



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

The Director

Wednesday, May 15, 2013

**MEMORANDUM FOR: Chief Human Capital Officers**

FROM: Elaine Kaplan  
Acting Director

Subject: National Contract Management Association's 2013 World Congress

The National Contract Management Association (NCMA) will hold its 2013 World Congress from July 21 to July 24, 2013, in Nashville, TN. The theme for this conference is "Collaborative Contract Management Training: Embracing Change in a Dynamic Environment," and the agenda supports the development and ability of contract management professionals to make sound business decisions.

NCMA's 2013 World Congress qualifies as training in compliance with 5 U.S.C. Chapter 41. The training is open to all Federal employees and will feature training and workshops in areas such as Contract Negotiations, Contract Ethics and Compliance, Knowledge Management, and Career Management.

Before participating, Federal employees and their managers should review additional conference and training information such as course descriptions, costs, and schedules at [www.ncmahq.org](http://www.ncmahq.org)

Agencies are reminded that reporting of training is governed by 5 CFR 410.601.

cc: Human Resources and Equal Employment Opportunity Directors