

THE OPNAV
Civilian
 PERSONNEL



NEWS

DEPARTMENT OF THE NAVY : OFFICE OF THE CHIEF OF NAVAL OPERATIONS

VOLUME 9

NUMBER 7

PAGE 1

25 JULY 1966

ALNAVSTA 131950Z JUL. Upon Presidential approval, Federal Salary and Fringe Benefits Act of 1966 will revise compensation schedule for General Schedule employees effective 3 July 1966 as follows - (Subsequent ALNAVSTA will advise enactment date):

GRADE	PER ANNUM RATES AND STEPS									
	1	2	3	4	5	6	7	8	9	10
GS-1	3609	3731	3853	3975	4097	4219	4341	4463	4585	4707
GS-2	3925	4058	4191	4324	4457	4590	4723	4856	4989	5122
GS-3	4269	4413	4557	4701	4845	4989	5133	5277	5421	5565
GS-4	4776	4936	5096	5256	5416	5576	5736	5896	6056	6216
GS-5	5331	5507	5683	5859	6035	6211	6387	6563	6739	6915
GS-6	5867	6065	6263	6461	6659	6857	7055	7253	7451	7649
GS-7	6451	6664	6877	7090	7303	7516	7729	7942	8155	8368
GS-8	7068	7303	7538	7773	8008	8243	8478	8713	8948	9183
GS-9	7696	7957	8218	8479	8740	9001	9262	9523	9784	10045
GS-10	8421	8709	8997	9285	9573	9861	10149	10437	10725	11013
GS-11	9221	9536	9851	10166	10481	10796	11111	11426	11741	12056
GS-12	10927	11306	11685	12064	12443	12822	13201	13580	13959	14338
GS-13	12873	13321	13769	14217	14665	15113	15561	16009	16457	16905
GS-14	15106	15629	16152	16675	17198	17721	18244	18767	19290	19813
GS-15	17550	18157	18764	19371	19978	20585	21192	21799	22406	23013
GS-16	20075	20745	21415	22085	22755	23425	24095	24765	25435
GS-17	22760	23520	24280	25040	25800
GS-18	25890

NORA MEMBERSHIP DRIVE: The NORA membership drive for 1966-1967 is now underway! Join now, and avoid the rush..or rather, join it! Plan to add your support to the varied recreational and social activities sponsored throughout the year. The annual picnic held last Sunday is only one of the many outstanding programs available to you through your Association. Bowling, golf, and softball are there for the sports-minded. Rod and Gun Club membership provides fun and companionship for all hunters and anglers. Movie and theater tickets

can be purchased at discount rates by those who wish to take full advantage of the cultural life in our Nation's Capitol. And, last but not least, don't forget the annual Christmas Dinner Dance held last year at the Willard Hotel.

So, see your NORA representative for your membership card now or call Mr. Jerry Brennan, Vice-President for Membership, Op-95S, Oxford 76756. Your membership fee is still only \$1.00.

AWARD PRESENTATIONS. On 30 June 1966, Captain M. H. Rindskopf, Director of Naval Intelligence, presented Navy superior Civilian Service Awards to Mr. Loring E. Gingell and Mr. Alfred Bodian, in recognition of their outstanding and unique contributions to the furtherance of the mission of the Office of Naval Intelligence. This is the second highest honorary award for civilian employees.

At this ceremony, Captain M. H. Rindskopf also presented Outstanding Performance Certificates to Miss Dora A. Davis, Miss Tatiana Sciugam, Mr. Alfred Bodian, and Mr. Lawrence P. H. Healey.

Vice Admiral Lot Ensey, Deputy Chief of Naval Operations (Logistics), presented an Outstanding Performance Rating Certificate and Sustained Superior Performance Award to Mrs. Janet B. Davis on 6 July 1966. On 7 July 1966, Vice Admiral Ensey presented Outstanding Performance Rating Certificates to Mrs. Jo Anne Taylor and Mr. Wellman A. Hill.

BLOOD DONOR PROGRAM. Since 1 January 1966, the following employees have been presented Blood Donor Certificates and Emblems as indicated below:

1 Gallon - Mrs. Shirley Langland, Op-92
Mrs. Diane Kornfeld, Op-34
Mr. Harvey Adams, Op-09B81
Captain Murray Frazee, Op-61

4 Gallon - Mr. Lawrence P. H. Healey, Op-92

FY 1967 INDUSTRIAL RELATIONS INSTITUTES FOR INDUSTRIAL RELATIONS OFFICERS AND SENIOR LINE MANAGERS, WASHINGTON, D. C.

The Institutes Program is designed to improve civilian manpower management by providing line managers and personnel officers with an updated and extended understanding of Navy Industrial Relations philosophy, theory, policy and programs.

The Line Manager Institutes emphasize the responsibility for planning, organizing, directing, coordinating and controlling the

work of the civilian work force.

Personnel Officer Institutes emphasize improvement and increased effectiveness in providing staff advice and assistance to all levels of management in the development and administration of the civilian personnel program.

Institutes will convene in mid-September for either a five or a ten day program depending on the depth of coverage desired. Information concerning nominations is available in OPNAV Notice 5300 of 6 July 1966. For additional information, contact the Employee Development and Training Section, Op-09B81H, Oxford 57582.

STAGGERED WORK-WEEK LAW. Recently signed legislation has authorized Government agencies to rearrange the 40-hour work-week of employees to enable them to go to school to further their careers.

The new law allows rescheduling of the 40 hours to include weekends and evenings and will permit staggered work schedules to allow the employee time to undertake any schooling which would benefit his career and the effectiveness of his work for the agency.

There is no restriction on the level of instruction - college, university, high school and trade school schooling will be considered.

OPNAV VACANCIES.

Operations Research Analyst, GS-015-15 (3 vacancies).

Operations Research Analyst, GS-015-14 (5 vacancies).

Program Analyst, GS-345-13 (2 vacancies).

Intelligence Research Specialist, GS-132-14.

Intelligence Research Specialist, GS-132-15.

Management Analysis Officer, GS-343-14.

Manpower Information Specialist, GS-301-12 and GS-301-11.

Digital Computer Systems Analyst, GS-334-12.

Intelligence Operations Specialist, GS-132-11.

Clerk (Typing), GS-301-6.

Program Analyst, GS-345-11.

Publications Supply Clerk, GS-2090-5.

OPNAV VACANCIES: (Cont'd)

Digital Computer Systems Administrator, GS-330-14.

Clerk (Typing), GS-301-6.

CONSIDER YOUR FAMILY. How well informed are members of your family about the various "insurance benefits" provided you as a part of your Federal Civil Service employment benefits? If anything should happen to you, do they know what benefits are due them and whom to contact to get assistance?

Difficulties and confusion on settling affairs for your family can be minimized if they are aware of the protection you automatically carry for them as a Civil Service employee.

In the event of your death while you are an employee of the Federal Government, your survivors may be eligible to receive benefits from one or more of the following: Civil Service Retirement, Federal Employees' Group Life Insurance, Unpaid Compensation, Social Security, Federal Employees' Compensation. *if account*

If you are enrolled under the Federal Health Benefits Plan for yourself and family, your survivors, under certain circumstances, are entitled to continued coverage with the same benefits they had when you were enrolled.

Does your family know of other benefits to which they would be entitled? Do they know whom to contact? Do you have coverage through the Veterans Administration, private life or accident *SAS Rev. Trans.* insurance? Do members of your family know where your life insurance policies and premium payment records are kept? Do you make an occasional survey of insurance policies to make certain they are in order -- that the beneficiaries are recorded in the way you want them paid?

There have been many situations where neglect to change the beneficiary prevented or delayed collection of the proceeds. For example, a man who had named his mother as beneficiary forgot to designate his wife as beneficiary when he married later. Another man was divorced and remarried but neglected to change his insurance policy and his ex-wife collected the benefits.

What families are told about provisions made for them is, of course, a personal matter. This article is intended to serve as a reminder of some things that should be considered.