

**United States Department of the Interior
BUREAU OF LAND MANAGEMENT
National Human Resources Management Center
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Denver, Colorado 80225-0047
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EMS TRANSMISSION

Information Bulletin No. HR-2000-079

To: All BC, HR, NI and RS Employees

From: Director, National Human Resources Management Center

Subject: Office Ergonomic Training

DD: 04/26/00

The Colorado Physical Therapy Institute, P.C., is providing an office ergonomic training session for BLM employees on May 3, 2000 from 9:30 to 11:30 a.m. The instructor, Mr. Roger Rettig, was referred to our bureau by the U.S. Forest Service with high reviews.

Mr. Rettig will be able to provide information on injury prevention and material handling that is interactive, fun and informative. These programs provide practical examples and advice that employees can use immediately to reduce injuries at work and at home. Demonstrations are used to show the participants how easy it is to take self-responsibility for symptom management. He will review exercises that can be done at work and home.

There will be a cost of approximately \$300.00 for the course which will be divided between the four Centers. Please get supervisor approval and let the appropriate training coordinator know if you will be attending the office ergonomic training. Center training coordinators are as follows:

NARSC	Rheda Dodd	236-6454	NIRMC	Linda Graham	236-6965
NBC	Lynda Pierce	236-8857			
NHRMC	Darlene Robitaille	236-6503			

SF-182's will be prepared by this office.

If you have any questions, please contact Aleecia Leyba at (303) 236-8267 or Ricki Stephenson at (303) 236-6690.

Signed by:
Phyllis O'Neill
Acting Director

Authenticated by:
Darlene Robitaille
Secretary

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