

USNS GEN. JOHN POPE (T-AP 110)

C/O FLEET POST OFFICE

SAN FRANCISCO, CALIFORNIA

T-AP 110/HLH:co

4 October 1967

MEMORANDUM

From: Master

To: All Department Heads

Subj: Premium Pay Account; over-expenditure of

1. Department heads are responsible to the Master to stay within the expense authorization of the ship's budget for premium pay of \$148,000.00 for the first six months of FY 1968, granted by COMSTSPAC on 1 July 1967.

2. The overall premium pay account of the ship's budget as of 30 September 1967 shows a deficit of \$7,877.44. If this trend continues we will be well over-expended by twenty-five thousand dollars by the end of December 1967.

3. Department heads are directed to make all efforts to reverse the above deficit trend by reviewing, outside of M&R projects and standing of routine watch, the overtime of each employee and to eliminate all overtime work which is not considered essential. Department heads will consult with the Master prior to authorizing overtime work outside of normal or emergency operations.

  
H. L. HEINZ

Distribution:

FIRST OFFICER ←  
CHIEF ENGINEER  
CHIEF STEWARD  
CHIEF RADIO OFFICER  
PURSER

*"Think Safety—Talk Safety—and Sell Safety"*