

ADMINISTRATIVE - INTERNAL USE ONLY

28 DEC 1978

MEMORANDUM FOR: Deputy Director for Administration  
 FROM : F. W. M. Janney  
 Director of Personnel  
 SUBJECT : Office of Personnel Report --  
 Week Ending 27 December 1978


1. Retirement Activity: The figures shown below depict the total retirement activity for the period 1 July 1978 through 12 January 1979. The figures in the clear show totals. The figures in parentheses represent persons who have opted for discontinued service or "involuntary" retirement. Thus, of 373 persons to go by 12 January, 75 are going under the "liberal" options. (U/AIUO)

|              | <u>Civil Service</u> | <u>CIARDS</u> | <u>Total</u> |
|--------------|----------------------|---------------|--------------|
| Retired      | 72 (21)              | 107 ( 9)      | 179 (30)     |
| Signed to go | 87 (35)              | 107 (10)      | 194 (45)     |
| Totals       | 159 (56)             | 214 (19)      | 373 (75)     |

2. Suggestion and Achievement Awards: Suggestion and Achievement Awards checks and certificates were distributed on 21 December to the following: (U/AIUO)

OTS -- Suggestion Award of \$2,800 for savings of \$82,000.

STATSPEC

 -- Special Achievement Award of \$2,000 shared equally by two awardees.

ORPA -- Special Achievement Award of \$2,000.

OWI -- Exceptional Accomplishment Award of \$7,500 shared by 11 awardees.

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STATINTL 3. OMS Award Ceremony: An interesting award ceremony was conducted in the Office of Medical Services on 21 December. The awardee, [REDACTED], GS-08, has been on duty with OMS since early 1955 and she had earned a Special Achievement Award with an honorarium of \$1,000. She had no knowledge of the OMS nomination or of the ceremony that had been planned. When [REDACTED] arrived at the OMS Conference Room, she was amazed to find her 85-year-old father and mother were present. [REDACTED] said after the ceremony that he was very impressed that his daughter's office would carry out such an event for her. After pictures were taken OMS had arranged for [REDACTED] brother to call into the OMS Conference Room from Connecticut. He told OMS that he thought this was the greatest thing the government has ever done. (U)

STATINTL 4. EAA Store Inventory: The EAA Store will be closed on Tuesday and Wednesday, January 2nd and 3rd, for inventory. (U)

STATINTL 5. Suggestion Box: No suggestions were received this week. The total number of suggestions received since the program began on 15 June 1977 is 69. (U)

6. Exit Processing: Approximately 130 employees who will be retiring or separating from the Agency have been scheduled for exit processing on 12 January 1979. We have reserved the auditorium in order to handle this large group. A smaller group of about 50 will be processed on 29 December 1978 and we will use the OP Conference Room for this purpose.

STATINTL 7. Rehired Annuitant: The following rehired civilian annuitant case was approved as a new hire: (U/AIUO)

DDA

[REDACTED] - Independent Contractor,  
Office of Logistics,  
effective 14 December 1978

[REDACTED] ILLEGIB

F. W. M. Janney