



# Southwest Seventh

## DEPARTMENT OF TRANSPORTATION HEADQUARTERS BUILDINGS

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### COMMUTER CLUB CAR POOL DATA BEING UPDATED

Most employees remember that about a year ago they were given an opportunity to participate in a computerized car pool matching program that was developed jointly by the Washington Metropolitan Area Council of Governments (COG) and GSA.

An effort is now underway to update the information in the computer and to give new employees and others who may now wish to participate in the program an opportunity to do so.

Each person who filled out a Commuter Club questionnaire last year will shortly receive a print-out of the information held on him. Instructions on the print-out indicate that any information that is no longer accurate should be corrected and the corrected print-out returned to the appropriate Building Manager's Office. Undeliverable print-outs, i.e., print-outs for persons who no longer work for the Department, are to be returned so that this information may be purged from the data base.

In order to avoid any question of involvement with the Privacy Act, the Social Security Number is no longer used in the system, and material furnished prospective car pool members will include only the names and office phones of people who may be car pool prospects.

Instead of the Social Security Number, each Commuter Club member is assigned an identification number which appears on the print-out. Each member should record his own number. Members whose print-outs are still accurate and up-to-date in all respects should retain the print-outs for future reference.

Persons desiring to join the Commuter Club program may secure copies of the questionnaire from their building managers' offices:

Nassif Building	-	room 2318
FOB-10A	-	room 527
Trans Point Building	-	room 6308

Completed questionnaires should be returned to these same places.

The net result of this updating will be that each person who indicates a desire to car pool will receive a print-out of the names of fellow employees in the Southwest Employment Area who have compatible home locations, work locations, and working hours. The GSA/COG Commuter Club program has no connection with the issuance of parking permits to DOT personnel under DOT Order 1700.19B except as it may assist in locating DOT employees to form or increase membership in a DOT car pool.

Car Pooling is Efficient, Economical, and Fun!

## Declare financial independence.



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