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## HUMAN RESOURCES MEMORANDUM NO. 02-026

**April 4, 2002**

**TO:** Lt. Governor, Secretary, Undersecretary, Assistant Secretaries, Deputy Assistant Secretaries, Program Managers

**FROM:** Mary F. Ginn  
Human Resources Director

**SUBJECT: Update to the Mandatory Supervisory Training Groups**

Attached is an updated list of the titles for the mandatory supervisory training. Please substitute this list for the list previously attached to Human Resources Memorandum No. 02-017.

The following titles have been added to the Supervisory Group 1 list:

- Administrative Manager 4
- Engineering Technician 5
- Executive Staff Officer
- IT Management Consultant 1
- Marketing Supervisor
- Printing Press Operator Supervisor
- Tourism Supervisor

The following titles have been added to the Supervisory Group 2 list:

- Administrative Director 3
- Tourism Program Director

Once we receive official, updated transcripts from the Comprehensive Public Training Program Office, we will let everyone know what classes they need to attend.

Attachment