



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

Friday, July 17, 2009

MEMORANDUM FOR: Chief Human Capital Officers

FROM: John Berry, Director

Subject: Out & Equal Annual Workplace Summit

Out & Equal will hold its 12th Annual Workplace Summit on October 6-9, 2009, in Lake Buena Vista, Florida. The Summit is targeted towards human resources and diversity professionals and managers.

This Summit qualifies as training in compliance with 5 U.S.C. Chapter 41. The Summit is open to all employees and will provide training and workshops over a range of topics including Equal Policies & Benefits, Talent Management & Professional Development, Leadership, and Workplace Climate.

Federal employees and managers are encouraged to review additional conference and training information when deciding to participate, such as course descriptions, costs, and schedules, at the following website outandequal.org/2009-summit-schedule.

Agencies are reminded that reporting of training is governed by 5 CFR 410. A copy of this regulation may be found at opm.gov/fedregis/2006/71-051006-28547-a.pdf.

cc: Human Resources and Equal Employment Opportunity Directors