

**United States Department of the Interior  
BUREAU OF LAND MANAGEMENT  
National Human Resources Management Center  
Denver Federal Center, Building 50  
P.O. Box 25047  
Denver, Colorado 80225-0047**

In Reply Refer To:  
1400-410 (HR-220)P

July 15, 1998

EMS TRANSMISSION  
Information Bulletin No. HR-98-086

To: All DD's, AD's, SD's, and Center Directors  
Attn: Training Officers

From: Director, National Human Resources Management Center

Subject: Space Requests for the FY 1999 OPM Management Development  
Centers (MDC) Program

DD: 8/14/98

The Office of Personnel Management has announced its FY 1999 schedule of Management Development Center courses. Attached are the catalog "Seminars of the Management Development Centers", an FY 1999 schedule, and a BLM MDC Space Request Form-FY 1999.

These courses are for managers at or above the GS-13 level of responsibility and are designed to provide them with intensive policy and management skill and knowledge.

The tuition, room and board for all 2-week seminars is \$2,850. The total charge for 1-week seminars and the Updated Series is \$1,900. Once the spaces are requested and allocated, the BLM will be charged for all spaces whether they are used or not.

Using the attached form, please submit nominations for MDC courses to the National Human Resources Management Center, HR-220, by cob **Friday, August 14, 1998**. To facilitate making your nominations, please be advised of the following:

We are requesting that alternates be named for all courses in the event that the selected employee cannot attend the training. Please insure that each alternate meets all of the prerequisites described for the course for which he/she is nominated. If he/she does not, OPM requires a written justification. Therefore, please attach a justification signed by the nominating official for anyone nominated who does not meet the prerequisites.

This office will consolidate the nominations and submit them to OPM. After OPM has accepted BLM nominees, each state will be notified and requested to submit a "Request, Authorization, Agreement, and Certification of Training" (SF-182) for each approved student.

The Management Development Centers have established a web-site with a complete schedule and description of their classes. It is available at <http://www.opm.gov/mdc>.

For questions regarding the Management Development Center Programs, please contact William Moody, Employee Development Specialist, at (303) 236-6699.

Signed  
Linda D. Sedbrook  
Director

Authenticated  
Darlene Robitaille  
Secretary

3 Attachments (Sent under separate cover)

- 1 - Seminars of the Management Development Center  
Brochure (61 pp)
- 2 - Schedule of the Management Development Seminars (4 pp)
- 3 - BLM MDC Space Request Form, FY 1997 (1 p)

Distribution

RS-150A, BLM Library  
NI-101, Reading File  
HR-220  
HR-200