



# United States Department of the Interior

OFFICE OF THE ASSISTANT SECRETARY  
POLICY, MANAGEMENT AND BUDGET  
Washington, D.C. 20240

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Memorandum

To: Assistant Secretaries  
Bureau Directors  
Office Directors

From: P. Lynn Scarlett   
Assistant Secretary, Policy, Management and Budget

Subject: "Conflict Happens: How Do You Make It Work For You?"

I am pleased to announce the launch of a training presentation on conflict management and alternative dispute resolution, which was developed by the Office of Collaborative Action and Dispute Resolution (CADR). This training can be accessed through CD-ROM or the internet at [www.vodium.com/login/doi/cadr](http://www.vodium.com/login/doi/cadr).

The presentation, which is 53 minutes long, is designed to educate DOI personnel on the benefits of using collaborative processes and alternative dispute resolution tools to prevent, manage, and resolve disputes. These are necessary skills as we strive to find points of convergence among the many different interests that we deal with in advancing our mission. The tools underpin the Secretary's 4-C's - conservation through communication, cooperation and consultation.

Because of its value in furthering our mission, this awareness training was developed as a component of the Department's Strategic Human Capital Management Plan with the hope that it will benefit all supervisors in DOI. I strongly encourage each bureau to work closely with the CADR Office to develop a plan that will allow the presentation to be distributed and seen throughout the Department in the most effective and expeditious manner possible. I have instructed the CADR Office to set up briefings with each directorate to facilitate this process.

If you have any questions regarding this training, please call the CADR office at 202-273-2237.