


HUMAN RESOURCES  
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United States Senate  
OFFICE OF THE SECRETARY

December 29, 2022

**MEMORANDUM**

**TO:** Sonceria A. Berry, Secretary of the Senate 

**FROM:** John L. McIlveen, Director of Human Resources

**RE:** Training Requirements of Senate Resolution 330 (115<sup>th</sup> Congress)

This memo is to certify that you, Robert Paxton, each Senate manager, and each individual serving in a covered position in the Office of the Secretary have complied with the training requirements of Senate Resolution 330 (115<sup>th</sup> Congress) for the 117<sup>th</sup> Congress.