

## Ash, Darren

---

**From:** Ash, Darren  
**Sent:** Tuesday, October 11, 2011 12:38 PM  
**To:** Corley, Cherrie; Cohen, Miriam  
**Cc:** Olive, Karen; Mamish, Nader; Brock, Kathryn; Landau, Mindy  
**Subject:** Fw: Follow-up: Conferences Memorandum M11-35

Fyi

---

**From:** Brown, Milton  
**To:** Greene, Kathryn; Stewart, Sharon; Ash, Darren  
**Sent:** Tue Oct 11 12:21:48 2011  
**Subject:** FW: Follow-up: Conferences Memorandum M11-35

FYI. Milton

---

**From:** Bond, Debra J. [<mailto:Debra.J.Bond@omb.eop.gov>]  
**Sent:** Tuesday, October 11, 2011 12:07 PM  
**To:** 'Dan.Marella@opm.gov'; 'David.P.SIDARI@hud.gov'; 'david.rivait@DOT.GOV'; Hertig, Donald L.; 'FlaggsCH@STATE.GOV'; 'froehlich.maryann@EPA.GOV'; 'Hugh.Hurwitz@ed.gov'; 'jolene.lauria-sullens@USDOJ.GOV'; 'jon.holladay@USDA.GOV'; 'lcasias1@doc.gov'; 'mark.easton@OSD.MIL'; Brown, Milton; 'peggy.sherry@DHS.GOV'; 'rburkhart@USAID.GOV'; 'sheila.conley@HHS.GOV'; 'sruffin@nsf.gov'; 'Tekleberhan.Karen@dol.gov'; 'terry.bowie-1@NASA.GOV'; 'Tong.Qin@SBA.GOV'; 'dorrice.roth@treasury.gov'; 'alexis.stowe@gsa.gov'; 'Mark.Reger@treasury.gov'; Fischer, Craig; 'Haze, Pam K'; 'Bowie, Terry (HQ-IM000)'; Smith, Giovonni H.; 'Froehlich.Maryann@epamail.epa.gov'; 'Glenn, Douglas A'; Werfel, Danny; 'Quehl, Scott'; 'thomas.skelly@ED.GOV'; 'Murray, Ellen (HHS/ASFR)'; 'Rhea\_Suh@ios.doi.gov'; 'Lee.J.Lofthus@usdoj.gov'; 'Taylor, James L. - OCFO'; 'chris.bertram@dot.gov'; 'Dan.Tangherlini@treasury.gov'; 'Richard Gregg'; 'Millette, James L'; 'Grams, Todd (SES)'; 'Ostermeyer, David(M/ICFO)'; 'Wanderson@cns.gov'; 'Bennett.Barbara@epamail.epa.gov'; Laackman, Allyson; 'alison.doone@gsa.gov'; 'beth.robinson@NASA.GOV'; 'Rubenstein, Martha A.'; Dyer, Jim; 'Agostini, Stephen'; 'Carver, Jonathan I.'; 'Michael.Gallagher@ssa.gov'; 'Carla.Krabbe@ssa.gov'; 'monhay@dni.gov'; 'Murray, Edward (SES)'; Solomon, Cathy; 'Barwell, Owen'; 'Holladay, Jon'  
**Subject:** Follow-up: Conferences Memorandum M11-35

All,

As previously discussed, OMB Memorandum M-11-35 "Eliminating Excess Conference Spending and Promoting Efficiency in Government" requires Deputy Secretary's (or equivalent) to approve all conference-related activities and expenditures until such time as the Deputy Secretary can certify that the appropriate policies and controls are in place. Many of you have raised questions about whether this includes only conferences that are hosted or sponsored by agencies, or all conferences that agency personnel attend.

To clarify, Deputy Secretary's (or equivalent) must approve all conferences that are hosted or sponsored by the agency until the Deputy Secretary (or equivalent) can certify that the appropriate policies and controls are in place. Individual employee attendance at a conference does not require approval by the Deputy Secretary. However, policies and controls pertaining to employee attendance at conferences should be included as part of your overall review of your agency's conference-related activities and expenses.

Please contact Tom Harker ([tharker@omb.eop.gov](mailto:tharker@omb.eop.gov)), Craig Fischer ([cfischer@omb.eop.gov](mailto:cfischer@omb.eop.gov)) or me if you have additional questions about this, or about your agency's review of controls around conference activities and expenses that is due to me on November 1st.

Thanks,