



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

Friday, September 14, 2012

MEMORANDUM FOR: Chief Human Capital Officers

FROM: John Berry, Director

Subject: National Hispanic Women's Corporation Professional Development and Leadership Institutes

The Hispanic Women's Corporation (HWC) will hold The 27th National Hispanic Women's Corporation Professional Development and Leadership Institutes, from October 11 to October 12, 2012, in Phoenix, Arizona. The theme for the program is "Passion! Purpose! Promise!"

The program qualifies as training in compliance with 5 U.S.C. Chapter 41. The conference is open to any Federal employee. It will provide training and workshops in areas such as managerial training, professional and personal development exercises, leadership style and execution, management decision making and coaching, personal financial acuity and planning, and executive wellness.

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

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

cc: Human Resources, Equal Employment Opportunity, and Diversity and Inclusion Directors