

United States Department of Agriculture



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March 22, 2013

**KANSAS BULLETIN NO. KS 360-13-9**

**SUBJECT: PER—Organic Agriculture Required Training**

**Action required by:** May 17, 2013 (All employees, with the exception of administrative and clerical positions)

**Purpose.** To inform employees of required subject matter training

**Expiration Date.** September 30, 2014

Natural Resources Conservation Service (NRCS) employees need a basic awareness of organic agriculture to meet the technical needs of organic producers and to meet expectations of the United States Department of Agriculture (USDA). Representatives from multiple agencies within the USDA are working together to develop an Organic Literacy Program. The purpose of the program is to provide USDA staff with a basic working knowledge of organic production and assistance available in order to effectively communicate with customers and partners.

Two new organic training modules are now available in AgLearn. These two modules are Organic 101 and Organic 201. These courses will provide NRCS employees with the basic skills needed to help deliver technical assistance to organic producers and to help raise the level of competency expected by these producers and trade organizations.

In Kansas, all Management Team members and those NRCS employees in technical positions are required to complete both the Organic 101 and Organic 201 training modules. This requirement includes all positions other than administrative and clerical positions. The training modules have been loaded by the state office into the AgLearn To-Do List for each employee that is required to complete the training. The Organic 101 module will take about 15 minutes to complete and the Organic 201 module will take about 30 minutes to complete. Both training modules are to be completed **no later than May 17, 2013**.

Other NRCS employees and partner employees are welcome to take either or both of the training modules. These employees will need to individually enter the modules into their AgLearn To-Do List.

Contact: R. Dean Krehbiel, State Resource Conservationist, [dean.krehbiel@ks.usda.gov](mailto:dean.krehbiel@ks.usda.gov) for organic technical questions; Shawna K. Carter, Human Resources Assistant, [shawna.carter@ks.usda.gov](mailto:shawna.carter@ks.usda.gov) for AgLearn questions.

(Signed) JEFFREY L. GROSS, ACTING FOR

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