



January 30, 2004

OKLAHOMA BULLETIN NO. OK360-4-12

SUBJECT: PER – CSRS and FERS Retirement Seminars

Purpose: To provide additional information regarding the CSRS and FERS Retirement Seminars.

Expiration Date: September 30, 2004

Final arrangements have been made for the retirement seminars. The CSRS seminar will be held February 25, 2004, and the FERS seminar will be the following day February 26, 2004. Each seminar is scheduled to begin at 8:00 a.m. and end at approximately 4:00 p.m. They will be held in Room 201 of the Oklahoma State University College of Veterinary Medicine, located directly west of the NRCS State Office building in Stillwater. **Employees approved to attend either the CSRS or FERS retirement seminar have been contacted by e mail.**

One night of overnight travel will be authorized for those whose duty station is located outside a 50 mile radius of Stillwater. You **MUST** have supervisory approval for travel. The use of the government vehicle is authorized for this travel for NRCS employees only. If you are accompanied by a non NRCS employee you must use your POV. Mileage reimbursement will be at the lower rate of 10.5 cents per mile.

A block of rooms at area hotels has **NOT** been made. Rooms are available at the following hotels. The lodging rate for Stillwater is \$55. Be sure to ask for the government rate of \$55. Meals and incidental expense rate is \$31 per day.

Fairfield Inn
418 E. Hall of Fame
(405) 372-6300

Best Western
600 E. McElroy (at Perkins Rd)
(405) 377-7010

Hampton Inn
717 E. Hall of Fame
(405) 743-1306

Holiday Inn
2515 W. 6th
(405) 372-0800

Questions concerning this bulletin may be directed to Debbie Ruark, Human Resources, (405) 742-1212.

/s/ - (Kevin D. Norton – Acting)

M. DARREL DOMINICK
State Conservationist

DIST: AE