

APPENDIX G

APPRENTICE METOC ANALYST QUALIFICATION LETTER EXAMPLE

[COMMAND LETTERHEAD]

3500
[UNIT CODE]
[DD MO YYYY]

From: [Qualifying Authority], [Command], [Location]
To: [Name of individual receiving qualification] [SSN]/[MOS]
USMC

Subj: APPRENTICE METOC ANALYST QUALIFICATION

Ref: (a) MCO P3500.66, T&R Manual, METOC

1. Through the certification processes in the functions and roles set forth by the reference, you are hereby qualified as an APPRENTICE METOC ANALYST.

2. This qualification authorizes you to conduct the following functions:

- (a) Observe, record, and disseminate current weather parameters and validate accuracy of observation through use of your initials.
- (b) Disseminate warnings and advisories set by the METOC unit.
- (c) Calculate and disseminate wet bulb global temperature index.
- (d) Operate lightning detection equipment.
- (e) Operate weather radar equipment
- (f) Plot and analyze upper atmospheric sounding data.
- (g) Identification, retrieval and plotting of weather warnings affecting local area.

(h) Conduct pilot and ceiling balloon observations.

(i) Calculate astronomical, tidal and climatological data.

3. You shall maintain proficiency in the Apprentice METOC Analyst qualification per the reference.

4. The Apprentice METOC Qualification is the first qualification in the METOC community. Upon receipt of this qualification letter, you are directed to commence the next stage of training outlined in the reference.

[SIGNATURE]