

Appendix

<i>150</i>	<i>FWS Points of Contact</i>
<i>151</i>	<i>NCTC Points of Contact</i>
<i>152</i>	<i>NCTC Liaisons</i>
<i>153</i>	<i>NCTC Course Application</i>

FWS Points of Contacts

Regional Training Coordinators

Regional Office/Region 1: Carrie Costello
Phone: 503/231 6136 **Fax:** 503/231 2373

Regional Training Coordinator

Regional Office/Region 2: Jake Greene
Phone: 505/248 6864 **Fax:** 505/248 6858

Regional Training Officer

Regional Office/Region 3: Karen Schul
Phone: 612/713 5267 **Fax:** 612/713 5282

Personnel Assistant

Regional Office/Region 4: Carolyn Boykin
Phone: 404/679 4088 **Fax:** 404/679 7076

Awards and Training Coordinator

Regional Office/Region 5: Vickie LeClair
Phone: 413/253 8257 **Fax:** 413/253 8461

Personnel Assistant

Regional Office/Region 6: Gerri Purvis
Phone: 303/236 5414 x271 **Fax:** 303/236 5775

Regional Training Officer

Regional Office/Region 7: Dick Morris
Phone: 907/786 3521 **Fax:** 907/786 3841

Position Classification Specialist

Regional Office/Region 9: Joe Piehuta
Phone: 703/358 2519 **Fax:** 703/358 2283

Organizational Development Specialist

FWS Program Areas

External Affairs: Beth Stevens
Phone: 202/208 6541

Assistant Director

Fisheries, Habitat Conservation: Mamie Parker
Phone: 202/208 6394 ext. 3245

Assistant Director

**Business Management
and Operations:** Denise Thompson
Phone: 703/358 1793

Administrative Officer

Budget, Planning, and Human Resources: Hope Grey
Phone: 703/358 2482

Management Analyst

Branch of Communication Technology: Judy Krowczyk
Phone: 303/275 2400

Systems Analyst

Refuges and Wildlife: Deborah Sumeriski
Phone: 703/358 2395

Administrative Officer

Law Enforcement Training: Vacant
Phone: 703/358 1949

Special Agent in Charge

Division of Realty: A. Eric Alvarez
Phone: 703/358 2410

Deputy Division Chief

Refuge Division of Law Enforcement: Joann Andrews
Phone: 912/267 2913

Training Technician

NCTC Points of Contact

For additional copies of the NCTC FY 2007 Catalog of Training please contact:

NCTC Publications:

Phone: 304/876 7659

The NCTC home page provides a link to our online catalog and schedule of classes.

NCTC E-mail: nctc_registrar@fws.gov

NCTC Home Page: <http://training.fws.gov>

For more information on customized training, education outreach programs, or training in specific subject areas, please contact:

NCTC Division of Training:

Todd Jones

Division Chief

Phone: 304/876 7472

■ **Conservation Science and Policy:** Chris Horsch

Branch Chief

Phone: 304/876 7445

■ **Conservation Land Management:** Elizabeth Bellantoni

Branch Chief

Phone: 304/876 7475

■ **Conservation Leadership and Employee Development:** Roland Jacobs

Branch Chief

Phone: 304/876 7207

NCTC Division of Education Outreach:

Janet Ady

Division Chief

Phone: 304/876 7653

■ **Program Support:** Nancy Streeter

Branch Chief

Phone: 304/876 7651

■ **Training:** Dawn Lagrotteria

Branch Chief

Phone: 304/876 7339

For the NCTC Arlington Liaison Office, please call:

NCTC Training Coordinator: Joe Piehuta

Training Liaison

Phone: 703/358 2519

To register for an NCTC course, please contact the NCTC registrar at:

NCTC Registrar: 304/876 7200

TTY: 304/876 7201

Registration by Fax: 304/876 7202

For general information on NCTC facilities and opportunities to reserve conference rooms or training facilities on a reimbursable basis, please call:

Office of Information Technology and Registrar (ITR): 304/876 7220

NCTC Liaisons

To contact NCTC's liaisons, please call:

NGO Liaison: Kris Hoellen
Phone: 304/876 7462

BLM Liaison: Chantel Jordan
Phone: 304/876 7464

Federal Assistance Liaison: Steve Leggans
Phone: 304/876 7463

NPS Liaison: Peggy Sandretzky
Phone: 304/876 7467

Forest Service Liaison: Vacant

Fire Training Liaison: Vacant

Registrar Phone: 304/876 7200
Registrar Fax: 304/876 7202

Application

OMB Control No 1018-0115

Expires 06/30/08

Mail or fax application to:

Registrar, USFWS-NCTC

698 Conservation Way

Shepherdstown, WV 25443

304/876 7200

Fax: 304/876 7202

<http://training.fws.gov>

U.S. Fish & Wildlife Service

National Conservation Training Center



Course Information: Please Print

Course Code	Course Name	
Course Date	Course Location	If course is at NCTC, will you be: <input type="checkbox"/> Commuting <input type="checkbox"/> On-Site Accommodations

Applicant Information: Please Print

Agency	Check One					
<input type="checkbox"/> FWS	<input type="checkbox"/> BLM	<input type="checkbox"/> Other DOI	<input type="checkbox"/> Other Federal	<input type="checkbox"/> State/Local Agency	<input type="checkbox"/> Private Indiv/Business	<input type="checkbox"/> University
<input type="checkbox"/> NPS	<input type="checkbox"/> OSM	<input type="checkbox"/> USDA, Forest Svc	<input type="checkbox"/> Tribal	<input type="checkbox"/> Public Municipality	<input type="checkbox"/> Not for Profit	<input type="checkbox"/> International
Name	SSN**				Federal Series/Grade	

**Information is voluntary and applications will not be rejected if not supplied. It is used internally for registration and billing and is not disclosed to other sources.

Organization/Agency Name	Job Title	
Section/Division	Organization Code/ (DOI Only)	
Mailing Address	FWS Region and Program (FWS Only)	
City/State	Zip Code	
Email Address	Business Phone ()	Business Fax ()
Supervisor Name	Supervisor Email	Supervisor Phone ()
Supervisor Signature	Special Needs or Requirements?	

Billing/Payment Information — Must be Complete to Process Your Application

Billing Contact Name	Billing Contact Phone and Fax			
Billing Contact Organization Name	Agency/Org Tax ID# or DUNS#			
Mailing Address	City/State Zip Code			
Credit Card Number	Expiration Date	<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Discover
Billing Contact	Business Phone ()	Business Fax ()		
Payment Method	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Federal SF182 (IPAC)	<input type="checkbox"/> Interagency Agreement	

IF YOU NEED TO CANCEL YOUR REGISTRATION, please e-mail or fax your cancellation request, including a reason for cancellation, to the appropriate Course Coordinator or to the Course Registrar at NCTC_Registrar@fws.gov. Cancellation requests should be made more than 14 days prior to class start date to avoid late cancellation penalty fees.

The Privacy Act of 1974; Statute Title 5, US Code, Chapter 41; Section 5, C.F.R., part 410; and 131 & 231 FW1 Training Management Policy and Responsibilities, authorizes the collection of this information. This data will be used to validate training records and meet statistical reporting requirements to Office of Personnel Management, Human Resources, and Office of Management and Budget.

Application for Federal National Conservation Training Center Fish and Wildlife Training

NOTE: This page does not need to accompany the application when submitted to the Registrar

Paperwork Reduction Act and the Privacy Act—Notices

In accordance with the Paperwork Reduction Act of 1995 (44 U.S.C. 3501, et seq.) and the Privacy Act of 1974 (5 U.S.C. 552a), please be advised that:

1. The gathering of information on personnel training activities is authorized by:
 - (a) The Privacy Act of 1974;
 - (b) Statute Title 5, US Code, Chapter 41;
 - (c) Section 5, C.F.R., part 410;
 - (d) and 231 FW1 Training Management Policy and Responsibilities, authorizes the collection of this information.
2. Supplying your Social Security number as requested in this form is purely voluntary; however, failure to provide all requested information could cause administrative delays when requesting transcripts. This information is used primarily to verify the identity of the applicants and to avoid duplications within our system of records. U.S. Fish and Wildlife Service, National Conservation Training Center will not refuse to process the application if this information is not supplied. (Response is not required unless a currently valid Office of Management and Budget (OMB) control number is displayed.)
3. The National Conservation Training Center—Training Application training authorized under (a) The Privacy Act of 1974; (b) Statute Title 5, US Code, Chapter 41; (c) Section 5, C.F.R., part 410; (d) and 231 FW1 Training Management Policy and Responsibilities, authorizes the collection of this information and will be published in the Federal Register as required.
4. Routine use disclosures are used solely as a statistical research or reporting and is transferred in a form that is not individually identifiable. Non routine use disclosures will follow the requirement's of "The Privacy Act of 1974 5 U.S.C. 522a (b) conditions of disclosure" such as under the following conditions:
 - To officers and employees who have a need in performance of their duties;
 - To representatives for civil or criminal law relating to enforcement activity or pursuant to the order of a court;
 - To the House of Congress or committee or joint committee of Congress;
 - To the Comptroller General or any of her authorized representatives;
5. For individuals, personal information such as home address and telephone number, financial data, and personal identifiers (Social Security number, birth date, etc.) will be removed prior to any release of the information.
6. The public reporting burden for this information collection varies with the convenient availability of the requested information. The relevant burden for the Training application is 3 to 12 minutes. This burden estimate includes time for reviewing instructions, gathering and maintaining data and completing and reviewing form. Direct comments regarding the burden estimate or any other aspect of the form to the Service Information Clearance Officer, Fish and Wildlife Service, Mail Stop 222, Arlington Square, U.S. Department of the Interior, 1849 C Street, NW, Washington, D.C. 20240.

Freedom of Information Act—Notice

For organization, businesses, or individuals operating as a business, we request that you identify any information that should be considered privileged and confidential business information to allow the Service to meet its responsibilities under FOIA. Confidential business information must be clearly marked "Business Confidential" at the top of the letter or page and each succeeding page, and must be accompanied by a non-confidential summary of the confidential information. The non-confidential summary and remaining documents may be made available to the public under FOIA [43 CFR 2.13(c)(4), 43 CFR 2.15(d)(1)(i)].

Application-Processing Fee

The US Fish and Wildlife Service, National Conservation Training Center does not collect an application-processing fee.