



United States Department of Agriculture

Farm Production
and Conservation

Farm Service
Agency

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TO: State Executive Directors (SEDs)

MAY 18 2018

FROM: Linda M. Treese 
Acting Deputy Administrator for Field Operations

SUBJECT: Excused Absence for NACS/NASE General Membership and Agency
Employees to Attend 2018 National Convention

The purpose of this memo is to notify your office that consistent with DAFO's memo issued on January 31, 2014, FSA Employee Association Meetings Attendance and Information, excused absence (administrative leave) for association general members and employees attending this year's NACS/NASE National Convention in San Antonio, TX is being granted. After review of the agenda I approve 5.5 hours of excused absence (administrative leave) related to the dedicated time on the agenda for state and agency management officials to make presentations and participate in meetings. This excused absence may be granted to employees attending the meetings on Monday, June 25 (1.0 hour) and Tuesday, June 26, 2018 (4.5 hours). There is no agency mileage or per diem travel reimbursement authorized for this meeting.

Official time and authorized excused absences granted for association officers, area committee members and delegates to attend this year's conferences and meetings will remain consistent with agreements already set forth in handbooks 3-PM, 22-PM and NACS/NASE consultative agreements.

In addition, SEDs are encouraged to continue to have a liberal policy established for authorizing and approving employee's requests for the use of annual leave, compensatory time, credit hours, time-off-awards or leave without pay, to attend employee association conventions or conferences.

DAFO appreciates the goodwill, support and recognition SEDs continue to provide to our employees for their dedication and service to the agency.

Questions on this approval can be directed to Kara Napier with the Office of DAFO at 202-720-1481 or kara.napier@wdc.usda.gov.