

FIRM'S SUMMER EVENT ANNOUNCEMENT

MAY 18, 2011



Federal Information and



Records Managers Council

OPERATIONAL REVIEWS

The Federal Information and Records Management Council [FIRM] is pleased to announce its summer program, to be held at the Government Accountability Office (GAO). The event is free but requires registration and is only open to federal employees, retirees, and contractors with federal government IDs.

GAO is located at: **441 G Street, NW (between 4th and 5th St. NW)**
2 blocks from Metro (**Red line** – Judiciary Square Station, E Street exit).

Records and Information Management programs at federal agencies are quickly realizing the need to establish competencies and methods to address the ability to properly assess Records Management/ Information Management [RM/IM] practices. This assessment role is even more significant as agencies continue to be evaluated to ensure compliance with federal records responsibilities.

FIRM has therefore arranged for a timely, informative Operational Review training sessions including the following speakers and topics, as described by the following program agenda:

Operational Reviews: Increasing Effectiveness and Adding Value

Registration Check-in		8:30 - 9:00	A.M.
Introduction	FIRM/GAO	9:00 - 9:10	A.M.
Sessions			
<i>Operational Reviews from an External Perspective</i>		9:10 - 9:50	A.M.
Mr. Paul Wester (NARA/CRO)			
Q/A		9:50 - 10:00	A.M.
<i>Internal Review Process, Methods, Resources, and Value</i>			
Ms. Luz Ortiz (DOD/OSD)		10:00 - 10:40	A.M.
Q/A		10:40 - 10:50	A.M.
Break		10:50 - 11:05	A.M.
<i>Mission, Policies, Risks, Measurements, & Accountability</i>			
Ms. Valerie Melvin (GAO/Knowledge Services)		11:05 - 11:45	A.M.
Q/A		11:45 - 11:55	A.M.
Closure		12:00 - 12:15	P.M.

We encourage records and information management staff to invite their colleagues in General Counsel, Inspector General, and Auditing functions to attend this program. Individuals with a valid federal government ID may register by sending an email with their name and agency affiliation to:

events@firmcouncil.org

For more information on FIRM, please review the following related links:

FIRM's Website: www.firmcouncil.org

Calendar: <http://firmcouncil.org/calendar.htm>