



World Meteorological Organization  
Organisation météorologique mondiale

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Weather • Climate • Water  
Temps • Climat • Eau

Our ref.: SG/ASG/SPO/M&E

GENEVA, 2 August 2013

Annex: 1

Subject: Questionnaire on Impacts of Achieved Results on Members

Action required: To respond to the survey questionnaire by **30 September 2013**

Dear Sir/Madam,

The Sixteenth World Meteorological Congress (Cg-XVI) emphasized the importance of Monitoring and Evaluation (M&E) as a major component of the WMO Results-Based Management system and approved its full implementation in the current financial period. You may recall that on 30 January 2012 you were requested through my letter PR-6607 to respond to a questionnaire on impacts of achieved results on Members to enable the Secretariat establish the baselines for each key performance indicator for the period 2012-2015.

To establish the progress in the achievement of the expected results associated with the WMO Strategic Plan 2012-2015 for the first biennium, we are requesting you to complete the questionnaire on impacts of achieved results on Members available online as indicated in the attached "Guidelines for Participating in the Questionnaire on Impacts of Achieved Results on Members". We would appreciate if you could fill it out at your earliest convenience but preferably not later than **30 September 2013**.

The results of the survey will be compiled and presented at the next meeting of the WMO Executive Council (EC) Working Group on Strategic and Operational Planning. They will also be used to develop the WMO Mid-Term Performance Report to EC.

I thank you in advance for your cooperation. Your responses are of invaluable importance for the further development of meteorological, hydrological and climate services.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'M. Jarraud', written over a horizontal line.

(M. Jarraud)  
Secretary-General

To: Permanent Representatives (or Directors of Meteorological or Hydrometeorological Services) of Members of WMO (PR-6706)

cc: Hydrological Advisers to Permanent Representatives

**WORLD METEOROLOGICAL ORGANIZATION**  
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**SG/ASG/SPO/M&E, ANNEX**

**Guidelines for Participating in the Survey on Impacts of  
Achieved Results on Members**

Please complete the electronic survey, providing information related to your country or territory. The information gathered will be used to assess the impacts of results achieved on Members against the World Meteorological Organization Strategic Plan (WMO SP) 2012-2015 and to measure progress in the first biennium of the sixteenth financial period.

The results of the survey will be published and presented at the next meeting of the EC Working Group on Strategic and Operational Planning. They will also be used for compiling the WMO Mid-Term Performance Report.

For this reason, we would appreciate your response as soon as possible but not later than **30 September 2013**.

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**Guidelines for Completion of the Electronic Questionnaire**

1. This survey is available in Arabic, English, French, Russian and Spanish. Please use the following website addresses and passwords to access the survey in the respective languages by copying and pasting the address into your internet browser:

Arabic: [www.wmo.int/impactssurvey2013/ar](http://www.wmo.int/impactssurvey2013/ar)  
English: [www.wmo.int/impactssurvey2013](http://www.wmo.int/impactssurvey2013)  
French: [www.wmo.int/impactssurvey2013/fr](http://www.wmo.int/impactssurvey2013/fr)  
Russian: [www.wmo.int/impactssurvey2013/ru](http://www.wmo.int/impactssurvey2013/ru)  
Spanish: [www.wmo.int/impactssurvey2013/es](http://www.wmo.int/impactssurvey2013/es)

2. You will be prompted to provide a password:

Arabic: **wmo013@impactsar**  
English: **wmo013@impacts**  
French: **omm013@impacts**  
Russian: **bmo013@impacts**  
Spanish: **omm013@impactos**

Please note that the password is case sensitive and is valid to complete only one survey for your country or territory.

3. Please complete all questions as appropriate. While the survey tool will assist you detect simple errors, you are responsible for the responses. Please check your responses prior to submitting.
4. You should allow approximately 30-40 minutes to respond to the survey assuming you have all necessary information to answer the questions. You can download a Word version of this survey for your reference after log in. If you wish, you may complete the survey in several sittings. You may log in again using the same website address and password until the survey is complete. Once the survey is complete changes will no longer be possible.

5. You will have the option to print each survey page while browsing. You will not be able to print the survey out after completion and submission.
6. In case you experience difficulties to respond to the questionnaire electronically, please download a Word version from the following website addresses. It can be completed without printing.

Arabic: [www.wmo.int/impactssurvey2013/ar/msword/](http://www.wmo.int/impactssurvey2013/ar/msword/)  
English: [www.wmo.int/impactssurvey2013/msword/](http://www.wmo.int/impactssurvey2013/msword/)  
French: [www.wmo.int/impactssurvey2013/fr/msword/](http://www.wmo.int/impactssurvey2013/fr/msword/)  
Russian: [www.wmo.int/impactssurvey2013/ru/msword/](http://www.wmo.int/impactssurvey2013/ru/msword/)  
Spanish: [www.wmo.int/impactssurvey2013/es/msword/](http://www.wmo.int/impactssurvey2013/es/msword/)

7. Dr Assia Alexieva, M&E Officer, is available to address any questions you might have in the process of completing the survey.

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Thank you in advance for your valuable contribution.