

Civil Service LEADER

America's Largest Weekly for Public Employees

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PHILIP KERKER
C21 BOX 0
APITOL STATION
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MEMBERSHIP Drive
See Page 3

Assn. Explains Right Under Military Law

The staff of the Civil Service Employees Association has prepared the following article because of the many inquiries from public employees pertaining to job rights and protections in the event they are called to active military duty as a result of the current emergency.

The job rights of public employees in New York State are clearly spelled out in the state's Military Law. Covered under this law are those in the service of the state itself, as well as its cities, Counties, towns, villages, school districts, authorities, commissions, boards and other subdivisions.

Under the Military Law, any public employee called to active military duty is entitled to a leave of absence for the duration of his duty and is guaranteed reinstatement, as long as he applies for it within 90 days from the termination of his service. Also, he is entitled to the salary or rate of pay he would have received had he remained in his position during his period of military duty. In addition, state law mandates that a public employee, because of his absence on military duty "shall not be subjected directly or in-

directly, to any loss of time service, increment, or any other right or privilege, or be prejudiced in any way with reference to promotion, transfer, or reinstatement . . ."

Promotion Exams

A public employee who misses a promotion examination because of military service is entitled to a comparable examination within 60 days of his return, and, if he passes the examination, his name must be placed in a special eligible list which must remain in existence for two years and must be "certified before certification shall be made from any subsequent eligible list, whether open competitive, promotional or preferred which has been established for the same position." A person whose name is on an eligible list

(Continued on Page 16)

Seneca Park Zoo Soc. Seeks Status For Aides

ROCHESTER, Sept. 25— Zoo fans here have asked the Monroe County Board of Supervisors to

place employes of the Seneca Park Zoo under Civil Service.

The Seneca Zoological Society has called for the change among sweeping recommendations for the county zoo operation

Affected would be eight daytime attendants, three night watchmen and two seasonal employes. Earl B. Wells, director, is the zoo's only Civil Service employee now.

At a hearing, the zoo society told the Supervisors few persons are hired for zoo work who are properly qualified. Most must be trained on the job, according to the society.

There have been complaints in the past that the zoo is used as a source of political patronage. The society also urged a thorough study of the zoo, its location and its future by a zoo expert.

"Personnel standards should be established for all future hirings," said the society. "New standards, based on Civil Service examinations, will insure that fully qualified men will be properly caring for and handling the sometimes dangerous and always unpredictable animals."

Nassau Chapter To Hold Outing At Freedomland

The Nassau County CSEA will hold two weekends for its members at Freedomland, according to Irving Flaumenbaum, President.

Members and their families can get special tickets to Freedomland for use on October 7, 8, 14 and 15 from the Nassau County CSEA office, 887 DeMott Ave., Baldwin, phone PL 2-3000.

CSEA Wins Fight To Reopen Filing For Social Security

The Civil Service Employees Association's fight to gain another chance for members of the State Retirement System who turned down Social Security coverage in 1957 and 1959 will come to a successful end when a state modification providing coverage becomes effective within the next few months.

Federal legislation reopening coverage was contained in the Social Security Omnibus Bill signed by President Kennedy

in June of this year. The Association began its push for the reopening by resolution of its delegates last winter. Leo W. O'Brien, of Albany, Congressional Representative from New York's 30th District, on the request of



Congressman O'Brien

CSEA, drafted and submitted to the Congress legislation calling for the reopening. The details of Mr. O'Brien's legislation were contained in the far-reaching Omnibus Bill.

Metro Conference Fall Meeting Date Set For Sept. 30

The fall meeting of the Metropolitan New York Conference, CSEA, will be held on Saturday, Sept. 30, under the sponsorship of the State Insurance Fund Chapter.

The meeting will take place at Carl Hoppl's, 100 West Sunrise Highway, Baldwin, from 12 noon to 5 p.m.

All candidates for statewide officer positions in the coming general elections have been invited to attend.

Pearl Named Consultant

ALBANY, Sept. 25 — Arthur Pearl has been named a research consultant for the State Division of Youth at a salary of \$60 per day. Before joining state service, he was in charge of the California Correction Department's narcotic treatment control project and a Los Angeles State College instructor.

In order to obtain coverage under this reopening, members of the New York State Employees' Retirement System and the N. Y. State Teachers' Retirement System must file a request for coverage in accordance with the conditions to be prescribed by the State Social Security Agency; must have been a member of the retirement system when the opportunity to gain Social Security was first extended in 1957; must have had continuous membership since that time, and must still be a member on the date that the state modification providing coverage becomes effective.

Retirement system members who are eligible for this reopening will be required to accept and pay for coverage retroactively to

the original effective date in 1957. Those retirement system members with sufficient accumulated annuities will be permitted to borrow from their annuities to pay for the retroactive coverage.

The State Social Security Agency expects that a modification to provide coverage for individuals filing requests will be executed initially about December 31, 1961, again in late June 1962, and for a final time, about Dec. 31, 1962. The agency says instructions and request forms will be sent to the responsible officials of all political subdivisions as promptly as possible. The agency stresses that persons requesting coverage must file with their individual employers and not directly with the State Social Security Office.

CSEA Caribbean Cruise For 1962 Will Feature Free Land Excursions

Civil Service Travel Club, Inc., is kicking off its big, new travel program for members of the Civil Service Employees Association with a 15-day cruise to the Caribbean that is bigger, better and loaded with more features than the 1961 cruise.

The feature ship this year is the S.S. Atlantic, of the American Export Lines, which, because of its swiftness, will take cruise participants to five exciting ports in 15 days when it sails from New York the evening of Friday, March 16. The ship will return the morning of March 30. This is at the height of the winter season.

This cruise is available to all members of the Civil Service Employees Association, their families and friends.

Ports, Features

One of the big features of the cruise aboard the S.S. Atlantic is that persons who book passage through Civil Service Travel Club will get their land tours FREE.

Ports to be visited are San Juan, Puerto Rico; St. Thomas, Virgin Islands; Port de France, Martinique; Curacao, Dutch West Indies; and Kingston, Jamaica.

While at sea, cruise members will be able to dance to the music of three Meyer Davis orchestras, swim in the open air pool, enjoy shipboard games and the luxury of well-stocked and low priced drinks.

The S.S. Atlantic is a one-class ship and, unlike most ocean liners, provides each cabin with its own lavatory facilities, no matter what price range it is in. Prices for this cruise range from a minimum of \$350 to a few cabins at \$760.

To insure a cabin at the price you want it is important to book space very early.

This may be done by making application in the following areas:

In the Albany area: apply to Hazel Abrams, State Education Bldg., Albany.

In the Long Island area: Irving Flaumenbaum, Box 91, Hempstead, Long Island, N. Y.

All others may write directly to Civil Service Travel Club, Inc., Time & Life, Bldg., New York 20, N. Y., or call Worth L. Thornton at JUDSON 2-3616.

In the meantime, CSEA members are reminded that any other travel needs can be filled by Civil Service Travel Club. Should you wish a cruise at a later date, an individual travel ticket anywhere in the world or a group program, contact Mr. Thornton at the above address.

All CSEA Members Important— Please Read!

Watch for your CSEA Election Ballot. It will be put in mail addressed to you on September 20, 1961. USE IT PROMPTLY. It is YOUR responsibility to choose YOUR representatives.

If you don't get your ballot, or lose it — get the necessary form to request a replacement from any of the sources listed below. DON'T DELAY — complete the form and return it to any of the sources listed below and a replacement ballot will be sent to you promptly.

DON'T DELAY - Election ballots must reach the Board of Canvassers at Albany Headquarters by 6 p.m. October 6, 1961. ACT ACCORDINGLY.

Watch For Your Election Ballot Use It Promptly Upon Receipt CSEA HEADQUARTERS, 8 Elk Street, Albany, New York.

For Metropolitan NYC Area - CSEA Branch Office, 11 Park Place, New York City.

For Western N.Y. area - Field Representative Richard Sage, Rice Rd., Boston, N. Y.

For Central N.Y. Area - Field Representative Ben L. Roberts, 329 South Titus Ave., Ithaca, N. Y.

IN CITY CIVIL SERVICE

by Joe Deasy, Jr.

New Queens Criminal Court Building Ready

The recently completed \$21 million Queens Criminal Court Building will be dedicated tomorrow, Sept. 27, in ceremonies attended by Mayor Wagner and other City officials. Peter T. Farrell, senior judge of the Queens County Court, will preside at the dedication. The building, located at Queens Boulevard and 82nd Avenue, Kew Gardens, was authorized for construction in 1953, and ground-breaking ceremonies were held in 1956. The building will house facilities for the District Attorney, a prison and three courts — the County Court, the Court of Special Sessions and the Magistrates' Court.

Police Association to Celebrate Pulaski Day

Members of the Police Department Pulaski Association will march in the 25th Annual Pulaski Day Parade on Sunday, October 1. Assembly will be at 26th Street and Fifth Avenue, N.Y.C., at Noon, in summer uniform. Mem-

Fingerprint Tech Exam Key Answers

Here are the official tentative key answers for part I of the written test held Sept. 15, for promotion to senior fingerprint technician (Department of Personnel). Protests must be submitted in writing, together with the evidence on which they are based, no later than midnight, October 9.

- 1.F; 2.F; 3.T; 4.F; 5.F; 6.F;
- 7.T; 8.T; 9.F; 10.T; 11.F; 12.F;
- 13.T; 14.T; 15.T; 16.F; 17.T; 18.F;
- 19.B; 20.C; 21.A; 22.B; 23.D;
- 24.D; 25.C; 26.A; 27.B; 28.C;
- 29.D; 30.A; 31.C; 32.B; 33.D;
- 34.B; 35.C; 36.D; 37.B; 38.A;
- 39.C; 40.D; 41.A; 42.B; 43.D;
- 44.A; 45.C; 46.B; 47.B; 48.A;
- 49.D; 50.C.

Watervliet Arsenal Seeks Electricians, Carpenters, & Many Other Tradesmen

Tradesmen are wanted at the Watervliet Arsenal installation, including electrician, carpenter, artillery assembler, millwright, and electric bridge crane operator. The jobs for electricians and carpenters pay starting salaries ranging from \$2.19 to \$2.61 an hour. To qualify, applicants must have completed a four-year apprenticeship, or must have had four years practical experience in these trades. The post of artillery assembler pays a starting wage of either \$2.19 or \$2.61 an hour depending on whether the applicant has had six months or a year's experience in the use of hand tools and in assembling parts. Millwright jobs pay a starting salary of either \$2.40 or \$2.61 an hour depending on whether the applicant has had one and a half or two and a half years experience in maintenance, repairs, as-

sembly and disassembly of cranes, hoists, lifting devices, machine tools, mechanical doors, elevators and other electrical, mechanical or hydraulic equipment.

WNYC Adds New Member to Staff

Walter Carlin has joined the production staff of radio station WNYC. A 1959 graduate of Fordham University, Mr. Carlin joins the station after a two-year tour of duty as a 1st Lieutenant in the United States Army.

Archery Club Forming At Brooklyn YMCA

Archery is being added to the many activities at the Brooklyn Central Y.M.C.A. with the formation of an Archery Club which will meet every Tuesday evening. An indoor range is available, in addition to outings that will be sponsored by the Club. Membership is open to beginners or experienced Archers, and Ladies are invited. Information may be obtained by contacting the Program Office, Brooklyn Central Y.M.C.A., 55 Hanson Place, Brooklyn 17, N. Y.—JA 2-6000.

Municipal Engineers to Meet at New Address

The first meeting of the Municipal Engineers of the City of New York in their new headquarters at the United Engineering Center, 345 East 47th Street, Manhattan, will be held Wednesday, Sept. 27, at 7:45 p.m. Guests are welcome. Feature of the meeting will be talk on "Interstate compact for Delaware River basin and Corps of Engineers plan for development of the river," by Arthur D. Ford, president, Board of Water Supply, New York City. Mr. Ford, a member of the Delaware River Basin Advisory Committee, will discuss the compact providing New York City the right to divert 800 million gallons of water from the Delaware tributaries for the next 100 years at a cost of 2/3 of a billion dollars. He will also discuss the Corps of Engineers plan for development of the Delaware Basin and service area. This development will provide water supply, flood and pollution control, hydro-electric power, navigation and recreational areas.

Further details and application forms may be obtained at the Arsenal or at any main post office. **FREE BOOKLET** by U. S. Government on Social Security. Mail only. Leader, 97 Duane Street, New York 7, N. Y.

Transit Aide To Be Named 'Mr. Courtesy'

A "Mr. Courtesy" will soon be accompanying "Miss Subways" on the more than 8,544 scheduled trains of the N.Y.C. Transit Authority, according to Charles L. Patterson, TA chairman.

"Mr. Courtesy" will be selected from among Transit employees nominated by the more than six million people who daily ride the world's largest passenger railroad, and the 2,000 TA buses.

The public will be advised of the TA's efforts to learn about their courteous employees through a card to be displayed on the subway racks of the IRT, BMT and IND cars and the inside of buses.

Passengers will be invited to "Vote for a Winner. Put Our Man in this Space." Mr. Patterson said passengers frequently write him complimenting station agents, conductors, Transit policemen and TA bus drivers and dispatchers.

The new emphasis on recognizing courteous TA employees is the result of the Authority's continuing efforts urging passengers to be considerate of the rights of their fellow riders. Passengers are now being asked to refrain from pushing or shoving their way into trains and buses, from smoking, littering and placing bundles on seats. Passengers are encouraged to keep their feet off seats, to offer a seat to elderly women and to use the words "Please, Sorry and Thanks."

To nominate a TA employee for the Mr. Courtesy title, passengers can write "Mr. Courtesy," Transit Authority, 370 Jay St., Bklyn 1, N. Y.

Official Answers To Saturday's Maint. Helper

Following are the official tentative key answers for last Saturday's open competitive and promotional tests for maintainers helper, group D. Eight hundred and forty-three candidates took the test.

Candidates who wish to file protests against these tentative key answers have until Oct. 11 to submit their protests in writing, together with the evidence upon which such protests are based. Claims of manifest error in key answers will not be accepted if postmarked after midnight Oct. 11.

- 1.A; 2.A; 3.C; 4.D; 5.C; 6.B;
- 7.D; 8.A; 9.B; 10.C; 11.B; 12.C;
- 13.D; 14.A; 15.C; 16.D; 17.A;
- 18.C; 19.B; 20.A; 21.D; 22.D;
- 23.C; 24.B; 25.C; 26.D; 27.C;
- 28.C; 29.C; 30.D; 31.A; 32.A;
- 33.B; 34.B; 35.C; 36.D; 37.C;
- 38.A; 39.D; 40.A; 41.C; 42.B;
- 43.A; 44.C; 45.B; 46.D; 47.C;
- 48.A; 49.A; 50.D; 51.B; 52.B;
- 53.D; 54.C; 55.A; 56.C; 57.A;
- 58.D; 59.D; 60.C; 61.C; 62.A;
- 63.B; 64.D; 65.A; 66.C; 67.B;
- 68.D; 69.D; 70.D; 71.A; 72.C;
- 73.A; 74.B; 75.B; 76.D; 77.A;
- 78.B; 79.D; 80.B; 81.C; 82.A;
- 83.D; 84.B; 85.B; 86.D; 87.A;
- 88.C; 89.D; 90.B; 91.A; 92.D;
- 93.B; 94.C; 95.A; 96.D; 97.B;
- 98.B; 99.A; 100.D;


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Your Public Relations IQ

By LEO J. MARGOLIN



(Mr. Margolin is Adjunct Professor of Public Relations in the New York University School of Public Administration and is a vice-president of the public relations firm of Martial & Company, Inc.)

As government becomes more complicated and pervasive, the handling of citizen inquiries and complaints grows in public relations importance.

The problem of referring the public for accurate information and the processing of complaints, both genuine and imagined, is two-fold:

1. Where do they go for the proper information?
2. What is the complaint procedure?

In small towns and cities, the answer to the first question is fairly simple. They go to City Hall, or to the Village Office. In larger cities, such as Buffalo or New York City, the complications are considerable.

Central information offices in the larger cities would be fine, if the budget were found. Many people we know, phone their local police headquarters to find out where they can go "to find out."

In New York City the closest to an information headquarters is not a place at all, but a book—"the little green book," "Official Directory" of "The Greatest City in the World." It's the best dollar's worth of information we've ever found.

Inept handling of inquiries and complaints can generate bad public relations faster than bacteria can multiply in spoiled cream.

To the civil servant who bears the brunt of this increasing activity, the public relations implications are urgent. Let the civil servant give the wrong answer or

no answer at all, and an official hurricane can blow up.

To avoid bad public relations resulting from serious errors, we urge top government executives to formulate firm policy for handling citizen inquiries and complaints.

Once the policy is established, the mechanics should be organized and assigned to a top assistant for implementation.

Depending on the size and activity of a public agency, there should be one or more persons clearly designated to handle inquiries and/or complaints. In a large, busy office, one desk easily seen by inquirers and clearly marked, should set up to process all information seekers or complainants.

At all costs, people should not be shunted from place to place. They should be given a straight answer, sent directly to the right place, or instantly referred to someone who will hear their question or complaint.

A people-to-people program makes for better world understanding. A people-to-civil servant program can make for good public relations for democratic government.

New Book on Stereo

SYRACUSE, Sept. 25—A landscape architecture professor from the State University College of Forestry at Syracuse University is co-author of a newly-published book on the evolution of the phonograph.

He is Walter L. Welch, an assistant professor in the college's Landscape Architecture Department.

The book is entitled, "From Tin Foil to Stereo."

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Retired postal clerk to supervise in— and —outgoing mail room. Send full resume. Box 555, Syosset, N. Y. AtL F. Carter.

Retired postal clerk to supervise in— and —outgoing mail room. Send full resume. Box 555, Syosset, N. Y. AtL F. Carter.

Help Wanted - Male

HELP WANTED: ONTARIO COUNTY. Assistant Engineer. Salary \$5,200-\$6,100. Open to New York State eligibles. EXAM. Oct. 21, 1961. Last date for filing applications Sept. 27, 1961. Applications and further information available at the ONTARIO COUNTY SERVICE COMMISSION, COURT HOUSE, CANANDAIGUA, NEW YORK.

Help Wanted Male & Female

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FOR THE BEST IN HOMES — SEE PAGE 11

Albany Community Chest Appeal Backed By Governor

Governor Rockefeller has appealed to all State employees in the Albany area "to join with him in accepting the opportunity of participating in the Albany Area Community Chest Campaign as a privilege and a civic responsibility of first magnitude."

The governor, in a letter to Albany area State employees, noted that the "Albany Community Chest, whereby 31 separate child welfare, family service, health and character-building agencies; join together in a single fund-raising effort, carries a special appeal for all of us whose interests lie in this Capital City Area. The 17,000 State employees who work here constitute an important element of community life. Their response to this joint appeal is a measure of their individual responsibility and interest in community problems, an index of their willingness to do their part in meeting community obligations."

The first of the two-phase campaign, Advance Gifts, directed at all State employees with salaries of \$9,000 a year or more, began September 18. It will run until October 3, when the Regular Employee solicitation begins. That phase is directed at all employees not included in the Advance Gifts action. The Regular Employee solicitation ends October 24.

Chairman of the State Division Organization is General C. V. R. Schuyler, Commissioner of General Services. William J. Murray, Administrative Director, Department of Civil Service, is vice chairman.

The combined financial goal of the Red Feather Campaign this year is \$1,040,000. The State employees' share of the total is \$66,500, about seven per cent more than was actually given last year.

Two aspects of the drive being given special emphasis is the "Give Where You Work" principle and "Fair Share" principle.

The "Give Where You Work"

principle has been adopted by the Community Chest organizations of Albany, Troy, and Schenectady and is all-important in the State Division drive because so many state employees live outside the immediate area served by the Albany Community Chest.

Give Once

Under the "Fair Share" principle, the state employee is asked to consider the amount he or she would give to each of the 31 separate agencies included in the drive and then to pledge the total amount to the Red Feather campaign. The total amount will not have to be given at one time in cash. Through the pledge system, the promised amount may be handled on a time payment plan, whereby a bill for the amount

pledged will be rendered periodically by the Community Chest organization.

Coordinators of the State Division campaign, each of whom has the responsibility of an average of five state agencies, include:

Mary Goode Krone, Commissioner, Department of Civil Service; William Byron, Administrative Officer, Public Service Commission; Gerald Gartenberg, Administrative Officer, Department of State; Orrell York, Executive Director, Municipal Police Training Council, Office for Local Government; Milton Musicus, Assistant Commissioner, Business Management and Personnel, Department of Education; John Daniels, Administrative Director, Department of Audit and Control; James Flavin, State Reporter, Court of Appeals; Robert Helsby, Deputy Commissioner for Administration, Department of Labor, and Alton Marshall, Deputy Budget Director, Division of the Budget.



GUEST OF HONOR—Nassau County Executive A. Holly Patterson, accepts the first ticket as the guest of honor at the 12th Annual Dinner Dance of the Nassau Chapter, to be held at Carl Hoppl's Restaurant in Baldwin, on Saturday, September 30. Irving Flaumenbaum, president of Nassau Chapter, is making the presentation to Mr. Patterson.

Assemblyman Wilcox Asserts Good Public Relations Needed To Improve Citizen's Image

(From Leader Correspondent)

ROME, Sept. 25—Assemblyman Orin S. Wilcox of Jefferson County believes that public employees must practice good public relations to improve their "image."

Wilcox made the statement last week during a day-long workshop sponsored by the Central Conference of the Civil Service Employees Association at the Beeches Restaurant here.

About 200 attended workshop sessions and about 400 were on hand for a dinner.

At the dinner, Joseph F. Feily, president of the State CSEA, outlined the Association's program for the coming year and urged members to participate in local affairs.

Feily, the principal speaker, said that legislative goals would include salary increases, permanent reduction in retirement contributions, minimum insurance and tenure for non-competitive employees.

Panel Discussion

The workshop was highlighted by a panel discussion on public employees.

At one point in the discussion, Wilcox said the image of the public employee is damaged whenever the public meets employees who have little feeling for public relations.

Another panel member, Mason G. Taylor, executive editor of the Utica newspaper, cited a weakness in the public relations efforts of Civil Service workers.

"The public hears most of your efforts to raise salaries, while far less is heard of your efforts to improve public service," Taylor said.

More public relations advice came from a third panel member, Dr. Ralph M. Schmidt, speech instructor at Utica College.

Dedication

Dr. Schmidt said he expected from a public employee "just what I expect from myself as a teacher; dedication to what is known to be true, that which is yet to be known, and devotion to service and the needs of those entrusted to our care."

Other panel members were Dr. Vito S. Lee, superintendent of Broadacres Hospital in Utica, moderator; Charles S. Mix, Scho-

harie, president of the County Officers Association of New York State, and Moses L. Goldbas, a Utica attorney and alderman.

Wilcox, chairman of the Assembly's Civil Service Committee for the past 13 years, also said he was "happy to have Civil Service recognized as a protection for the employee, but not for the person who simply wants a job."

Taylor noted that opportunities in public service were increasing.

Mix cited advances of Schoharie County employees as examples of the results of better understanding between employer and employees.

S. Samuel Borelly, Utica, was chairman of the workshop.

Host chapter was the Port Stanwix Chapter, Rome State School.

Niagara Fireman Wins Back Job

NIAGARA FALLS, Sept. 25 — A city fireman who lost his job after becoming a mental patient has won his long fight for reinstatement.

The Common Council has directed that Albert J. Butcher of 1124 90th St. be restored to his post with \$9,877 in back pay and court costs. The reinstatement was effective Sept. 10.

Mr. Butcher, a World War II veteran, became a city firefighter in 1947. In 1959 he was admitted to a veterans' hospital for treatment of a mental illness. After being hospitalized two months, he was released from the hospital and declared fit to work.

But City Manager Edward H. Potthoff Jr., who since has left Niagara Falls, balked at restoring him to his city job.

Mr. Butcher took the case to the State Supreme Court and Justice Harry J. Forhead ruled in his favor.

Eames Serving As Temporary Advisor To CSC

UTICA, Sept. 25—Charles B. Eames, instructor of political science at Utica College of Syracuse University, is serving as a temporary consultant to the Civil Service Commission in Washington.

Eames recently was appointed to a brief term as a consultant in the Office of Career Development within the Commission.

His duties involve the development of an inter-agency training program for recent college graduates who enter Federal career service.

Eames also will offer suggestions on the content and structure of several executive development programs being planned by the Office of Career Development.

Eames is expected to complete his assignment before college classes resume next week.

Robert Kelly, DPW Employee, Dies

Robert W. Kelly an assistant civil engineer for the State Department of Public Works, died last week in Albany Veterans Administration Hospital after a brief illness.

A native of Albany, he was a veteran of World War II and a member of the Loyal Order of Moose.

Rochester Drive For Membership Now Under Way

(From Leader Correspondent)

ROCHESTER, Sept. 25—A well planned campaign to bring city membership up to 3,000 has been opened by the Monroe County Chapter of the Civil Service Association.

City employees last week found their pay envelopes stuffed with literature promoting the campaign, outlining the Association's accomplishments and detailing steps for joining.

It listed accomplishments including:

"Five percentage point reduction in employee retirement contribution; Social Security coverage on a fully supplemental and retroactive basis; retirement vesting after 15 years' service; increase in maximum retirement system ordinary death benefit to two years' salary;

"Supplemental pension benefit for retired employees; 55-year-old retirement plan; vacation and sick leave pay for per diem employees; four weeks' vacation for city employees after 20 years' service."

The drive opened last Tuesday night with a dinner meeting in the Melody Lane Restaurant. Mrs. Raymond McFee, Chapter president, told about 20 representatives of the membership committee that the city manager had agreed to help distribute the campaign literature in pay envelopes.

She said that a special issue of the Civil Service Leader will be devoted largely to activities of the Monroe County Chapter. The chapter hopes to represent the majority of the city's employees.

The city workers were told that association dues of \$10.40 a year include the Leader as well as other important benefits. "We have discussed with city officials payroll deduction of dues and ex-

pect, when the city begins its new payroll system, incorporation of this procedure."

They were also told that the Association has these immediate goals:

Adequate salaries; longevity increments.

Payment of accrued vacation and sick leave time upon retirement or termination and four weeks vacation after 15 years of service.

A \$5,000 minimum retirement system ordinary death benefit.

Continuance of part of the retirement system death benefit after retirement.

Guaranteed retirement benefits. Adequate grievance machinery. Five days personal leave.

Potential recruits were told that the association provides a full legislative program tailored to the needs of Civil Service employees. Legal advice and assistance in disciplinary actions are provided by the Association, as well as help in matters of public relations and research, they were told.

"Any present or retired employee of the City of Rochester may join including its Board of Education and other independent authorities, whether temporary or permanent," said the chapter.

Agnes Brown is chairman of the campaign. She will be assisted by chapter representatives in the city governmental units.

"The future accomplishments of CSEA and the Monroe Chapter will fully repay every effort you make now to secure the active membership support of your fellow employees," said CSEA president Joseph F. Feily in a letter. "Employees will be represented by CSEA in an effective, responsible and respectable manner and we are confident that improvements will result."

Where to Apply For Public Jobs

The following directions tell where to apply for public jobs and how to reach destinations in New York City on the transit system.

NEW YORK CITY—The Applications Section of the New York City Department of Personnel is located at 96 Duane St., New York 7, N.Y. (Manhattan). It is two blocks north of City Hall, just west of Broadway, across from The Leader Office.

Hours are 9 A.M. to 4 P.M. closed Saturdays except to answer inquiries from 9 to 12 A.M. Telephone Cortland 7-8880.

Mailed requests for application blanks must include a stamped self-addressed business-size envelope. Mailed application forms must be sent to the Personnel Department, including the specified filing fee in the form of a check or money-order, at least five days before the closing date for filing applications. This is to allow time for handling and for the Department to contact the applicant in case his application is incomplete.

The Applications Section of the Personnel Department is near the Chambers Street stop of the main subway lines that go through the area. These are the IRT 7th Avenue Line and the IND 8th Avenue Line. The IRT Lexington Avenue Line stop to use is the Brooklyn Bridge stop and the BMT Brighton Local's stop is City Hall. All these are but a few blocks from the Personnel Department.

STATE — First floor at 270 Broadway, New York 7, N. Y. corner of Chambers St., telephone BAclay 7-1616; Governor Alfred E. Smith State Office Building and The State Campus, Albany; State Office Building, Buffalo; Room 400 at 155 West Main Street, Rochester (Wednesdays only); and 141 James St., Syracuse (first and third Tuesdays of each month).

Any of these addresses may be used for jobs with the State. The State's New York City Office is two blocks south of Broadway from the City Personnel Department's Broadway entrance, so the same transportation instructions apply. Mailed applications need not include return envelopes.

Candidates may obtain applications for State jobs from local offices of the New York State Employment Service.

FEDERAL — Second U.S. Civil Service Region Office, News Building 220 East 42d Street (at 2d Ave.), New York 17, N. Y., just west of the United Nations building. Take the IRT Lexington Ave. line to Grand Central and walk two blocks east, or take the shuttle from Times Square to Grand Central or the IRT Queens-Flushing train from any point on the line to the Grand Central stop.

Hours are 8:30 A.M. to 5 P.M. Monday through Friday. Telephone number is YU 6-2626.

Applications are also obtainable at main post offices, except the New York, N. Y., Post Office. Boards of examiners at the particular installations offering the tests also may be applied to for further information and application forms. No return envelopes are required with named requests for application forms.

U.S. Service News Items

By CAROL CHRISTMAN

Two Bills Are Passed & One is By Passed

The bill to liberalize longevity pay for postal employees was passed by the House by 360 to 4. The bill has now gone to the President.

Although the Administration opposes the bill, the President is expected to sign it because of the overwhelming Congressional approval. The Senate had approved the bill earlier by a unanimous voice vote.

The bill providing for retirement at 55 after 30 years of service was not acted upon. The bill is most likely dead as far as this session of Congress goes.

A house vote of 305 to 53 approved the creation of over 700 new top pay jobs. The House bill sets a ceiling of \$18,500 on the salaries of staff members of staff committees.

The bill now goes to the Senate which will consider a different bill of its own. Amendments providing for more top pay jobs in the Space are pending to the Senate Bill.

Agriculture Aides Most Interested in Good Job

A recent attitude survey of 90,000 Department of Agriculture employees showed that doing a worthwhile job was their top interest. What Agriculture employees most desire is a better managed promotion program.

In the field of interest, second to worthwhile jobs is the maximum use of their skills and abilities. Following comes: pleasant and cooperative co-workers, safe and adequate working conditions, and being kept busy.

An office publication, a room for employees to eat home-brought lunches in and other fringe benefits received the least amount of employee interest.

The survey will be used as a guide in creating personnel policy at the Philadelphia meeting of high up Agriculture officials next week.

West Side Story: Kennedy OK at Home Not So Good Abroad

Congressman William Pitts Ryan recently tabulated an opinion survey of residents of New York City's 20th district the West Side, on the Kennedy administration.

Generally speaking, the survey revealed that West Siders brought the Kennedy Administration had been doing a good job in domestic affairs, but not so well in foreign affairs. Eighty six percent favored Kennedy's domestic policy, and 55 percent his foreign policy.

Congressman Ryan points out that these questionnaires were filled out shortly after the Cuban venture.

West siders also approve Federal guarantees of voting rights for all citizens, Federal grants for public school construction, teachers, salaries, medical aid to the aged through the Social Security system, and foreign aid for nations of Latin America, Africa, and Asia.

In reporting his findings, Ryan also points out that these results are in no way the product of a scientific survey of West Side opinion. The totals represent

only the opinions of those who filled out the questionnaires.

Budget Bureau Would Cut Travel Expenses

The Budget Bureau last week directed Federal agencies to try and absorb increased costs resulting from higher travel allowances recently made law. The Bureau told agencies that maximum rates were set by law and that these would be approved only "when clearly warranted."

The Budget Bureau agreed with the Senate in the opinion that more efficient scheduling of work and use of coaches on trains and planes could eliminate most of the increased travel cost.

The probable result of this reminder will be that only a few agencies will approve the maximum mileage rate of 12 cents and the daily expenses allowance of \$15.

5 Army Aides Honored

Five employees of the Headquarters First U.S. Army on Governors Island have recently been honored.

Mrs. Emma M. Wheaton, was awarded \$100 for sustained superior performance and an outstanding employee rating.

Rhoda A. Slaan was presented \$150 with a sustained superior performance award and rated an outstanding employee.

Mrs. Donald F. Brooks, wife of M/Sgt. Brooks stationed at Governor's Island, received a per-

formance award certificate and a check.

Julie Fischer won \$150 and an outstanding rating.

Ruth M. Pantiel received a suggestion award and a check.

House Approves Bill Creating 5,000 Jobs

A supplemental budget bill which would create some 5,000 new jobs has House approval. Most of these new jobs approved by the House would be in Social Security and in Housing and Home Finance. More workers are needed in these two agencies because of the Social Security amendments and the new housing act.

Peace Corps Given Permanent Status

Final Congressional approval has been given the bill to make the Peace Corps permanent. The Peace Corps has already sent 110

volunteers to teaching and other jobs. By next summer it is expected that 1,000 volunteers will be in about a dozen different countries and that 1,700 more will be in training.

Colony Library Seeks Youth Books

Mrs. Emma Veeder, Supervisor of Volunteer Services at Craig Colony and Hospital, recently pointed out that a great deal has been accomplished since the organization of the Volunteer Library Committee.

This Committee has established and expanded a library for the use of the patients at Sonyea. Thus far over one thousand books have been contributed, catalogued, and made available to a majority of patients.

However, in short supply are picture books suitable for children of young ages. Anyone wishing to donate such books may be able to do so at the Colony.

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Ryan and Kaplan Heard By President's Task Force On Employee-Gov't Relations

At recent hearings of the President's Task Force on Employee-Management Relations, two men well-known to New York City and New York State Public employees presented their views on the subject.

On Sept. 13, H. Elliot Kaplan, president of the State Civil Service Commission, gave his opinions at a hearing in Washington. Then, on Sept. 19, Gerald J. Ryan, president of the Uniformed Firemen's Association of New York City, expressed his ideas at a hearing held in New York City.

The Task Force was set up June 22 when the President issued a memorandum to heads of agencies and departments, saying that he wanted information on employee-management relations in the Federal service, and particularly on the status of employee organizations.

Appointed to the Task Force were the Secretary of Labor, who is its chairman, and the Secretary of Defense, the Postmaster General, the Director of the Bureau of the Budget, the Chairman of the Civil Service Commission and the special counsel to the President.

The Task Force is a fact-finding group, with no power to recommend legislation, and will report to the President in November on its findings.

KAPLAN'S OPINIONS

H. Elliot Kaplan told the Task Force that he feels "the two most cogent issues in the relationship of government management and employees are (1) collective negotiation and (2) grievance machinery to settle disputes."

He stressed the difference between collective negotiation and collective bargaining, and said that there seemed to be no useful reason for "insisting on legal technicalities of 'collective bargaining'" as is often done.

He said the difference between the two was more than semantic, since the use of "collective bargaining" in private industry creates implications that would make it undesirable in government.

"By confining the practice to 'negotiation,'" he said, "government is not only left free to act unilaterally when need be, but it also avoids much of the confusion and misunderstanding which collective bargaining insinuates."

On the existence of employee organizations in general, he said: "Employees in government should be permitted to organize and to choose their own representatives, to affiliate with outside organizations (except where such affiliation is patently prejudicial to the public interest), but should not be compelled to join any particular association, or union."

"By the very nature of the public service and the inalienable right of every citizen to serve the people, neither the union nor closed shop practice may be condoned. Check-off of membership dues would appear to present no serious issue if written authorization of the employee is required and an employee may withdraw such authorization at will."

On Grievances

On the functions of grievance machinery, Mr. Kaplan said: "Public employees, like their

counterparts in private industry, have their grievances, some real, some fancied. A practical device to resolve their grievances expeditiously and justly is needed, though the solution is not simple. It should be devoid of legalistic mechanisms which only prove frustrating and give no satisfaction to either side.

"Disagreements should be resolved at the first level of supervision wherever possible, and in proper cases permissibly be appealed to the head of the public agency for final decision. I am not particularly sold on the suggestion of outside arbitration boards, though that is often provided in private industry, for I have found this practice too easy a device for irresponsible public administrators to avoid their own responsibilities and pass them on to an authority unresponsive to the electorate. In any event I would urge that any arbitration be advisory only, and never mandatory."

Mr. Kaplan concluded by saying that "In essence, wherever practicable the privileges accorded to employees in private industry should be extended to public employees, modified to meet the unique needs of the public service and compatible with our concepts of democratic administration of public affairs."

RYAN'S VIEWS

Gerald Ryan, speaking from the point of view of the public employee, said that he felt there were four concrete provisions for the operation of labor relations between government and employees, which should be required.

They are (1) recognition (2) collective bargaining (3) grievance procedure, and (4) arbitration machinery. He then proceeded to define and explain the four. He said such a four-part program is "practiced daily in private industry," and has been recognized as necessary for private employees by Federal statutes and court decision.

He said that the Federal government "should not be following established procedures in private industry but, as a progressive, enlightened and forward-looking administration, should lead in the methods of finding solutions under labor relations."

The Four Parts

A summary of Mr. Ryan's outline of the four parts of his proposal follows:

"1. Recognition. On petition of a genuine labor union for recognition, the petitioner is to provide proof of representation of a substantial number—no less than 30% of the employees in an appropriate unit.

"2. Collective Bargaining. The

certified collective bargaining representative shall be entitled to immediate negotiations with the appropriate governmental agency to discuss, and attempt to arrive at an agreement, as to all terms and conditions of employment. It is recognized, of course, that while this is to be broad and to cover all aspects, it will be limited so as to exclude matters which are specifically prohibited by law.

"3. Grievance Procedure. A

method to be evolved so that any employee who has a grievance by reason of charges, disciplinary proceedings, or alleged discriminatory practices, or if the certified union has a grievance as to methods of operation, negotiations or general policy of operations and working conditions, that the same may be processed through the certified union, or its designated representative, under estab-

(Continued on Page 12)

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TUESDAY, SEPTEMBER 26, 1961 31

Promotion Series A Mental Hygiene 'Must'

MENTAL Hygiene Department attendants are as vital to the cure of the mentally ill as doctors, nurses, drugs, therapy and physical plants provided by the State in its attempt to cure and its need to care for the unfortunates.

The better the service, the more promising the chance for cure. But we are becoming more and more concerned that the fine service rendered by attendants may eventually deteriorate because of the inability of the State to recruit sufficient personnel for this particular job in the future.

While providing hospital attendants with a salary program, pension plan, health insurance coverage and other fringe benefits, there is an element of employment missing that, unless supplied in the near future, may seriously damage not only recruitment but the retention of current personnel.

We speak of promotions. A dead end is quickly reached in this title and a job with so little future eventually draws men of little ambition.

A promotion series for Mental Hygiene attendants must pass beyond the eternal conversation stage it has lived in for so long.

Any job must hold promise in the future. Or there will be no future jobholders in the title.

Let the State take some serious action in this field this year.

A Forward Move

THE Transit Authority is looking for its most courteous employees. The winners will be featured in posters to be displayed in subway cars and buses throughout the system.

Such a program is almost certain to increase employee courtesy in dealing with the public. The Transit Authority sells service and it is quick to understand that there cannot be service without courtesy and good public relations.

Public employees in all departments are in the public eye by the very fact that they are part of civil service. The impression they make is blanket. That is, all are judged by one. Their actions reflect on their department, the City, State or Federal government and other Civil Service employees. A smile here, a simple assist there, and a display of anger can be changed to a display of understanding.

We wish the program well and urge other department heads to watch the program closely so that they may imitate.

Questions Answered On Social Security

Below are questions on Social Security problems sent in by our readers and answered by a legal expert in the field. Anyone with a question on Social Security should write it out and send it to the Social Security Editor, Civil Service Leader, 97 Duane St., New York 7, N. Y.

Does my disability benefit start with the month in which I file my application?

Disability benefits become payable in the seventh month of your disability. The law sets a six month waiting period before disability payments can begin.

I am physically unable to do heavy labor any more and don't have training for any other kind of work. Would I be considered disabled?

If you are physically and mentally able to engage in substantial gainful work, even though it is not your regular job, you are not considered disabled, whether or not you can find some other work. However, all disabled people applying for disability benefits are referred to their State Vocational Rehabilitation agencies for possible help in learning new skills and finding other jobs.

I work for the City of New York and have been covered by social security since 1956. I have earned maximum wages since my coverage began. I am now 65 and will retire at the end of this year. How much will my social security benefit be?

You will receive a monthly social security check of \$123 a month.

LETTERS TO THE EDITOR

Letters to the editor must be signed, and names will be withheld from publication upon request. They should be no longer than 300 words and we reserve the right to edit published letters as seems appropriate. Address all letters to: The Editor, Civil Service Leader, 97 Duane St., New York 7, N.Y.

Explains Action on CSEA Resolutions

Editor, The Leader:

Your paper has rendered a valuable service to its readers in setting forth the resolutions approved, disapproved and referred by the Resolutions Committee of the Civil Service Employees Association.

However, I believe it should be known that your article merely stated the headnotes relating to each resolution and did not contain the text. The full report of the Committee was sent to each chapter and will be furnished to each delegate before the October meeting.

A reading of your article on the resolutions disapproved would seem to indicate that adverse action was taken on some very fine suggestions. The detailed report would show, however, that the Committee chose to approve other resolutions on the same subjects which it felt were preferable to those that were disapproved.

Finally, it should be known that all sponsors of resolutions were advised of the action taken and full opportunity was afforded for presentation of proposed resolutions. A final meeting of our Committee will be held in conjunction with the delegate's meeting and which will be open to the delegates for discussion of the action of the Committee.

I would be remiss if I did not pay tribute to the members of the Committee: Harry Albright, our counsel; Grace Nulty, chairman of the Legislative Committee; Charles Lamb, fourth vice president; and to the staff members who labored long during six hot days in July and August on the many and varied problems presented to the Committee.

HENRY SHEMIN
CHAIRMAN,
RESOLUTIONS COMMITTEE

Clerk Says City Reneged on Pay

Editor, The Leader:

I am a clerk working for the City of New York. In July 1956 we were given a pay raise from \$2,550 to \$2,750 a year, with retroactive pay from July 1955. We were given checks for 60 per cent of this money, and the City said they owed us the rest.

So far, we have not received this back pay.

NAME WITHHELD
BRONX, N. Y.

Says Safety Officer Status Too Low For Duties Performed

Editor, The Leader:

Having read your article of August 15 concerning the Civil Service Employees Association's continuous push for the improvement of conditions in the Department of Mental Hygiene, I would like to explain in detail the functions of the institution safety officer, or institution patrolman, as mentioned.

As of 1957, two titles previously used, institution patrolman and institution fireman, were merged into the single title of safety of-



Civil Service LAW & YOU

by HAROLD L. HERZSTEIN

Mr. Herzstein is a member of the New York bar (The views expressed in this column are those of the writer and do not necessarily constitute the views of this newspaper or of any organization).

Military Service Subtraction

Part Two

IN LAST WEEK'S ISSUE I discussed Judge Isadore Bookstein's opinion in the recently decided case of Hart v. Kaplan. He ruled that the ban against making age limits applicable to veterans is no longer the law. The Judge went on and packaged all the major principles of law on this subject. This installment is a summary of what the Judge wrote.

IN 1946 A NEW SECTION was added to the civil service law (Section 21, now Section 87). The opening part of the Section makes it seem like the old ban against applying any age limitation to veterans. It opens with the clause that a veteran "shall not be disqualified from holding any position in the civil service on account of age . . ." However, the new Section has two important exceptions. In the first place, the prohibition against an age limit is to have no effect if the veteran's age makes him "incompetent to perform the duties of the position applied for." In the second place, the prohibition against an age limit is to have no effect "for positions for which age limitations are specifically authorized or prescribed by law."

Policeman-Fireman Section

AT THE TIME when Section 21 (now Section 87) was written into the law, there was a section in the law which authorized the State and municipal civil service commissions to fix age limits "for positions such as policeman, fireman, prison guard, or other positions which require extraordinary physical effort" (Section 25-a, now Section 54). Since Section 25-a was in the law, when Section 21 was added, Judge Bookstein ruled that it was an exception which permitted the fixation of age limits for veterans who wanted to be policemen, firemen, prison guards, etc.

MR. HART, THE complaining party in the case before Judge Bookstein had taken a policeman's examination. Consequently, the Judge ruled that an age limit in regard to that examination was legal.

Subtraction For All Vets

JUDGE BOOKSTEIN pointed out another provision of law which applies in all cases where a maximum age requirement has been fixed. It is Section 243, Subdivision 10-a of the Military law, added in 1946, as Section 246. It provides, in substance, that whenever a maximum age is established by law or by a rule or by any action of a civil service commission for an examination or for appointment or promotion to any position, then the period of military duty plus the period of terminal leave must not be included in computing the age of the candidate or the eligible for either appointment or promotion.

SUMMARIZING THE SECTION simply, the period of military duty and terminal leave must be subtracted from the candidate's age. The remainder indicates if his age is below or above the maximum age permitted. This Section is a "must" and is applied in all cases.

ficer. Since assignments may be specified to Fire or Police, the officer has to be able to switch from one to the other as the occasion demands.

The Police are concerned with the protection of the grounds, buildings, patients, employees and visiting public, and must enforce traffic regulations. And while in larger institutions the Fire Department is responsible for the maintenance and operation of all apparatus at his disposal, and is exposed to the attendant risks, this characterizes but does not exhaust the scope of the assignments given to the safety officer.

Without adequate training and equipment it is almost impossible for these officers to perform their duties sufficiently in a manner expected by the Department of Mental Hygiene. As a matter of policy, no safety officer is permitted to carry weapons of any kind, and so must perform these duties unarmed—only recently were they permitted to carry night sticks, and this privilege is still limited to only the officers working the evening and night shifts.

Building guards employed in various State agencies have an extensive 7-week course in the

Police Academy, and here they are taught the art of self-defense and various laws governing criminal procedure. They have as standard equipment handcuffs and nightsticks. The safety officer does not have this much-needed facility at his disposal, and he must also purchase and maintain his own uniform, without compensation.

As the sixth largest law enforcement agency in New York governed by separate rules and regulations, the Mental Hygiene Department, under section 34, subdivision 4, gives its officers a limited Peace Officer status, to the extent of one mile radius beyond the institution grounds. Safety officers employed by the State Department of Correction possess full peace officer powers under section 154 of the Code of Criminal Procedure.

We are hoping that these problems will be considered and in the future eliminated. I would like to express gratitude to the Civil Service Employees Association for its interest concerning the plight of the safety officer.

EDWARD L. KIRKLAND
PRESIDENT, SAFETY OFFICERS
BENEVOLENT ASSOCIATION



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DEPARTMENT . . . more than YOU'VE EVER SAVED ANY TIME ANY PLACE!

You'll save on 85,000 items in 42 departments . . . all the merchandise found in conventional department stores . . . PLUS GROCERIES! PRESCRIPTIONS! GASOLINE! INSURANCE! OPTICAL! TIRE AND BATTERY SERVICE too!

A trip thru G-E-X is a never-to-be-forgotten experience. Proof of eligibility is all you need to be admitted through the G-E-X locked door.

YOU Are Eligible To Join and Save at G-E-X If You Are a Member of One of the Following Groups:

Employees of THE STATE GOVERNMENT

Employees of CITY GOVERNMENTS

Employees of COUNTY GOVERNMENTS

Employees of FEDERAL GOVERNMENT

All Members of the Armed Forces, National Guard, or Active Reserve, and Retired Career Servicemen receiving retirement benefits.

Employees or Officials of Governing Bodies Supported by Government Funds, such as School Boards

Employees of All SCHOOLS, COLLEGES, and UNIVERSITIES

Employees of COMPANIES having either their entire production or a substantial portion of their production under Contract with Federal, State, County or City governments.

ALL These Departments!

- Women's Fashions
- Women's Sportswear
- Children's Wear
- Boy's Wear
- Family Shoes
- Men's Wear
- Infant's Wear
- Photographic
- Millinery
- Drugs
- Cosmetics
- Prescriptions
- Groceries
- Major Appliances
- TV, Stereo, and Radio
- Furniture
- Infants' Furniture
- Jewelry
- Housewares
- Hardware
- Dry Goods
- Gifts
- Carpets and Rugs
- Popcorn
- Auto Accessories
- Domestic
- Draperies and Curtains
- Cleaning and Pressing
- Musical (Limited)
- Luggage & Leather Goods
- Toys
- Records
- Sewing Machines
- Sporting Goods
- Stationery & Books
- Paint & Artist Supplies
- Garden Shop
- New Cars
- Optical Services
- Candy & Ice Cream
- Insurance
- Gasoline Station

Come in for a Courtesy Visit

If you wish, you are invited to pay G-E-X a Courtesy Visit before joining . . . so that you may see for yourself the savings and convenience it offers! Just bring proof of eligibility and browse. No purchases may be made, however, without a Membership card.

REGULAR STORE HOURS

Monday thru Friday
NOON TO 9:30 P.M.

Saturday

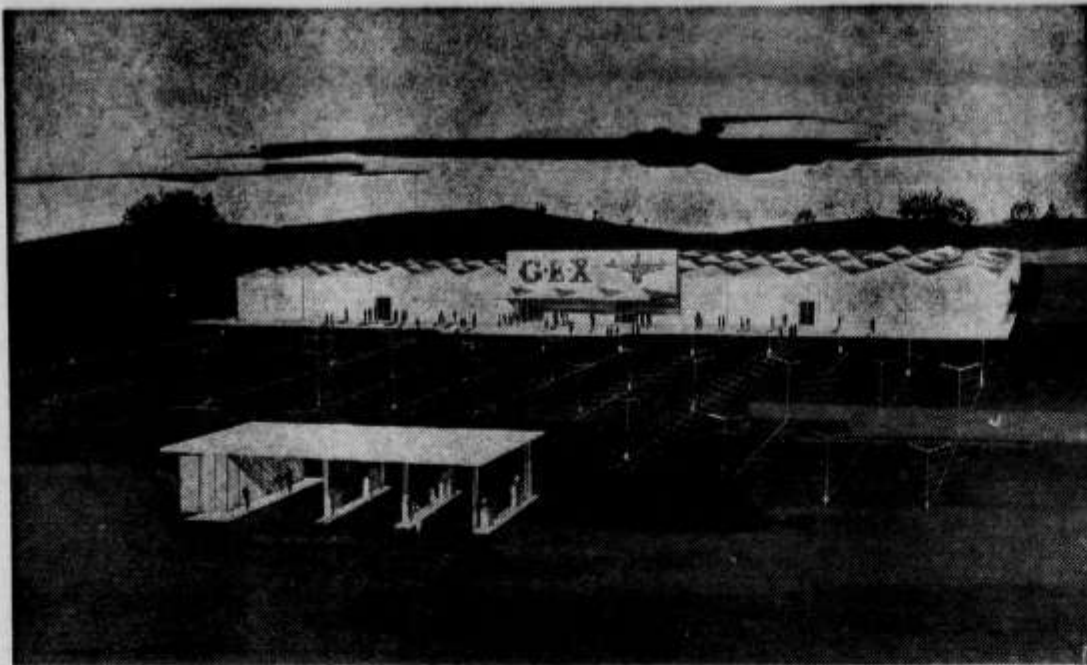
9:30 A.M. TO 6 P.M.

CLOSED SUNDAYS

Gasoline Station

7 A.M. to 10 P.M. 7 Days a Week

G-E-X is Not Affiliated With Any Governmental Agency



ARTIST'S CONCEPT—Artist's concept designed to serve governmental employees on all levels, is the first closed door membership store in Latham on Thursday, Sept. 28. The store, especially the area.

Department Store To Serve Public Employees Opening

Another link in the fast-growing chain of closed door membership department stores — which have mushroomed from a simple concept to a nation-wide retailing colossus within only seven years — will be opened at Noon, Thursday, September 28 in Latham.

G-E-X, Inc. of Albany, a huge 100,000 square foot store serving only government employees and other eligible families, is the first closed-door membership store in this area.

It is located at 711 Troy-Schenectady Road. Grand opening hours will be Noon to 9:30 p.m. on Thursday, September 28 and Friday, September 29, and Saturday, September 30, 9:30 a.m. to 6:00 p.m. G-E-X will be open Monday through Saturday. G-E-X now operates similar stores in Norfolk, Va., Atlanta, Ga., Oklahoma City, Okla., and will soon open another store in Pennsauken, New Jersey.

Eligible Families

George Nevole, G-E-X General Manager, estimated that G-E-X will serve over 70,000 government families in the Tri-City area.

G-E-X will be open only to the following government employees and related groups:

- Active or retired employees of federal, state, county and municipal governments.
- All members of the Armed Forces, National Guard and Active Reserve, and retired career servicemen receiving retirement

- Employees of all public and private schools, colleges, and universities.
- Employees or officials of governing bodies supported by government funds, such as school boards.
- Employees of private firms having all or a substantial portion of their production under contract with federal, state, county or municipal governments.

Over 40 Departments

G-E-X will contain over 40 departments, including all departments normally operated by conventional department stores.

In addition, G-E-X will offer its members a complete drug department and prescription pharmacy, a 5,000 square-foot grocery department, as well as such unusual departments and services as an automotive service center, gas station, cafeteria, dry cleaning, optical services, and insurance.

Conventional departments will include complete selections of women's, children's and infants fashions, men's and boys' wear, shoes, millinery, furniture, carpets, major appliances, TV, radio, hi-fi

(Continued on Page 8)

Foster Homes For Children

FAMILY and CHILDREN SERVICE of Albany, a non-sectarian Red Feather Agency with social services including family counseling, foster care of children, adoption and counseling with unmarried mothers, is in need of private foster homes for infants and older children. Those desiring to become foster parents, please phone or write Family and Children's Service, 12 S. Lake Avenue, Albany, New York, Hobart 8-1107.

Fort Jay Stenos Earn \$78 Weekly

Headquarters, Fort Jay, on Governor's Island is recruiting stenographers to fill permanent jobs. Salary is \$78 weekly.

These jobs could lead to careers with the Federal government, according to A. G. Sullivan, chief of the Civilian Personnel Section. The benefits offered include automatic salary increments, promotion policy, retirement program, Federal employees group life insurance, liberal leave policy, and health benefit program.

Applicants will be required to qualify in an appropriate Federal civil service examination if they do not already have Federal civil

service status. Dictation is given at the rate of 80 words per minute. Typing speed required is approximately 40 words per minute.

Interested applicants should visit the Civilian Personnel Office, Headquarters Fort Jay, Building 400 Section D, Governors Island, New York, for an interview.

SPECIAL RATES for Civil Service Employees



HOTEL Wellington

DRIVE-IN GARAGE AIR CONDITIONING - TV
No parking problems at Albany's largest hotel... with Albany's only drive-in garage. You'll like the comfort and convenience, too! Family rates. Cocktail lounge.

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OPPOSITE STATE CAPITOL
See your friendly travel agent.

SPECIAL WEEKLY RATES FOR EXTENDED STAYS

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New modern 3-room unfurnished apartment. \$70.00 Single - \$75.00 Double. Utilities included. See at No. 6 Spring Street, Albany.

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ACCOMMODATIONS FOR ALL TYPES OF MEETINGS AND PARTIES, INCLUDING OUR COTILLON ROOM, SEATING 200 COMFORTABLY.

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(Write in quantity desired)

	Reg.	SALE
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Teaspoon	4.75	3.50
Knife	7.00	5.25
Fork	8.00	6.00
Salad Fork	6.75	5.00
Cream Soup Spoon	6.75	5.00
Placal Spoon	6.75	5.00
Butter Spreader H.H.	5.50	4.12
Butter Knife	7.50	5.82
Table Spoon, pcd.	11.00	8.25
Gravy Ladle	13.50	10.12
Cold Meat Fork	13.50	10.12

Add any other items needed

Name _____
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Check enclosed Charge

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\$7* single room, with priv. vote both and radio.

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In ROCHESTER

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In ALBANY

the *Manor DeWitt Clinton*
State and Eagle Streets

*State Rate in New York City is \$8.00 per day, in accordance with new per diem allowance.

\$20 a Day Offered to City Clock Repairers

Starting October 4 the City will accept applications from clock repairers for a position, paying \$20 a day, in the Department of Education.

Required for the job are five years of full-time, paid experience in the repair of clocks or electrical instruments used in programming systems.

Clock repairers work under supervision maintaining and repairing all types of electrical and mechanical clocks and programming systems, and doing related work.

They also keep records of shop and field activity, and check shop parts inventory and order parts as needed.

A practical test, weighted 100 and requiring 70 per cent to pass, will require candidates to demonstrate their manual skill and general knowledge.

A qualifying written test may be required, as will a qualifying medical-physical.

Apply after October 4 to the Application Section of the New York City Department of Personnel, 96 Duane St., Manhattan. Filing closes Oct. 24.

Transit Promotion To Asst. Super Opening

On Oct. 4 applications will be accepted for the promotion to assistant superintendent (surface transportation) examination. This Transit Authority title pays from \$9,500 to \$12,000 a year, and is open only to employees in the title chief surface line dispatcher.

For complete information and application forms contact the Department of Personnel's Application Section at 96 Duane St., New York 7, N.Y.

Technician Jobs Open In Hospital

The U.S. Public Health Service Hospital in Staten Island is hiring medical technicians at a minimum salary of \$3,760 a year. With more experience the salary is \$4,345 a year.

Candidates for the GS 3 jobs must have one year of experience in laboratory work on blood counts, hemoglobin estimating, analyzing urine and other related work.

Education may be substituted for experience. However, all applicants must have at least three months experience.

An applicant must be physically able to perform the duties of the position.

More complete information and application forms are available through the Board of U. S. Civil Service Examiners, U. S. Public

Practical Nurses Sought at \$4,040

The Veterans Administration hospital in Manhattan is recruiting practical nurses at \$4,040 a year. Women only are wanted to fill these jobs.

Applicants must have successfully completed a full-time program of study in practical nursing. Applicants must be licensed to practice in a state or territory of the U.S. or the District of Columbia.

Applications will be accepted from persons who are qualified except for the license provided application for the license has been made. Such applicants may be appointed, but they must obtain

Health Service Hospital, Staten Island 4, N. Y. Applications are being accepted until further notice.

the license during the probationary period.

In addition to the education and license requirements, applicants must have had one year of progressively responsible experience as a practical nurse under professional nurse supervision.

Applicants must be physically able to perform the duties of the position. They must also appear for an oral interview to determine whether they possess personal qualities such as tact, patience, understanding and emotional stability.

Applications and further information may be obtained from the Executive Secretary, Board of U.S. Civil Service Examiners, Veterans Administration Hospital, 1st Ave. at E. 24th St. Applications will be accepted until further notice.

Department Store

(Continued from Page 8)

and stereo, housewares, hardware, sporting goods, toys, luggage, photographic, jewelry, records, dry goods, draperies and curtains, automotive accessories, and many others.

Credit

Complete credit facilities will be available to all employees. Such services as delivery and installation and after-sale service on major appliances will also be available.

Council

Another innovation in this new merchandising concept is the establishment of a Members Advisory Council. The council is composed of key executives and leaders from the various membership groups.

The council will participate in forming management policies of G-E-X, and will annually award college scholarships to deserving sons and daughters of G-E-X members, on behalf of G-E-X.

The Members Advisory Council will also bestow public service achievement awards to outstanding government employees.

Members of the G-E-X, Inc., Albany Advisory Council are:

Deloras Fussell, president, Capital District Conference, CSEA;

Warren S. Welch, director, Bureau of Personnel, New York State Department of Public Works;

Leo D. Doherty, research associate, New York State Education Department and president of the Education Chapter of the New York State CSEA;

Albert F. Prezio, assistant chief, Troy Police Department;

John J. Hession, president, United Federation of Postal Clerks, Albany;

Howard C. Hickin, equipment designer, Scotia;

Charles J. Ciaccio, principal, Guilderland Central High School;

Frank Carrk, senior tax examiner, president of the Taxation and Finance Department, CSEA; and

Alfred J. Marsch, deputy chief of storage, Schenectady General Depot.

Elibibles May Visit Store

During the grand opening, Sept. 28 - 30, eligible employees will be afforded the opportunity of making a courtesy visit to the store. Proof of eligibility will be required.

However, it was pointed out by Mr. Nevole, no purchases can be made without a membership card.



Are You All At Sea When It Comes To Health Insurance?



There is no need to be! A few simple navigational aids will keep you off the rocks of unmet doctor bills.

Before you embark on any program of medical care insurance, ask these five basic questions:

- 1) Does the plan provide its benefits *without extra charges* over and above the premium?*
- 2) Does the plan fully cover the cost of today's expensive specialist services *regardless of number of visits?*
- 3) Does the plan assure coverage of the *full* cost of operations — *regardless of how difficult or extensive the surgery might be?*
- 4) Is the plan concerned with the *quality* of care rendered to you?
- 5) Can you continue *with full benefits* if you leave your job?

ONLY ONE HEALTH PLAN — H.I.P. — can give a "yes" answer to all of these questions.

*In H.I.P.'s group plan the only extra charge is \$2 for a home call between 10 P.M. and 7 A.M.



HEALTH INSURANCE PLAN OF GREATER NEW YORK

625 MADISON AVENUE, NEW YORK 22, N. Y.

Plaza 4-1144

Apply By Sept. 28 For October FSEE

September 28 is the filing deadline for the Oct. 14 Federal Service entrance examination and the management intern test. The next test will be given Nov. 18 with the cut off date set at Nov. 2.

The Federal Service entrance examination is used to fill thousands of jobs in 60 career fields. Last year about 9,000 appointments were made from this one test to career positions located in Washington, D.C. and throughout the country.

Some of the positions to which appointments will be made are in such fields as general administration, economics and other social sciences, management analysis, communications, personnel management, electronic data processing, food and drug inspection, recreation, geography, and agriculture and natural sciences.

Those who are appointed are given the opportunity to work on programs of national and international importance while they are trained for positions of re-

sponsibility and leadership.

Candidates earn attractive salaries, a minimum of \$4,345 a year, with regular raises and advancement based on merit. Federal employees enjoy many fringe benefits such as liberal vacation leave each year, sick leave with pay, an excellent retirement system, low cost group life insurance, health insurance and a progressive incentive awards program.

This test is designed primarily for young people with college training or its equivalent. For grade GS 5 appointments at \$4,345 a year, candidates must have completed or expect to complete within 21 months a four year college course leading to a bachelor's degree. Three years of experience in administrative, professional, investigative, technical or other responsible work may also be satisfactory. Such experience must have included at least one year at the grade GS 4 level or its equivalent.

Any equivalent combination of

the above education and experience will also be satisfactory. In combining education and experience, and academic year of study will be considered equivalent to nine months of experience.

For the grade GS7 jobs, \$5,355 a year, candidates must have an additional year of graduate study or a year of experience at the GS five level or a combination of graduate study and experience totaling one year.

College students who are in graduate school or in their last year of college may be offered an appointment effective upon graduation if they pass this examination.

Management internships are also offered. This test is to recruit people with management potential for special training. The number of management internships available is limited and only outstanding candidates are rated eligible. Most of these management intern positions are located in the Washington, D.C. area. These jobs

are in grades GS 7 at \$5,355 a year and in grade GS 9 at \$6,435 a year. Minimum qualifications are a bachelors degree or four years of appropriate experience, or a satisfactory equivalent combination.

Federal Service Entrance Examination tests will be given in October, November, January, February, March, April and May. Management internship test will be given only in October, November, January, and February.

Candidates who wish to take the management intern tests must file by Jan. 25, 1962, candidates for general positions must file by April 26, 1962.

Application form 5000 AB can be obtained from the regional office of the U.S. Civil Service Commission, 220 E. 42nd St., New York 17, N. Y. or from the U.S. Civil Service Commission in Washington, D. C.

Helpers in Four Fields; \$18.96

The Navy Yard has helper electrician, helper machinist, helper pipefitter and helper pipe coverer and insulator jobs at \$18.96 to \$20.56 a day.

Applicants must have had six months in the field as a helper or apprentice in the trade and be in good physical condition.

Full information on these jobs is contained in announcement No. 2-1-4 (61) for the helper pipe cover and insulator jobs and in announcement No. 2-1-8 (59) for all the other jobs. Both announcements are available from the executive secretary, Board of U.S. Civil Service Examiners, New York Naval Shipyard, Brooklyn, N.Y.

Country Property Near Tangelwood, Berkshires, Mass.

CAPE COD ALL-YEAR HOME 4 Rm. Large Modern, Insulated, Sturdy, Solid, Metal Roof, 3-Track Storm Windows, Gas Heat, Screened, Glassed Porch, Removable Windows, Expansion Attic, Collar, Concrete Patio, Furnished, All Appliances and Utensils, On Trout Brook, 5/8 Acre, Quiet Village, Greyhound Bus Stop, 12 1/2 Miles—3 hour drive.

MOVING OVERSEAS Enjoy it for \$7,500 complete. LE 2-1000, LU 7-3025 (Mr. Moss)

Joiner & Other Trade Jobs Open in B'klyn Navy Yard

Joiners, carpenters, armature winders and sheet metal workers are being recruited by the Brooklyn Navy Yard.

Men who apply for these jobs may be appointed to vacancies at other naval installations in the area.

Salary

Armature winders, and joiners start at \$23.20 a day, reaching a maximum of \$25.12 a day. The starting salary for carpenters and painters is \$22.48, reaching a maximum of \$24.40 a day. Sheet metal workers start at \$2.90 an hour, reaching a maximum of \$3.14 an hour.

To qualify for these positions, applicants must have completed a four year apprenticeship in the trade for which they apply. Four years of experience is also acceptable if it can be considered equivalent to an apprenticeship in contact and progressive acquisition of trade skills.

Physical Requirements

Applicants must be physically able to perform the duties of the position. For ground level activities, good vision in one eye and the ability to read printed material without strain is required. Hearing must be satisfactory. Satisfactory color vision may be required for some positions.

Applicants who attain an eligible rating in one of these trades may be required to qualify in a performance test before appointment in the Navy Yard.

Card form 500-ABC and application form 60 may be obtained from the Board of U.S. Civil Service Examiners, New York Naval Shipyard, Brooklyn 1, N. Y. or from the regional office of the U.S. Civil Service Commission, News Building, 220 E. 42nd St., New York 17, N. Y.

Mrs. Robinson Named To Education Council

ALBANY, Sept. 25 — Governor Rockefeller has reappointed Mrs. Mary P. Robinson of Dunkirk to the Council of the State University College of Education at Fredonia for a term ending July 1, 1970.

Openings in ICA Offices Overseas

The International Cooperation Administration is recruiting stenographers and secretaries to work in Asia, Africa, and the Near East.

They also have a few openings in South America, but for these candidates must be bi-lingual.

The ICA runs economic and technical cooperation programs in newly-developing areas around the world, to help the citizens of the areas acquire the skills and knowledge necessary for raising their standard of living.

While the assignments may be in fascinating, colorful places, the ICA has stressed that there are not plush jobs, since most of them are in under-developed areas. Living conditions may be primitive and the work may be harder than its equivalent in the U.S.

In certain cases a "buddy system" may be used, which would allow two friends to be appointed to the same post.

Candidates for these jobs must be over 21 years of age, in good physical condition, high school graduates, and American citizens. They must also be willing to accept appointment for 24 months.

All candidates must be single, with no minor dependents.

Fifty words a minute, typing and 96 words a minute, shorthand, are required. Six years of office experience or equivalent combination—education beyond high school, and two years of continuous secretarial experience for a secre-

arial appointment are required. For other positions, three years of experience or equivalent, with one year's office experience, and ability to take shorthand at 80 words a minute are required.

Salaries range from \$4,495 to \$5,425 a year for secretaries, and from \$4,010 to \$4,940 for other appointments, with numerous side benefits for housing and transportation.

You must be willing to work in Washington D.C. for up to 90 days before being transferred overseas. Also, while candidates may name their choice of country, there is no guarantee that they will go where they want.

Countries

The countries to which appointments are made are:

In the Far East: Burma, Cambodia, Indonesia, Japan, Korea, Thailand, and Vietnam.

In Africa: British East Africa (Kenya, Uganda and Tanganyika), Ethiopia, Liberia, Libya, Morocco, Nigeria, Federation of Rhodesia and Nyasaland, Somalia, Sudan and Tunisia.

In the Near East and South Asia: Afghanistan, Ceylon, Greece, India, Iran, Iraq, Israel, Jordan, Lebanon, Nepal, Pakistan, Turkey, United Arab Republic and Yemen.

To apply contact, either in person or by mail, Mrs. Hunter, sixth floor, Government Unit, New York State Employment Service, 1 East 19th Street, Manhattan.

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135-19 ROCKAWAY BLVD.
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SO. OZONE PARK
\$12,500

SOLID BRICK, 1-family, boasts of master sized bedrooms, with walk-in closets, modern kitchen, Hollywood bath, full basement, oil heat and extras. Only \$400 on contract.

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6 ROOMS — GARAGE

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6 Acre Country Home, 2 family Colonial, 13 rooms, 2 baths, separate heat, fully improved, Taxes \$60. yearly. Easy Terms.
Village 8 room home, Impvts., drilled well, convenient to everything. Sacrifice \$4700. Terms.
60 Acres on Rt. 162, near new raceway, large barn, \$3500. Terms.
Rt. 20, cabin court & snack bar, 10 units, 4 acres, Bargain \$7000.
Wm. Pearson, Realtor, Rt. 20, Sloussville, N.Y. Tel. Central Bridge 255.

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4 room modern year round bungalow, gas heat, 1 acre. \$6500. Terms. Martha Lown, Shandaken, NY Tel. OV 8-9984

BAISLEY PARK
BUNGALOW
\$750 DOWN
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Detached, 7 rooms, 4 bedroom, 2 full baths, 2 car garage, oil unit, full basement, aluminum storms, and screens, extra large 50x100 plot.

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FULLY detached, oil heat. Terrific deal for GI who can do his own painting and decorating.

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\$800 CASH
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HOLLIS—4 bedroom brick, finished basement apartment for additional revenue, garage, many extras.

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Laboratory Aide Filing Will Open Oct. 4; Jobs Pay to \$4,580 a Year

Once again the City of New York is about to offer the laboratory aide examination from which it will fill more than 50 current vacancies (with more expected) in various departments.

This position pays from \$3,500 to \$4,580 a year, and from it employees are promoted to positions paying up to \$6,290 a year.

The filing period will open October 4, and will remain open until October 24. You can apply any time during that period, between 9 a.m. and 4 p.m. Monday through Friday.

Required for the job are high school graduation and at least one year of experience in a chemical, biological or bacteriological laboratory; or completion of at least 12 college credits in one of those fields; or a satisfactory equivalent. In any case, high

school graduation or equivalency is required.

Aides' Duties

Laboratory aides prepare solutions and media, and samples for testing; they clean, sterilize and care for laboratory equipment; inoculate and breed laboratory animals; assist in tests and analyses, and perform simple tests and analyses.

The written test, weighted 100 and requiring 70 per cent to pass, will be objective in type and will

include questions on basic laboratory terminology and procedures, laboratory equipment, general chemistry, general bacteriology, laboratory measurements and arithmetic, elementary clinical chemistry, and chemical analysis.

Apply Oct. 4

Applications will be given out and received after October 4 at the Application Section of the Department of Personnel, 96 Duane St., New York 7, N. Y.

Teach with State, Earn from \$5,020

Institutional teachers are needed by N. Y. State for jobs in schools, hospitals and institutions.

Jobs are available for institutional teachers paying \$5,020 to \$6,130 a year and for senior institution teacher paying \$5,940 to \$7,220 a year.

No written test is required. Ratings will be made from information given by applicants in training and experience questionnaires. An oral test may be given to candidates who qualify on the basis of the questionnaire.

Vacancies are in the Departments of Correction, Health, Mental Hygiene and Social Welfare.

Minimum requirements for institution teachers are college graduation and completion of the necessary teaching requirements for the provisional State

teaching certificate. Senior institution teachers must have a permanent teaching certificate and two years of experience.

Teaching specialties sought include agriculture, art, commercial science and physical education.

Applications and further information may be obtained from the Recruitment Unit, New York State Department of Civil Service, Box 12, The State Campus, Albany 1, N. Y.

Booklet Describes Civil Service Work

At the Hub of the "Flywheel" is the latest publication of the New York State Department of Civil Service. In non-technical language the booklet describes the Department's purposes, functions, and relationships with other State agencies and local governmental units.

It will be distributed to visitors to the department's office at The State Campus, branch offices, and exhibits at the State Fair and elsewhere. Copies will be mailed to individuals, and reasonable quantities will be sent to organizations, upon request.

Requests for copies of the booklet may be sent to the Public Relations Office, New York State Department of Civil Service, The State Campus, Albany 1, New York.

Task Force Hears

(Continued from Page 5)

lished rules and regulations, functioning through impartial personnel.

"4. Arbitration Machinery. This may be subdivided into two procedures (a) mediation and (b) arbitration. Under (a) the facilities of the Federal Mediation Service may be utilized where no satisfactory determination has been made under the grievance procedure, or if a stalemate or impasse has been reached in negotiations. If no successful conclusion is achieved under (a) then machinery should be provided under (b) for impartial binding arbitration."

State Police Test Closing

Filing for New York's State Police test will continue to Sept. 27 for those filing in person at the New York State Police office in Albany. The deadline for mailed in applications was Sept. 25.

Some 75 jobs will be filled at \$5,200 a year from this test. Free service clothing and equipment are included.

Male U.S. citizens, who will be between 21 and 29 on appointment, and have a high school diploma are eligible for this test. The equivalency diploma will be accepted instead of a high school diploma only if the candidate has been accepted by an accredited college.

Candidates must be at least 5'9" in height, in good health and physically fit.

Exam Study Books

to help you get a higher grade on civil service tests may be obtained at The Leader Bookstore, 97 Duane Street, New York 7, N. Y. Phone orders accepted. Call BEekman 3-6010. For list of some current titles see Page 15.

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Two Engineering Tests Open Continuously in City

New York City exams for assistant civil engineer and junior civil engineer reopened Sept. 1 on an open-continuous basis. The filing period had ended Aug. 31.

Junior civil engineers get \$5,150 a year, and assistant civil engineers get \$6,400 a year.

Candidates for the junior civil engineer test must have a baccalaureate degree in civil engineering or graduation from high school and four years of practical experience in civil engineering work.

A satisfactory equivalent of education and experience will also be acceptable.

For assistant civil engineer candidates, a baccalaureate degree in

civil engineering and three years of experience in civil engineering work is required.

High school graduation and seven years of experience or a satisfactory equivalent combination of education and experience is also acceptable.

Experience counts for all of the total grade for the junior civil engineer test. Applicants for these jobs who do not have a civil engineering degree must also pass a qualifying written test. For the assistant civil engineer exam, the written test counts for all of the total grade.

Junior civil engineers are eligible for promotion examinations to assistant civil engineer after six months.

Promotion examinations to assistant civil engineer are currently being held approximately twice a year. Assistant civil engineers are eligible for promotion to the title of civil engineer at a starting salary of \$7,800 a year.

Applications may be obtained at the Applications Section of the Department of Personnel, 96 Duane St., New York 7, N.Y. Applications may be filed in person only, between 9 a.m. and 10 a.m.

Test Times

Written tests for both titles will be given on any week day, from 9 a.m. to 11 a.m. when requested by a candidate, provided the candidate has not failed a previous test in the title in the preceding two months period, or failed a second test within a six months period prior to the date of application.

For both titles the test will take about four and a half hours. Prospective candidates should come prepared with a slide rule and lunch when they present their application for filing.

Watervliet Needs Lathe Operators At \$2.40 or \$2.61

Watervliet Arsenal has announced that it is accepting applications for the position of turret lathe operator with starting salaries ranging from \$2.40 to \$2.61 an hour.

For the \$2.40 an hour jobs applicants must have had at least 18 months experience or training, or a combination of both, in set-up and operation of a turret lathe; or else 18 months apprenticeship machinist experience with on-the-job training in turret lathe set-up and operation.

Applicants for turret lathe operator W-10, paying a starting salary of \$2.61 an hour, must have had at least three years experience or training or combination of both, in set-up and operation of a turret lathe; or else three years apprenticeship machinist experience with on-the-job training in turret lathe set up and operation.

Applications, which will be accepted until needs of the service have been met, should be sent to: Executive Secretary, Board of U. S. Civil Service Examiners, Watervliet Arsenal, Watervliet, N. Y.

Further details and application forms may be obtained at the Arsenal or at any main post office.

Sheetmetal Aides, Machinists, Pipe Coverers Wanted

Machinists (marine), sheetmetal workers, and pipe coverers and insulators are needed by the San Francisco Naval Shipyard, San Francisco, California. Beginning salary for all these jobs is \$2.91 an hour. For further information write to the Board of U.S. Civil Service Examiners at the San Francisco Navy Yard. The announcement for machinist is 12-21-7 (60); for sheetmetal worker, 12-2104 (60); and for pipe coverer and insulator 12-21026 (57).

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Jemcol has many real buys to offer this fall, ready for occupancy before the snow flies. You can call to see a solid brick, home with six large rooms, all newly decorated, near schools and transportation for as little as \$500 down. For that beautiful buy it will pay to dial AX 1-5262 and ask to see the many offerings at Jemcol Realty or drive out today to 170-03 Hillside Avenue, Jamaica, by car or E or F train and see these fine homes.

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SUPERVISION COURSE — Fourteen employees of the Harlem Valley State Hospital are shown at ceremonies on their completion of a Fundamentals of Supervision course given by the New York State Department of Civil Service. From left, front row, are: Josephine Kohanski, Anne O'Hara, Gladys

Graham, Elizabeth Van der Bos, Ella Martino and Eileen Kelly. In back: Dr. Leo P. O'Donnell, director of the hospital, Henry Desormier, Richard Pekley, Gordon Garrand, Ralph San Felice, Douglas Whitney, Lowell Mulkins, Wilfred Coiteux, Thomas Winn and Patrick Coccoma, leader of the group.

Therapist Need At Brooklyn Hospital

The Veterans Administration Hospital in Brooklyn has one vacancies for Exercise (Corrective) Therapist, GS-7, \$5,355 to \$6,345 per annum, requiring six months of professional experience in the

field of exercise therapy in addition to being a graduate of an approved school of physical therapy.

For further information please telephone Mr. F. Baron or Mr.

W. Andersen at Terrace 6-6600, extension 389.

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MENTAL HYGIENE MEMO

By WILLIAM ROSSITER

CSEA Mental Hygiene Representative

(The views expressed in this column are those of the writer and do not necessarily constitute the views of this newspaper or of any organization).

FOR MANY YEARS, the question whether a registered, professional nurse may lawfully administer intravenous therapy, except in emergencies, has been a thorn in the side of the nursing profession.

VARIOUS LEGAL OPINIONS have been given over the years. In order to protect nurses against liability, Dr. Herman H. Hilleboe, State Health Commissioner, asked Attorney General Louis I. Lefkowitz to review the 1942 opinion re this matter

MR. LEFKOWITZ REVERSED the 1942 opinion and concluded that a registered professional nurse may lawfully administer an intravenous procedure on the prior specific order of a licensed physician where the procedure involves vein puncture by needles, but does not involve incision into or incision to reach a vein. Attorney General Lefkowitz further declared that (1) the responsibility for the direction of the administration of each specific intravenous procedure must rest solely upon the physician ordering its performance, (2) it is for the physician alone to determine whether an intravenous procedure should be administered or whether the prescribed procedure could be administered properly by a specially trained registered professional nurse.

TWO SPECIFIC RECOMMENDATIONS for implementation of his opinion were also given. The State Education Department was advised to recommend that each school of registered professional nursing whose curriculum is registered with the Department and each school seeking registration of its curriculum by the Department include in that curriculum clinical instruction in intravenous procedure.

HOSPITALS AND OTHER nurse-employing agencies in this State were advised to establish in-service training programs to qualify and insure the competence of those registered professional nurses, already licensed, whom the medical profession may direct to carry out the intravenous procedures.

IN MANY OF THE Mental Hygiene institutions in-service training for R.N.'s has already started. Delegation of this work to nurses should help the tight and busy schedules of doctors in most hospitals. It is our hope that the Physicians time can be used to better advantage. However, in institutions where the nurse shortage is very acute, this poses a new problem—how far can the nurses time be spread.

THE SPECIAL NURSES Committee, C.S.E.A., representing four State departments, met with the Division of Classification and Compensation in Albany on September 11. The purpose was to re-open and review the nurses salary appeal which was previously disapproved on April 17, 1961.

MR. J. EARL KELLY, Director, was ill at home. Representing the Division was Lawrence B. McArthur, Assistant Director, William Riley and Gough Grimes. Representing C.S.E.A. was Henry Galpin, Assistant Executive Director and Thomas Coyle, Salary Research Analyst. The nurses committee consisted of Sam Capolla, Chairman, Craig Colony—Harry E. Crist, Walkkill Prison—Laura L. Kampe, Brooklyn State Hospital—Margaret Marks, Pilgrim State Hospital—Isabel Moore, State Industrial School—Eva M. Noles, Roswell Park Memorial Institute, and this writer.

THE MAJOR POINTS that were stressed in order to bring a reversal of the original decision by the Division were: (1) higher salaries paid nurses in New York City, the Veterans Administration, some school districts, some county and general hospitals, (2) the large number of vacancies that exist in all four State departments employing nurses (In the Department of Mental Hygiene nearly 40% of the nurse positions were vacant) (3) the greater responsibilities that State nurses have because of the very nature of the work, (4) the inability to recruit and hold nurses, (5) satisfactory nursing care cannot be given patients because of the acute nurse shortage.

WE APPRECIATE the effective job that Sam Capolla did as chairman of the committee in the preparation and presentation of the appeal.

THE NURSES have rallied to support this appeal by organizing and attending meetings, writing letters and seeking community support. We hope that all this work bears fruit and that with adequate staffing the patients can receive more than custodial care.



SWORN IN—Commissioner of Public Welfare John L. Barry swears in seven officers of the new CSEA unit at the Suffolk Home Infirmary Yaphank. The new unit is part of the Suffolk Chapter. Those installed were: (l. to r.) Mrs. Edna Mills, and Mrs. Marguerite Hefner, unit representatives to the County Chapter Board of directors; Mrs. Ruth Heinrichs, treasurer; Commissioner Barry; Dr. John Weinmann, unit president; Mrs. Evelyn Cherubini, vice president; Mrs. Evelyn Bishop, recording secretary and Herbert Jaeger, unit representative. The unit began early this year with 30 members and has increased to 198 members out of 205 employees

Flagpole Painter May be Fired for Finishing the Job

WYANDANCH, Sept. 25 — John Schaber's troubles all started when he painted that flagpole.

Schaber is a custodian in the Wyandanch School district and the flagpole just a 20 foot weatherbeaten standard. Schaber thought he had instructions to paint the pole. But, Charles J. Moeller, the president of the school board, sent orders to stop. By this time, however, Schaber had nearly completed the job. So he finished it.

Now, Schaber will face charges of "Willfully disobeying an order" and a hearing to be held in the near future. If the school board rules against him, Schaber's punishment could range from a reprimand to loss of his job. Civil service Employees Association attorney Harold Herzstein is currently attempting to adjust the dispute.

Suffolk County D.P.W. Aides Form New Unit

Over thirty members last week formed a new unit of building maintenance employees in the Suffolk County Department of Public Works.

The first meeting held at the county Firematic building in Yaphank, saw the members participate in the elections of unit officers.

Elected were, president, Anthony Puzze; vice presidents: Peter DeNigris (Yaphank Area) Douglas Jones (Haupage Area) Joseph Florito (Bayshore Area); recording secy, William Drake; treasurer Carl Olsen; agt-at-arms, Edward Kreidermaker; directors: Sam Said, Frank Cashman, and Harry Alsinger.

An all out drive for new members is underway. Mr. Puzze said that any member not presently represented by any organized unit would be accepted.

"Only by joining," Mr. Puzze

continued, "can any employee secure the opportunity to gain a helping hand when needed. We will of course lend ourselves to aiding any employee seeking our aid, but from a practical point, every elected officer will be dedicated to work for those employees who are members of CSEA.

Eugene Gregory acted as temporary chairman for nominations and elections. Arrangements for night shift workers to be a part of the unit meetings will be made. It is suggested that an early afternoon time be established, and all actions taken will be carried over to the evening meeting of day workers.

Installation committee appointed by the president is comprised of the three vice presidents. Installation of officers will be held at a later date.

Nassau Chapter Sets Membership Goal of 4,000 for 1961-62

MINEOLA, Sept. 25 — Nassau County Chapter of the Civil Service Employees Association has set a membership goal of 4,000 for the 1961-62 year, according to Chapter president Irving Flaumenbaum.

The chapter, whose membership now is over the 3,000 mark, is making plans for a new drive to boost the total by some 30 percent. A membership committee of 80 persons will handle the main drive, Flaumenbaum said. They will be aided by an intensive advertising and promotion campaign.

"Our key goal," Flaumenbaum said, "is the payroll deduction of dues. We hope to get this within the next year. It will increase our membership substantially."

Mental Hygiene Set Up Practical Nurses School

ALBANY, N. Y., Sept. 25—The establishment of a school of practical nursing by the New York State Department of Mental Hygiene was announced this day by Dr. Paul H. Hoch, Commissioner of Mental Hygiene. The first class of approximately 35 will begin today.

The school, which will be located at Willowbrook State School, Staten Island, will provide a 12-month course in the techni-

ques of elementary nursing, according to Dr. Hoch. On completion of the course graduates will be eligible for the New York State licensing examination for practical nurses.

This new venture is being undertaken in an effort to augment the nursing services of the state schools for the mentally retarded, Dr. Hoch declared. The courses have been designed to help the students acquire knowledge and skills that insure effective bedside nursing care and to develop the ability to apply these principles to meeting the physical, psychological and social needs of patients.

Priority will be given to department employees who have been associated for more than a year with one of the six state schools for the retarded. Courses meet the requirements of the New York State Education Department and cover such subjects as fundamentals of nursing, common diseases, mother and child relationships, chronic and convalescent patients. Students will take part of the course at a local Staten Is-

land general hospital.

Establishment of the school at Willowbrook was made with the cooperation of Dr. Harold H. Berman, director. Mary Kelly, formerly in charge of student nurse education in mental retardation at Willowbrook, will be the principal of the school.



RETIREES HONORED—Ninety retired employees of the Willard State Hospital are shown at their first annual pensioners' banquet at the Franklin House, Ovid, N. Y. Mrs. Elizabeth G. Brewer, secretary of the Hospital board of visitors, addressed the group. "The spirit of Willard is

unique among State institutions," she said. "I hope and pray that the spirit which you have established will endure as long as Willard itself. Those of you who have served 25 years or more can feel especially proud of the part you have played in making this institution what it is today."

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| <input type="checkbox"/> H. S. Diploma Tests \$4.00 | <input type="checkbox"/> Police Sergeant \$4.00 |
| <input type="checkbox"/> Home Training Physical \$1.00 | <input type="checkbox"/> Social Investigator \$4.00 |
| <input type="checkbox"/> Hospital Attendant \$3.00 | <input type="checkbox"/> Social Supervisor \$4.00 |
| <input type="checkbox"/> Resident Building Superintendent \$4.00 | <input type="checkbox"/> Social Worker \$4.00 |
| <input type="checkbox"/> Housing Caretaker \$3.00 | <input type="checkbox"/> Senior Clerk NYS \$4.00 |
| <input type="checkbox"/> Housing Officer \$4.00 | <input type="checkbox"/> Sr. Clk., Supervising Clerk NYC \$4.00 |
| <input type="checkbox"/> Housing Asst. \$4.00 | <input type="checkbox"/> State Trooper \$4.00 |
| <input type="checkbox"/> How to Pass College Entrance Tests \$2.00 | <input type="checkbox"/> Stationary Engineer & Fireman \$4.00 |
| <input type="checkbox"/> How to Study Post Office Schemes \$2.00 | <input type="checkbox"/> Steno-Typist (NYS) \$3.00 |
| <input type="checkbox"/> Home Study Course for Civil Service Jobs \$4.95 | <input type="checkbox"/> Steno Typist (GS 1-7) \$3.00 |
| <input type="checkbox"/> How to Pass West Point and Annapolis Entrance Exams \$3.50 | <input type="checkbox"/> Stenographer, Gr. 3-4 \$4.00 |
| <input type="checkbox"/> Insurance Agent & Broker \$4.00 | <input type="checkbox"/> Steno-Typist (Practical) \$1.50 |
| <input type="checkbox"/> Investigator (Criminal and Law Enforcement) \$4.00 | <input type="checkbox"/> Stock Assistant \$3.00 |
| <input type="checkbox"/> Investigator Inspector \$4.00 | <input type="checkbox"/> Storekeeper GS 1-7 \$4.00 |
| <input type="checkbox"/> Investigator's Handbook \$3.00 | <input type="checkbox"/> Structure Maintainer \$4.00 |
| <input type="checkbox"/> Jr. Accountant \$4.00 | <input type="checkbox"/> Substitute Postal Transportation Clerk \$3.00 |
| <input type="checkbox"/> Jr. Attorney \$4.00 | <input type="checkbox"/> Surface Line Op. \$4.00 |
| <input type="checkbox"/> Jr. Government Asst. \$3.00 | <input type="checkbox"/> Tax Collector \$4.00 |
| <input type="checkbox"/> Janitor Custodian \$3.00 | <input type="checkbox"/> Technical & Professional Asst. (State) \$4.00 |
| <input type="checkbox"/> Laborer - Physical Test Preparation \$1.00 | <input type="checkbox"/> Telephone Operator \$3.00 |
| <input type="checkbox"/> Laborer Written Test \$2.00 | <input type="checkbox"/> Thruway Toll Collector \$4.00 |
| <input type="checkbox"/> Low Enforcement Positions \$4.00 | <input type="checkbox"/> Title Examiner \$4.00 |
| <input type="checkbox"/> Low Court Steno \$4.00 | <input type="checkbox"/> Transit Patrolman \$4.00 |
| <input type="checkbox"/> Lieutenant (P.D.) \$4.00 | <input type="checkbox"/> Treasury Enforcement Agent \$4.00 |
| <input type="checkbox"/> License No. 1—Teaching Common Branches \$4.00 | <input type="checkbox"/> Vac. Spell and Grammar \$1.50 |
| | <input type="checkbox"/> War Service Scholarships \$3.00 |
| | <input type="checkbox"/> Uniformed Court Officer \$4.00 |

Start A Career; Join the Border Patrol at \$5,355

The U.S. immigration patrol inspector test offers young men the opportunity to start a life long career. No education or experience is required for these border patrol jobs which pay \$5,355 a year to start.

Immigration patrol inspectors who complete their probationary period successfully are promoted to the journeyman position of patrol inspector at \$5,885 a year. Patrol inspectors receive a maximum salary of \$6,875 a year.

Immigration patrol inspectors work in the border patrol of the Service. The principal purpose of the border patrol is to prevent smuggling and illegal entry of aliens into the U. S. Inspectors patrol areas by automobile, by foot, by boat or in aircraft. In carrying out their duties they must inspect vehicles and in general investigate violations of the immigration laws.

Persons selected for appointment as immigration patrol inspectors are given two to three months of intensive training. They are taught the history and responsibilities of the service and instructed in immigration and nationality laws. They are also taught Spanish, physical training, marksmanship and other courses.

Those who pass the examinations at the Service academy are assigned to positions on the Southern border. During the rest of their probationary year, intensive training is continued on the job while in the company of a senior officer. The new employee is given further tests at the end of five and a half and 10 months of service.

Vacancies from the journeyman level up to executive levels are filled by promotions of officers. All officers are kept informed about the requirements for supervisory, management and executive positions, so that they know the opportunities for advancement and the experience required.

Requirements

All applicants must be male U.S. citizens and at least 21 on appointment. Candidates may file when they are 20. A driver's license is required, and all applicants must have had at least a year of driving experience.

Applicants must be at least five feet, eight inches and weight 140 pounds. Vision must be at least 20/40 in each eye uncorrected, without glasses and binocular vision must be at least 20-30 uncorrected, without glasses. Applicants must be able to distinguish shades of color. Good physical condition is required.

Applicants will be rated on the basis of a written test which takes about three hours. Candidates who pass this written test must appear for an oral interview. All appointees will be subject to a thorough examination.

Application forms and further information can be obtained from the regional office of the U.S. Civil

Service Commission, 220 E. 42nd St., New York 17, N. Y.

The official title for these jobs is immigration patrol inspector. The filing deadline is Dec. 8.

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**SHOPPING FOR LAND OR HOMES
LOOK AT PAGE 11 FOR LISTINGS**

Heads Binghamton Commerce Office

ALBANY, Sept. 25 — Cyril W. Kleiman of Schenectady is the new regional manager of the State Commerce Department's Binghamton office. He replaces Donald J. Horn, who recently was named associate business consultant in the department's Bureau of Industrial Development in Albany.

Prior to his promotion, Mr. Kleiman was a business consultant in the Albany regional office. He is a graduate of Syracuse University.

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Decision on Pay Raise For Syracuse Aides Expected Next Week

SYRACUSE, Sept. 25—A decision on a 1962 pay raise for Syracuse's 3,000 city employees may come next week when the first draft of the city's 1962 budget is expected to be revealed.

Onondaga Chapter, Civil Service Employees Association, has requested a \$300 across-the-board increase for all city workers next year.

The new budget will disclose whether the chapter's request has been granted, or an alternate plan was developed by Mayor Anthony Henninger's administration.

One alternate plan, prepared earlier this year and shown only to a few department heads, has been shelved, a reliable source reported. No reason for discarding the pay plan was made known. But it is believed that some city officials objected to the plan.

City employees last year did not receive any increases, although Onondaga Chapter asked

for a \$200 annual across-the-board raise. The workers are still under a new 40-grade salary plan put into effect in 1959 which made adjustments in wages and salaries of all employees.

The failure of City Hall to grant an increase last year is believed to make a raise more probable this year, especially since it is a mayoralty election year and

the salary decision could affect the election.

County employees, who are also members of Onondaga Chapter, have not requested a pay increase this year. They elected instead to seek inclusion in the State Health Insurance Plan. This request was granted last month, and the insurance plan is scheduled to go into effect Jan. 1.



AT CONFERENCE—Joseph F. Felly, center, president of the Civil Service Employees Association, was dinner speaker at last week's CSEA Central New York Conference meeting and workshop at The Beeches, Rome, N. Y. Mrs. Irma M. German was chairman of the affair, and Robert Wilbur, president of the host Ft. Stanwix chapter, was dinner toastmaster.

CSEA Explains Rights Under Military Law

(Continued from Page 1)

while he is on military duty retains his rights and status on the list. Service in the Armed Forces must be counted as service in a particular position in computing seniority and service requirements for promotion eligibility, and time in service for a probationary must be credited as satisfactory service during the probationary period.

In respect to public employees' pension or retirement systems, time spent on military duty does not constitute an interruption of continuous employment. However, the time in service would not be counted in determining the length or total service unless the employee pays into the retirement system the contributions he would have been required to make had he been continuously employed. Under most systems, the contributions may be made while in military service or within five years after his return to work. In the event of the death of the employee while in military service, contributions may be paid by his beneficiary within a specified period of time.

The only benefits of an employees' retirement system which he is not entitled to while on active military duty are accident, disability, retirement and accidental death benefits.

Medical Care

Families of men called to active service are eligible for the Armed Service Medicare Program which provides hospital and medical benefits in civilian facilities to eligible dependents (lawful wife and dependent children) of members of the uniformed service on active duty. Under this plan, an eligible dependent admitted to a civilian hospital for authorized in-patient care is required to pay the first \$25 of hospital charges or \$1.75 a day, whichever is greater, and certain additional charges for other benefits, such as a private hospital room, private duty nursing care, etc. Dependents also are eligible for hospital and medical care at service facilities.

Public employees covered by the State Health Insurance Plan who enter military service may at this time, the Association has been informed, retain their coverage while in active duty by paying both the employee's and employer's contribution during that period. However, an employee called to active duty is strongly advised to contact his payroll office for direct, up-to-date information and guidance.

Employees who temporarily discontinue their State Health Plan coverage at the time of mobilization are eligible for reinstatement to the plan without prejudice upon termination of their service.

Begin Inquiry

In order to get full details and individual application of his rights, benefits and protections, each public employee called to active military duty should begin a thorough inquiry in his own department without delay.

In addition to job protection laws, there are other measures, federal, state and local, affecting the health, prosperity and

welfare of public employees and others called into military service. Two such are the Soldiers' and Sailors' Civil Relief section of the State Military Law and the Federal Soldiers' and Sailors' Relief Act. These measures afford certain distinct civil protection for those on military duty. Included in these measures are sections on civil judgments, fines, penalties, statutes of limitations, evictions, leases, installment purchases, etc. And, just recently, Senate Majority Leader Walter J. Mahoney urged the State Division of Military and Naval Affairs "to undertake an immediate study to determine whether New York residents called to active duty are being given suitable protections and benefits under state law."

Under Consideration

Questions Senator Mahoney suggested be answered and which are being studied by the Judge Advocate's Office of the Division include:

- Should the state provide "differential" pay for State employees called up?
- Should the state provide blanket income tax exemption for military pay, now restricted to pay received only while in active combat?
- Should legislation be enacted deferring insurance premiums and mortgage payments for those called up?
- Should re-employment rights be protected by permanent legislation rather than by the limited statutes now on the books?

It is expected that Governor Rockefeller and the Legislature will take action on whatever recommendations arise out of these questions. The CSEA will follow closely the proceedings on any legislations affecting public employees called into military service and will do all in its power to see to it that these people receive proper protection under the law.

With regard to membership standing in the Association of those called up, it is thought certain that the CSEA Board of Directors will do as it has in similar situations in the past. That is, afford those members honorary membership, without dues payments, for the duration of their service.

CSEA members entering active military service may continue their CSEA Group Life Insurance for the first 120 days of active duty. When the member's military service is terminated and he resumes active State or local government service in which the Group Life Insurance Plan is installed, he may reinstate his coverage by applying directly to CSEA Headquarters, 8 Elk Street, Albany, within 90 days of service termination.

The CSEA Accident Health Insurance is discontinued when a member enters active military duty. The member may reinstate his Accident Health Insurance, without prejudice, within 90 days of termination from active duty, provided he resumes employment with the State or a political subdivision in which the CSEA plan is installed.

Western Conf. Meeting

ROCHESTER, Sept. 25 — The Western Conference of the Civil Service Employees Association met last Saturday at Mt. Morris Hospital, Livingston County.

Delegates were taken on tours of the hospital, Mt. Morris Dam and Letchworth State Park. Incumbent CSEA state officers as well as candidates turned out.

Central Conference Starts Travel Program With Hawaii Tour; Can Be Booked Now

Central Conference of the Civil Service Employees Association has become the latest CSEA regional unit to provide its membership with a travel program.

Mrs. Florence Drew, Conference president, announced last week that the Conference will sponsor a two-week tour of the West Coast and Hawaii in 1962.

The California-Hawaii tour, which will be provided by Civil Service Travel Club, Inc., has proved one of the most popular travel items ever offered in the Association and was oversold in two Conferences this year.

Departs May 18

The Central Conference tour, which will depart from Syracuse on Friday, May 18, and return there on a Friday two weeks later, will be handled by Arthur Darrow.

The itinerary will include a flight to Los Angeles, where a visit to Disneyland and a tour of Hollywood has been arranged. From there the group will fly directly to Honolulu, where tour members will be greeted in traditional Hawaiian fashion by a lei reception.

The hotel to be used this time will be the fabulous Hawaiian Village which is right on Waikiki Beach. Tour members will be able to walk right onto the beach from their hotel room. During the stay in Hawaii, there will be a native feast and a tour of Pearl Harbor and the island of Oahu. Side

trips to the other islands will be available.

Early Bookings Urged

Leaving Hawaii after a nine-day stay, the group will fly to San Francisco for a visit to that famous city, a tour of the beautiful Redwood forest and a gala dinner in the internationally known Chinatown.

All the above, plus round trip air transportation, will be offered for only \$495.

Reservations may be made by writing to Mr. Darrow at 102 Guilford Rd., Syracuse 3, or calling him at GR 4-2751, extension 67, Syracuse.

Conference members are advised to make bookings as early as possible, because the popularity of this Hawaiian tour has caused it to sell quickly in all areas. Many people were unable to go this year by delaying their reservations.

Mr. Darrow has announced that he will reserve space on a first come, first served basis and will hold a reservation with an initial deposit of \$50.

Oneonta Chapter Discusses Election

ONEONTA, Sept. 25—The regular monthly meeting of the Oneonta Chapter, Civil Service Employees Assn., was held Sept. 19, at Jerry's Restaurant following a buffet supper arranged by Barbara Varano and Madeline Bradley, SUCE. There were 40 present. President Mahany welcomed the staff of Gilbert Lake State Park, Laurens, New York, who recently transferred to the Oneonta Chapter.

Election data from various candidates for State CSEA offices was brought to the attention of the members and some ballots have already been received.

Marion Wakin was appointed chairman of the annual Turkey Raffle to be held in November and ticket books will be available for distribution at the October meeting.

Phyllis Abdallah and Edythe Hren, Division of Employment, were appointed co-chairmen for the buffet to precede the October 24 meeting.

Stuart Hay, SUCE, and Charles O'Brien, Homer Folks, were winners of the door prizes.

White Plains Chap. Meeting Tonight

The White Plains Civil Service Employees Association executive committee will meet on Tuesday evening Sept. 26 at City Hall, 255 Main Street, in the Common Council Chambers at 8 p.m. At this meeting discussion will be held on the by-laws and constitution, and plans for general membership.