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October 5, 2011

KANSAS BULLETIN NO. KS 390-12-1

**SUBJECT: PDM–State Association of Kansas Watersheds Annual Meeting,
January 19-20, 2012**

Action required by: December 15, 2011

Purpose. To provide guidance for attendance by Natural Resources Conservation Service (NRCS) employees

Expiration Date. September 30, 2013

The State Association of Kansas Watersheds (SAKW) Annual Meeting is scheduled for January 19-20, 2012, at the Holiday Inn West, 605 S.W. Fairlawn Road, Topeka, Kansas. Registration forms and program information will be posted on the web site at www.sakw.org after December 1, 2011. Supervisory district conservationists or district conservationists who have leadership responsibility for an active Public Law 566 or pilot watershed project and have at least one watershed board member attending the meeting may submit a request to attend on official time and travel through the appropriate channels.

Area offices will forward approved requests along with their own request to attend to Cynthia Lucas by December 15, 2011. State office staff should send their request to attend by the same date to Cynthia Lucas. All requests should indicate if the individual plans to attend the Thursday evening banquet and/or the Friday morning breakfast.

Individuals approved to attend should make their own lodging reservations. Telephone numbers for the Holiday Inn West are: 785-272-8040 or 800-822-0216. The state office will make a group registration for approved NRCS personnel.

Contact: Jeffrey L. Gross, Assistant State Conservationist for Water Resources, 785-823-4550.

(signed)

ERIC B. BANKS
State Conservationist

DIST: A, F, S