

Agenda

Registration

1200 – 2000 Registration

1200 – 1900 DTMO Booth Open

Day 1 - Tuesday, March 30, 2010

0800 – 0840 Final Registration & Networking Session *(DTMO Booth Open)*

0845 – 0900 Welcome

0900 – 0930 DoD Guest Speaker

- Ms. Virginia "Vee" Penrod, Principal Director, Military Personnel Policy
Office of the Under Secretary of Defense, Personnel and Readiness

0930 – 1000 Defense Travel Transformation

- Ms. Pam Mitchell, Director
Defense Travel Management Office

1000 – 1040 Networking Session *(DTMO Booth Open)*

1045 – 1130 Navigating Change

- Ms. Tonia Bock, Chief, Strategic Planning
Defense Travel Management Office

1130 – 1300 Lunch *(DTMO Booth Open)*

1300 – 1440 Breakout Session

- DTA MT Refresher – People, Routing Lists, and Groups
- GSA City Pair Program Overview
- Insight into Commercial Travel Office Operations & Viewpoint
- Meet with DFAS Post Pay Audit Team
- TDY Travel Regulations – Basics
- Using Defense Connect Online to Conduct Training

1445 – 1600 Roundtable Sessions *(DTMO Booth Open)*

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| • Commercial Travel Programs | • Q&A: Accounting & Budgets |
| • Defense Travel Transformation | • Q&A: Common Audit Issues |
| • DTA Certification Program Design Ideas | • Q&A: CBA Reconciliation |
| • Insight into DTS-Commercial Travel Office Operations | • Q&A: DTA Maintenance Tool |
| • Training Resources Demonstrations | • Q&A: Debt Management Monitor |
| • Using Defense Connect Online for DTS Training | • Q&A: Enterprise Web Training System |
| • Outreach Tips | • Q&A: General DTS |
| • Who is DTMO? | • Q&A: General Travel Policy |
| • Idea Exchange: DTA | • Q&A: Government Travel Charge Card |



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