
TERMS OF REFERENCES

ANNUAL RETREAT: REVIEWING ACMAD AND CLIMSA EXTENSION STRATEGIC OBJECTIVES.

February 16th 2026

Hotel Noom, Niamey



Collaborating Institutions



I. BACKGROUND

Climate changes are impacting all vital socio-economical sector in Africa. Many exposed communities cannot withstand these impacts causing a lot of loss and damages, the best adaptation approach is to anticipate on potential climate shocks. Building our preparedness through a strong Early Warning System (EWS) accessible to vulnerable communities has therefore become paramount. In this context ACMAD wants to design a strategy that empowers nations and communities to develop their resilience through: better data and climate information, innovative communication mechanism, awareness, trainings and a co-constructed system.

Addressing these challenges requires stronger partnership and more efficient climate service institutions that integrate the needs of all key stakeholders into their vision and action plans. Furthermore, ACMAD as WMO's Regional Climate Centre for Africa, plays a key role in providing strategic climate information, advisories, guidance and capacity building program to its member states. In response to this urgent need, in October 2023, ACMAD has issued a “DRAFT STRATEGIC PLAN 2024-2027” declining its vision building on and updating its previous Strategic Plan (2020–2023) to better align with evolving African priorities and relevant international frameworks. Through the implementation of the Intra-ACP Climate Services and Related Applications (ClimSA) programme since July 2021, ACMAD, has achieved significant milestones in enhancing climate information services across Africa, with mainly focuses on strengthening the climate services value chain to support sectors like agriculture, health, and disaster risk reduction. and supporting the AUC program as well. The AUC has approved the no cost extension to finalize the pending activities.

In spirit of improving Governance, and monitoring and evaluation approach, ACMAD is organizing a **Strategic Retreat Workshop on Monday, 16th of February 2026, in Niamey, Hotel Noom**. This workshop aims to review and validate ACMAD-ClimSA major achievement and plan the pending activities according the no-cost extension for 2026 to ensure smooth implementation, and align activities with current ACMAD strategic plan, ensuring its understanding and adoption by all the staff.

II. OBJECTIVES

The specific objectives of the workshop will be to:

- Review and validate ACMAD-CLIMSA past activities
- Validate the ACMAD-ClimSA Activities for 2026
- Finalize and validate ACMAD's activities for the 2026-2027 period.
- Ensure the plan's alignment with the global objectives of WMO, the African Union, and other partners.
- Ensure good knowledge and ownership of strategic action plan by all ACMAD Staff
- Inform staff of the ongoing initiatives/project for better implementation

III. EXPECTED OUTCOMES

The workshop is expected to deliver the following outcomes:

- A validated ACMAD-ClimSA activities program for 2026
- Strengthened staff and other stakeholders commitment to its implementation.
- Enhanced understanding and ownership by staff of the Strategic Action Plan
- Raise awareness on the Ongoing initiatives/projects by all staff

IV. PARTICIPANTS AND VENUE

The workshop will be held on February 16th 2026, from 08:30 to 18:00 at Noom Hotel, Niamey. The participants include all ACMAD staffs.

V. BUDGET

Allocation: ACMAD/ClimSA project.

Details budget attached in the Annex.

Agenda

Time	Activities	Moderator
08h30 – 09h:00	Installation	Protocol
09h00 – 09h15	Opening Ceremony	Director Niger Met Representative Board
09h15 – 10h15	Mots du DG de l'ACMAD	DG
09h30 – 10h00	Coffee break	
10h00 – 13h00	Group reporting : <ul style="list-style-type: none">• Logistics (Djibo)• Administration and Finance (Gilles)• IT and Communication (Ali)• Climate Services (Leon)	All staff
13h00 – 14h00	Lunch break	
14h00 – 15h00	Lesson learnt from challenges during 2025	All staff
15h00 – 16h30	Group discussions on new orientations and priorities	All staff
16h00 – 16h30	Coffee break	
16h30 – 17h30	Adoption of the consolidated activities for ACMAD and ClimSa 2026	All staff
17h30 - 18h00	Closing Ceremony	DG