



IDAHO NATIONAL GUARD
JOINT FORCE HEADQUARTERS
HUMAN RESOURCE OFFICE
4794 GENERAL MANNING AVE, BLDG 442
BOISE, IDAHO 83705-8112



NGID-HRO

MEMORANDUM FOR All Idaho National Guard Federal Technicians serving a probationary period and their supervisors and managers

SUBJECT: Agency Certification for Continued Employment

Name of Certifying Official:

Official Title:

Justification and Certification for Continued Employment:

1. Employee's performance and conduct:

2. The needs and interests of the agency:

3. Does the employee's continued employment advance organizational goals of the agency or the government:

4. Does the employee's continued employment advance the efficiency of the service:

I certify that _____ has demonstrated the knowledge, skills and competence to perform the duties of _____. Further, finalizing the appointment of _____ advances the public interest, the

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organizational goals and mission of the Idaho National Guard and the efficiency of the service.
_____ has demonstrated _____ continued employment with
the Federal government is in the public interest.

Signature:

Receipt Acknowledged by Employee:

Date:

Sign:_____

Print:_____