



Our ref.: 03679/2025/I/SSU/VLab

9 April 2025

Subject: WMO-CGMS VLab Regional Training Event on the Utilization of Satellite Data, from 8 to 10 October 2025

Action required: To notify the WMO Secretariat whether the relevant experts will be able to attend the training event, at your earliest convenience, but preferably **not later than 15 June 2025**

Dear Sir/Madam,

I am pleased to inform you that WMO is organizing the WMO-Coordination Group for Meteorological Satellites (WMO-CGMS) VLab Regional Training Event on the Utilization of Satellite Data, to be held in Tashkent, Uzbekistan, from 8 to 10 October 2025, hosted by the Centre of Hydrometeorological Service of the Republic of Uzbekistan (Uzhydromet). The training event will be conducted in person, in English.

The event will feature both lectures and hands-on sessions, ensuring that trainees acquire practical knowledge and maximize the benefits of the expertise provided. Experts from the European Organisation for the Exploitation of Meteorological Satellites (EUMETSAT), the China Meteorological Administration (CMA) and the Cooperative Institute for Meteorological Satellite Studies (University of Wisconsin-Madison, United States of America) will be invited to contribute to the training. A provisional agenda for the training event, along with logistical details, will be made available in due course on the relevant [WMO web page](#).

In this regard, I wish to invite relevant experts from your organization to participate in the training event.

It is hoped that the cost of the participation of your experts will be borne by your organization. If, however, it is not possible, WMO is prepared to consider, upon request and within available resources, providing financial support, which may consist of travel cost (most economic air fare according to the most direct route) and/or per diem for one of your experts.

Regarding insurance coverage for non-staff members, may I draw your attention to the following:

Non-staff members of WMO who are authorized to travel at the Organization's expense and/or who are receiving a DSA from WMO must ensure they are fully responsible for expenses incurred in the event of death, illness or injury during official travel and attendance at meetings on behalf of the Organization. They are, therefore, fully responsible for arranging life, health, and accident, as well as any other forms of insurance with an adequate level of coverage for the duration of such meetings and events.

To: Permanent Representatives of Afghanistan, Armenia, Azerbaijan, Belarus, Georgia, Iran (Islamic Republic of), Kazakhstan, Kyrgyzstan, Mongolia, Pakistan, Republic of Moldova, Russian Federation, Tajikistan, Turkmenistan and Ukraine with WMO (limited distribution)

cc: Centre of Hydrometeorological Service of the Republic of Uzbekistan (Uzhydromet)

WMO liability is limited to the performance of services or attendance at a meeting on behalf of the Organization, is covered by an injury and illness benefit insurance which provides limited coverage for medical, emergency, and supplementary official travel expenses.

For administrative purposes, I would be grateful if you could kindly notify the WMO Secretariat (Ms Natalia Donoho, ndonoho@wmo.int and Ms Zoya Andreeva, zandreeva@wmo.int) at your earliest convenience, but preferably not later than **15 June 2025**, of:

- (1) Your experts' participation in the training event;
- (2) Whether WMO assistance in relation to funding is sought.

I take this opportunity to thank you for your continued support to the activities of WMO.

Yours faithfully,



Ms Ko Barrett
for the Secretary-General