

Subject: CPC CyberFlash
From: "Director CPC" <Director.CPC@noaa.gov>
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From the Director's Desk

Due to a number of requests to extend the deadline for submission of officer Fitness Reports, CPC will accept Fitness Reports up to COB February 8, 2005. The reason we had requested that all Fitness Reports be submitted earlier this year is that the OPB will be conducting a paperless annual review and we needed adequate time to prepare. CPC will be providing the Board with digital copies of officer files. This will be a great time savings for CPC and we will not have to hand-carry 275 files to the meeting. Thank you for your patience and please remember to clearly document the officer's strengths and weaknesses as they relate to performance of duties, communication, and leadership. And do not forget to reward good performance.

Captain Jonathan W. Bailey, NOAA
Director, Commissioned Personnel Center

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