



FEMA

October 8, 2015

Arturo Morales, Fire Chief
Castle Rock Fire and Rescue Department
300 Perry Street
Castle Rock, Colorado 80104-

Dear Chief Morales:

Please accept my sincere thanks for your support of Fire Lieutenant Jason L. Butts during his participation in the U.S. Fire Administration's National Fire Academy's (NFA) "Executive Fire Officer Program" (EFOP).

Lieutenant Butts has now successfully completed the EFOP and the required applied research. On behalf of the NFA, the enclosed EFOP certificate has been forwarded to you for formal presentation to this dedicated member of your department.

I respectfully request that you present the certificate at a formal ceremony, inviting your community's elected officials and members of the local media to attend, along with Lieutenant Butts' family. This is an ideal opportunity to celebrate the department's commitment to its personnel, and to demonstrate the success of its members.

The Academy appreciates your commitment to this 4-year program and continued support of the NFA.

Sincerely,

A handwritten signature in black ink, appearing to read "Kirby E. Kiefer".

Kirby E. Kiefer, EdD
Acting Superintendent
National Fire Academy
U.S. Fire Administration

Enclosure