

PERSONNEL DIRECTOR MEMORANDUM NO. 38-53

SUBJECT: Annual Conference of the Society for Personnel Administration

1. The 1953 Conference of the Society for Personnel Administration is to be held on 2 and 3 June at the Statler Hotel, Washington, D. C. Detailed information about the Conference will be found in the attached official program. The Society has cordially invited all interested Agency personnel to attend. A liberal policy may be adopted in approving annual leave requested by members of the Personnel Office for this purpose.

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2. Reservations for Conference attendance may be made through Room 227, Central Building, extension 2114. Registration fees of \$1.00 for SPA members and \$1.50 for non-members are payable to [REDACTED]. Tickets to the special Conference luncheon may also be obtained at the time of payment of registration fees.

3. The attached pamphlet, Society for Personnel Administration, contains an application for SPA membership. Employees interested in joining the SPA should submit their applications through [REDACTED]. The Security Office has recommended that Agency personnel list "U. S. Government" as their place of employment.

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4. Requests for further information regarding the Conference or membership in the Society should be referred to [REDACTED]

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[REDACTED]  
GEORGE E. MELTON  
Personnel Director

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Attachments

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8:00 PM 5-130-2 (51)  
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