



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

Thursday, November 15, 2012

MEMORANDUM FOR: Chief Human Capital Officers

FROM: John Berry
Director

Subject: National Hispana Leadership Institute 2012 Executive Leadership
Training and Mujer Awards Conference

The National Hispana Leadership Institute (NHLI) will hold The 2012 Executive Leadership Training and Mujer Awards Conference, from Monday, December 10 to Tuesday, December 11, 2012, in Washington, DC. The theme for the conference is “A Track Record of Achievement: 25 Years of Building a Latina Legacy.”

The program qualifies as training in compliance with 5 U.S.C. Chapter 41. The conference is open to any Federal employee. The conference will provide training and workshops in areas such as leadership and professional development, finance, and civic engagement.

In deciding whether to participate, Federal employees and managers are encouraged to review additional conference and training information – such as course descriptions, costs, and schedules – at the following website: nhli.org/conference.

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

cc: Human Resources and Equal Employment Opportunity Directors