

**DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
Bureau of Human Resources**

July 10, 1996

HUMAN RESOURCES MEMORANDUM 8-96

TO: Agency/Department Heads, Personnel Managers, Directors of
Administrative Services, Equal Employment Opportunity Officers

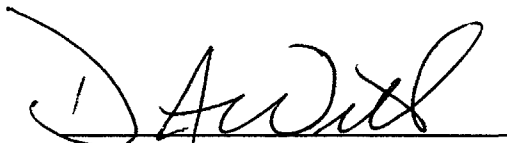
SUBJECT: Voluntary Cost Savings Programs For FY 1996 - FY 1997

Departments and agencies are reminded that the Voluntary Cost Savings Programs that are defined by Human Resources Memorandum 7-95 are available for participation through June 30, 1997.

The program information and position processing instructions that are provided by Human Resources Memorandum 7-95 are unchanged.

Please continue to use the FY 1996 - FY 1997 Application Form.

A new Voluntary Programs Worksheet has been developed for FY 1997 (July 1, 1996 to June 30, 1997). A supply of the revised Worksheet is provided with this Human Resources Memorandum.



Donald A. Wills, Acting Director
BUREAU OF HUMAN RESOURCES

enclosures: Fiscal Year 1997 Voluntary Program Worksheet Forms