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Inside AICPA, May 26, 1992

American Institute of Certified Public Accountants (AICPA)

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May 26, 1992

**Staff
Anniversaries**

Congratulations to the following staff members who last week celebrated various anniversaries with the Institute:

		Anniversary
Helen Perricone	Membership Administration	15th
Jose Morales	Data Processing Operations	14th
Phil Chenok	Executive	12th
Helen Figueroa	General Accounting	10th
Leonard Hecht	Professional Ethics	7th
Marie MacBryde	Publications Administration	6th
Vincent Aiello	Order	5th
John Harris	Order	5th

Please Welcome

Nabil Banaout - Control Clerk - Circulation. Before joining the Institute Nabil worked for Electronic Learning Lab where he assisted students with the use of computers.

Frank Richardson - Proofreader/Editorial Assistant - Text Processing. Frank joins the Institute from Pandick, Inc. where he worked as a Proofreader.

Garret Williams - Computer Operator/Shipping Clerk - Examinations. Garret joins the staff full-time after working as a temp in our 1633 Broadway office.

**Staff
Promotions**

Siobhan McAleer was promoted from Secretary to Administrative Secretary in Public Relations.

In State Society Relations, Mike Molaro was promoted from Program Coordinator to Manager - State Society/Member Relations.

Congratulations and Good Luck in your new positions!

Congratulations!

Robert Watson, an Accounting Clerk in our Circulation Division, has been selected to receive the Citibank/Urban Bankers Coalition, Inc. Annual Scholarship Award.

**An Important
Safety Message**

Not all fire alarms are fire drills. Unfortunately, many employees do not realize how serious fire alarms can be.

Whenever you hear the fire alarm you are to leave your desk, closing office doors in your area and line-up quietly in the corridor. It is important to remain quiet so that everyone can hear the Fire Safety Director announce instructions giving us critical information about our course of action. Depending on the location of the PA's - hearing the announcements can be difficult for some employees. Talking makes it nearly impossible. It is imperative that you follow these instructions each time you hear the alarm. These instructions are to insure your safety and the safety of your fellow employees.

Relocation

Within the next week, the policy forms relating to commutation reimbursement and flextime will be distributed to your department head. At that time, you will receive further detailed instructions.

United Way

It's still not too late to pledge your support of the United Way. Anyone who wishes to contribute to this year's campaign should complete and return their pledge card to Human Resources by Wednesday, May 27st. If you have any questions please call Chris Miller on extension 8630.

Please Look...

Closely at all the exempt attendance sheets delivered to your cost center on Thursday, 5/21. If you received sheets for cost centers other than your own, please mail (interoffice) to the appropriate cost center.

Thank you for your cooperation!