

Approved For Release 2000/08/15 : CIA-RDP80-00832A000200080001-3  
SUMMARY AND RECOMMENDATION TO THE CHAIRMAN

11 April 1958

STATINTL

SUGGESTION NO. 58-319: dated 22 January 1958  
[REDACTED] GS-3, Courier  
CI, DD/P

A. Summary of Suggestion

Suggester proposes printing the shuttle bus schedule on a wallet-size card.

B. Summary of Evaluations

On 7 February 1958, O&M Examiner, [REDACTED] stated:

STATINTL

"Should benefit morale, and efficiency of bus operation - headquarters wide. The suggester's proposed schedule should be expanded to show more of the stopping points and arranged in more logical order.... It is suggested that the two schedules be printed apart - on reverse sides of a card about the size of a grade and salary card -- the southbound in black and the northbound in red; the respective schedules be marked "SOUTHBOUND - TAKE BUS BEARING WHITE SIGN" or "NORTHBOUND - TAKE BUS BEARING RED SIGN". It would also be possible to show on a card that size the leaving times of the first and last busses."

On 28 February 1958, Chief, Administrative Staff/OL, [REDACTED] stated:

STATINTL

"...In view of the fact that production cost will be nominal (estimated to be \$15.00 to \$20.00), this office recommends approval of this suggestion. Action will be taken to produce an appropriate quantity of wallet-size schedules for distribution to Agency employees who are required to ride the shuttle buses in the course of their official duties.

"The benefits to be derived from the adoption of this suggestion will have a relatively minor intangible value, as the contribution will be a convenience to the employees in the Washington Area."

C. Executive Secretary's Recommendation

1. Not in line-of-duty (GS-3, Clerk)
2. ~~\$10~~-25 award based on Intangible Benefits (Slight-Limited)

*Recommended \$25.00*

Approved For Release 2000/08/15 : CIA-RDP80-00832A0002 [REDACTED]

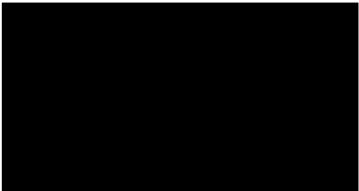
STATINTL

Sugg. No. 58-319 Contd.

D. Decision of Chairman

Cash Award *as recommended*

Letter of Appreciation



*'58*

STATINTL