



U. S. Department of Commerce
National Oceanic and Atmospheric Administration
National Weather Service – Eastern Region
Airport Corporate Center
630 Johnson Avenue Suite 202
Bohemia, New York 11716-2618

July 20, 2007

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

FROM: I. Ross Dickman <signed>
Deputy Chief, Meteorological Services Division, NWS Eastern
Region

SUBJECT: Certification of ERS 01-2005, ***FIELD OFFICE RECORD
RETENTION REQUIREMENTS***, f/w ***Operations and Services
Forensic Services, NWSPD, 10-20; Records Retention, NWSI 10-
2003; Accident Notification, NWSI 10-2004; Performance,
NWSPD, 10-16; Station Duty Manual, NWSI 10-1608***

Eastern Region Meteorological Services Division has reviewed National Weather Service Eastern Region Supplement (ERS) 01-2005, ***FIELD OFFICE RECORD RETENTION REQUIREMENTS***, f/w ***Operations and Services Forensic Services, NWSPD, 10-20; Records Retention, NWSI 10-2003; Accident Notification, NWSI 10-2004; Performance, NWSPD, 10-16; Station Duty Manual, NWSI 10-1608***, dated 2-18-05, and certifies it is current and requires no updating during its FY 2007 review cycle.