

Rolling Plains – DS03

BLANKET TRAVEL AUTHORIZATION – TRAVEL WITHIN DISTRICT 3 COUNTIES

MEMO TO: All District 3 County Extension Agents
 EFFECTIVE: September 1, 2015 – August 31, 2016
 DESTINATION: Travel within the counties of District 3 unless otherwise noted below.
 PURPOSE OF TRAVEL: To conduct official Extension related business, serve on various district committees as assigned; assist in conducting multi-county and/or district educational program, activities and events; participate in professional development trainings, conferences and other educational activities
 EXPENSES to be charged to: County Funds

Authorization for the following, as described above:

- Archer: CEA-ANR, CEA-FCS
- Baylor: CEA-ANR, CEA-FCS
- Childress: CEA-ANR, CEA-FCS
- Clay: CEA-ANR, CEA-FCS
- Cottle: CEA-ANR, CEA-FCS
- Dickens: CEA-ANR
- Foard: CEA-ANR
- Hardeman: CEA-ANR, CEA-FCS
- Haskell: CEA-ANR, CEA-FCS
- Jack: CEA-ANR, CEA-FCS
- Kent: CEA-ANR
- King: CEA-ANR, CEA-FCS
- Knox: CEA-ANR, CEA-FCS
- Montague: CEA-ANR, CEA-FCS
- Motley: CEA-ANR
- Palo Pinto: CEA-ANR, CEA-FCS
- Parker: CEA-ANR, CEA-FCS, CEA-4-H (all agents also permitted to travel to Tarrant, Hood, Johnson and Erath Counties in D8)
- Stephens: CEA-ANR, CEA-FCS
- Stonewall: CEA-ANR
- Throckmorton: CEA-ANR
- Wichita: CEA-ANR, CEA-4-H
- Wilbarger: CEA-ANR, CEA-FCS, CEA-4-H
- Wise: CEA-ANR, CEA-FCS, CEA-4-H
- Young: CEA-ANR, CEA-FCS

NOTE: Any travel in Texas that goes beyond this blanket authorization must be submitted in advance of your trip. OUT-OF-STATE travel must be submitted 30 days in advance of your trip. Complete a Travel Request found on the D3admin website for extension related travel that takes you out of District 3.



Approved: Miles Dabovich, District 3 Extension Administrator

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