



U.S. DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
NATIONAL WEATHER SERVICE

NOV 24 2008

MEMORANDUM FOR: Management and Organization Division
Office of the Chief Financial Officer/Chief
Administrative Officer

FROM: Curtis D. Carey *CD Carey*

SUBJECT: Certification of Procedural Directive Number 1-801, Procedural
Directive, Executive Affairs and Correspondence Manual, Dated
December 5, 2008

The office of Communications and Executive Affairs reviewed National Weather Service Procedural Directive *1-801*, Executive Affairs and Correspondence Manual and certifies it requires no updating other than minor changes for name changes during its FY 2010 biennial review cycle.

Responsibility for the directive is currently held by:

OPR: Tim Ross CFO-4
Certifier: Curtis D. Carey CFO-4
Approving Authority: Robert J. Byrd, CFO/CAO

