

FROM: Permanent Secretary,
Public Service Ministry

TO: All Permanent Secretaries,
Heads of Departments and
Regional Executive Officers

**SUBJECT: Opening of Melanie Damishane Housing
Complex.**

DATE: 29th June, 1977.

The Comrade Prime Minister will be addressing the Nation from Melanie Damishane, East Coast Demerara, at 9.00 a.m., on Saturday 2nd July, 1977, on the occasion of the opening of the Melanie Damishane Housing Complex. Accordingly, employees in the Public Sector are invited to attend this ceremony provided such absences from duty do not interfere too much with normal day-to-day functions. Officers who own cars should use them to reach the venue and arrange to take along other staff members who have been released to attend.

2. Vehicles will also be required to provide transportation for other Comrades from various areas to the venue. You are, therefore, requested to make available to the Ministry of National Development on Saturday 2nd July, 1977, as many vehicles (any type) as possible that are under your control as well as the services of the drivers of those vehicles.
3. In order that prompt action and co-ordination may be effected in this exercise, you are asked to notify the undermentioned officers of the Department of Regional Affairs and Public Welfare of the Ministry of National Development not later than midday on Friday 1st July, 1977, of the number of vehicles to be made available, the types of vehicles, registration numbers, seating capacity and names of the drivers of the vehicles.

<u>Name</u>	<u>Telephone Numbers</u>	
	<u>Office</u>	<u>Home</u>
Cde R. Maitland-Singh, Executive Secretary	67663	72602
Cde A. Thom, Principal Administrative Assistant	64824	72397
Cde R. Glen, Senior Administrative Assistant	68640	72354

4. Time-off granted to employees on this occasion will not be chargeable to their leave entitlement, but should be granted at your discretion.
5. Your immediate attention to this matter will be appreciated.

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C. E. Douglas,
Permanent Secretary.