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61-1273

3 OCT 1960

[Handwritten initials]

MEMORANDUM FOR: Comptroller

SUBJECT : Memorandum of Appreciation

1. The initial steps to put into effect the Federal Employees Health Benefits Act program for hospitalization coverage for federal employees has recently been completed. Such implementation included the preparation of procedures, the receipt and processing of Registration Forms from all eligible employees throughout the Agency, and the establishment of payroll deductions for all of the accounts.

2. May I take this opportunity to acknowledge the fine effort and cooperation put forth by representatives of the Technical Accounting Staff, the Machine Records Division, and the Finance and Fiscal Payroll Branches of your Office. Their assistance in establishing workable procedures, providing I.B.M. support, and in setting up payroll deductions was most helpful in this accomplishment.

3. Please extend my appreciation to the personnel involved for a job well done.



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Emmett D. Echols
Director of Personnel

1st Ind.

9 NOV 1960

TO: Comptroller

I am very pleased to see this fine example of assistance and cooperation.



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L. K. WHITE
Deputy Director

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