Save the Date!

BIA Training Webinars Hosted by the Casual Payment Center

Available Dates & Times to Choose From:

|  |  |  |
| --- | --- | --- |
| Wednesday | May 04, 2016 | 1:00pm – 3:00pm MT |
| Tuesday | May 17, 2016 | 10:00am – 12:00pm MT |
| Thursday | May 19, 2016 | 1:00pm – 3:00pm MT |

Webinars will cover the following information:

* The Administratively Determined (AD) Pay Plan
* Casual Hiring Process and Hiring Documents
* General CPC Information
* Travel Reimbursements
* Questions from the field

**Who should participate?**

Anyone involved in the hiring, supervision, and/or timekeeping of casual personnel would benefit from attending.

**How do I attend a training webinar?**

If interested in attending one of the training webinars, no sign-up is required. Simply choose one of the dates above and use the information below to attend.

**Phone conference bridge:** 866-771-9678 **Passcode:** 3367590

**WebEx meeting information:** <http://www.mymeetings.com/nc/join.php?sigKey=blm&i=748505091&p=369466&t=c>

**Conference Meeting Number:** 748505091 **Passcode:** 369466

Please refer to the WebEx powerpoint if you need further instructions on accessing the WebEx meeting.

**Casual Payment Center**

1-877-471-2262

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**http://www.nifc.gov/programs/programs\_PaymentCenter.html**