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July

30 May 1975

MEMORANDUM FOR: Deputy Director for Administration

SUBJECT : Office of Personnel Report -
Week Ending 30 May 1975

1. Retirement Count: Following are retirement figures as of close of business on 28 May 1975:

	<u>Retired FY 1975</u>	<u>Signed to Retire 5/29/75 - 7/31/75</u>
Voluntary	152	34
Involuntary	41	19
Mandatory	10	2
Disability	41	5
Total	244	60

	<u>Retired FY 1975</u>	<u>Signed to Retire 5/29/75 - 7/31/75</u>
Optional	52	13
Mandatory	1	2
Disability	51	7
Discontinued Service	73	18
Total	177	40
Totals	421	100

2. VIP Quarterly Statements: The first quarter statements for VIP were distributed to participants during this period.

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3. Success: We have a total of 31 replies to our housing notice for Co-ops and Summer Interns. Using their replies, we have been able to assist all students who have contacted us regarding housing. A worthwhile effort. (For the record, this item was reported at the 8:30 Meeting on 27 May.)

4. Summer Interns: Forty-eight Summer Interns are in the program. Eight remain to be cleared. One of our Black applicants cancelled out to accept another job offer. Sixteen Interns are on duty and six more will EOD on 2 June.

5. Summer Only Employees: We have now entered on duty approximately 140 Summer Only employees.

6. Single Ceiling: Work continued on implementation of the single ceiling in placing positions on the staffing complements. The DCI and DDI areas have been completed, as well as major portions of the DDA, DDO and DDS&T.

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8. Educational Aid Fund: One hundred and twenty-eight applications were distributed to members of the preliminary EAF Selection Committee for their review. The Committee will meet on 19 June 1975 for the purpose of making their recommendations to the EAF Board.

9. Savings Bonds: Through the third week of the Savings Bonds Campaign, 301 employees have made new sign-ups for regular Savings Bonds purchases and 153 have increased their existing allotments. The Savings Bonds Campaign ends on 30 May.

10. New Head of Agency Navy Reserve Unit: A Review Board held at COMSIX, Charleston, South Carolina, selected [redacted] (S&T Directorate) to assume command of the Agency's Naval Reserve Unit, vice [redacted] effective 1 July 1975.

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Coming Events:

1. We plan to complete FY 1976 PDP drafts for DCI review.

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2. The monthly Personnel Officers' Meeting will be held in the auditorium at 10:30 a.m. on 4 June. Today's job market, PSAS and casualty assistance will be among the topics discussed.

(signed) F. W. M. Janney

F. W. M. Janney
Director of Personnel

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