

Registration  
for  
What the Training Act  
Means

(No Registration Fee)

Name: \_\_\_\_\_

Position: \_\_\_\_\_

\_\_\_\_\_

Department: \_\_\_\_\_

Bureau: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Code: \_\_\_\_\_ Ext: \_\_\_\_\_

PROGRAM STAFF

General Chairman  
Franklin G. Connor

Discussion Leaders

Stanley S. Berg

Seymour S. Berlin

Edward A. Dunton

Elizabeth F. Messer

Ross Pollock

Milton I. Sharon

*Mr. Gray*

The U. S. Civil Service Commission

Announces A

One-Day

Conference

on

**WHAT THE TRAINING ACT**

**MEANS**

at

Department of Health, Education,  
and Welfare Auditorium  
3rd & Independence, S. W.



I will attend: (Check one)

General Morning Sessions only

Entire Conference

**MANAGEMENT AND THE TRAINING ACT**

**The Morning  
(9:15 to 11:30)**

will be devoted to general sessions especially designed to fit the interests of

Top Agency Management  
Operating Officials  
Personnel Directors  
Training Staffs

Principal speakers will be:

Honorable Arthur S. Flemming  
Secretary of the Department of  
Health, Education, and Welfare

Honorable Roger W. Jones  
Chairman, U. S. Civil Service Commission

and

Honorable Frederick J. Lawton  
Commissioner, U. S. Civil  
Service Commission

**CONCURRENT SESSIONS**

**The Afternoon  
(1:00 to 4:15)**

will be devoted to concurrent sessions especially designed to meet the needs of Training Directors and Specialists, and others who have special responsibility for administration of the Training Act and Regulations within the agencies.

Three broad areas of discussion have been scheduled:

- A. *Out-Service Training*  
Definitions, Computation, Special Requirements, Built-in Flexibilities, Exceptions
- B. *Training Within Government*  
General Principles, Standards, Interagency Needs and Programs, Other General Staff Services
- C. *Inspection and Reporting*  
What Congress, the President and CSC are Looking For; Approach to Inspection; Records and Reports

Sessions will be arranged so that each participant will be able to attend a discussion in all three areas.

**ADVANCE REGISTRATION REQUIRED  
BECAUSE OF SPACE LIMITATIONS**

Complete the registration blank on the reverse side and forward it to:

U. S. Civil Service Commission  
Career Development Section  
Washington 25, D. C.

in time to reach that office by April 23, 1959.

For additional reservation blanks phone Code 129, Ext. 3355

Questions I particularly want to have discussed are:

(Cut along dotted line)

(Over)