
From: Cathy Marcinkevage - NOAA Federal <cathy.marcinkevage@noaa.gov>
Sent: Friday, March 22, 2019 1:44 PM
To: J. Stuart
Cc: Garwin Yip; Kristin McCleery - NOAA Affiliate
Subject: Update on Departure!

Hey Jeff --

At the end of today (or this weekend, depending on how you are spending your time), can you be sure to put your ROC drafting documents in the correct directory on the server, and send me a brief update on where you are? Bullet points are fine, with the target of letting me know if you have any outstanding items that we should know about, key concerns you haven't gotten addressed, any priority items you'd like us to address while you are out, and maybe what sections Kristin is tackling while you are out.

Let me know if you have any questions and enjoy your leave!
Cathy