

DEPARTMENT OF COMMERCE  
CIVIL AERONAUTICS ADMINISTRATION

IN REPLY ADDRESS:  
REGIONAL ADMINISTRATOR  
CIVIL AERONAUTICS ADMINISTRATION  
3551 W. MANCHESTER AVENUE  
LOS ANGELES 45, CALIFORNIA

March 4, 1958

CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

Mr. Edwin M. Cruickshank  
General Delivery  
Medicine Bow, Wyoming

Dear Mr. Cruickshank:

As a result of the operation of the Medicine Bow Intermediate Landing Field being turned over to Carbon County, it is necessary to eliminate your position of Caretaker from our working force. It is, therefore, necessary that your separation from the service be effected close of business April 11, 1958. You were selected for this action in the manner prescribed by the reduction in force regulations of the Civil Service Commission. Since you are occupying an Excepted position, you are not entitled to any reassignment.

You may examine the Civil Service Commission's reduction in force regulations which are contained in Section 20 of the Federal Personnel Manual and inspect the retention preference register on which your name appears in the Regional Headquarters in Los Angeles. The personnel representative in this office will give you information concerning these regulations.

If, after reviewing the registers and the regulations, you believe there has been a violation of your rights under these regulations, you may appeal in writing to the Director, Tenth U.S. Civil Service Region, Bldg. 41, Denver Federal Center, Denver, Colorado. This appeal must be made within ten (10) days of the date of your receipt of this letter.

I assure you that this action in no way relates to your job performance. You have faithfully discharged the duties of your position, and I personally wish to express my appreciation for the fine work you have done.

Sincerely yours,

*Kenneth B. Wall*

Kenneth B. Wall  
Personnel Officer

*Bob - Please return  
to me -*

*Rec'd your Notam this A.M.  
looks like I'm on the payroll till April 11<sup>th</sup>  
Ed. C.*

**Attachment 22:** To Edwin M. Cruickshank from Kenneth B. Wall, Personnel Officer, Civil Aeronautics Administration, eliminating his position of Caretaker, March 4, 1958.