

Executive Division

Paperwork - tons of it - necessary to the daily administration of the ship comes under the cognizance of the Executive Department. The Executive Officer is the department head with an Administrative Assistant who is directly responsible for all the administrative details.

Admin Office is the nucleus of Executive Division. From this office comes the Plan of the Day, assignment of working parties, and a myriad of jobs necessary to ship's administration.

Personnel Office's responsibilities are such as issuing ID cards, liberty cards, leave, etc.; PIO sells the BENNINGTON and Navy to the public; and the Captain's Office receives and routes all official mail with all outgoing official mail going through this channel. They also keep all officer's service records up to date.

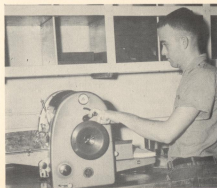
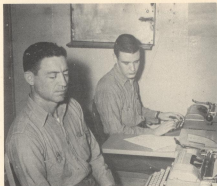
BENN's Information and Education Office takes care of all correspondence courses and administers all examinations to the ship's personnel. Career Appraisal informs personnel of benefits to be obtained in a Naval Career.

The two Print Shops work all hours putting out offset and multilith printing jobs for the many activities aboard the ship, and as a result have been commended several times for excellent work.

Special Services keeps well stocked with all the crew's hobby needs and all types of athletic equipment which may be checked out for use.

The BENNINGTON's police force - Master at Arms and Legal Office have the rough responsibility of seeing that the ship's rules are observed.

Last, but not least, when "Mail Call" is sounded we automatically think of the Post Office gang who handles and distributes the crew's many letters and packages --- a king size job on cruises.



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QUOTABLE FACTS