



# Southwest Seventh

DEPARTMENT OF TRANSPORTATION HEADQUARTERS BUILDINGS

No. 56

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## 1972 SAVINGS BONDS CAMPAIGN

The final weekly campaign report shows 85.5% participation by DOT personnel. Individual reporting elements stand as follows: USCG - 95.7%, FAA - 80.4%, FHWA - 75%, NHTSB - 76%, FRA - 69.2%. FRA (including ALRR) - 43.7%, SLS - 74.2%, UMTA - 67%, NTSB - 85, and OST (including TSC) - 75%.

## EQUAL PAY FOR EQUAL WORK

Employees of the Department of Transportation are invited to hear Morag Simchak, Special Assistant to the Assistant Secretary of Labor for Employment Standards at 12:00 Noon on Wednesday, July 12, 1972 in Room 2230, Nassif Building. Topic: The Department of Labor's Role: Equal Pay for Equal Work. Sponsored by the DOT Coordinators of the Federal Women's Program.

#### CHANGE IN THE TAKING OF I.D. PHOTOGRAPHS--DOT HEADQUARTERS BUILDING

The Office of Investigations and Security, OST, announces that effective July 13, 1972, photographs required for the various identification media will be taken every other Thursday, rather than every Tuesday. Hours-- 9:00 to 10:00 A.M., and room number--2317 remain unchanged. The new bi-weekly schedule coincides with the first week of each civilian pay period.

#### NEW SIGNAL SYSTEM TO CALL GARAGE ATTENDANTS

A color-coded light system has been installed on the P-2 and P-3 parking levels of the Nassif Building. The light system will enable a patron to contact a parking attendant when assistance is needed by pushing a button located outside of each elevator bank of the two parking levels. The attendant will be stationed at a central location and the color-coded light will indicate to him where assistance is required. A 30-second continuous buzzer operates with the system.

#### POSTING OF SIGNS AND NOTICES

The Office of Administrative Operations has several times in the past requested that no signs or notices be posted anywhere in DOT buildings except on the bulletin boards provided--unless special arrangements are made through the Facilities Management Branch, TAD-443 (x64258). Signs pasted up in restrooms and corridors have been removed continually. From now on, the Facilities Management personnel will notify the administrative office of the employees listed in the notice with a request that this practice be discontinued. We have been given attractive and pleasant working space--let's keep it that way!

#### SAFEKEEPING OF CASH AND VALUABLES

A number of retirement luncheons and parties are being planned at this time and large sums of money are being collected for luncheons and gifts. Frequently, this money is being kept in locked desk drawers of individuals widely advertised the collectors of cash! This practice has led to a number of recent thefts. All persons making collections of this kind are cautioned to avoid keeping the money in their desks. It is recommended that it be kept only in adequate security containers--even if that means taking it to some nearby office. This precaution is worth the effort!