

### ROUTING AND RECORD SHEET

**SUBJECT:** (Optional)

OC-AMD Staff Notes

**FROM:**

C/OC-AMD

**EXTENSION**

**NO.**

**DATE** 9 November 1984

**TO:** (Officer designation, room number, and building)

**DATE**

RECEIVED

FORWARDED

**OFFICER'S INITIALS**

**COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.	D/CO	13 NOV 1984	13 NOV 1984	[Signature]
		RECEIVED	FORWARDED	
2.	DD/CO	13 NOV 1984	15 NOV 1984	[Signature]
3.	OC-MLS	16 NOV 1984	16 NOV 1984	seen
4.	OC-EXA	15 NOV 1984	16 NOV 1984	G
5.	OC/OL/IMC			
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

Archiving

CONFIDENTIAL

OC- 10691-84

09 10 1984

MEMORANDUM FOR: Director of Communications

FROM:

[Redacted]

Chief, Administrative Management Division, OC

SUBJECT: OC-AMD Staff Notes - 29 October - 2 November 1984

1. ESS video taped a briefing by C/PAG on Agency retirement plans and banding [Redacted] Copies will be made for the benefit of the watch standers who were not available for the presentation.

[Redacted]

3. Four new employees from Panel N, KG-84 trained, departed for [Redacted] to assist in the area KG-84 upgrade.

[Redacted]

5. [Redacted] remain TDY in support of technical training requirements.

6. A total of four new slides were created on the D-38 and forwarded for processing for C/PAG's briefing package on Banding. Five slides were created on the D-38 and forwarded for processing per a request from [Redacted] OC/CSD.

[Redacted]

8. During the week, Panel N experienced a loss of 1 technician with no gains. Panel N is 22 technicians over authorized ceiling. However, this figure includes technicians who are in the process of leaving Panel MCN, participating in the OJT program, attending initial EOD training, and serving in assignments other than Panel MCN. With these categories deleted, Panel MCN is 27 technicians under strength. Panel MCD experienced a gain of 1 with no losses of

WARNING NOTICE - INTELLIGENCE SOURCES OR METHODS INVOLVED

[Redacted]

CONFIDENTIAL

CONFIDENTIAL

SUBJECT: OC-AMD Staff Notes - 29 October-2 November 1984

personnel. The Panel is currently 83 employees over authorized ceiling. There are 115 EOD students in training, while 14 TCA personnel are in processing or preparing for their overseas assignments. Taking into account the non-production status of EOD students, Panel MCD is currently 61 personnel under strength.

25X1 9. Video cassettes of the recent retirement seminar will be available the latter part of November. Interested parties can contact [redacted] for further information.

25X1 10. DC/PAB received a briefing on the hospitalization "Open Season" and specifically, on the changes in the Agency's program. These changes in the Agency's program are being published now and the booklets will be out shortly. However, and in reviewing the increased benefits and lower costs, the question was asked on why the sudden changes this year. The answer was that the Agency's insurance program now has a [redacted] reserve (only two million required by law) and it was felt that this excess should be passed on to employees. Also, and to accomplish this, a consulting firm was hired to review the program and recommend changes that would give employees the biggest benefit without causing financial problems for the program overall. These changes are the result of that review and it is hoped that it will attract more employees who are not required [redacted] to enroll.

25X1 11. The Office of Personnel has advised that the Employees Available for Reassignment Notice (EAR) will be reinstated shortly. EAR is the opposite of the Vacancy Notice and it advertises employees seeking new positions by listing their qualifications without identifying them by office or name. This Notice has been used twice in the past and was very popular with employees and those managers looking for candidates for vacant positions. However, it was discontinued both times by the Office of Personnel because of the lack of staffing to manage it.

12. AMD representatives briefed the Area Chiefs 30 October on Banding and the new Certification Program for Panel MCD and on retirement issues and potential changes.

**Page Denied**