

STATE OF MAINE  
DEPARTMENT OF PERSONNEL

January 10, 1977

PERSONNEL MEMORANDUM 2-77

TO: All Agency Heads

SUBJECT: Office Closing

Due to adverse weather conditions, all state agencies, south of Bangor, except those providing essential services, will close at noon today. Offices north of Bangor may take similar action as appropriate to developing weather conditions.

All second and third shift employees should contact their appropriate supervisor to determine necessity for reporting to work. Compensatory time off will be authorized to those required to perform essential services.

Employees absent due to authorized vacation or sick leave will be charged for the type of leave previously authorized.

MAY BE REPRODUCED LOCALLY TO MEET DISTRIBUTION NEEDS