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Inside AICPA, June 7, 1993

American Institute of Certified Public Accountants (AICPA)

INSIDE AICPA

A timely report from Human Resources to the staff of the American Institute of Certified Public Accountants

June 7, 1993

Staff Anniversaries

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

Marie Bareille	Publications Administration	22nd
Jose Morales	Data Processing Operations	15th
Ray Lipay	Quality Review	12th
Mary Anne Tait	CPE Operations Administration	11th
Allan Kaplan	Financial Management	8th
Lois Wolfteich	Information Technology	8th
Gerry Yarnall	Auditing & Accounting Guides	7th
Frank DeRosa	Order	6th
Anita Meola	Practice Management	6th
Moshe Levitin	Technical Information	5th

Promotions

In Customer Service, Tamara Bond, Debra Hirsch and Debra Young were promoted from Customer Service Representatives to Senior Customer Service Representatives.

Francisco Pacheco was promoted from Shipping Clerk to Coordinator in CPE Course Assembly.

Congratulations and much success in your new positions!

401(K) Savings Plan Enrollment

If you recently received notice that you are eligible to join the **AICPA 401(K) Savings Plan,** don't forget that Human Resources and Financial Management will be hosting informational meetings this week. The meetings will be held in New Jersey on Tuesday, June 8th in Conference Room 1 on the 2nd floor, and in New York on Wednesday, June 9th at 10:30 a.m. in Conference Room A on the 6th floor. The meetings are intended to provide valuable information about retirement planning and the benefits of the **AICPA 401(K) Savings Plan** as opposed to other savings programs. If you did not return your RSVP form but would like to attend a meeting, please call Rich Bruder on X3487. We urge each of you to attend one of the meetings.

Should you have any questions about the plan or cannot attend one of the meetings, please contact Financial Management on X3482 or X3480.

AICPA Luncheon Club

The AICPA Lunch Club, located on the second floor of our Harborside facility, is open to serve you Monday through Friday, from 7:45 a.m. to 3:45 p.m. Vending machines with beverages and snacks, as well as microwaves, are available on a 24-hour basis.

Use of the Luncheon Club for Departmental celebrations **must be scheduled in advance** with Office Facilities. Call Irene Rhubright at X3888 for further information.

PROFILE - CONGRESSIONAL AND POLITICAL AFFAIRS

What is Congressional and Political Affairs?

The Congressional and Political Affairs Department is responsible for representing the profession's interests before the U.S. Congress. It does this by tracking federal legislation that impacts the profession, and by making technical and/or policy suggestions to improve the legislation (from the profession's viewpoint) to the appropriate congressional committees, Members of Congress and their staff.

Legislative issues the Department is currently focusing on include: liability relief, auditor responsibilities, regulation of financial planners, pension reform, regulation of insurance audits, regulation of professional fees and telemarketing fraud.

The Department is greatly assisted in communicating the profession's message on Capitol Hill through the Institute's Key Person Program. With the help of the various State Societies, the Institute has identified the Key Person CPAs throughout the country who have established and maintained relationships with their Members of Congress. As issues arise and begin to move through the legislative process, these Key Persons are called upon to contact their members of Congress as soon as possible, and to convey the profession's views on these issues. The Key Persons are directly responsible for many of the victories the profession has won on Capitol Hill in recent years.

The Department also works closely with the Effective Legislation Committee (ELC), the Institute's political action committee, in deciding which congressional candidates to support in federal elections. The ELC actively solicits the views and opinions of the various State Societies when making these decisions. Oftentimes, the ELC's contributions are given to candidates by local Key Persons.

Who is the Congressional and Political Affairs Department?

Tom Higginbotham, Vice President; Brian Cooney, Director; Sheila Colclasure, Lisa Dinackus and Maryanne McCormick, Managers; Nancy Orloff and Vicki Majewski, Administrative Secretaries.

Telephone Tip

Question:
If I call another *extension* and I receive a *busy signal*, what can I do?

Answer:

You can use *any* of the following capabilities, provided the user you called is in the *Harborside* or *Avenue of the Americas* office ***only***:

try a) You can press the **LV WRD CLG (LWC)** button on your set. This leaves a message at the *recipient's* set, which they can read via the display.
NOTE: You can *cancel* a LWC message that you originated by pressing the **CANCEL LWC** button on your set, and then entering the extension number of the party for whom you left the LWC message.

or b) You can press the **AUTOCBACK** button on your set. This will cause the system to call *you* when the party you dialed hangs up from the call they are on. After you answer the call from the system, the system will automatically re-call the party you had originally dialed.
NOTE: This feature "times out" after 30 minutes.

or c) You can hang up, then call AUDIX by pressing the **AUDIX** button on your set. AUDIX will allow you to "Record a Message", and then will ask for the mailbox number (i.e., extension number) of the party to whom the message should be sent.