

Memorandum

To: Fiscal Year 16 Course Participants

From: Chief, National Technical Training Program

Subject: National Technical Training Program Course Effectiveness Evaluation

The attached follow-up evaluation was prepared by the Office of Surface Mining Reclamation and Enforcement's (OSM's) National Technical Training Program. The National Technical Training Program requests that you complete the evaluation form on or before [**DATE**]. **The survey should take no more than 10 minutes to complete.**

The National Technical Training Program conducts follow-up evaluations to compile information to improve the effectiveness of technical training courses and to determine your perception of their effectiveness. The National Technical Training Program sends follow-up evaluations after a course to all participants.

Our records indicate that you took the Geology and Geochemistry of Acid-Forming Materials on [DATE], in Morgantown, West Virginia.

Please hit control and click simultaneously to access the participant survey link:

Follow the directions to fill out the evaluation and submit. If you have questions about the evaluation, please contact Ann M. Walker on (202) 208-2824.

Thank you for your assistance.