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**From:** Naseem Alston - NOAA Federal <naseem.alston@noaa.gov>  
**Sent:** Thursday, June 6, 2019 6:09 PM  
**To:** Joe Heublein - NOAA Federal; J. Stuart; Sarah Gallagher - NOAA Federal; Kristin McCleery - NOAA Affiliate; Evan Sawyer - NOAA Affiliate  
**Cc:** Howard Brown; Cathy Marcinkevage; Garwin Yip  
**Subject:** how to designate surrogates

Hi all,

If incidental take for your division is likely to include surrogates, please review the attached document. It will guide you through steps, or provide reminders of the components needed.

let me know if you have any questions!  
Or want to talk through a surrogate (one of my favorite subjects!)

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