

UNITED STATES OFFICE OF PERSONNEL MANAGEMENT



# Conference Expenses for Fiscal Year (FY) 2014

**Chief Financial Officer**

January 2015

*a New Day for Federal Service*

## **Office of Personnel Management's (OPM) Report on Conference Expenses for Fiscal Year (FY) 2014**

Pursuant to OMB Memorandum M-12-12, "*Promoting Efficient Spending to Support Agency Operations*," agencies must report any agency sponsored conference where net expenses for the conference exceed \$100,000. OMB memorandum M-12-12 defines a "conference" as "[a] meeting, retreat, seminar, symposium or event that involves attendee travel. The term 'conference' also applies to training activities that are considered to be conferences under 5 CFR 410.404." See 41 CFR 300-3.1.

In keeping with the Government's efforts to safeguard Federal funds, OPM has focused on exercising discretion and judgment in incurring expenses related to conference sponsorship, conference hosting, or attendance of Federal employees at conferences sponsored or hosted by non-Federal entities. OPM strives to ensure that conference expenses are appropriate, necessary, and managed in a manner that minimizes expense to taxpayers. OPM had no conferences that met that net spending level. Moreover, OPM will pursue plans in FY 2015 to more formally document its policies and procedures on spending for conferences and other related training events.



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