



Natural Resources Conservation Service  
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April 22, 2004

**OKLAHOMA BULLETIN NO. OK360-04-16**

**SUBJECT: PER – All-Personnel Meeting Agenda and Maps to Meeting**

**Purpose:** To distribute information concerning the all personnel meeting

**Expiration Date:** September 30, 2004

The Oklahoma NRCS all-personnel's meeting, "A Key to Employee Effectiveness: Understanding One Another", will begin Monday, April 26, 2004 at 12:30pm at the Meridian Technology Center. An agenda of all three days is attached.

Two maps are also attached. One map gives directions to the Meridian Technology Center located on Sangre Road, south of Highway 51. Take the North (first) Entrance into the campus and park in lot A (first lot to your right). The Conference Center auditorium is at the entrance from Parking A. The second map is the campus of Meridian Technology Center.

Food and drinks are not allowed in the Conference Center, however refreshments will be provided during the breaks. No smoking is allowed at Meridian Technology Center.

Lunch will be provided, and attendance is mandatory for all NRCS employees on Tuesday. All employees receiving travel and per diem expenses will deduct \$6 from their travel voucher for Tuesday. Travel reimbursement is approved only for employees traveling more than 50 miles from both their residence and tour of duty station.

There has been a lot of preparatory work for a successful, interesting meeting. I hope you are looking forward to next week as much as I am!

*Eddie Kephart acting for*

M. DARREL DOMINICK  
State Conservationist

Attachments

DIST: AO