

APPENDIX H

FORECAST SUPPORT QUALIFICATION LETTER EXAMPLE

[COMMAND LETTERHEAD]

3500
[UNIT CODE]
[DD MO YYYY]

From: [Qualifying Authority], [Command], [Location]
To: [Name of individual receiving qualification] [SSN]/[MOS]
USMC

Subj: FORECAST SUPPORT QUALIFICATION

Ref: (a) MCO P3500.66, T&R MANUAL, METOC

1. Through the certification events in the duties and roles set forth by the reference, you are hereby FORECAST SUPPORT QUALIFIED.

2. This qualification authorizes you to conduct the following functions:

- (a) Analyze, interpret, and brief meteorological charts.
- (b) Generate Terminal Aerodrome Forecasts (TAFS). (TAFs must be validated by the Journeyman METOC Analyst prior to transmission in order to ensure continuity is maintained throughout the area of interest).
- (c) Generate DD175-1 Flight weather briefings under the supervision of a qualified Journeyman METOC Analyst.
- (d) Generate 96 hour forecast products.
- (e) Generate weather warnings and advisories. (Warnings and advisories must be validated by the Journeyman METOC Analyst prior to transmission in order to ensure continuity is maintained throughout the area of interest).

(f) Constantly monitor current and developing weather phenomenon for significant changes.

3. You shall maintain proficiency in the Forecast Support qualification per the reference.

4. The Forecast Support Qualification denotes confidence in your technical abilities and judgment to responsibly execute forecast support duties. The qualification allows you exercise valuable knowledge required to advance in your MOS. Upon receipt of this qualification letter, you are directed to continue to hone your technical proficiency in order to receive a recommendation to attend the Meteorological and Oceanographic Analyst/Forecaster (MOAF) course per the reference.

[SIGNATURE]