



Natural Resources Conservation Service  
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August 12, 2004

**OKLAHOMA BULLETIN NO. OK250-4-31**

**SUBJECT: FNM – Attendance at the Oklahoma Section of the Society for Range Management (SRM) State Meeting**

**Purpose:** To provide SRM members information about the meeting and proper procedures regarding attendance approval.

**Expiration Date:** September 30, 2004

**Action Required: September 3, 2004**

The 2004 Annual Meeting of the Oklahoma Section of the Society for Range Management (SRM) will be held in Pawhuska, September 29<sup>th</sup> and 30<sup>th</sup>, 2004. NRCS employees, who are members of SRM, will be receiving information of the meeting along with registration forms.

The following attendance categories will receive approval consideration on a “Government Time/Government Expense” basis:

- State SRM Officer and Board Member
- Receiving an Award
- Presenting a Topical Paper

Other NRCS employees may be nominated to attend the meeting in the “Government Time/Government Expense” category. Attendance will be approved or disapproved based on the justification provided.

The following attendance categories will receive approval on a “Government Time Only” basis:

- SRM Member

Requests should be submitted to your supervisor using the OK FNM-1, Meeting Attendance Request form. Supervisors concurring with these requests must forward the FNM-1 to the appropriate SLT supervisor for further approval. All requests must be approved by the State Conservationist. Travel authorizations will be issued for employees by their Office Assistant or secretary if needed. Requests must be received no later than September 3, 2004.

*/s/ Leslie R. Conner acting for*

M. DARREL DOMINICK  
State Conservationist

DIST: AE