

July 8, 2010

<b>DIRECTIVE:</b>	<b>JOB CORPS INFORMATION NOTICE NO. 10-02</b>
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**TO:** ALL JOB CORPS NATIONAL OFFICE STAFF  
ALL JOB CORPS REGIONAL DIRECTORS  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS  
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
ALL OUTREACH, ADMISSIONS AND CTS CONTRACTORS

**FROM:** EDNA PRIMROSE  
National Director  
Office of Job Corps

**SUBJECT:** National Occupational Safety and Health Conference Registration and Hotel Reservation Deadline Reminder

1. Purpose. To remind the Job Corps community about the deadline for registration and hotel reservations for the National Occupational Safety and Health Conference.
2. Background. Job Corps Information Notice No. 09-96, entitled, National Occupational Safety and Health Conference, dated June 1, 2010, provided logistical information.
3. Action. Conference attendees must submit registration forms and make hotel reservations no later than July 20, 2010.

Addressees are to ensure this Information Notice is distributed to all appropriate staff.

4. Expiration Date. September 3, 2010.
5. Inquiries. Inquiries should be directed to Marsha Fitzhugh at (202) 693-3099 or [fitzhugh.marsha@dol.gov](mailto:fitzhugh.marsha@dol.gov).