

January 28, 1966

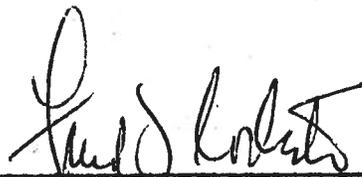
MANAGING DIRECTOR'S ORDER NO. 51

TRANSFER OF FUNCTION - PROCESSING OUT-
GOING MAIL FROM VARIOUS CITY AGENCIES
TO THE DEPARTMENT OF PUBLIC PROPERTY

In order to promote efficient administration, the responsibility is assigned to the Department of Public Property for processing the outgoing mail for transmittal to the United States Post Office for all city agencies located in the Municipal Services Building, with the exception of the Auditing Department and the Department of Collections. The Auditing Department and the Department of Collections shall continue to process their outgoing mail.

The provisions of this order shall become effective immediately.

This transfer is made in accordance with the Administrative Board's direction to effectuate the efficiency of the activities of the departments, boards, and commissions as stated in Section 4-300 (4) of the Philadelphia Home Rule Charter.



Managing Director