

STATE OF MAINE
DEPARTMENT OF PERSONNEL

July 6, 1979

PERSONNEL MEMORANDUM 18-79

TO: All Agency/Department Heads, Departmental
Personnel Officers

SUBJECT: Strip Cards

New postal regulations which become effective July 15, 1979 will prohibit the continued use of the current strip cards utilized by applicants for positions in State government.

The Department of Personnel will provide you with an initial supply of new strip cards which conform in size to the new regulations. It is very important that you do not use the old strip cards after July 13th. Please destroy all cards on hand as of that date.

If the initial supply is not sufficient for your needs, let your Departmental Personnel Officer know how many more you will need. If there is no person in your agency responsible for intra-agency distribution, call Richard Paradis at 289-2821.

JADINE R. O'BRIEN
COMMISSIONER

MAY BE REPRODUCED LOCALLY TO MEET DISTRIBUTION NEEDS.