

**NOTE BY THE SECRETARIAT**

The WTO Secretariat is pleased to announce the programme for the 24th WTO Introduction Day, intended for delegates newly arrived in Geneva, non-governmental organizations, as well as interns currently working in the Secretariat and new staff members. Other interested WTO staff members are also welcome to attend the presentations.

The activity will take place on Thursday 4 March 2010 in the Centre William Rappard. Interpretation will be available. The programme will be as follows:

- 09.30 Welcoming remarks
  - Mr. Hakim Ben Hammouda, Director, Institute for Training and Technical Cooperation
  
- 09.40 Introduction to the WTO
  - Mr. Daniel Morales, Counsellor, Institute for Training and Technical Cooperation
  
- 11.00 Basic Legal Principles of GATT/WTO
  - Mr. Jorge Castro, Counsellor, Legal Affairs Division
  
- 14.30 Overview of current activities of the WTO
  - Mr. Keith Rockwell, Director, Information and External Relations Division
  
- 15.30 Presentation of the WTO Library – Mr. Matthew Baker, Library
  
- 16.00 Presentation of the WTO Website and the 'Documents on line' system
  - Ms Laoise Ni Bhriain, Information Management Service
  
- 16.30 eTraining presentation
  - Ms Melania Ramirez, eTraining Unit

Please confirm your participation with the Institute for Training and Technical Cooperation – Ms Syrat, E-mail: [mandy.syrat@wto.org](mailto:mandy.syrat@wto.org)

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