



Federal Aviation Administration

Memorandum

Date: JUN 1 2015

To: Shelley J. Yak, Acting Director, William J. Hughes Technical Center, ANG-E

From: Hilda M. DiMeo, Acting Manager, Center Operations Division, ANG-E3 *H.M.D.*

Prepared by: Carolyn McKinney-Bobo, Manager, Quality Management and Support Services
Branch, ANG-E31 *cmcb*

Subject: ACTION: Cancel Order CT 3600.4A, Alternate Work Schedule for the William J.
Hughes Technical Center without Replacement

ANG-1 ACTION RECOMMENDED:

We request that you approve the cancelation of Technical Center only Order CT 3600.4A, Alternate Work Schedule dated August 5, 2004 without replacement.

BACKGROUND:

The purpose of Order CT 3600.4A, Alternate Work Schedule was to define and establish the procedures for alternate work schedules at the William J. Hughes Technical Center. After revalidating this Order, ANG-E31 (owner of the subject order) determined the Technical Center no longer needs it, and recommends that you cancel it without replacement.

JUSTIFICATION:

The requirements, listed in Order CT 3600.4A, duplicate the FAA Human Resources Policy Manual (HRPM), Leave and Work Schedules (LWS) 8.15, which is the standard for the entire FAA. Therefore, there will be no affect to National Aerospace Systems (NAS) as a result of canceling this order without replacement.

CONCURRENCE:

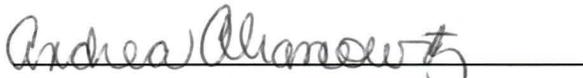
I (We), the undersigned, understand the change described above will not negatively affect the safety of the NAS and concur to cancel the subject order without replacement.

Submitted by:



Signature Carolyn McKinney-Bobo
Manager, Quality Management and Support Services Branch

5/28/15
Date



Signature Andrea Abramowitz
NextGen Directives Management Officer

5/28/15
Date

APPROVING OFFICIAL:

Approve Cancellation

Disapprove Cancellation



Signature Shelley J. Yak
Acting Director, William J. Hughes Technical Center

6/1/15
Date

Please return the signed memorandum to David Strand, ANG-A2, (202) 267-9458 to process the canceled Order and update the FAA Directives Management System.