



Our ref.: 6457104/2025/S/TCG

21 October 2025

Subject: ClimSA SURFACE CDMS training workshop, 1 – 5 December 2025, Kingston, Jamaica

Action required: To confirm the participation of Mr. Dwayne Scott, Ms. Akeisha Malonado and Mr. Jeremiah Hammond in the above workshop, and to inform the WMO Secretariat at your earliest convenience and **no later than 30th October 2025**

Dear Sir, Madam,

On behalf of the World Meteorological Organization (WMO), we would like to extend our sincere appreciation for your leadership and commitment in advancing climate data management across the Caribbean region. The development and active use of the SURFACE Climate Data Management System (CDMS) within Belize, in which you have all played a pivotal role, along with your engagement in the implementation of WIS2.0, has set a strong example for other Members and continues to contribute meaningfully to both regional and global efforts.

As you may be aware, the Intra-ACP Climate Services and Related Applications (ClimSA) project aims to strengthen climate services in African, Caribbean, and Pacific countries by enhancing access to climate data, improving infrastructure and capacity for data management, and fostering regional collaboration. Through this initiative, we seek to support National Meteorological and Hydrological Services (NMHSs) in delivering tailored climate information that supports decision-making across key sectors.

Although Belize is not a formal beneficiary of the ClimSA programme, we are pleased to invite your participation in a bilateral capacity-building activity. In response to a request from Jamaica, WMO is organizing in-country training on the use of the SURFACE CDMS, which you have helped develop and implement. We would be honoured if you could contribute as trainers for this session, scheduled to take place from 1 to 5 December 2025.

We also wish to acknowledge Belize's decision to publish the SURFACE CDMS as open-source software. This generous contribution significantly enhances accessibility and collaboration across the region, and aligns strongly with WMO's goals of promoting interoperability and shared development in climate data systems. To facilitate this collaboration, WMO will cover the costs of travel and subsistence for your participation. We believe your involvement will greatly enrich

To: List of participants in Annex (limited distribution)
cc: Mr Ronald Gordon, Permanent Representative of Belize with WMO

the training and foster stronger regional cooperation in climate services. 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.

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 should be grateful if you could kindly confirm by email to Mr. David Berry (dberry@wmo.int), cc'ing Mr. Saeed Vazifekkhah (svazifekkhah@wmo.int), your participation at your earliest convenience and no later than 30th October 2025.

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

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'J. Stander', with a stylized flourish.

Dr. Johan Stander
Senior Director
Services Department

ANNEX 1 – Participants

Recipient	Name	Email address	Copy to	Copy to email
National Meteorological Service of Belize	Mr. Dwanye Scott	DScott@nms.gov.bz	PR Belize (Mr. Ronald Gordon)	chief@nms.gov.bz
	Ms. Akeisha Maldonado	amaldonado@nms.gov.bz		
Independent Expert	Mr. Jeremiah Hammond	jeremiahhammond14@gmail.com		