

**SEYCHELLES METEOROLOGICAL  
AUTHORITY (SMA)**

**ACCESS TO INFORMATION**

**ANNUAL REPORT 2025**

**PUBLISHED AND SUBMITTED MARCH 2026**

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# INTRODUCTION

The Seychelles Meteorological Authority (SMA) is based at the Seychelles International Airport and is designated as a class I dependent according to the World Meteorological Organization (WMO). The Authority operates (weather observing watch, meteorological watch office, forecasting watch & WMO information exchange) 24 hours a day, 7 days a week, providing meteorological services and products to the aviation sector as well as other specialized areas such as marine, hydrology, climate change, agriculture, and public weather.

The operation department, which is the core function of the SMA, is mandated to continuously monitor, analyze, and forecast weather, climate, and water-related phenomena and eventually communicate the climate information products to its users for the safeguard of life and property, support to national development, and the meeting of the organization's national and international obligations.

The Information Officer designated for the Seychelles Meteorological Authority is Miss. Rania Bristol, who also holds the post of Private Secretary, has assumed responsibility for the Information Officer since the ATI Act 2018 became operational on 1<sup>st</sup> March 2024.

# **MISSION AND VISION OR MANDATE OF THE ORGANISATION**

## **Vision Statement**

To be the recognized National Meteorological Authority delivering dynamic and innovative services supporting sustainable development.

## **Mission Statement**

To strive to provide quality meteorological services needed to safeguard life and property; to support national development and to meet our local and international obligations.

# ANNUAL REPORT REQUIREMENTS (AS PER SECTION 54 OF THE ACCESS TO INFORMATION ACT)

SR No	ATI ACT REQUIREMENTS	No
1)	The total number of ATI requests for access received;	N/A
2)	<b><u>TYPE OF INFORMATION</u></b>	
	The number of requests for personal information	N/A
	The number of requests for public domain information	N/A
	The number of requests for third-party information	N/A
	The number of requests for commercial and confidential Information	N/A
	The number of requests for law enforcement information	N/A
	The number of requests for privileged documents	N/A
	The number of requests for the protection of the life and safety of an individual's information	N/A
	The number of requests for National Security and Defence	N/A
	The number of requests for international relations	N/A
	The number of requests for the economic interest of the state	N/A
	The number of requests for Academic or professional examination and recruitment process information	N/A
	The number of requests for proposals submitted to the Cabinet	N/A
3)	The number of requests for access granted in full.	N/A
4)	The number of requests for access was refused in full.	N/A
	The number of requests for access is refused in part.	N/A
5)	The number of times each provision of Part III ( <b>EXEMPTIONS</b> ) was relied on to refuse access in full.	N/A
	The number of times each provision of Part III ( <b>EXEMPTIONS</b> ) was relied on to refuse access in part;	N/A
6)	The number of requests abandoned after the request	N/A
7)	The number of requests but no records exist	N/A

8)	The number of cases in which the periods stipulated in section 11 were extended in terms of section 12;	N/A
9)	The number of review applications lodged with the head of the information holder.	N/A
10)	The number of reviews lodged on the ground that a request for access was regarded as having been refused in terms of section 14;	N/A
11)	The number of cases in which, because of a review, access was given to information.	N/A
12)	The number of requests transferred to another Public Body.	N/A

*\*Where is not applicable insert "0" or "N/A"*

<b>I.</b>	A description of the steps or efforts taken by the head of the body to encourage all officers of that body to comply with the provisions of this Act.  N/A
<b>II.</b>	Any facts which indicate an effort by the body to administer and implement the spirit and intention of the Act according to its submitted plan;  N/A
<b>III.</b>	Particulars of any penalties imposed against any person under this Act; YES <input type="checkbox"/> NO <input type="checkbox"/> (If yes, list down)  N/A
<b>IV.</b>	Particulars of any disciplinary action taken against any person under this Act; YES <input type="checkbox"/> NO <input type="checkbox"/> (If yes, list down)  N/A

## THE CATEGORIES OF INFORMATION (AS PER SECTION 55 OF THE ACCESS TO INFORMATION ACT)

Example of categories of information as per Section 5 (1) & (2) of ATIA (delete or add to the list)

LIST OF CATEGORIES	LOCATION OF THE INFORMATION
1. manuals, policies, procedures or rules or similar instruments which have been prepared for, or are used by, officers of the body in discharging that body's functions, exercising powers and handling complaints, making decisions or recommendations or providing advice to persons outside the body with respect to rights, privileges or benefits, or to obligations, penalties or other consequences, to or for which persons may be entitled or liable;	<a href="http://www.meteo.sc">www.meteo.sc</a>
2. the name, designations and other particulars of the Information Officer of the public body, including his or her contact details and electronic addresses where people may submit requests for information;	Information officer: Rania Bristol Contact details: 2823543/4670707 Email: <a href="mailto:rania.bristol@meteo.sc">rania.bristol@meteo.sc</a>
3. any prescribed forms, procedures, processes and rules for engagement by members of the public with the public body	N/A
4. the particulars of any arrangement, statutory or otherwise, that exists for consultation with, or representation by, members of the public in relation to the formulation or implementation of its policies, or similar documents;	N/A
5. where meetings of the public body, including its boards, councils, committees or similar other bodies are open to members of the public, the process for direct or indirect engagement and where a meeting is not open to the public, the contents of submissions received, the process for decision making and decisions reached.	Board Minutes of the meeting are filed away in the CEO's Secretariat office.
6. Detailed information on the design and execution of any subsidy programmes implemented with public funds, including the amounts allocated and expended, the criteria for accessing the subsidy, and the beneficiaries	N/A
7. all contracts, licenses, permits, authorizations and public-private partnerships granted by the public body;	Administration

8. reports containing the results of surveys, studies or tests, including scientific or technical reports and environmental impact assessment reports, prepared by the public body;	N/A
9. The particulars of its organisations, functions and duties;	<a href="http://www.meteo.sc">www.meteo.sc</a>
10. Information containing interpretations or particulars of acts or policies administered by the body;	This can be requested by this email: <a href="mailto:info@meteo.sc">info@meteo.sc</a>
11. Details of its processes and procedures for creating, keeping, organizing and maintaining information;	Information manual on <a href="http://www.meteo.sc">www.meteo.sc</a>
12. A list of all the categories of information held by it or under its control;	N/A
13. A directory of its employees, including their powers, duties, and titles, indicating the permanent staff, the temporary staff, and the outsourced staff, recruitment procedures, and vacancies;	Recruitment and localization plan with the DHRA
14. The salary band for each public employee and officer, including the system of compensation as provided in its laws, and the procedures followed in its decision-making process, including channels of supervision and accountability;	This can be retrieved with Human Resources officer of the organization.
15. A description of the composition, functions, and appointment procedures of the boards, councils, committees, and other bodies consisting of two or more persons, constituted for the purpose of advice to or managing the public body;	Strategic Plan and Annual Report On <a href="http://www.meteo.sc">www.meteo.sc</a>
16. Detailed travel and hospitality expenses for each employee and officer, and gifts, hospitality, sponsorships or any other benefits received by each employee and officer;	Not publicly available on the website, but can be requested from DHRA
17. The detailed actual budget, revenue, expenditure and indebtedness for the current financial year, including all related estimates, plans, projections and reports, including audit reports;	Annual Report SMA 2025 On <a href="http://www.meteo.sc">www.meteo.sc</a>
18. The annual report submitted to the information commission under section 54 of this act;	<a href="http://www.meteo.sc">www.meteo.sc</a>
19. Any other relevant information	This can be requested through the information officer

## CHALLENGES

- *Particulars of any difficulties encountered in the implementation of this Act in terms of the operation of the body, including issues of staffing and cost. This also should include the challenges you encounter as an Information Officer.*

**None**

## RECOMMENDATIONS

- *Recommendations for reform, or amendment of this Act, other legislation, or practice relevant to the optimal realisation of the objectives of this Act.*

**None**

# 1) DECLARATION

I declare that in accordance to Section 54 of the Access to Information, Act 2018, the Annual Report are to the best of my knowledge, true, accurate and complete as per the requirements.

Miss Rania Bristol  
Name of Information Officer

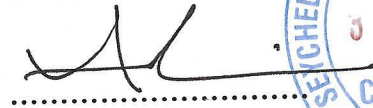


Signature

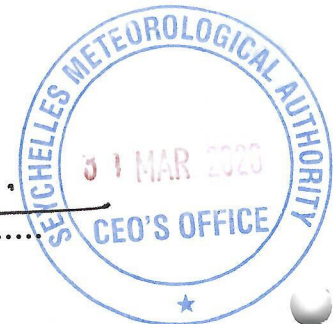
31/03/2026  
Date

I confirm that this Annual Report is verified and true, accurate and complete to my knowledge as the Head of Information Holder of **(Insert the name of Public Body)** on the date stated below.

CEO Vincent Amelie  
Name of Head of Information Holder



Signature



Dated this 31<sup>st</sup> of March 2026

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OFFICIAL STAMP