



From: Chief of Starfleet Engineering
 To: Office of Shipyard Management

Subj: SHIPYARD PERSONNEL QUALIFICATIONS AND TRAINING
 Date: 11 November 2148

Effective date of this memo, Starfleet Engineering has assumed responsibility from the United Earth Space Probe Agency for the training and certification of all Starfleet shipyard personnel.

In accordance with Chapter Five of the Starfleet Engineering Manual, the Director of the Starfleet Shipyard will ensure basic qualifications are held by all shipyard personnel and provide additional training as required to meet mandatory qualifications within six months of this memo.

The United Earth Space Probe Agency shall continue to provide training on Auxiliary Craft Piloting due to a lack of formal Starfleet instructors in this area. All personnel required to hold an Auxiliary Craft certification shall receive and complete required training within four months of this memo. Per previous agreement with UESPA, this certification shall entail an additional two-year service obligation.

//s//Commodore W.M. Jefferies, Chief of Starfleet Engineering

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