

October 13, 2006

<b>DIRECTIVE:</b> <b>JOB CORPS PROGRAM INSTRUCTION NO. 06-10</b>
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**TO:**                    ALL JOB CORPS NATIONAL OFFICE STAFF  
                         ALL JOB CORPS REGIONAL DIRECTORS  
                         ALL JOB CORPS CENTER DIRECTORS  
                         ALL JOB CORPS CENTER OPERATORS  
                         ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
                         ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

**FROM:**                ESTHER R. JOHNSON, Ed. D.  
                         National Director  
                         Office of Job Corps

**SUBJECT:**            Mandatory Job Corps Fleet Management Training for Contractor Operated  
                         Center Fleet Personnel

1.     Purpose. To inform the Job Corps community of mandatory training regarding Job Corps Fleet Management policies.
2.     Background. On April 20, 2000, Executive Order (E.O.) 13149, was issued to direct federal agencies to reduce petroleum fuel consumption by 20 percent through improvements in fleet fuel efficiency, and the use of alternative fuel vehicles (AFVs) and alternative fuels (AFs). In August 2005, the President signed the Energy Policy Act of 2005 (EPAct 2005). Numerous EPAct mandates include requirements that federal agencies acquire 75 percent of their light-duty fleet in Metropolitan Statistical Areas as AFVs, and that federal agencies use AF in all dual fuel vehicles. In an effort to comply with these mandates and highlight Job Corps fleet management policies, the National Office of Job Corps has designed fleet management training for Job Corps center fleet personnel.
3.     Action. Mandatory training will be provided via conference call supplemented by a PowerPoint presentation. Please see the below schedule for the date and time of training for each center. Each contractor-operated center must select at least one staff member to participate in the call, and may have up to two staff members participate. Each participant should be located at a computer with PowerPoint capabilities, so they can access the training materials during the call. The dial in number for this training is **(888) 955-5369**. The pass code is **559463**. Training will be approximately 1 hour in length.

<b>Boston 1</b>	<b>Monday, November 13</b>	<b>Boston 2</b>	<b>Monday, November 13</b>
Arecibo	10:00 AM EST	Loring	1:00 PM EST
Barranquitas	10:00 AM EST	New Haven	1:00 PM EST
Cassadaga	10:00 AM EST	Northlands	1:00 PM EST
Delaware Valley	10:00 AM EST	Oneonta	1:00 PM EST
Edison	10:00 AM EST	Penobscot	1:00 PM EST
Exeter	10:00 AM EST	Ramey	1:00 PM EST
Glenmont	10:00 AM EST	Shriver	1:00 PM EST
Grafton	10:00 AM EST	South Bronx / Brooklyn	1:00 PM EST
Hartford	10:00 AM EST	Westover	1:00 PM EST
Iroquois	10:00 AM EST		

<b>Philadelphia 1</b>	<b>Tuesday, November 14</b>	<b>Philadelphia 2</b>	<b>Tuesday, November 14</b>
Blue Ridge	10:00 AM EST	Pittsburgh	1:00 PM EST
Carl D. Perkins	10:00 AM EST	Potomac	1:00 PM EST
Charleston	10:00 AM EST	Red Rock	1:00 PM EST
Earle C. Clements	10:00 AM EST	Whitney M. Young Jr.	1:00 PM EST
Keystone	10:00 AM EST	Wilmington	1:00 PM EST
Muhlenberg	10:00 AM EST	Woodland	1:00 PM EST
Old Dominion	10:00 AM EST	Woodstock	1:00 PM EST
Philadelphia	10:00 AM EST		

<b>Atlanta 1</b>	<b>Wednesday, November 15</b>	<b>Atlanta 2</b>	<b>Wednesday, November 15</b>
Atlanta	10:00 AM EST	Homestead	1:00 PM EST
Bamberg	10:00 AM EST	Jacksonville	1:00 PM EST
Batesville	10:00 AM EST	Kittrell	1:00 PM EST
Dr. Benjamin L. Hooks	10:00 AM EST	Miami	1:00 PM EST
Brunswick	10:00 AM EST	Mississippi	1:00 PM EST
Gadsden	10:00 AM EST	Montgomery	1:00 PM EST
Gainesville	10:00 AM EST	Turner	1:00 PM EST
Gulfport	10:00 AM EST		

<b>Dallas 1</b>	<b>Monday, November 20</b>	<b>Dallas 2</b>	<b>Monday, November 20</b>
Albuquerque	10:00 AM CST	Little Rock	1:00 PM CST
Carville	10:00 AM CST	New Orleans	1:00 PM CST
Clearfield	10:00 AM CST	North Texas	1:00 PM CST
David L. Carrasco	10:00 AM CST	Quentin-Burdick	1:00 PM CST
Gary	10:00 AM CST	Roswell	1:00 PM CST
Guthrie	10:00 AM CST	Shreveport	1:00 PM CST

Kicking Horse	10:00 AM CST	Talking Leaves	1:00 PM CST
Laredo	10:00 AM CST	Tulsa	1:00 PM CST
<b>Chicago 1</b>	<b>Tuesday, November 21</b>	<b>Chicago 2</b>	<b>Wednesday, November 22</b>
Atterbury/IndyPendence	10:00 AM CST	Flint/Genesee	10:00 AM CST
Cincinnati	10:00 AM CST	Flint Hills	10:00 AM CST
Cleveland	10:00 AM CST	Gerald R. Ford	10:00 AM CST
Dayton	10:00 AM CST	Hubert H. Humphrey	10:00 AM CST
Denison	10:00 AM CST	Joliet	10:00 AM CST
Detroit	10:00 AM CST	Paul Simon Chicago	10:00 AM CST
Excelsior Springs	10:00 AM CST	St. Louis	10:00 AM CST

<b>San Francisco 1</b>	<b>Tuesday, November 21</b>	<b>San Francisco 2</b>	<b>Wednesday, November 22</b>
Alaska	11:00 AM PST	Sacramento	11:00 AM PST
Cascades	11:00 AM PST	San Diego	11:00 AM PST
Fred G. Acosta	11:00 AM PST	San Jose	11:00 AM PST
Hawaii / Maui	11:00 AM PST	Sierra Nevada	11:00 AM PST
Inland Empire	11:00 AM PST	Springdale / PIVOT	11:00 AM PST
Long Beach	11:00 AM PST	Tongue Point	11:00 AM PST
Los Angeles	11:00 AM PST	Treasure Island	11:00 AM PST
Phoenix	11:00 AM PST		

4. Registration. This training will require registration. To register, e-mail Peter Mitchell at [pmitchell@exceedcorporation.com](mailto:pmitchell@exceedcorporation.com). Within the e-mail, please indicate your center name and the names and e-mail addresses of the individuals participating. The attendees will be contacted approximately 1 week prior to the training to provide them with the training materials. All attendees must be registered by November 1, 2006.

5. Expiration Date. November 23, 2006.

6. Inquiries. Inquiries should be directed to Peter Mitchell at [pmitchell@exceedcorporation.com](mailto:pmitchell@exceedcorporation.com).