

3 October 1963

6. I trust that this will help clarify any misunderstanding and allay any fears concerning your job security. The Civilian Personnel Office will continue to assist you in any way possible. I look forward to your continued employment as a valued employee of this command.

LOUIS E. HICKS
Lt Colonel, OrdC
Acting Commander

1. As Commander of TAD, I am making this opportunity to inform you of certain contemplated organizational changes in the United States Forces Europe (USFE) in Europe. Also I want to explain to you how these changes will affect TAD's operations. In doing so, I hope to shed some light on the news which you may have received through the media of newspapers and radio.

2. The changes, which are actually conceived quite some time ago, have been brought about for reasons of economy. Their effect on the personnel of TAD will be minimal. TAD is to become a part of a regional depot complex the headquarters of which will be in TAD. Some of our administrative and planning functions are to be centralized at the complex headquarters. The primary mission of TAD, however, will continue as before. In addition, a...

3. We have at the present time a large number of vacant positions at TAD's headquarters which we have not been able to fill. Accordingly, I do not foresee an overall reduction of personnel at our depot. The reduction of personnel mentioned in the newspapers and on the radio primarily concern other depots.

4. Up to now I have not received instructions from our next higher headquarters as to which administration functions are to be transferred from TAD to the complex headquarters. As soon as I receive this information I will so inform the employees concerned. I assure each of you who may be affected that I will do everything possible to relocate you to other offices within TAD. Continuation of the same grade coefficient and step to the extent that regulations will permit.

5. Inasmuch as the monetary savings to be realized by this reorganization will mainly be effected by consolidation of already vacant positions, the effect of the reorganization at TAD will be minor. Considering the consolidation of our primary mission, the receipt, storage, issue, maintenance and surveillance of ammunition, the employment possibilities at TAD's headquarters remain quite favorable. In any case, the overall reorganization will probably take place within the next few months.