



Our ref.: 6783115/2026/SSCD/SI/CRI

25 September 2026

Subject: Invitation to nominate participants for the WMO Regional Training Workshop on Climate Science Information for National Adaptation Plans (NAPs) and Nationally Determined Contributions (NDCs), 16–20 November 2026, Vila-seca, Spain

Action required: Nomination of one expert from your National Meteorological and Hydrological Service by **5 October 2026**

Dear Sir/Madam,

To support the formulation and implementation of Nationally Determined Contributions (NDCs) and National Adaptation Plans (NAPs), WMO has developed tools and capacity development approaches on the use of climate science information for climate action.

Building on the methodology presented in the WMO publication [Developing the Climate Science Information for Climate Action](#) (WMO-No. 1287), the training aims to strengthen the capacity of National Meteorological and Hydrological Services (NMHSs) to generate, access, synthesize and incorporate authoritative climate science information into climate policies, plans and investments, including NAPs and NDCs.

The WMO Climate Research Information (CRI) Section of the Department of Science, Services and Capacity Development (SSCD), in collaboration with the Centre for Climate Change at Universitat Rovira i Virgili, Spain, will organize a hands-on regional training workshop from 16 to 20 November 2026 in Vila-seca, Spain, for selected developing countries, including least developed countries, identified from WMO Regional Association I (Africa). The workshop is supported by the Ministry of Science, Innovation and Universities of Spain through the UNCLIAFRO (Understanding CLimate Dynamics in Western AFRica using a new Observational Data Set) project.

The workshop will provide participants with practical knowledge and skills to manage and analyse climate data; calculate and interpret climate indices and historical and projected climate trends, variability and extremes; explore linkages between climate information and key economic sectors such as agriculture, water, health, forestry and energy; and translate climate science information into policy-relevant insights to support the preparation and implementation of NDCs and NAPs.

I kindly invite you to nominate one expert from your NMHSs to participate in the workshop. Nominees should specialize in climate data analysis and/or climate services and preferably have experience working with sectoral stakeholders on the formulation or implementation of national climate action instruments. The workshop will be conducted in English; therefore, a good working knowledge of English is essential. In line with WMO's commitment to gender equality, the nomination of qualified female candidates is strongly encouraged.

To: Permanent Representatives of Members of Regional Association I with WMO

cc: Hydrological Advisers of Members of Regional Association I with WMO

Participants' travel expenses will be covered by WMO. A reduced daily subsistence allowance (DSA) will be provided to contribute towards accommodation and meal expenses in Spain. Participants will be responsible for any additional expenses incurred.

Kindly submit your nomination at your earliest convenience, and preferably **no later than 5 October 2026**, to the WMO focal point for the workshop, Ms Xinrui Wu (xwu@wmo.int), Climate Research Information Section.

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, 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 a limited coverage for medical, emergency and supplementary official travel expenses."

I would like to take this opportunity to express my appreciation for your continued support of WMO activities.

Yours faithfully,



Prof. Celeste Saulo
Secretary-General