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U.M.B. BULLETIN

June 28, 1971

HOLIDAY - JULY 5

Monday, July 5 is the State's legal observance of Independence Day.

Submitted By:
Thomas F. Franklin,
Personnel Director,
X278, 293

An employee who is absent without leave or on leave of absence without pay on any part of his scheduled work day, immediately preceding the holiday (Friday, July 2) or immediately following the holiday, (Tuesday, July 6) will not be paid for the holiday.

COURIER RUN

Due to July 5 being a holiday, we will have our normal courier runs, Wednesday, July 7 - Friday, July 10.

Submitted By:
L.A. Mulsman,
Aux. Services, X282

Please have all material to the mail room by 4:00 on Tuesday, July 6.

STATE STANDARD INVOICES

As of July 1, 1971, State Standard Invoices CD-12 will be required for all Grant and Trust Fund Invoices submitted to the Accounting Office for payment.

Submitted By:
Byron Drinkwater, X202 -
519 - Accounting Office

WANTED

Used station wagon. Call Mrs. Barbara Smith, Columbia Point Health Center, 288-9409 evenings.