

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Oregon State FSA Office
Tualatin, Oregon 97062

OR NOTICE AO – 84

FOR: COUNTY OFFICES

COC Advisor

APPROVED BY: State Executive Director
Larry E. Frey

1 Overview

A Background

The EEO/CR Management Review Team found that COC minutes didn't contain documentation concerning contacts made to minority leaders regarding the need for an advisor. Paragraph 156 of Handbook 16-AO requires each COC to document contacts made.

2 Action

A CED's are required to document the contacts made in the COC minutes for the 2002 elections and to make sure to document the contacts made for future elections.

DD's will verify that the COC minutes record the contacts made and report their findings to the SED.

DISPOSAL March 1, 2004	DISTRIBUTION County Offices, DD's STO
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