



Office of the
Director

UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Washington, DC 20415

May 24, 2005

MEMORANDUM FOR CHIEF HUMAN CAPITAL OFFICERS

FROM:

DAN G. BLAIR,
ACTING DIRECTOR

A handwritten signature in black ink that reads "Dan G. Blair".

SUBJECT:

League of United Latin American Citizens (LULAC) Federal
Training Institute

The Federal Training Institute will be held June 28 and 29 as part of the LULAC National Convention from June 27 to July 2, 2005 in Little Rock, Arkansas. The Federal Training Institute was established in 1984 to provide a training and development opportunity for government employees.

The Federal Training Institute is targeted towards employees who are working to become leaders in government and qualifies as training in compliance with 5 U.S.C. Chapter 41. Registration for the Federal Training Institute includes participation in all conference events and workshops.

The Institute will cover a variety of topics from which participants may choose to attend, including: government contracting, the Federal budget process, strategic planning, partnering and negotiation skills, career enrichment, change management and leadership skills.

Interested Federal employees and managers are encouraged to find additional conference and training information, such as course descriptions and schedules, at <http://www.lulac.org/events/fti.html>.

cc: Human Resources and Equal Employment Opportunity Directors