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**Interoffice Memorandum**

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**To:** For the Record  
**From:** Samuel P. Clark, Chief Operations Officer  
**Subject:** Job Descriptions  
**Date:** 07/06/10  
**Cc:** Peggy Vickers, Quality Assurance Coordinator

**I have conducted an annual review of all of the Job Descriptions.** I approved of all the revisions and the additions made since the last review. Additionally, I attest that all Job Descriptions are available for review at all program sites and on the CDS Intranet.



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Samuel P. Clark, Chief Operations Officer

7-6-10

Date