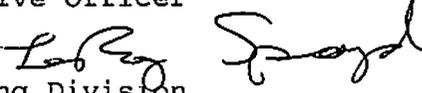


October 28, 2008

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

FROM: LeRoy Spayd   
Chief, Training Division

SUBJECT: Certification of Procedural Directive 20-105,  
Individual Development Planning, Dated June 7, 2004

The Training Division reviewed National Weather Service Procedural Directive 20-105, Individual Development Planning, and certifies it requires no updating during its FY 2009 biennial review cycle.

Responsibility for the directive is currently held by:

OPR: Training Division, W/OS6

Certifier: LeRoy Spayd, W/OS6

Approving Authority: David B. Caldwell, Director, Office of  
Climate, Water, and Weather Services