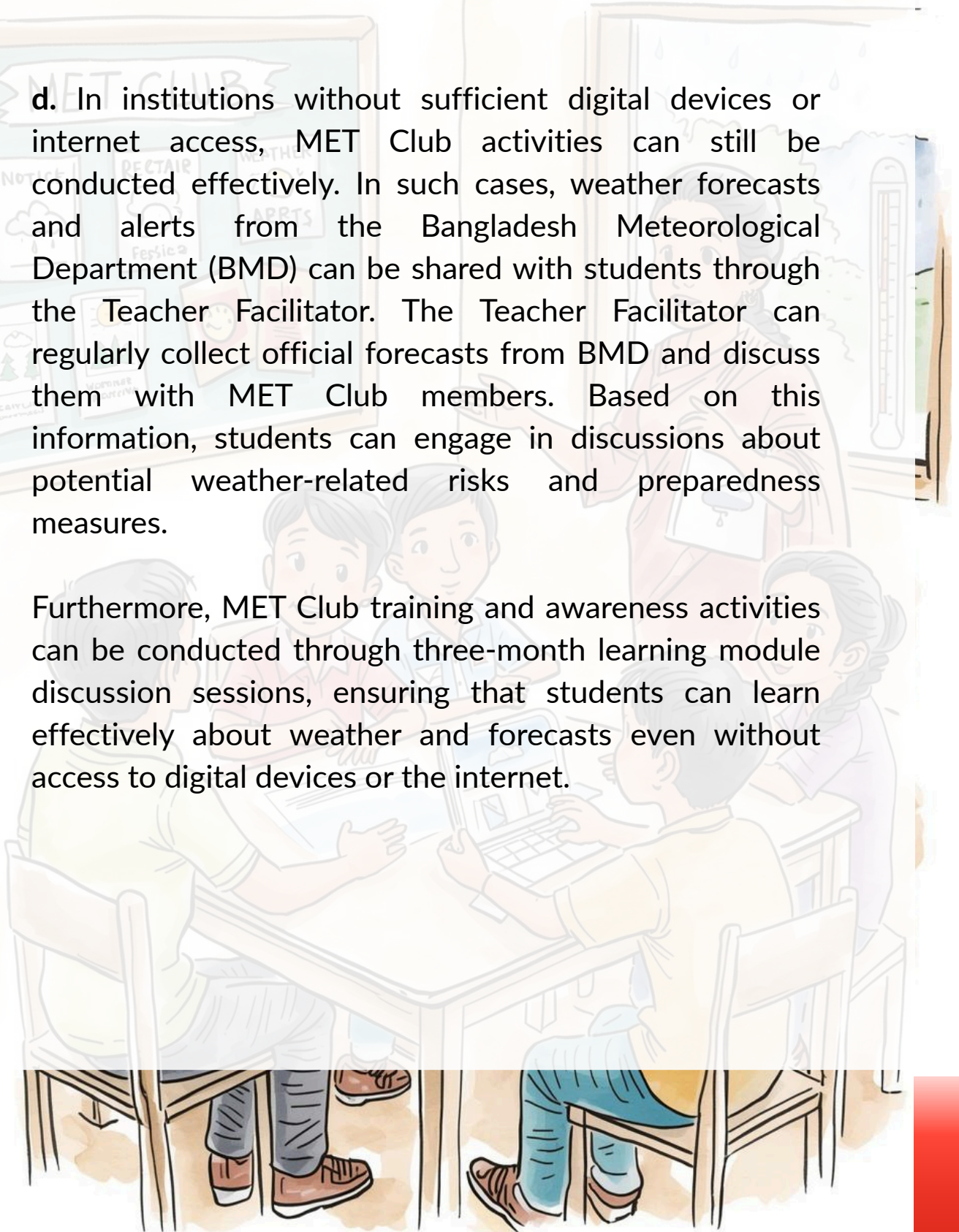
Additionally, the MET Club's digital learning platform can be used to access training modules, educational materials, quizzes, gamified learning activities, and other educational content. Under the guidance of the Teacher Facilitator, students can utilize these digital resources to analyze forecasts, engage in discussions, and conduct learning activities effectively.



## Guidelines for Establishing and Managing the MET Club

d. In institutions without sufficient digital devices or internet access, MET Club activities can still be conducted effectively. In such cases, weather forecasts and alerts from the Bangladesh Meteorological Department (BMD) can be shared with students through the Teacher Facilitator. The Teacher Facilitator can regularly collect official forecasts from BMD and discuss them with MET Club members. Based on this information, students can engage in discussions about potential weather-related risks and preparedness measures.

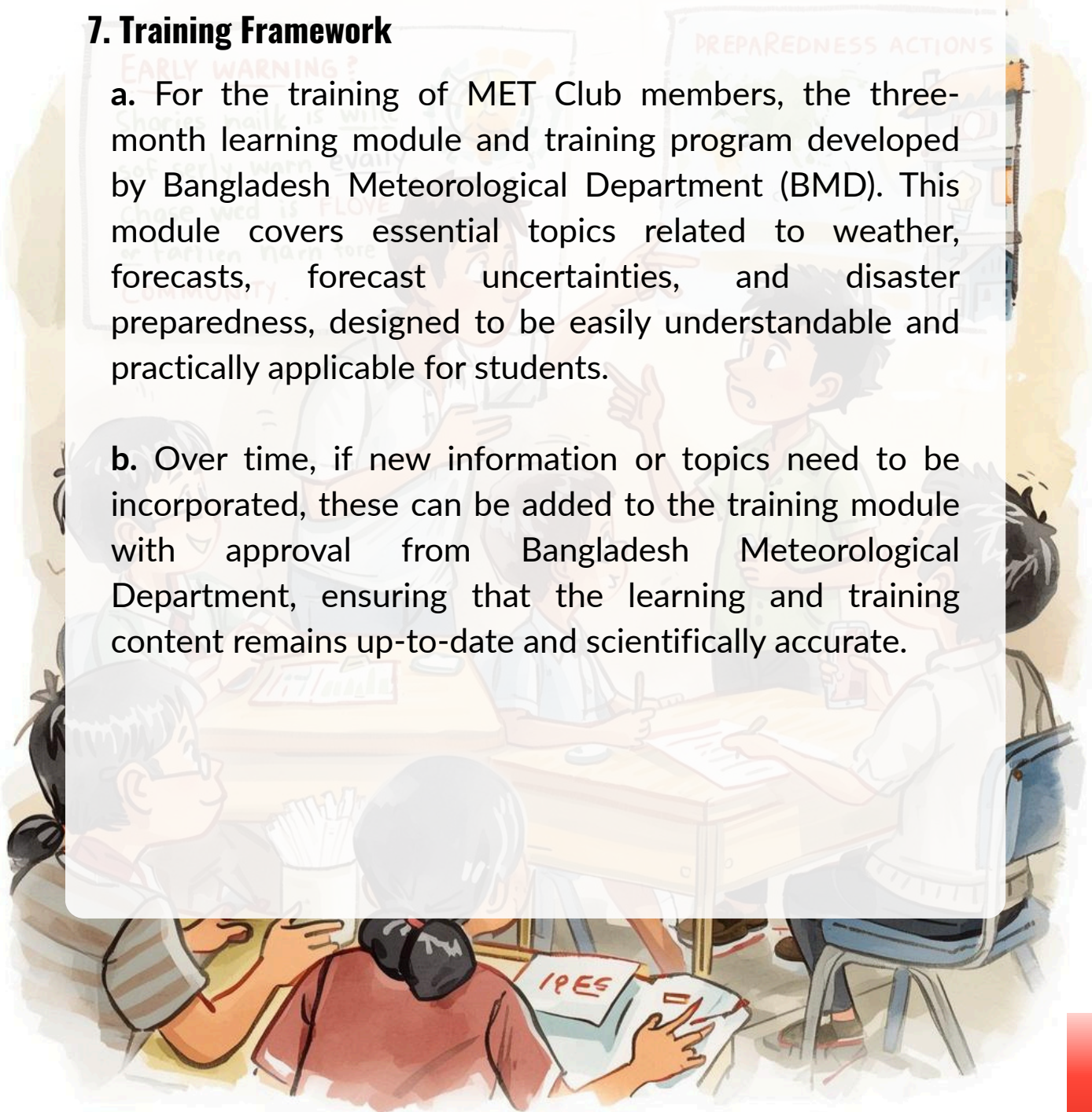
Furthermore, MET Club training and awareness activities can be conducted through three-month learning module discussion sessions, ensuring that students can learn effectively about weather and forecasts even without access to digital devices or the internet.



## Guidelines for Establishing and Managing the MET Club

### 7. Training Framework

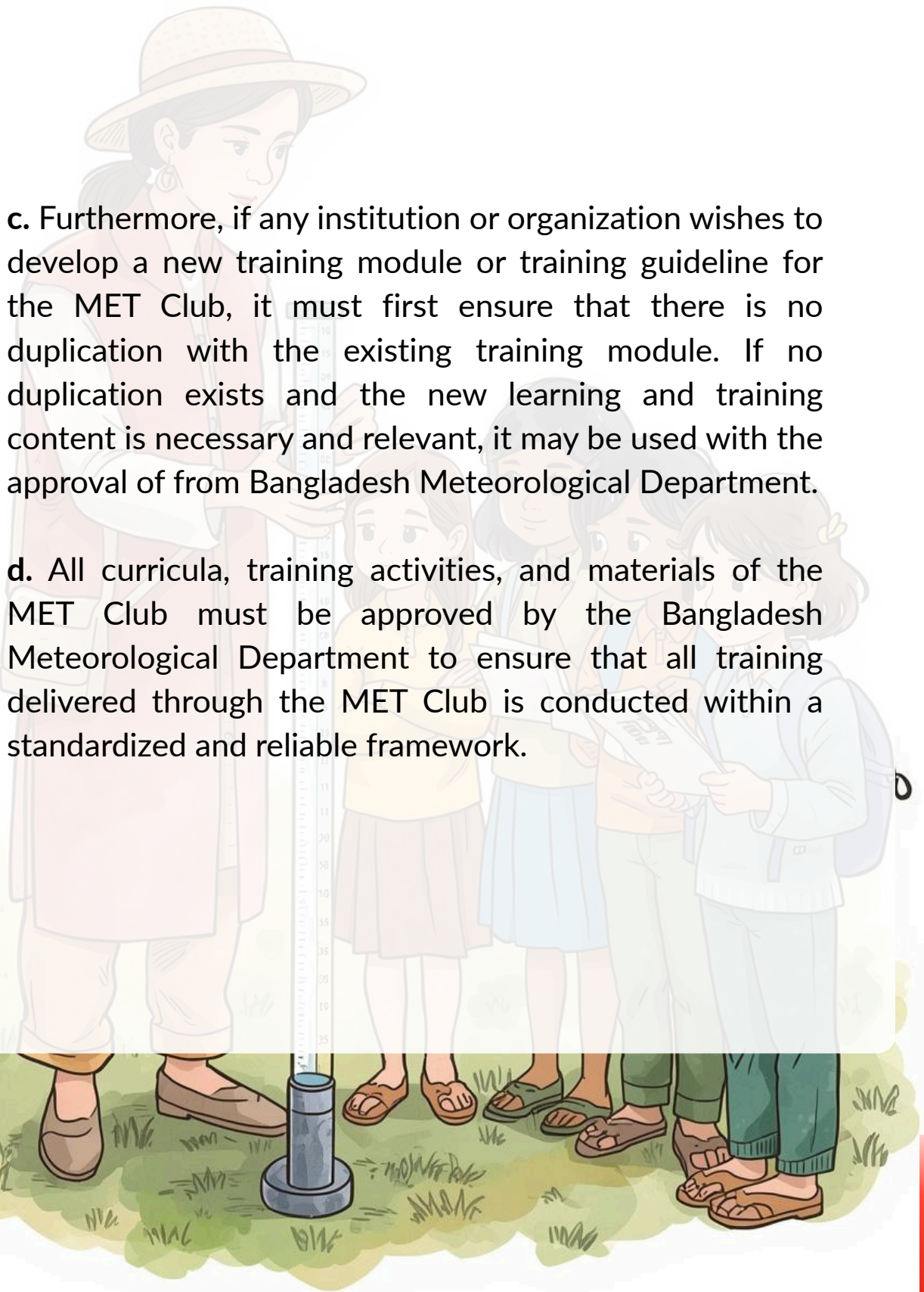
- a. For the training of MET Club members, the three-month learning module and training program developed by Bangladesh Meteorological Department (BMD). This module covers essential topics related to weather, forecasts, forecast uncertainties, and disaster preparedness, designed to be easily understandable and practically applicable for students.
- b. Over time, if new information or topics need to be incorporated, these can be added to the training module with approval from Bangladesh Meteorological Department, ensuring that the learning and training content remains up-to-date and scientifically accurate.



## Guidelines for Establishing and Managing the MET Club

c. Furthermore, if any institution or organization wishes to develop a new training module or training guideline for the MET Club, it must first ensure that there is no duplication with the existing training module. If no duplication exists and the new learning and training content is necessary and relevant, it may be used with the approval of from Bangladesh Meteorological Department.

d. All curricula, training activities, and materials of the MET Club must be approved by the Bangladesh Meteorological Department to ensure that all training delivered through the MET Club is conducted within a standardized and reliable framework.



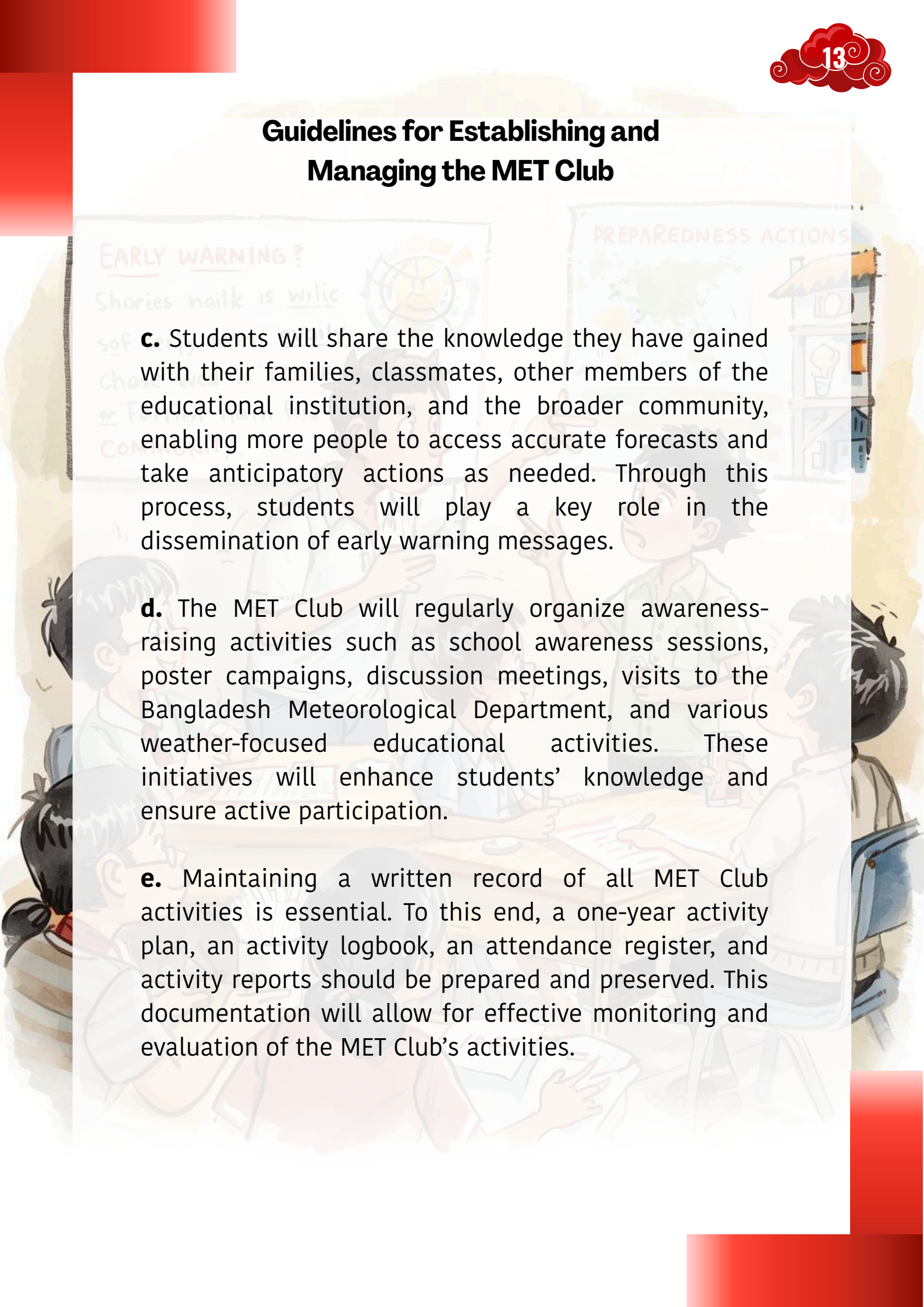
## Guidelines for Establishing and Managing the MET Club

### 8. Core Functions of the MET Club

a. The core function of the MET Club is to provide students with knowledge about weather forecasts and their associated uncertainties, and to use that knowledge to enhance awareness and preparedness within their families and educational institutions. To achieve this goal, MET Club members will regularly carry out specific activities that not only support their learning but also strengthen their ability to apply forecasts in real-life situations.

b. An important activity of the MET Club is the regular monitoring of weather forecasts issued by Bangladesh Meteorological Department. Through this, students will gain early insights into various weather-related hazards such as heavy rainfall, heatwaves, thunderstorms, cyclones, and other meteorological risks, as well as understand the potential impacts of these hazards.

## Guidelines for Establishing and Managing the MET Club



**c.** Students will share the knowledge they have gained with their families, classmates, other members of the educational institution, and the broader community, enabling more people to access accurate forecasts and take anticipatory actions as needed. Through this process, students will play a key role in the dissemination of early warning messages.

**d.** The MET Club will regularly organize awareness-raising activities such as school awareness sessions, poster campaigns, discussion meetings, visits to the Bangladesh Meteorological Department, and various weather-focused educational activities. These initiatives will enhance students' knowledge and ensure active participation.

**e.** Maintaining a written record of all MET Club activities is essential. To this end, a one-year activity plan, an activity logbook, an attendance register, and activity reports should be prepared and preserved. This documentation will allow for effective monitoring and evaluation of the MET Club's activities.

## Guidelines for Establishing and Managing the MET Club

### 9. Authorized Source of Weather Forecast

- a. An important policy of the MET Club is that weather forecasts must only be collected and used from reliable and official sources. In this regard, the **Bangladesh Meteorological Department (BMD)** and the **Flood Forecasting and Warning Centre (FFWC)** will be considered as the authorized sources of forecasts for MET Club activities.
- b. MET Club members may obtain weather forecasts from the official websites, official bulletins, mobile applications of BMD and FFWC, or from the digital learning platform authorized by BMD.
- c. Information from unauthorized or unverified sources, such as social media or non-approved weather platforms, must not be used in MET Club activities, as it carries a risk of spreading inaccurate information.

## Guidelines for Establishing and Managing the MET Club

### 10. Quality Assurance, Monitoring, and Technical Support

To maintain the quality of MET Club activities and ensure proper implementation, the Bangladesh Meteorological Department will regularly monitor and evaluate the Club's activities.

Through this monitoring, BMD will verify whether the MET Club is following the prescribed technical standards, using training activities and materials correctly, and ensuring active participation of students. If necessary, BMD will provide technical support, guidance, and assistance to enhance the effectiveness and quality of MET Club operations.

## Guidelines for Establishing and Managing the MET Club

### 11. Certification and Recognition

To ensure the quality, effectiveness, and credibility of MET Club activities, BMD may formally award certification to clubs that comply with the prescribed standards. This certification will be granted based on an evaluation of the MET club's operations, implementation of training activities, and adherence to the policies and standards outlined in this guideline.

Certified MET clubs will be recognized as official MET Clubs, enhancing the quality and credibility of their activities. At the same time, this recognition will increase the club's acceptance among educational institutions, students, and relevant stakeholders, and will support the future expansion and institutionalization of MET Clubs across various educational institutions in the country.

# WEATHER HEROES

## Guidelines for Establishing and Managing the MET Club

### 12. MET Club Expansion and Future Vision

Through establishing MET Clubs, BMD aims to build a strong, aware, and inclusive culture of using early warning information and taking anticipatory actions across Bangladesh. Through this initiative, it is expected that the students will develop knowledge and skills on weather, climate, forecasting, uncertainty, and disaster preparedness, enabling them to play an active role in raising awareness within their families, educational institutions, and communities.

To achieve this vision, MET Club will be gradually expanded across different educational institutions throughout the country. The long term goal of this initiative is to establish at least one MET Club at the upazila level in every district of Bangladesh.

Through this expansion process, MET Club will evolve into a national level child-centred meteorological knowledge sharing network, that will not only enhance knowledge among students on weather and disaster preparedness, but will also play a significant role in strengthening community centered early warning systems across the country.



