



State of New Jersey
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
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JON S. CORZINE
Governor
Commander-in-Chief

☆☆
GLENN K. RIETH
Major General
The Adjutant General

DEPARTMENTAL BULLETIN NO. 9-08

28 October 2008

OFFICE CALENDARS (IASD)

1. This bulletin is issued to notify all DMAVA employees of the new policy concerning the procurement and issue of calendar products from the Department of Treasury, Division of Purchase and Property, Distribution and Support Services. Effective immediately, as part of the statewide initiative to reduce costs, this Department will no longer support the purchase of office or appointment calendars. All offices are directed to plan accordingly and maximize their use of electronic calendars and calendar software.
2. The Department of Treasury, Division of Purchase and Property, has determined that given the current budget austerity and the universal availability of on-line calendars and calendar software, it is inappropriate for the State to encourage continued use of paper calendars. Therefore, DMAVA State Supply Room will not be taking orders nor stocking the usual calendar items for calendar year 2009. The discontinuance of these items will result in a statewide savings of \$180,000 annually.
3. All offices are requested to comply with the above policy. Any request for exemption to this policy are to be made in writing and directed to the Chief Information Officer / Director of Information and Administrative Services, Attn: CIO, NJ Dept of Military and Veterans Affairs, 101 Eggerts Crossing Road, Lawrenceville, NJ 08648
4. Any questions concerning this bulletin should be directed to the Chief, Administrative Services Bureau at telephone 609-530-6898 or Barbara.Dearden@njdmava.state.nj.us

OFFICIAL:

DAVID S. SNEDEKER
Chief Information Officer
Director, Information and Administrative
Services Division

GLENN K. RIETH
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