



WMO OMM

World Meteorological Organization
Organisation météorologique mondiale
Organización Meteorológica Mundial
Всемирная метеорологическая организация
المنظمة العالمية للأرصاد الجوية
世界气象组织

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GENEVA, 5 January 2017

Annex: 1 (available in English only)

Dear Sir/Madam,

I would like to thank you, and all of the staff members of your WMO Regional Training Centers, for your continuing contributions to the WMO Education and Training Programme. Your centers comprise the key components of our success in meeting WMO priorities in serving Members.

In keeping with the EC-66 decision on the roles of RTCs, we have requested that your RTC prepare the annual report for 2016. The report template, which was electronically sent to the RTCs/Components in advance to give them more time for preparation, is to be used to collect and submit the RTC information. We request that your RTC carefully describes both their courses and additional accomplishments, and also includes plans for the next 1-2 years. Finally, we included some additional reflection questions on challenges and opportunities that may help WMO serve the RTCs better.

You can also find attached the contact details of your RTCs/Components. Please let us know if you want us to update our records with any changes/corrections regarding representatives and contact details of your RTCs/Components, if necessary.

We would appreciate your input by **31 January 2017** so that we can begin to prepare our reports.

If you find you have any questions about the report, please do not hesitate to ask.

Yours faithfully,

(Y. Adebayo)
Director

Education and Training Office

To: Directors of Meteorological or Hydrometeorological Services of Members of WMO hosting Regional Training Centers (RTCs) (limited distribution)

cc: All Directors/Principals of Regional Training Centres (RTCs) (for information)

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