



Southwest Seventh

DEPARTMENT OF TRANSPORTATION HEADQUARTERS BUILDINGS

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PRINTING PLANT RELOCATING TO HEADQUARTERS BUILDING

Over the weekend of October 14-15, the Department's printing plant will move from Building 159 in the Navy Yard to the P-2 level of the DOT Headquarters Building. In order to keep workload at the lowest possible level during the move period, it would be most helpful if consideration is given to keeping submission of printing jobs at a minimum directly before the scheduled move date.

While the Production Section of the Printing Branch will be located in the northeast area of the P-2 level, the Planning Section, where all contacts and requisition submissions should be made, will be located on the second floor, Room 2311. The Duplicating Facility, previously located in Room 2311, has also been moved to the Printing Plant area on P-2, but duplicating work should continue to be taken to Mr. Keith in Room 2313. This keeps customer-contact areas on the second floor and production work on P-2 level.

Remember, you can help by submitting none but the most essential printing requests between October 11 and October 17. It is hoped that the move can be made with only minimal disruption to normal operations.

You may be interested to know that during FY 1972, the Production Section produced more than 152 million production units (one 8" x 10½" printed page) at a cost of \$4.93 per thousand units. This is one of the lowest rates of any departmental printing plant. The Distribution Operations Unit, during the same period, distributed to approximately 14 million addressees.

EXPANDED DOT PASSPORT SERVICE FOR OFFICIAL TRAVEL

The Department of State has designated the DOT Travel Service as agent for the purpose of accepting passport applications and the administration of oaths thereto. This reduces both the workload formerly required of the Travel Services employees, and eliminates the required trip to State Department for the traveler. These new services available in-house will be limited to those on official government travel and only to persons accompanying them.

DOT EMPLOYMENT CEILING

With the cooperation and application of sound employment practices throughout the Department, we were able to achieve our end-of-year FY 1972 employment ceiling target without resorting to reduction-in-force (RIF) separations. Attrition in excess of conservative forecasts combined with the widespread response to the 4.8% increase in Civil Service retirement annuity allowed FAA and FHWA to cancel their planned RIF actions. Because of the austere funding environment Government-wide it is essential that effective manpower management practices be continued throughout FY 1973.

5th ANNUAL DOT AWARDS CEREMONY

On Friday, October 13, at 10:00 a.m., the 5th Annual Departmental Awards Ceremony will take place in the L'Enfant Plaza Theatre. Secretary Volpe will begin the awards ceremony which will recognize more than 40 Departmental military and civilian personnel for valor or excellence during the past year. The Coast Guard Band will provide the music--always an enjoyable experience. A limited number of invitations will be extended to employees in each administration by their offices based upon available seating capacity.

DOT LENDS A HELPING HAND

Tropical Storm Agnes in late June brought unprecedented floods in a four-state area of eastern United States.

The swollen Susquehanna River caused exceptional devastation to the communities at Wilkes-Barre, Pennsylvania and Elmira, New York. Tens of thousands of people were made homeless.

Pursuant to authority of the Disaster Relief Act of 1970, HUD was directed to provide more than 18,500 mobile homes for the relief of victims of this disaster. The need was urgent. However, over-the-road movement of these homes from distant points of procurement was impeded by slow permit processing and restrictive regulations in the respective States.

With DOT assistance, including actions by OST, FHWA, and NHTSA, the States responded to meet the need. Permit procedures were streamlined, night-time and weekend movement was allowed, and the entire operation was expedited without compromise to safety. Flood victims are now living in modern mobile homes whereas without DOT assistance, many still would be living with relatives or friends, or in improvised temporary shelters.

This is but one facet of DOT and other Federal agency involvement in providing disaster assistance in the wake of Agnes. However, it is illustrative of how coordination among agencies can facilitate the overall governmental effort.