


May 31, 2011

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

FROM: LeRoy Spayd 
Chief, Training Division

SUBJECT: Certification of 20-106, Office Training Plans, Dated July 29, 2004

The Training Division reviewed National Weather Service Procedural Directive 20-106, Office Training Plans, and certifies it requires no updating during its FY11 biennial review cycle.

Responsibility for the directive is currently held by:

OPR: Training Division, W/OS6

Certifier: LeRoy Spayd, W/OS6

Approving Authority: David Caldwell, OCWWS Director