

STATE OF MAINE  
DEPARTMENT OF PERSONNEL

April 18, 1979

PERSONNEL MEMORANDUM 11-79

TO: All Agency/Department Heads, Departmental Personnel  
Officers

SUBJECT: Use of Form FJA-1 Rev. (9/78)

Effective May 1, 1979, this office will accept only Form  
FJA-1 Rev. (9/78).

FJA-1 (2/77) has been revised in a manner that more ade-  
quately reflects the needs of using agencies and this office.

Form FJA-1 Rev. (9/78) is available through Central Ware-  
house, Bureau of Purchases.

JADINE R. O'BRIEN  
COMMISSIONER

MAY BE REPRODUCED LOCALLY TO MEET DISTRIBUTION NEEDS