

# PR Familiarization Visit Evaluation Form

**(Please indicate below how much you agree with the following statements by using the scale provided between “strongly disagree” and “strongly agree”)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Strongly disagree | Disagree | Neutral | Agree | Strongly agree |
| **Logistics** |
| The **travel arrangements** were handled professionally and in a timely manner. | □ | □ | □ | □ | □ |
| The **time and duration** of the Familiarization Visit was convenient for me. | □ | □ | □ | □ | □ |
| The **meeting room** was comfortable, accessible, and appropriate to my needs. | □ | □ | □ | □ | □ |
| Do you have any **suggestions** to improve **logistics** of the Familiarization Visit? |  |
| **Content** |
| The **purpose and objectives** of the Familiarization Visit were clearly stated. | □ | □ | □ | □ | □ |
| The **content** of the Familiarization Visit was **informative and useful** for me.  | □ | □ | □ | □ | □ |
| The **focus** of the Familiarization Visit was aligned with **goals and expected outcomes**.  | □ | □ | □ | □ | □ |
| Do you have any **suggestions** to improve the **content** of the Familiarization Visit to allow us to improve the process? |  |
| **Overall** |
| I am **satisfied** with the Familiarization Visit. | □ | □ | □ | □ | □ |
| Do you have any other general **comments** or **suggestions**? |  |

WMO Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of PR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_