

DEPARTMENTS OF THE ARMY AND THE AIR FORCE  
NATIONAL GUARD BUREAU  
4501 FORD AVENUE, ALEXANDRIA, VA 22302-1454



NGB-ARS

07 Feb 1992

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: (All States Log Number 192-0059 ) Army National Guard (ARNG) State Surgeons and State Chief Nurses Training Seminar, Denver, Colo, 23 - 28 Jun 1992

1. The Army National Guard State Surgeons and State Chief Nurses Training Seminar will be held at the Quade Conference Center/Annex, Denver, Colo, 23 Jun - 28 Jun 1992. All State Surgeons/ State Chief Nurses are highly encouraged to attend. In the event a State Surgeon/State Chief Nurse is unable to attend, states may select another Medical Corps/ Nurse Corps Officer to attend. Only one MC and one AN officer from each state may attend this training, with the exception that Medical Brigade Commanders and Chief Nurses should also attend.

2. Pertinent information for this course is provided for your convenience. Please read and review the information carefully. Please forward a copy of this letter to each physician/nurse who will attend this course.

- a. Date: 23 - 28 June 1992
- b. Time: 1500 - 1800 hours, 23 June 92, Arrival/Check-in, Registration  
0830 - 1745 hours, 24 June 92  
1800 - 2000 hours, Reception  
0730 - 1620 hours, 25 June 92  
0730 - 1640 hours, 26 June 92  
0730 - 1650 hours, 27 June 92

NOTE: ABOVE TIMES MAY BE SUBJECT TO CHANGE

c. Travel:

(1) Air travel should be scheduled for arrival and departure through Denver Airport.

(2) Travel days to and from the training are 23 June 1992 and 28 June 1992.

d. Wear identification tags (dogtags) while on orders. This includes travel to and from course periods. Check with your records custodian to ensure that you have the proper finger print cards, identification panographic X-rays/dental records on file prior to departure from your home station.

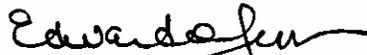
e. Bring appropriate military and civilian attire as the season dictates. Class A uniform will only be required for presenters. Class B will be the uniform of the day for attendees.

f. Additional information will be published at a later date regarding accommodations, rates, transportation, and other miscellaneous issues.

3. Please complete the enclosed response form and return to NGB-ARS NLT 15 March 1992. It is very important that a response is provided, in order that coordination may be accomplished for the reception, and for general planning purposes. Cost of the reception and daily refreshments is approximately \$15.00.

4. Point of contact for any further questions is COL Shirley Jones commercial (703) 756-2670; DSN 289-2670 or MAJ Coleman commercial (703) 756-7772; DSN 289-7772.

FOR THE CHIEF, NATIONAL GUARD BUREAU:



Edward K. Jeffer  
Colonel, GS  
Chief Surgeon, Army National Guard

**DISTRIBUTION:**

TAG  
State Surgeon  
State Chief Nurse  
MILPO  
SPMO  
POTO

ARMY NATIONAL GUARD STATE SURGEONS AND  
STATE CHIEF NURSES TRAINING SEMINAR  
23 - 28 JUNE 1992

RESPONSE FORM

Please return the completed response form NLT 15 March 1992 to:

COL Shirley L. Jones  
NGB-ARS-CN  
4501 Ford Avenue, Park Center IV (Rm410)  
Alexandria, VA 22302-1451

Rank/Name: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

SSN: \_\_\_\_\_

Duty Phone Number (s): DSN \_\_\_\_\_ Comm \_\_\_\_\_

Work: \_\_\_\_\_ Home \_\_\_\_\_

Level of Security Clearance: \_\_\_\_\_

Check as Appropriate

- ( ) Yes, I plan to attend.
- ( ) No, I will not be able to attend.
- ( ) My alternate will attend. Alternates name, address, and SSN may be annotated above.
- ( ) Yes, I will attend the reception.
- ( ) No, I will not attend the reception.

