



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

The Director

November 14, 2007

MEMORANDUM FOR MEMBERS OF THE INTERAGENCY TASK FORCE  
ON HISPANIC EMPLOYMENT IN THE FEDERAL GOVERNMENT

FROM: LINDA M. SPRINGER  
DIRECTOR

A handwritten signature in blue ink, appearing to read "LMS", written over the printed name "LINDA M. SPRINGER".

Subject: Semiannual Meeting of the Interagency Task Force  
on Hispanic Employment in the Federal Government

The next meeting of the Interagency Task Force on Hispanic Employment in the Federal Government will be held at 10:00 a.m. on December 11, 2007. As Chair of the Task Force, I am inviting your agency to be represented at this meeting, which will be held in the USS Theodore Roosevelt Executive Conference Room of the U.S. Office of Personnel Management.

Under the direction of Executive Order 13171, the Interagency Task Force on Hispanic Employment in the Federal Government is composed of selected agency officials at the Deputy Secretary level or the equivalent. The semiannual Task Force meetings aim to provide the designated leadership of member agencies with relevant updates on policy and best practices related to the topic of Hispanic employment in the Federal service, as well as facilitate helpful discussion and the exchange of ideas.

Please have the Task Force Member at the appropriate level of your agency R.S.V.P to [ken.oliver@opm.gov](mailto:ken.oliver@opm.gov) or 202-606-2442. The member should plan to arrive at OPM's E Street visitor's entrance with enough time to process through security. OPM staff will be on hand, waiting to accompany members to the USS Theodore Roosevelt Executive Conference Room.

*Note: This meeting will be closed to media, non-governmental organizations, and individuals not representing agencies as members of the Task Force.*