ADVISORY SECTION

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| Tel: (+268) 2404 6274 / 2404 8859  Fax: (+268) 2404 1530  Email: [metadvisory@gmail.com](mailto:metadvisory@gmail.com)  Website: www.swazimet.gov.sz | Ministry of Tourism and Environmental Affairs  P.O. Box 2652  Mbabane  Swaziland |

**Important: The National Meteorological Service does not accept any responsibility for the application or interpretation of data and disclaims all liability for direct or indirect consequential damages resulting from its usage.**

**Clear description of data requested:**

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**Medium:**

🞏 Hard Copy Soft copy: 🞏 ASCII 🞏 Spreadsheet 🞏 Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Brief description on the use of the requested data:**

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**Contact details of the requesting entity:**

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| --- | --- |
| Name |  |
| Organisation |  |
| Postal Address |  |
| Telephone |  |
| Fax |  |
| Email |  |

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Intended date of collection: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please give us a minimum of three working days before the collection of your requested information. Check your information before collecting it . Advise officers should the data be required urgently.

**Your feedback regarding our services is appreciated:metadvisory@gmail.com**

Client signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For office use only:

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| --- | --- |
| Request prepared by: | Date completed: |
| File name of data: | Approved: |
| Description of data submitted: | |
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**DATA POLICY**

Access to and use of the Swaziland Meteorological Services climate data and/or climate products constitutes your acceptance of the following terms and conditions, which take effect immediately on your first use.

1. Any Individuals or organizations requesting any meteorological data and/or climate products will request such services in writing by filling-in and submitting a data request form. That individual will then be supplied with meteorological data/products without any service charge by soft/hard copy.
2. All requests are evaluated by the Meteorologist in charge of the Advisory unit.
3. Meteorological data requested shall be provided in monthly totals/averages.
4. If the application refers to more than five days of daily meteorological data, the Meteorologist in charge has the right to consult top management for approval. The department may supplement some consultation service if there need be.
5. Any Individuals or organizations supplied with any meteorological data and/or climate products will give back any value-added climate data and/or research results to the Swaziland Meteorological Services and will give an indicative amount that would have been incurred/lost without such climate data and/or climate products.
6. No fee will be charged explicitly for meteorological data and/or climate products to any party to whom it is distributed and the information supplied shall not be modified in content and then presented as official Swaziland Meteorological Services material. Charges on value-added products are permitted.
7. Individuals or organizations shall not distribute the meteorological data and/or climate products to third party without a prior knowledge and permission of the Swaziland Meteorological Services.
8. Individuals or organizations passing the meteorological data and/or climate products on to third parties shall not alter the data and/or products, furthermore shall accredit the Swaziland Meteorological Services as the source and custodian of the original data and/or products being distributed.
9. Individuals or organizations supplied with raw meteorological data and/or climate products acknowledge that climate data and/or climate products will always remain the sole property of the Government of Swaziland under the custodian of Swaziland Meteorological Services.
10. Individuals or organizations using the meteorological data and/or climate products as the basis for information which is passed to third parties, in which the use of the climate data and/or climate products can be identified unambiguously, shall acknowledge Swaziland Meteorological Services as the originator and custodian of the meteorological data and/or climate products on which the information is based.
11. The user agrees that Swaziland Meteorological Services shall not be responsible or liable for any direct or consequential loss, damage, or expense incurred by the user or a third party as a result of the information subsequently being shown to be wholly or partially incorrect whether through the negligence or otherwise of Swaziland Meteorological Services or its servants or agents.
12. The user accepts sole responsibility and risk associated with the use and results of data and products, irrespective of the purpose to which such use or results are applied.
13. Swaziland Meteorological Services does not warrant, guarantee or make any representations regarding, correctness, accuracy, reliability, or any other aspect regarding characteristics or use of the data and products.