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Conseil national de recherches  
Canada

Herzberg Institute  
of Astrophysics

Institut Herzberg  
d'astrophysique

**NRC-CMRC**

24 October 1994

Dr. C. Willis  
Vice-President  
Physical and Life Sciences  
National Research Council  
Sussex Drive  
Ottawa, Ontario  
K1A 0R6

Dear Clive:

This letter is intended to formalize my proposed retirement from the position of Distinguished Research Scientist at the National Research Council. As the date of my retirement, I would suggest a date as close as administratively convenient to the 25 December of this year.

My wish to retire has originated mainly because I recognize that for health reasons I can no longer maintain working an eight hour day. On the other hand I should very much like to complete unfinished work and, for this purpose, to have the continuing use of my present office and some secretarial assistance. Also, I presume that if I were asked to represent our laboratory at a scientific meeting I could claim the expenses involved.

As my pension I assume that I may expect as a minimum 70% of my salary "in the best six years" plus unused "annual leave".

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C. WILLIS

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2/Dr. C. Willis

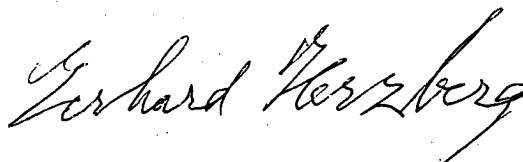
14 October 1994

In many ways the 46 years at NRC have been the most satisfying in my working life. I deeply appreciate the support I have obtained from successive presidents and everybody else at NRC. For the remaining years of my life I shall be grateful for the opportunity to complete some of the unfinished work.

I feel confident that under our new president the work in basic science as well as applied science at NRC will flourish.

Thank you for your help.

Sincerely yours,

A handwritten signature in cursive script that reads "Gerhard Herzberg". The signature is written in black ink and is positioned centrally below the typed name.

Gerhard Herzberg