



March 16, 2004

**OKLAHOMA BULLETIN NO. OK250-4-23**

**SUBJECT: 2004 Annual Conference of the National Organization of Professional Hispanic NRCS Employees (NOPHNCSE)**

**Purpose:** To notify employees of upcoming conference

**Expiration Date:** September 30, 2004

**ACTION REQUIRED BY: MAY 18, 2004**

The 2004 Annual Training Conference of the National Organization of Professional Hispanic NRCS Employees (NOPHNCSE) will be held in Sacramento, California, June 21-24, 2004. This year's conference theme is, "Bringing Diversity to the Nation's Conservation Needs." A block of rooms has been reserved under "NOPHNCSE Group" at the Holiday Inn Capitol Plaza, 300 J Street, Sacramento, CA. For reservations call 1-800-HOLIDAY or (916) 446-0100.

The following attendance categories will receive approval consideration on a "Government time and Expense" basis:

- Receiving an award, citation or commendation
- Receiving a scholarship
- Presenting a Topical Paper or Poster
- Member of Chief's Staff
- Training (providing or fulfilling a training need)

Others will be considered for approval at Government Time/Personal Expense.

If you would like to attend this conference, please complete an OK-FNM-1 Meeting Attendance Request. After approval by the appropriate supervisor, the form should be submitted to an SLT member for further approval before sending forward to the State Conservationist. Those approved will be compiled and submitted to the Regional Conservationist, then forwarded to NHQ.

Those who are requesting attendance should make reservations. If you are not approved to attend at GT/GE, the reservations should be cancelled by the employee. If you have questions, please contact Ed Kephart at 405.742.1203.

/s/ - (Jimmy G. Ford – Acting)

M. DARREL DOMINICK  
State Conservationist

DIST: AE