

HEALTH INSPECTOR REQUIREMENTS

NYC Offers 150 Steady Jobs

Exam Lag Under NYC Board Fire

By H. J. BERNARD

Orders to break the bottleneck in the Examining Division of the NYC Civil Service Commission have been issued by the Commission.

Samuel H. Galston, whom the new civil service administration promptly shifted from Executive Director in charge of all administration to Acting Director of Examinations, submitted a proposed plan of reorganization of his Division, under orders to do so fast.

In full charge of the administrative side at the Commission is Secretary Frank A. Schaefer, who thus reverts to the same authority he possessed before he joined the armed forces. He is a Major in the Army. He is now Mr. Galston's

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SAMUEL H. GALSTON

Flemming to Speak

Special to The LEADER

WASHINGTON, Sept. 3—U. S. Civil Service Commissioner Arthur Flemming will speak on Thursday at the convention of the Veterans of Foreign Wars in Boston and before the American Federation of Government Employees' Convention in Cleveland late tonight.

Pledges Asked of 2 Parties

Special to The LEADER

ALBANY, Sept. 3—The Association of State Civil Service Employees has written to the Chairmen of the Resolutions Committees of the Republican and Democratic State conventions, respectively, asking for the inclusion in the parties' platforms of four basic propositions for the protection of the merit system, salary increases, 40-hour, five-day week, and liberalization of the pension system.

The four basic propositions were requested as follows:

1—The merit system principle will be observed in all appointments and promotions in the civil service.

2—Salary adjustments to be made under the Feld-Hamilton career plan, to reflect changes in salaries paid in business and in-

(Continued on Page 8)

Board Proposes 10 P. C. Raise In U. S. Pay

Special to The LEADER

WASHINGTON, Sept. 3—The U. S. Civil Service Commission will recommend a general 10 per cent increase for Federal employees on the basis of present living costs.

In NYC, the Council is considering a Civil Service Forum bill for a 30 per cent pay rise.

The United Public Workers of America (CIO) has a campaign for a flat increase of \$600.

The AFL City District Council is working for a 35 per cent general upgrading of city salaries.

Among State employees there is sentiment for a special session of the Legislature to raise State pay promptly.

In many local units of government, employees are asking for adoption of a sliding pay scale to meet rising costs, such as has been adopted in Westchester County, N. Y.

Pay \$2160 To Track Down Food Violators

By JEROME YALE

An open-competitive examination for Health Inspector, Grade 3, NYC Health Department, at \$2,160, was approved by Budget Director Thomas J. Patterson, the final necessity before the announcement of the test can be made. The Municipal Civil Service Commission today considered holding the examination. It is expected that 150 jobs will be filled permanently.

(Continued on Page 8)

Paver Exam Open Sept. 5

The Municipal Civil Service Commission will accept applications for the promotion examination to Paver from Thursday, September 5 to Friday, September 20, at the Application Bureau, 98 Duane Street, Manhattan.

Rammers and Flaggers, who have served for one year in the offices of the Borough Presidents are eligible for the examination to the \$3,240 a year jobs.

Rossell Ends Trip

James E. Rossell, Director, Second U. S. Civil Service Region, has returned from an up-State inspection tour. He reported V. A. and Army Engineers activity in Buffalo.

Tolman Asks State-Wide 40-Hour, 5-Day Week

WANTS EXECUTIVE ORDER ISSUED AS RESULT OF CONTINUED 48-HOUR WEEK IN INSTITUTIONS

Special to The LEADER

ALBANY, Sept. 3—Dr. Frank L. Tolman, President of the Association of State Civil Service Employees, called upon the Dewey administration to adopt at once in State service, by executive order, a maximum 40-hour, five-day week, with pay for overtime.

Dr. Tolman conferred recently with Budget Director John E. Burton relative to the serious situation which has developed by reason of the 48-hour week still in effect in institutional service. Dr. Tolman points out also that

the granting of overtime pay, in line with the general practice in business, industry and the Federal Government, would assist materially in enabling workers now receiving comparatively small

Wind-Up Is Reached In Postal Exam

The last regularly scheduled session of the written examination for Clerk-Carrier in the U. S. Post Office was held by the Civil Service Commission at 641 Washington Street on Friday. On Thursday of this week, and possibly also on Friday, a clean-up exam of the so-called stragglers will be held.

James E. Rossell, Director, said that the rating will be a big job. About 30,000 candidates competed.

salaries to meet in part the greatly increased cost of foodstuffs and necessities of life.

Dr. Tolman's Letter

Dr. Tolman's letter to Director Burton follows:

"Referring to our recent conversation, I earnestly urge prompt adoption by the State of a maximum 40-hour, five-day week, and the payment to workers for any overtime beyond the eight consecutive hour day.

"Thousands of State employees now work 48 hours per week at

(Continued on Page 9)

Press Agent Test Coming

Special to The LEADER

WASHINGTON, Sept. 3—The U. S. Civil Service Commission will announce next month the date of an examination for Public Relations positions. This was learned by The LEADER from responsible sources at the Commission.

The positions are expected to fall in the higher grades, probably CAF-7 through CAF-12. They will have fairly high requirements. A written test will be held.

A college degree and at least three years of newspaper experience may be required.

There are many permanent openings for these positions now being filled by war service indefinite appointees. Incumbents and ex-servicemen who worked on army publications during the war are expected to join in the competition.

Fireman Medical To Begin Sept. 6

Final figures on the NYC Fireman examination showed that 4,337 passed the written examination, 11,126 failed, and 3,840 were absent of the 19,343 who were notified to appear for the test.

Medical examinations will be given on September 6, 7, 9, 10, 11, 12, 13, 14, 15, 17, 18, 20, 21 and 23, and cards have been mailed to those who will be examined during the first few days.

More State News

PP. 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13

Asst. Foreman Test Open Friday

Almost 9,000 employees of the NYC Department of Sanitation are eligible to apply for the promotion examination to Assistant Foreman. Applications will be issued

and filled-in blanks received at the office of the NYC Civil Service Commission from Thursday, September 5 to Friday, September 20, 9 a.m. to 4 p.m. daily, and from

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EMPLOYEE GROUPS CONFER WITH MOORE ON PENSION GAINS

Seven-Point Plan Is Presented by Representatives of State Assn.

By F. X. CLANCY
Special to The LEADER

ALBANY, Sept. 3—Dr. Frank L. Tolman, President of the Association of State Civil Service Employees, together with Vice-president Jesse B. McFarland, John E. Holt-Harris, William A. Paterno and James J. Morrow, of the Association, appeared at a meeting of State and Municipal employees at the invitation of State Comptroller Frank C. Moore in the State Employees Retirement System headquarters, to urge the State Association's program for liberalization of the State Retirement System. Mr. Holt-Harris is Assistant Counsel to the Association; Mr. Paterno represents the Uniformed Personnel of the Correction Department, and Mr. Morrow represents the Institute for Male Defective Delinquents at Napanoch.

- This program includes:
1. Minimum pension of at least \$100 a month for retired employees who have served for 30 years.
 2. The adoption of retirement age of 55, instead of 60, with the State bearing its share of the additional cost.
 3. Optional retirement after 25 years of service.
 4. Vesting of rights of all members of the system who leave the service before retirement age.
 5. The doubling of death benefit.
 6. Arrangement whereby the employee may purchase additional annuity through the system.
 7. The use of the final salary or five-year average, whichever is greater, in determining retirement allowance.

Frequent Discussions Expected

Dr. Tolman stated in urging liberalization of the Retirement System: "We have in mind the changing needs of workers generally and the importance of providing adequately for persons retiring because of age or disability. Every community in the State is interested in proper provisions for retired persons. It is wholly in the public interest that the State Retirement System, which was established in 1921, be brought in line with present social security concepts."

Dr. Tolman expressed satisfaction that the Comptroller's conference plan is a permanent one

and that there will thus be frequent opportunities to discuss problems and present suggestions looking toward a better Retirement System.

Moore Present

The added benefits to the 113,000 State and Municipal employees who are members of the State Employees' Retirement System were discussed by 35 representatives of employees' groups and participating municipalities with Comptroller Moore, who is head of the Retirement System.

As another step in Comptroller Moore's continuing drive to "humanize" the retirement system, the meeting included a report by the Comptroller on the fiscal condition of the system.

Other Participants

Others participating in the meeting were Robert P. Aex, City Auditor, Rochester; W. Raymond Whitley, Comptroller, Rochester; Richard Hall, Onondaga County Employees' Association; Jacob Tick, Erie County Comptroller; Peter Keresman, Secretary, Police Conference, Kingston; George McKeand, Westchester County Department of Finance; Alexander Lurkis, Legislative Chairman, Civil Service Forum, NYC; Raymond E. Diana, Secretary, Civil Service Forum, NYC; Carl J. Merklein, Onondaga County Auditor's Office; Frank A. Emden, State Fire Fighters' Association, Utica; Morgan Strong, Executive Secretary of the State Conference of Mayors; Joseph P. Bourke, Deputy City Auditor, Syracuse; Harry G. Warren, P.B.A. Police Conference, Rochester; C. F. Hicks, Nassau Co. Department of Public Works Employees' Association, Mineola; John DiLallo, American Federation of State, County and Municipal Employees (AFL); Frank E. Driscoll, City Employees' Union 213, AFL, Schenectady; J. Howard DeGross, American Federation of State, County and Municipal Employees (AFL), Council 44, Albany; Clarence Jackson, Syracuse State School, Syracuse (Department of Mental Hygiene); Eugene Smith, American Federation of State, County and Municipal Employees (AFL), Albany; Paul J. Miller, Dutchess County Treasurer



FRANK C. MOORE

(County Officers' Association); Dorothy Allen, United Public Workers (CIO), NYC; E. W. Livingston, Onondaga County Penitentiary; B. E. Roosa, Onondaga County Welfare Department; Arthur G. Lyons, Onondaga County Employees' Association; Alyce J. Bogert, State Federation of Public Welfare Employees; Cora Lincoln, Onondaga County Home; Helen H. Valentine, Onondaga County Civil Service Employees' Association; Lester Gittelsohn, United Public Workers (Mental Hygiene); Harriet Robinson, United Public Workers.

The conference was similar to others held in the last three years. Further meetings of the same group will be held each month with the ultimate aim the improvement of the Retirement Law, Comptroller Moore said.

McDONOUGH AND HOLT-HARRIS PAY A VISIT TO NAPANOCH

Special to The LEADER

NAPANOCH, Sept. 3.—William McDonough, Executive Representative, and John Holt-Harris, Assistant Counsel to the Association of State Civil Service Employees, paid an unexpected visit to the Institution for Male Defective Delinquents at Napanoch.

They conferred with Major Thomas J. Hanlon, Superintendent.

Mr. Paterno, Chairman of the Pension Committee, Uniformed Personnel, guided the visitors through the institution, explaining the various activities. Mr. McDonough and Mr. Holt-Harris were well pleased with their tour.

After a conference with James Morrow, Chapter President, the visitors left, promising to return later for a get-together with the employees.

Hollister and Morrow Confer

During the visit to the Napanoch Chapter of the State Association, Laurence J. Hollister, Field Representative of the Association, conferred with Chapter President James Morrow and Pension Committee Chairman William Paterno. A full set of plans

and Roy Perry recently attended the races at Saratoga.

Martha Miller, Mary Toohey, Annabelle Gauthier, Al Helak and Archie Lyon are now on vacations.

UTICA CHAPTER HOLDS OUTING; MEMBERSHIP COMMITTEE NAMED

Special to The LEADER

UTICA, Sept. 3—The first annual outing of the Utica State Hospital Chapter of the Association of State Civil Service Employees was held at Beck's Grove. One hundred thirty-five employees were present.

Laurence J. Hollister, Field Representative, acted as master of ceremonies and introduced Dr. Arthur W. Pense, Director of Utica State Hospital; Harold Upright of Ter Bush & Powell Insurance Company, and Margaret Fenk, President of the Chapter.

The following were on the general committee: Vincent Karwacki, John Kauth, Rose McKenna and Kathryn Szczesny. The entertainment committee members were Vera Heidmen, Edward Prendergast and Ruby Wrona. The picnic was prepared by Mr. and Mrs. Louis Beck.

Kathryn Jones and Flora Zane had charge of gifts.

During the evening there was swimming, volley ball and horse-shoe pitching. Dancing was enjoyed by all and music was furnished by Michael Pendergrast and Walter Krever.

Utica State Hospital Chapter has organized for an all-out membership drive for the Association year beginning October 1. The

following Membership Committee has been selected: Rose McKenna, Administration Center; Flora Zane, South Side; Hilda McGuire, Dunham Hall; Kathryn Szczesny, Hutchings Hall, Staff House, Dixhurst; Fairfield; Ethel Randall, O.T. and Laboratory; John Kauth, Walcott and North Side; Vincent Karwacki, Engineers, Electricians, Print Shop and Laundry; Edward Prendergast, Kitchens and Dining Rooms; George Cook, Carpenters, Mason, Mat Shop, Paint Shop, Shoe Shop, Clothing Department and Plumbers, and Watkin Ferry, Farm and Grounds, Storehouse and Garage.

The members of the Association expressed sympathy to the families of the late Mrs. Tabitha Roberts and Andrew Gerlach.

Meetings will be resumed on Monday, September 9.

CIVIL SERVICE LEADER

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Institutional Employees Await Action on List Of Standing Grievances

Special to The LEADER

BUFFALO, Sept. 3—Employees of hospitals in Mental Hygiene, Social Welfare, Correction and Health Departments are awaiting action by the administration on problems vexing the employees and, some say, lowering the morale of the staff.

There are a number of employees who have not as yet heard from the Classification Board as to their appeals, is one grievance, as stated by Buffalo State Hospital employees. The positions in question are: Painter Foreman; Carpenter Foreman; Electrician Foreman; Supervising Nurse; Principal Account Clerk; and we believe one of the positions in Medical Service. It would seem that the Department could exercise its influence with the Classification Board and the Budget Division and have these appeals settled one way or the other, with emphasis on a favorable decision. It must be agreed, that these employees have been more than patient with reference to their appeals.

Office employees feel that their working hours should be the same as now prevailing in the Offices of the Department of Albany. They further contend, that the survey conducted by the State Civil Service Department revealed that the Departmental employees work on the average of 37 1/4 hours per week.

Community Store Employees

These employees should be

placed on the State payroll. At present, their salaries are paid from the proceeds of the Community Store, and are excluded from the benefits of the Feld-Hamilton Law.

Some recognition should be given to employees on ward who have the unofficial title of "second charge." This proposal was submitted to the Department once before but nothing was done about it. The duties performed by this group of employees warrants additional compensation.

Harry B. Schwartz is President of the Buffalo Hospital Chapter of the State Association.

STATE ELIGIBLES

SR. ACCOUNT CLERK, DEPT. HEALTH, MT. MORRIS, TB HOSP., PROM.

Veteran

1 T. Pritchard, Mt. Morris. 92929
STENOGRAPHER, TOMPKINS COUNTY, OPEN-COMP.

Non-veterans

- 1 Marg. Hoover, Ithaca. . . . 94651
- 2 Elizabeth Miller, Ithaca. . . 91611
- 3 Madeline Graver, Ithaca. . . 85486
- 4 V. Snyder, Ithaca. 84119
- 5 B. Wetmiller, Ithaca. 81305

ASST. VILLAGE ENGINEER, WEST. CO., OPEN-COMP.

1 R. Chilcoat, Larchmont. . . 77500

GUARDIAN CLERK, SURROGATE'S COURT, BRONX CO., PROM.

Non-veterans

- 1 David Kearney, NYC. 89465
- 2 Robt. Cannon, NYC. 88432
- 3 Alfred Ericsson, NYC. 84982

STENOGRAPHER, GOWANDA ST. HOMEOPATHIC HOSP., PROM.

Non-veterans

- 1 Anita Gilray, Gowanda. . . 84626
- 2 T. Miller, Gowanda. 80911
- 3 Eliz. Wolf, Perrysburg. . . 78573
- 4 M. Herrington, Gowanda. 78171

SR. FILE CLERK, NYC ABC BOARD, EXEC. DEPT., PROM.

Non-veteran

1 Blanche Dalton, NYC. . . . 81097

PRIN. HEARING STENOGR., LABOR RELATIONS BOARD, PROM.

Veteran

1 M. Sandell, Laurelton. . . 92881

Non-veterans

- 2 Evelyn Lyman, NYC. 93194
- 3 J. Denike, NYC. 92783
- 4 H. Habracht, Bklyn. 90758
- 5 Sam. Resnick, Bklyn. 90623
- 6 Lyell Grever, NYC. 90031
- 7 F. MacQuire, Forest Hl. . . 87154

PRINCIPAL CLERK, NY OFFICE, TAX FINANCE, PROM.

Disabled Veteran

1 M. Greenwald, Bklyn. . . . 87748

Veteran

2 Geo. Frank, Bronx. 86394

Non-veterans

- 3 Sam. Berman, Bronx. 89395
- 4 N. Chisholm, Bklyn. 87705
- 5 Edna Carlin, Bklyn. 87248
- 6 Kate Epstein, Bronx. 86185

RAY BROOK EMPLOYEES DISCUSS THEIR PROBLEMS WITH HOLLISTER

Special to The LEADER

RAY BROOK, Sept. 3 — Laurence J. Hollister, Field Representative of the State Association, recently visited Ray Brook. He and Mrs. Hollister were taken through the hospital by Emmett Durr, the Chapter President. Mr. Hollister met Harry A. Bray, Superintendent of the hospital; Lee W. Emigh, the Steward, and many other officials. The Executive Council of the Chapter met Mr. Hollister in the evening. Other members of the Chapter also discussed their problems with him. Results of the visit were very satisfactory.

We extend our best wishes for a speedy recovery to Margaret Oriss, co-chairman of our Sick Committee, who is convalescing from an emergency appendectomy.

President Durr, Vice-president Clyde Perry and Secretary Albert McClay, recently accompanied Mr. Hollister to a meeting of the Dannemora Prison Chapter at Dannemora.

Mary and Henry Swan, William Miner and Mr. Durr attended the Field Day of the Cornell College and Ithaca Chapters at Ithaca.

Mr. Miner, John Arnet and Mr. Durr were guests of the St. Lawrence State Hospital Chapter's picnic at Ogdensburg recently.

The Chapter's soft ball team is now in the Lake Placid-Ray Brook-Saranac Lake League. Our team plays once a week in Placid under lights. Members and friends are invited. It's free. We need rooters. Harley Webb is now managing.

Marguerite and Harry Sweeney are on a fishing trip in Canada.

Mary and Maurice Bulris, Nina

Veterans' Association To Meet on Friday

Special to The LEADER

ALBANY, Sept. 3—The New York State Association on Veterans Affairs, headed by James J. Rafter of the NYC Welfare Department, will meet on Friday.

Among the guests will be Edward J. Neary, Director of the State Division of Veteran Affairs; Robert Lansdale, Commissioner of Social Welfare, and Erasmus Corning, Mayor of Albany.

All persons in veteran work are invited to attend the meeting, which will be held at the Hotel Ten Eyck from 10 a. m. until 4.15 p. m.

Joseph Schechter, Counsel to the State Civil Service Department, will be among the speakers.

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The State Employee

By Frank L. Tolman

President, The Association of State Civil Service Employees and Member Employees' Merit Award Board

THE STATE AS EMPLOYER

GOVERNMENT is a very large employer of labor and professional men. During war everyone either directly or indirectly works for the government. During peace, government is the nation's largest industry. The tenth man has become the sixth man or seventh, that is, one in every six or seven men and women employed now works for you through government. Every family probably has some relative or acquaintance employed in the public service of county, village, city, State or nation. Every boy and girl should be interested in the public service as a career offering great possibilities of useful service, but offering no hope of large financial reward. The interest of many veterans in public service is already evident.

Public business is a vast complex of various activities. New York State employs more than 50,000 people in its civil service. Some 1,600 or more different trades, professions and occupations are represented in the State service. No private business would attempt to employ so large and diverse a force without a carefully considered employment, wage and personnel policy and the wide use of experts in human relations.

ART OF HUMAN MANAGEMENT

In every large service the problems of employee management are very important. The success or failure of a business depends even more upon the care and use of its human machines than upon the iron men or tools of production. So it is not at all strange to find that one of the great gains of the war has been the general adoption of personnel methods based on studies of human behavior.

The new art of human management is being studied by many cities and the more progressive States and nations, but it has not as yet been widely or wisely applied in government service.

The aim of a government personnel policy is to secure the maximum of ability in the State service and to secure from its civil service the maximum of performance with the minimum of lost effort and friction. Human nature gives the clues to the art of working together which is the essence of efficiency.

UNIFORMITY AND EQUALITY NEEDED

The Civil Service system of America is slowly following its lead of private business in the quest for efficient management and guidance of the staff of employees. Management in the past has been left largely to the various State departments and offices, with the result that little overall planning or uniformity in policy or practice exists. Uniform rules and equal treatment of all employees is the greatest present need in the State service. Prompt consideration of grievances is of equal importance.

The new management techniques based on essential qualities of human behavior cannot operate without full cooperation of employee organizations. To plan for employees has been found effective. To plan with employees and to carry plans through with real partnership and mutual understanding, requires both skill and understanding.

TIME FOR REFORM IS NOW

Such a time as this, above all times, is the period when the State should undertake an exhaustive reform of its personnel methods and its plan of employment, compensation and staff management, in order to do its share in bringing about a post-war period of peace, plenty and personal liberty. This is a task that must be done cooperatively by the personnel people and the employees through their organizations.

WANTAGH CHAPTER DANCES; MEMBERSHIP DRIVE ON WAY

The employees of the Long Island Interstate Parks Chapter of the Association of State Civil Service Employees held their annual dance at Sunrise Rest in Wantagh, L. I. About 200 members and friends attended. Dancing was enjoyed from 9 p. m. to 2 a. m. to the music of Biel La Core's orchestra. Among the guests were Charles R. Culyer, President of the NYC Chapter; John Powers, 3rd vice-president

of the Association, and Mrs. Fowers, and Laurence J. Hollister, Field Representative of the Association.

The dance committee consisted of George Siems, Chapter President; J. J. Fisher, Julia (Betty) Enos, and Katherine Cermes.

The Chapter is mapping a membership drive in the fall, with Messrs. Siems and Hollister. It is expected that Mr. Siems will announce his membership committee shortly.



CLIFFORD C. SHORO

State Prepares To Take Over USES on Nov. 15

Special to The LEADER

ALBANY, Sept. 3—About 2,000 State employees now in the Federal Employment Service will be protected as to their civil service and pension rights under existing State law when the Federalized employment service returns to State jurisdiction on November 15.

Milton O. Loysen, Director of the State Unemployment Insurance Division, of which the State Employment Service is a unit, said today that about 2,200 employees will be returned to State control. Of this number 700 were State employees before the service went under Federal jurisdiction by proclamation of the President in January, 1942.

About 1,400 of the employees are new. They came into the service while it was operated under the Federal government. Two-thirds of the total personnel are in NYC and the balance in up-State branch and field offices.

What Law Provides

Legislation already enacted awaits the return on November 15 of USES employees to the State Employment service. Bills drafted by the Association of State Civil Service Employees, with the cooperation of State officials, and which are now law, provide:

That all new employees (non-State) must take open-competitive examinations to qualify for their jobs, irrespective of how long they have been in service.

All employees who were promoted by the Federal government will have to take State promotion examinations, which will mean "stepping down" one or more grades for some workers.

All pension rights are preserved, but employees will have to pay the State Retirement System their back contributions, with the Federal government already agreeing to pay the State's share for each such employee.

Mr. Loysen believed that the return of the employment service will go into effect without much friction or disturbance to personnel or procedure.

Farmingdale to Get Frozen Foods Lab.

The Long Island Agricultural and Technical Institute is to benefit by two projects approved by the New York State Postwar Public Works Planning Commission, a frozen foods laboratory and a poultry instruction classroom and disease laboratory building. State Budget Director John E. Burton is Chairman of the Commission.

A central heating plant at the Institute also has been approved.

MERIT AWARD BOARD NAMED BY DEWEY; SHORO IS CHAIRMAN

Dr. Tolman and Henry A. Cohen Are the Two Other Members

Special to The LEADER

ALBANY, Sept. 3—Governor Dewey appointed Clifford C. Shoro, Director of Division of Accounts of the State Health Department, as Chairman of the New York Employees Merit Award Board. At the same time, the Governor appointed as members of the Board, Henry A. Cohen, Director, Bureau of Contracts and Accounts of the State Department of Public Works, and Dr. Frank L. Tolman, Director of Adult Education and Library Extension of the State Education Department.

Dr. Tolman is President of the Association of State Civil Service Employees, having succeeded Mr. Shoro to that position.

Mr. Cohen also has been very active in the work of the State Association.

Action Under New Law

The formation of the Board is the result of a law passed by the last session of the State Legislature and signed by Governor Dewey which created the State Employees' Merit Award Board to establish plans for rewarding unusual and meritorious suggestions and accomplishments including, among other forms of recognition, certificates, medals or other insignia, cash awards and also increases in pay. This legislation was sponsored by the Association of State Civil Service Employees. It was introduced by Senator Seymour Halpern (R., Queens) and

Assemblyman Wilson C. Van Duzer (R., Middletown).

Awards to employees were started by the Federal Government, particularly in the War Department, and resulted in increased efficiency and financial savings through the contributions of employees. Many Federal agencies used the "idea box" plan in which employees dropped their suggestions into a box, and the ideas were judged by a joint committee of employees and officials.

ASSN. DRIVE FOR MEMBERS IS STEPPED UP

Special to The LEADER

ALBANY, Sept. 3—The staff of the Association of State Civil Service Employees is getting ready for accelerating Operation Membership, the drive to increase the enrollment in the Association to new all-time high.

The drive gets going intensively on October 1. During the last two weeks in September, William F. McDonough, Executive Representative; Joseph L. Lochner, Executive Secretary, and Laurence J. Hollister, Field Representative, will travel throughout the State to contact each Chapter.

Letters, pamphlets, bulletins and personal solicitations will all be used to spur the sign-up campaign.

Taxation and Finance Chapter to Hold Election

Special to The LEADER

ALBANY, Sept. 3—The election of officers of the proposed Department of Taxation and Finance Albany Chapter of the Association of State Civil Service Employees will take place Tuesday, September 10. Ballots will be distributed to members of the Chapter tomorrow (Wednesday). Ballot boxes will be located in each bureau of the department under supervision of the Board of Canvassers selected by the Chapter. Voting will be by secret ballot. The Board of Canvassers will canvass the votes cast and announce the results at a meeting of the Chapter to be held in Hearing Room No. 2 of the State Office Building at 7:30 p. m. on September 10.

Board of Canvassers

The candidates are: President, Arvis Johnson and Aaron Winig; Vice-President, Joseph Feily and John Haggerty; Secretary, Alice Allen and Anne Schelde; Treasurer, George Hayes and Sol Knee; Delegates, Mildred Guffin, Francis Kelliher, Joseph Kenny, Vivian Quarfordt and Harold F. Wornham.

The Board of Canvassers con-

sists of Claire Proventure and Frank Comparetta, Administration; James Donnelly and Arthur Dugan, Corporation; Mary Hughes, Executive; Betty Larkin and Anne Carey, Files; Bertha Kelly and Frank Straub, Income (Audit Room); John Hennessy and Hazel Phillips, Income (Collection); Margaret Carey, Income (Computing); Frances Hydnes, Income (Stenographic); Emmo Burdase, Law; C. Roy Wagner, Local Assessments; Gerald Ryan, Miscellaneous Tax; Junie Rice, Research and Statistics; Lloyd Maeder, Traffic Commission; Thomas Feily, Transfer Tax; William McGraw, Division of Treasury; and Mary Warhurst and Harold Farrell, Income Miscellaneous.

A proposed Constitution and By-Laws of the Chapter was approved by members at a meeting and have been submitted to Janet Macfarlane, Secretary of the State Association for presentation to the Association's Executive Committee. The Constitution and By-Laws are scheduled to be considered by the Executive Committee of the State Association at its next meeting, on Thursday, and if approved a charter will be issued to the Chapter.

Social Workers Attend Training Course at Cornell



On the Cornell University campus at Ithaca are social workers from all parts of the State, gathered for a two weeks' course at the Institute for Public Welfare Training,

established by cooperation of Cornell University and the State Department of Social Welfare. Practicing social workers, recommended by their Commissioner, are eligible.

State Troopers Voice Grievances on Hours, Transfers and Reprisals

Special to The LEADER

ALBANY, Sept. 3—Grievances of State Troopers have been canvassed by reporters for The LEADER, with the result that complaints against hours, transfers, demotions (listed as voluntary, but in effect forced), and promotions predominate.

Interviews with Troopers all over the State resulted in certain common complaints which The LEADER has summarized. The summary follows:

1. Working Conditions. More work has been added throughout the years and nothing done to better the working conditions for the Troopers who are still working under 1917 conditions. The Troopers are the only Division of State government who still are on duty for 24 hours a day with little regard shown those men with families. The heads of the Division have put thumbs down on all bills presented to better the lot of the Trooper, causing him to lose faith in these heads.

2. Transfers. Many a good Trooper has been forced to quit his job because some higher up has taken a dislike to him, causing him to be transferred without good reason and without regard for the welfare of the Trooper's family. If moved far enough away, this puts the well-known economic squeeze on him by adding costs of travel, etc., so that he must find occupation.

Unless a Trooper is one of the "select few" he is subject to transfer anywhere in the State, making it impossible for him to plan any kind of life for himself and his family. He cannot be assured of being able to make a home for his family and bringing up his chil-

dren to be good citizens. Observance of the Golden Rule would do much to make the Troopers' lot a happier one.

3. Forced Demotions. Elimination of a well-organized Troop by reduction in force, causing not only demoralizing transfers, but causing many men to take demotions after working many years to obtain promotions, in order that they might stay near their families. Labor should be permitted to organize without interference or reprisal that flouts betterment of conditions, regard for the Troopers or the general welfare of the Division.

4. Promotion. Many Troopers work hard for years without recognition. Instead they see a member of the "select few" pass them and become their bosses. Why not put the Division directly under Civil Service, thus doing away with favoritism in promotions and in so doing promote efficiency and raise morale? This would also prevent the Division from being controlled by one man, making it possible for the best man to win.

Some of the Troopers who were on lists for promotions on their departure into the armed forces found on their return that the last promotion lists had been cancelled out, thus doing away with any chance they might have of promotion. Men who were beneath them in rank on their departure for the armed forces were their bosses on their return. Some of these Trooper veterans were subjected to the use of transfer far from their families, besides losing their promotions for the privilege of serving their country. Section 246 of Military Law is found to offer no protection against this in practice.

Progress Report On State Exams

ALBANY, Sept. 3—The State Civil Service Department issued the following report of progress in examinations:

OPEN-COMPETITIVE

Associate State Publicity Editor. Commerce Department: 21 candidates, held February 2, 1946. Rating of the written examination is completed. Clerical work is completed. Interviews to be held.

Publicity Production Manager. Commerce Department: 14 candidates, held February 2, 1946. Rating of the written examination is completed. Clerical work is completed. Interviews to be held.

Associate Education Institution Engineer. Department of Education, Albany: 13 candidates, held April 27, 1946. Rating of the written examination is completed. Training and experience to be rated.

Chief, Bureau of Curriculum Development. Department of Education: 11 candidates, held April 27, 1946. Rating of the written examination is completed. Interviews scheduled for last week in August.

Head Account Clerk, State Teachers College at Albany. 74 candidates, held April 27, 1946. Rating of the written examination is completed. Rating of training and experience to be rated.

Health Investigator (Venereal Disease). Department of Health: 104 candidates, held April 27, 1946. Examination and training and experience has been completed, pending establishing of veterans claim for preference.

Junior Architectural Draftsman. Department of Public Works: 37 candidates, held April 27, 1946. Examination has been completed, pending establishment of disabled veteran's claim for preference.

Junior Tax Examiner. Department of Taxation and Finance: 717 candidates, held April 27, 1946. Rating of Part I is completed. Rating of Part II is in progress.

Parole Officer. Executive Department: 357 candidates, held April 27, 1946. Rating of the written examination is in progress.

Principal Printing Clerk. Department of Labor, Workmen's Compensation Board, New York Office: 33 candidates, held April 27, 1946. Examination is completed, pending establishment of disabled veteran's claim for preference.

Senior Housing Control Architect. Executive Department, Division of Housing: 8 candidates, held April 27, 1946. Rating of the

written examination is in progress.

Senior Inspector of Penal Institutions. Department of Correction: 29 candidates, held April 27, 1946. Rating of the written examination is in progress.

Asst. Unemployment Insurance Claims Examiner, D.P.U.L. 642 candidates, held July 27. Rating not yet started.

Asst. Dist. Health Officer. Department of Health: 6 candidates, held July 27, 1946. Rating not yet started.

Senior Personnel Technician (Police). Department of Civil Service: 17 candidates, held April 27, 1946. Rating of the written examination is completed. Training and experience to be rated.

Senior State Publicity Agent. Department of Commerce: 22 candidates, held April 27, 1946. Rating of the written examination is completed. Clerical work is in progress.

State Publicity Agent. Department of Commerce: 41 candidates, held April 27, 1946. Rating of the written examination is completed. Clerical work is in progress.

Tax Examiner. Department of Taxation and Finance: 575 candidates, held April 27, 1946. Rating of Part I is completed. Rating of Part II is in progress.

Estate Tax Examiner. Department of Taxation and Finance: 45 candidates, held May 25, 1946. Rating of the written examination is in progress.

Office Machine Operator (Calculating-Key Set). State and County Departments: 12 candidates, held June 8, 1946. Rating of the practical test is completed. Pending establishment of veterans claim for preference.

Account Clerk. State Departments and Institutions: 2,421 candidates, held June 29th, 1946. Tentative rating scale prepared. Awaiting determination of appeals.

Clerk. State Departments and Institutions: 10,313 candidates, held June 29, 1946. Tentative rating scale prepared. Awaiting determination of appeals.

File Clerk. State Departments and Institutions: 3,706 candidates, held June 29, 1946. Tentative rating scale prepared. Awaiting determination of appeals.

Statistics Clerk. State Departments and Institutions: 1,842 candidates, held June 29, 1946. Tentative rating scale prepared. Awaiting determination of appeals.

Stenographer. State Depart-

ments and Institutions: 2,367 candidates; held June 29, 1946. Tentative rating scale prepared. Awaiting determination of appeals.

Typist. State Departments and Institutions: 3,735 candidates, held June 29, 1946. Tentative rating scale prepared. Awaiting determination of appeals.

PROMOTION

Associate Civil Engineer (Field). Department of Public Works: 81 candidates, held April 27, 1946. Rating of the written examination has not been started.

Associate Insurance Examiner (Life). Department of Insurance: 9 candidates, held April 27, 1946. Rating of the written examination is completed. Rating of training and experience completed. Clerical work is in progress.

Senior Engineering Aid. Department of Public Works: 69 candidates, held April 27, 1946. Rating of the written examination is in progress.

Senior Examiner of Municipal Affairs. Department of Audit and Control: 62 candidates, held April 27, 1946. Rating of the written examination is completed. Training and experience to be rated.

Junior Civil Engineer (Design). Department of Public Works: 18 candidates, held May 18, 1946. Rating schedule completed. Written examination is completed. Training and experience being rated.

Associate Insurance Examiner (Casualty). Insurance Department: 10 candidates, held May 25, 1946. Rating of the written examination is in progress.

Junior Civil Engineer (Field). Department of Public Works: 273 candidates, held May 25, 1946. Rating of the written examination is in progress.

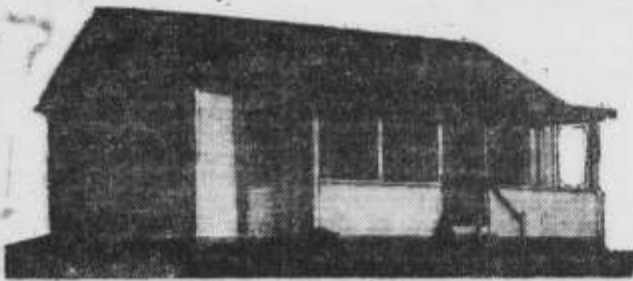
Junior Civil Engineer (Field). Department of Public Works: 41 candidates, held May 25, 1946. Rating of the written examination is in progress.

Principal Account Clerk. Department of Audit and Control Retirement System: 19 candidates, held May 25, 1946. Rating of the written examination is in progress.

Senior Account Clerk. Department of Audit and Control Retirement System: 42 candidates, held May 25, 1946. Rating of written examination is in progress.

Senior Civil Engineer (Field). Department of Public Works: 121 candidates, held May 25, 1946. (Continued on Page 5)

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Summer Schedule Extension Asked On the Basis of Full Fiscal Year

Special to The LEADER
 ALBANY, Sept. 3—The work week of five days, plus a skeleton force, whereby many State employees make up a half day by extra hours, thus not reducing the total number of hours worked in a week, was requested by Dr. Frank L. Tolman, President of the Association of State Civil Service Employees, in a letter sent to J. Edward Conway, President of

the State Civil Service Commission, on last Thursday, August 29. The letter follows:
 "Various departments of the State government have been operating during the summer on a five-day schedule, with a skeleton force on Saturday, the same total number of hours per week as previously worked on a five-and-a-half day schedule have been worked on a five-day, plus skele-

ton force, schedule.
 "There is general commendation for the present skeleton schedule. I strongly recommend that it be continued throughout the year. We had hoped that it would be possible to include this in your general Rules and to discuss it prior to this time.
 "We assume that the skeleton schedule will continue until September 28, but it may be that in

some departments it will expire with the end of August, unless your Commission acts.
 "I urge on your Commission that it take action to extend the Summer five-day schedule thru the coming year. May I heard from you at your earliest convenience?"
 Efforts of the State Association during the previous month to obtain the continuation for the year were recalled by State employees.

WHAT EVERY STATE EMPLOYEE SHOULD KNOW

By THEODORE BECKER

How G.I. On-the-Job Training Programs Can Be Inaugurated

RECENTLY, the newspapers have been carrying accounts of the manner in which the G. I. on-the-job training program has been operating in private industry. This training program is not, however, confined to non-public jobs. In fact, the State Civil Service Rules have, for several months, contained a provision authorizing temporary appointments for the G. I. trainees, provided the program under which they are to work has obtained the approval of the appropriate State officials.

The mechanics of obtaining approval for a training program and the circumstances under which the trainees may obtain temporary and possible permanent State employment are set forth in a set of instructions given to all

State appointing officers last June in a memorandum issued by the State Civil Service Commission. This memorandum was designed to standardize the departmental programs throughout the State service.

Standards to Be Met

The general requirements which should be met by a job training program under which a veteran may obtain Federal subsistence are five in number:

1. The program should relate to jobs which can be directly supervised by regular State employees.
2. The titles of the training positions must indicate their nature. Examples given are "Junior Draftsman-Trainee," "Junior Engineering Aid-Trainee," "Baker-Trainee."

3. The salary paid the trainee during his training period should be based on the minimum salary of the job for which he is being trained, but in such lesser amount as reflects what the trainee actually contributes to the job during his apprenticeship.

4. Provision should be made for periodic increases in the trainee's salary to compensate him for increased contribution to the job during his training period.

5. A job for which the training is given should be available for the trainee who successfully completes his course.

Civil Service Limitations

In connection with the last requirement, the Civil Service Commission carefully points out that permanent appointments to State jobs can be obtained only in ac-

cordance with the requirements of the Civil Service Law, so that the ideal of a permanent job for every G. I. trainee can hardly be met. Accordingly, the Commission calls attention to the obstacles as well as the opportunities involved in ultimate State employment of the trainees.

In the first place, the graduate trainee will have to compete on an equal basis with others in examinations for competitive class positions, although his satisfactory completion of a training course will receive the consideration of the Commission when passing upon his qualifications for such competitive examinations or for any non-competitive appointments for which the trainee may be nominated.

Secondly, the State cannot be considered as guaranteeing every trainee a permanent State position upon the completion of his training program, although he may be able to receive temporary appointments to vacancies for which no eligible lists are in existence, presumably pending the establishment of appropriate lists.

Promotion Rights Protected

Thirdly, to the extent that each occupational group in the State service has a promotional series of positions, the present State employees in such group are, in effect, engaged in on-the-job training for promotion. Accordingly, the State's veteran's on-the-job training program would seem to be limited to the entrance grade positions of each such occupational grouping.

The procedure for the installation of an on-the-job training program for GIs calls for the submission of the proposed program to the State Civil Service Department in the first instance. After review by such department and by the Division of the Budget, the program will be submitted to the Division of Veterans' Affairs for endorsement and to the Labor Department for approval.

If the program receives the approval of the Labor Department, such department will then transmit copies of such approval to the originating department, the Civil Service Department, the Division of the Budget, the Division of Veterans' Affairs and the United States Veterans Administration.

Progress Report on State Exams

(Continued from Page 4)

Rating of the written examination has not been started.

Title Attorney, Department of Law, Albany: 18 candidates, held May-25, 1946. Rating of the written examination is completed. Training and experience to be rated.

Assistant Civil Engineer (Field), Department of Public Works: 230 candidates, held June 8, 1946. Rating of the written examination has not been started.

Senior Draftsman, Department of Public Works: 11 candidates, held June 8, 1946. Rating of the written examination is completed. Clerical work to be done. Training and experience to be checked and rated.

Assistant Civil Engineer (Design), Department of Public Works: 42 candidates, held June 15, 1946. Rating of written examination and of training and experience is completed.

Assistant Civil Engineer (Design), Department of Public Works: 13 candidates, held June 15, 1946. Rating of written examination and of training and experience is completed. Clerical work is in progress.

Clerk (Fingerprinting), Department of Correction: 9 candidates, held June 15, 1946. Examination is completed. Pending establishment of veteran's claim for preference.

Senior Clerk, Department of Labor, Albany Office: 20 candidates, held June 15, 1946. Rating of the written examination and of training and experience is com-

pleted. Clerical work to be done.

Senior Parole Officer, Executive Department, Division of Parole: 13 candidates, held June 15, 1946. Examination is completed. Pending establishment of veteran's claims for preference.

Senior Typist (Accounts), Department of Public Works: 21 candidates, held June 15, 1946. Rating of the written examination is completed. Training and experience to be rated.

Staff Attendant, Department of Mental Hygiene, approximately 1,400 candidates, held June 22, 1946. Rating scale being prepared.

Associate Civil Engineer (Design), Department of Public Works: 12 candidates, held July 13, 1946. Rating of the written examination is in progress.

Junior Insurance Qualifications Examiner, Insurance Department, Albany: 11 candidates, held July 13, 1946. Rating of the written examination is in progress.

Supervising Industrial Investigator, Department of Labor: 10 candidates, held July 13, 1946. Rating of the written examination is in progress.

Associate Comp. Claims Examiner, The State Insurance Fund: 16 candidates, held July 27, 1946. Rating of the written examination is in progress.

Clerk, Grade 4, Office of Co. Clerk, Kings County: 22 candidates, held July 27, 1946. Rating of the written examination is in progress.

Clerk, Grade 5, Kings County Clerk's Office: 11 candidates, held July 27, 1946. Rating of the written examination is in progress.

Clerk, Grade 6, Kings County Clerk's Office: 8 candidates, held July 27, 1946. Rating of the written examination is in progress.

Clerk, Grade 7, Kings County Clerk's Office: 11 candidates, held

July 27, 1946. Rating of the written examination is in progress.

Municipal Research Assistant, Div. of Municipal Affairs, Audit and Control: 7 candidates, held July 27, 1946. Rating of the written examination is in progress.

Principal Clerk, Bureau of Accounts, Audit and Control: 6 candidates, held July 27, 1946. Rating not yet started.

Principal Stenographer, Executive Department, Division of Parole, Albany District: 6 candidates, held July 27, 1946. Rating of the written examination is in progress.

Principal Stenographer, Executive Dept., Division of Standards & Purchase: 6 candidates, held July 27, 1946. Rating of the written examination is in progress.

Sr. Business Consultant, Dept. of Commerce: 8 candidates, held July 27, 1946. Rating of written examination is in progress.

Sr. Civil Engineer (Design), Dept. of Public Works: 22 candidates, held July 27, 1946. Rating of written examination has not yet been started.

Sr. Clerk, Dept. of Agriculture & Markets: 27 candidates, held July 27, 1946. Rating not yet started.

Sr. Clerk, Executive Dept. Div. of Standards and Purchase: 15 candidates, held July 27, 1946. Rating not yet started.

Sr. Clerk, Dept. of Social Welfare, Albany Office: 26 candidates, held July 27, 1946. Rating not yet started.

Sr. Comp. Claims Examiner, The State Insurance Fund, New York Office: 31 candidates, held July 27, 1946. Rating of the written examination is in progress.

Sr. Comp. Claims Examiner, The State Insurance Fund, Upstate Offices: 15 candidates, held July 27, 1946. Rating of the written examination is in progress.

Sr. File Clerk, Audit & Control, Bur. of Office Audits: 50 candidates, held July 27, 1946. Rating not yet started.

Sr. Municipal Research Asst., Audit & Control: 3 candidates, held July 27, 1946. Written examination is completed. Clerical work to be done.

Sr. Typist, Department of State, Albany Office: 15 candidates, held July 27, 1946. Written examination is completed. Clerical work is in progress.

Stationary Engineer, Dept. of Mental Hygiene (Institutions): 126 candidates, held July 27, 1946. Written examination being rated.

Asst. Unemployment Insurance Claims Examiner, DPUI: 491 candidates, held July 27, 1946. Rating not yet started.

Sr. Unemployment Insurance Claims Examiner, DPUI: 260 candidates, held July 27, 1946. Rating not yet started.

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A THOUGHT FOR THE WEEK

I DON'T pity any man who does hard work worth doing. I admire him. I pity the creature who doesn't work, at whichever end of the social scale he may regard himself as being.—Theodore Roosevelt.



Civil Service LEADER

America's Largest Weekly for Public Employees

Member of Audit Bureau of Circulations

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TUESDAY, SEPTEMBER 3, 1946

NYC Civil Service Administration Improves

THE Municipal Civil Service Commission, under its new leadership, shows encouraging signs of giving NYC a much better administration of the recruitment program than it has known in four years. Something new has been added, a real appreciation of what is important, and a determination to fill the primary recruitment needs of the city despite all difficulties, and these are many. Action is to replace excuses.

The process of establishing much-needed definite policies was begun with a resolution giving first call to special military examinations, second place to promotion tests and third attention to open-competitive titles. The multiplicity of special military examinations required some such action, to avoid having the whole examination program bog down because of the heavy demands of one class of tests. The aimlessness that produced previous bottlenecks now appears to be at an end.

However, no rule is worth more than its value, and exceptions required in the public interest must be made. Two examinations for which application periods have just been announced are not special military ones, and thus the Commission shows it recognizes when service must be rendered, come heaven or low tide.

Number of Provisionals Must Be Reduced

Another examination will put the Commission itself to a test. That one is the open-competitive examination for Health Inspector, Grade 3, Health Department.

That this, too, should be an exception to the resolution setting up the sequence of classes of tests is obvious.

The Health Inspectors are the ones who discover the filthy conditions of restaurants and food warehouses, among other duties, and constitute the staff that has been Health Commissioner Israel Weinstein's right arm in his food clean-up campaign that to date represents the highest achievement of the O'Dwyer administration. The newspapers, magazines, and radio purveyors of intelligence or its equivalent, have been letting the world know in dramatic tones of these deeds so well done in the public service.

The responsible nature of the Inspectors' jobs, and the temptations with which the employees must be beset, require that the incumbents have permanent status, which only a competitive examination can confer in that title. Besides, the necessity of using provisionals—employees who passed no such examination—must be extinguished soon as a safeguard against the inroads that vast hiring of provisionals make on the merit system. The thousands and thousands of provisionals in the city service are growing daily more numerous, and it is the Commission's duty promptly to reverse the trend.

Special Session Sole Way To Prompt Pay Increase

THE EFFECT of the new OPA control on the cost of living will be of paramount importance to public employees. Increases in the prices of some commodities, such as meat, have already been approved.

One cause of the black market in meat, under the original OPA, was the inability of the subsidies to support the low ceiling prices in the face of meat scarcity and the wresting of control of the supply by the black market, away from legitimate packers. The black market became larger than the white market and thus meat control proved as unsuccessful as residential rent control proved successful.

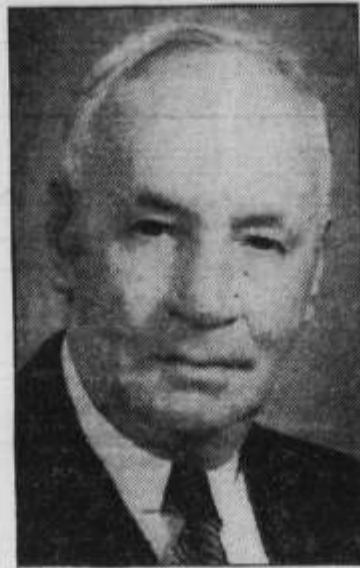
The advance in the cost of living index has already more than eaten up the maximum bonus, 30 per cent since 1943, granted to the lowest-bracket State employees.

Even present conditions, and most certainly any further substantial increase in prices, warrant a special session of the Legislature to grant pay relief to State and other employees.

The Legislature is not due to convene until January. The legislative temptation might be to have any action taken during the regular session effective April 1, 1947, when the new budget becomes operative. Any such delay would impose an intolerable hardship on the employees. Meanwhile the hour is critical and the situation desperate.

Merit Man

Head of U. S. Civil Service
And a Senator's Dad



HARRY B. MITCHELL

The career of Harry B. Mitchell, who heads the U. S. Civil Service Commission, is not only the Horatio Alger story about a poor boy who became a success, but of a poor boy who came from another country.

He came to this country toward the end of the last century when nine years old. His parents were Scots when settled in the midwest.

His early childhood was spent in Minnesota. Here he got his schooling. He never got beyond high school. Immediately after begin graduated he went to work in the print shop of a newspaper in Ferfus Falls, Minn. He rose to become foreman of the plant and composing room.

Young Man Went West

Horace Greeley's advice to young men was taken soon thereafter by Mr. Mitchell and he went West to Great Falls, Mont. There he served in the print shops of both The Leader and The Tribune, the dailies of the town. He became managing editor of The Tribune and later part owner of The Leader.

Three Times a Mayor

His first public service was also given in Great Falls where he was elected to the mayoralty for three successive terms.

In 1933, soon after President Roosevelt was inaugurated, he decided he needed a new man in the post of Civil Service Commission chairman. He chose Mr. Mitchell, who has served there ever since.

Mr. Mitchell looks with pride on his thirteen years as head of the commission.

"I've served in that job longer than any other man," he says with a smile.

And he has also served with the Democratic administration longer than any other policy-making official in office today.

Of What He's Proud

It was during his administration that such important legislation as the Hatch act was initiated and the salaries of civil servants went goes beyond all previous levels.

But, he doesn't think Government salaries are high enough yet to entice those men whom the Government wants to enter the Federal Service for the executive type of job.

Grand and Grandest Moments

Mr. Mitchell is very happy about his having taken the position he now holds.

"It has been very, very interesting," is his comment.

His proudest moment as Commissioner?

"That was in 1938 when my plan to include Postmasters in the civil service was accepted. I don't want to take any credit away from Congress, but it was my idea and I had the backing of President Roosevelt on it."

His proudest all-time moment was the day his son, Hugh B. Mitchell, was named Senator from the State of Washington. That was in January, 1945. The Senator is up for re-election. His father won't admit it, but is more than slightly interested in the outcome of the race.

Mr. and Mrs. Mitchell live in suburban Chevy Chase, Md. They have three children and nine grand children. One granddaughter, aged twenty-one, was married recently.—B. K. J.

35,000 NYC Employees Missing Opportunity For More Liberal Pension

By Ralph L. Van Name

Secretary, New York City Employees' Retirement System

OF 35,000 MEMBERS of the New York City Employees' Retirement System who are not covered by the liberal age 55, 30-year, half-pay benefit, fewer than 1,700 have filed, or have requested cost figures to date. Only 100 declined benefit after getting cost figures.

Time marches on! October will be too late to file. Until the first deduction is made at the new rate, members may withdraw their elections, but they may not file after Monday, September 30, and they may not expect quick service if they wait until the last week to file.

For applicants generally, election of age 55, while it will require more contributions per year, will result in three to five fewer years of contribution and three to five more years of benefit.

Many members over 55 and over 60 years of age may find an advantage of electing the 55 basis, with its greater annual pension increment of 1/120th of final compensation. For example, a Laborer, age 58, with 30 years of service, may add 10 per cent to his account, retire in 30 days, draw half pay three years sooner and contribute three years less.

CAN DISCONTINUE CONTRIBUTIONS

Likewise a Clerk, age 60, with 30 years of service, may add 1/6 to his or her account, retire in 30 days, draw half pay five years sooner and contribute for five years less. A member over 55 who completes 30 years of service with contributions on the age 55, 30-year, half-pay basis, if he does not retire, may elect to discontinue contributions. Whether or not he so elects, the City will continue to add its 1/120th pension for each future year.

To elect the right to retire at age 55 with increased service fraction, obtain and file Form 74.

SLIGHT COST TO NEWCOMERS

To members who have just entered city-service, the extra cost is slight. For example, at entrance age 25, a male Clerk, instead of paying 4.30 per cent of salary for the age 60, 35-year, half-pay benefit, would pay 6.45 per cent of salary for the age 55, 30-year, half-pay benefit, could pay it for five fewer years, and would be in position to draw half pay for five more years. For entrance age 40, corresponding rates are 5.45 per cent and 8.05 per cent. An employee who has contributed at the lower rate for years and now elects age 55, would have to make up his arrears for past years by the time he reaches age 55. Where such a rate increases the total contribution beyond 15 per cent of salary, 15 per cent may be elected, spread over a period extending beyond age 55, with the balance due in a lump sum if the member retires before completing the installment series of payments.

There is not sufficient staff at Retirement System headquarters to work out your own particular problem "while you wait." If you are interested, file your application for benefit now. October 1 will be too late. Therefore, FILE NOW.

Table of Benefits Gained By Extra Annuity Plan

Years	Single Deposit of \$1	Annual Deposit of \$1
1	\$1.03000	\$1.03000
2	1.06090	2.09090
3	1.09273	3.1836
4	1.12551	4.3091
5	1.15927	5.4684
6	1.19405	6.6625
7	1.22987	7.8923
8	1.26677	9.1591
9	1.30477	10.4639
10	1.34392	11.8078
11	1.38423	13.1920
12	1.42576	14.6178
13	1.46853	16.0863
14	1.51259	17.5989
15	1.55797	19.1589
16	1.60471	20.7616
17	1.65285	22.4144
18	1.70243	24.1169
19	1.75351	25.8704
20	1.80611	27.6765
21	1.86029	29.5368
22	1.91610	31.4529
23	1.97359	33.4265
24	2.03279	35.4593
25	2.09378	37.5530
26	2.15659	39.7096
27	2.22129	41.9309
28	2.28793	44.2189
29	2.35657	46.5754
30	(2.42726)	49.0027
31	2.50008	51.5028
32	2.57508	54.0778
33	2.65234	56.7302
34	2.73191	59.4621
35	2.81386	62.2759
36	2.89828	65.1742
37	2.98523	68.1594
38	3.07478	71.2342
39	3.16703	74.4013
40	3.26204	77.6633

Golding Tops Legion Civil Service Group

Jerome J. Golding, Past Commander of Col. Francis Vigo Post, American Legion, and a Charter Member of the Father Duffy Chapter, has been selected as Legion Chairman of Civil Service for New York State. The appointment was announced today by State Commander Earl C. Hitchcock.

Mr. Golding at the Legion State Convention early last month was influential in obtaining the passage of resolutions on civil service.

City College Offers 2 Courses for Firemen

City College has announced two courses in hydraulics for members of the NYC Fire Department. The basic course is "Hydraulics for Firemen," the advanced course "Problems in Fire Hydraulics."

Interested Firemen should appear in person on September 10, 11 and 12 or 16 and 17 at the Main Building, City College, Convent Avenue and 139th Street. Registration hours are 7 to 9 p.m.

REGULATION ON RESIDENCE PROOF EASED IN U. S. EXAMS

Special to The LEADER
WASHINGTON, Sept. 3 — The U. S. Civil Service Commission announced a general amendment to the postwar probational examination announcements issued by the central office on or before July 29, 1946. The announcement follows:

Examination announcements for probational appointment issued by the Central Office of the U. S. Civil Service Commission on or before July 29, 1946, are hereby amended to incorporate the provisions listed below.

I. To allow citizens of the Republic of the Philippines to compete in civil service examinations.

As amended, the Citizenship paragraph reads as follows:

"Applicants must be citizens of or owe allegiance to the United States, or must be citizens of the Republic of the Philippines."

II. To provide (a) that the required year of residence need not precede the date of receipt of application, but may precede the date of submission of proof of residence; (b) that proof of residence may be submitted as of any date during the existence of the

register resulting from the examination.

As amended, the Apportionment paragraph in announcements 1, 4, 5, 6, 7, 8, 9, 10, 12 and 13 reads as follows:

"Appointments (other than temporary) to positions in the apportioned service in Washington, D. C., are required by law to be apportioned among the States, Territories, and the District of Columbia upon the basis of population. Applicants now in the apportioned service under probational or permanent civil service appointments need not again prove residence. Other applicants for positions in the apportioned service must prove that they have had legal or voting residence in the State or Territory claimed for at least one year preceding the submission of the proof. Such applicants will not be eligible for the apportioned service unless such proof is submitted, and their names will, if they are otherwise eligible, be suspended from the apportioned register until such proof is received. Proof may not be accepted after the eligible register has expired."

For further information, see the original announcements.

Railway Mail Clerk Exam Is Still Open To Disabled Veterans

Disabled veterans may apply for the Federal examination for Railway Mail Clerk. Only disabled —10 point preference—veterans may apply at present, but it is intended to open the examination to the general public in the near future.

Application forms may be obtained at the U. S. Civil Service Commission, 641 Washington Street, Manhattan, and should be filled out and sent to the Commission in Washington.

Complete details of the reopening of this examination appeared in last week's LEADER issue of August 27.

Booklet Simplifies Law on G.I. Home

What is believed to be the most simplified explanation of a veteran's privilege to purchase a home under the GI Bill of Rights is now available without cost at the North Side Savings Bank, 3230 Third Avenue, The Bronx.

The brochure, titled "Kilroy Says . . ." was prepared under the supervision of Fred Berry, President of the bank and known as the dean of Bronx bankers.

Kilroy, a semi-mythical character, outlines the procedure for veterans in obtaining a home loan under the GI Bill of Rights.

The pamphlet is for all home-seeking veterans who wish to avoid struggling with legal terminology.

Xavier Labor School To Begin 12th Year

The Xavier Labor School at 30 West 16th Street, Manhattan, will open for its twelfth successive year on Monday, September 23.

The Rev. Philip A. Carey, S.J., the school's director, said that the Workers' School, consisting of 20 courses in various phases of labor and discussions in public speaking and conduct of meetings, will be held on Wednesday evenings.

This year, for the first time, the school will offer a special course for leaders on Mondays and a workshop on Fridays.

In announcing the reopening of the school, Father Carey said he was gratified by the attendance and interest, which has increased each year.

U. S. Promotion Policy Back on Pre-War Basis

Special to The LEADER
WASHINGTON, Sept. 3 — All heads of U. S. government agencies have been notified by the Civil Service Commission that the graduated "waiting periods" for promotion from grade to grade are cancelled.

In its instructions to personnel divisions, the Commission terminated the length-of-service requirements, which have been a prerequisite for promotion, transfer involving promotion, and re-appointment and reinstatement to positions in grades higher than those from which the employees were separated. Also cancelled were the former restrictions on personnel actions involving a "double jump" in grade.

Back to Pre-war Plan

Under the revised promotion regulations, an employee must serve at least six months after appointment, reinstatement, re-assignment or the granting of a competitive status before the first promotion can be authorized. Thereafter, during continuous service, it is a matter of determining whether the employee proposed for further promotion meets the qualifications standards for the higher grade.

Provisions are also made in the revised program for the waiver of the new initial six months' period "in exceptionally meritorious cases," but the Commission states that few exceptions will be granted. If such exception is made in the case of a person who has received and is serving a probational appointment, the regulations require that the person promoted must serve out a complete

period of probation. The purpose of the probationary, or trial, period will not be affected by any promotion occurring during that phase of Federal service.

The effect of the Commission's directive will be a return to the general promotion policy of the pre-war years. The new promotion plan is set forth in Departmental Circular No. 549, Supplement 13, of the Civil Service Commission.

Maine Wants to Hire Retired NYC Teachers

Special to The LEADER
AUGUSTA, Me., Sept. 3.—Retired NYC school teachers are sought by the State of Maine to take jobs because of the serious shortage of teaching personnel in the New England State.

The State has no upper age limits on teaching positions, and a special appeal to retired NYC teachers was made by Edward E. Roderick, Deputy Commissioner of Education. Complete details of the jobs offered may be obtained by writing to Mr. Roderick at the Department of Education, Augusta, Maine.

U. S. NURSES UPGRADED

Action by the United States Civil Service Commission will result in the reclassification of Graduate Nurse positions in Federal agencies from the Subprofessional to Professional service. Under the new ruling, the entrance level salaries for Graduate Nurse positions will be \$2,644.80 per year, instead of the former entrance rate of \$2,394.

APPOINTMENTS BY DEWEY

Special to The LEADER
ALBANY, Sept. 3 — Governor Dewey reappointed Lewis L. Smith, of Smithtown, and James

H. Murray, of West New Brighton, as members of the Board of Visitors of the New York State Maritime Academy (full three-year reappointments).

Nan Cuming Named To Nurses' Guild Post

The Registered Nurses Guild No. 1043 of the American Federation of State, County and Municipal Employees, AFL, announces the addition to its staff of Miss Nan T. Cuming, R.N., as Field Representative to handle its increasing organizational activities.

Miss Cuming was Secretary and Chairman of the Private Duty Section of District No. 13 of the New York State Nurses Association, Vice-president of District No. 13, and Chairman of the Private Duty Section, N.Y.S.N.A. She is a Director of the Alumnae Association of the Mt. Sinai Hospital School of Nurses.

PBA Calls Meeting Of Police Eligibles

Eligibles on the NYC Patrolman list received invitations from the Patrolmen's Benevolent Association to attend a meeting at Washington Irving High School, tomorrow evening (Wednesday) at 7 p. m.

Two weeks ago, the Pension Forum of the Police Department, held a mass meeting of Patrolman eligibles and detailed the pension costs, rights and benefits.

The executive secretary of the Pension Forum, Patrolman Peter A. Schneider, said of the PBA invitation:

"We're glad to note that the PBA is waking up. They're only two weeks behind us now."

Health Dept. Notices Keep Workers Posted

To let employees know what's happening to them, the NYC Health Department is utilizing a new form "Notice of Personnel Action." Prepared by Personnel Officer William Brody, the form will keep employees posted on all changes in status, such as appointment, promotion, salary increase, change of title, transfer, leaves, etc.

At present many NYC workers undergo changes in status without learning about it for a considerable time.

In addition to keeping the employees informed, the new blank replaces a score of different forms and form letters which were formerly used in the Health Department.

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52 YEARS OF FEDERAL EMPLOY
WITH NARY A DAY OF SICK LEAVE
Winners were announced recently in a contest sponsored by the Washington Post among Federal employees to pick those employees who have used the least amount of vacation and sick leave during their period of employment. Five \$100 war bonds were awarded as prizes in the contest, which was launched by the newspaper after a member of Congress publicly charged that there were many shirkers among Federal employees. Three men and two women were picked from among hundreds of entries to receive the awards.
Among the winners was an employee in the Bureau of Engraving and Printing, who took no sick leave during his entire career of almost 52 years in the Federal service. A Justice Department secretary, who was awarded first prize among the women employ-

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LEGAL NOTICE
SLAYBACK, JESSIE T.
IN PURSUANCE OF AN ORDER OF Honorable WILLIAM T. COLLINS, a Surrogate of the County of New York, NOTICE is hereby given to all persons having claims against JESSIE T. SLAYBACK, late of the County of New York, deceased, to present the same with vouchers thereof to the subscriber, at her place of transacting business at the office of Douglas, Armitage & Holloway, her attorneys at No. 30 Rockefeller Plaza, in the Borough of Manhattan, in the City of New York, State of New York, on or before the 10th day of December, 1946. Dated, New York, the 28th day of May, 1946.
KATHRYN S. MILTENBERGER, Executrix.
Douglas, Armitage & Holloway, Attorneys for Executrix, Office and P. O. Address, 30 Rockefeller Plaza, Borough of Manhattan, New York City.

EXAMINING DIVISION OF NYC COMMISSION BEING REORGANIZED

New Set-up to Take Effect Sept. 23—Monthly Report to Be Issued to Public, Including Progress of Tests

(Continued from Page 1)
 boss to the extent that he has charge of all personnel administration, including that of the Examining Division.
 The plan proposed by Mr. Galston is not completely satisfactory to the Commissioners. When he returns from his vacation on September 23 he will find an approved plan in operation in his Division.
 Ferdinand Q. Morton is the new President of the Commission and Joseph A. McNamara is a new Commissioner. Mr. Morton was a Commissioner 24 years. The other

Commission member is Mrs. Esther Bromley, who has been casting votes at Commission meetings bucking the majority. She is a Republican. The two others are organization Democrats. The majority has shown an indifference to Mrs. Bromley's opposition, which is arithmetically ineffectual, anyway.
 Commissioner McNamara has obtained data outside the Commission regarding delayed examinations for which a critical recruitment need exists. Complaints were made directly to him by

aggrieved prospective candidates and he has received reports direct from some departments.
 The proposed examination for Health Inspector, to fill permanently the jobs of provisionals engaged in the restaurant and food warehouse cleanliness drive, not yet on the Commission agenda, though approved by Budget Director Thomas J. Patterson, is under close study by Commissioner McNamara.
 Mayor O'Dwyer has informed his two appointees, Messrs. Morton and McNamara, of his keen interest in attaining civil service administration "second to none" and with examinations expedited so that the city can fill its recruitment needs.
 A survey of examinations convinced the Commission majority of lack of scientific planning, concentrated attention on mass of mere detail at the expense of alert and progressive policy, and lack of decision in examining policy. Units will be set up in the division, with definite assignment of employees to specific duties, and with instructions that a monthly work product is produced and reported that will reflect credit on the city administration. NYC Civil Service Com-

NYC CHAPTER PLANS BIG SEASON

What is expected to be a banner year for the NYC Chapter of the Association of State Civil Service Employees will swing into action on Thursday, September 19, when the Chapter holds its first meeting of the new season. With the return of more veterans and a membership campaign on, the Chapter expects to reach a new high in membership.
 Reports of two committees will feature the opening meeting. These are the Budget Committee, composed of William K. Hopkins, Joseph J. Byrnes, Victor J. Palisits and John P. Powers, and the Planning Committee, consisting of James A. Deuchar, Eva R. Heller,

Edith Fruchthender, Joseph Pittari, Michael L. Porta, Edwin C. Hart and James O. Rowley.
 Nominating petitions are being circulated for the coming election and Mr. Palisits, an examiner of the Banking Department, has obtained a sufficient number of signatures on his petition to appear on the ballot as a candidate for the position of Executive Board member from the Banking Department.
 The place of the September 19 meeting has not yet been announced, but further details will be made public by President Charles R. Culyer in the near future.

mission will issue, beginning about October 1, a monthly quantitative work product report, showing just what the division has accomplished in the previous month, and the status of various examinations.
 The part of the report dealing with examination progress will include progress of examinations held, such as whether the rating has been begun or is nearly completed.
 Another part will list "ordered" examinations which are before Budget Director Thomas J. Patterson for approval of financial aspects.

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 Another part will list "ordered" examinations which are before Budget Director Thomas J. Patterson for approval of financial aspects.

Patterson Will Aid

Mr. Patterson and Mr. McNamara conferred on the monthly report project. Mr. Patterson promised eager cooperation with the Commission. The rather stiff relationship between the Commission and the Budget Director's office, existent under the prior civil service administration, has disappeared completely.
 "The proposal to issue monthly reports and keep the public fully informed is an excellent one," said Mr. Patterson. "The Budget Director's office will do its full part in cooperating with the Commission."

The progress report of examinations held would constitute a resumption of a previous policy of the Commission, abandoned during the war.
 Some of the examinations have lingered too long at the Commission without action, Commissioner McNamara discovered, after a study. One of these was said to be the examination for promotion to Health Inspector, Grade 3, the written part of which was held on June 28 last. The oral test has not yet been held, but is now being expedited.

One Early Result in Sight

The open-competitive examination also for the same title and grade was ordered by the Commission within the past few weeks and the Budget Director's approval. The Health Department requested the holding of the test. Meanwhile Health Commissioner Israel Weinstein has appointed 94 provisionals to help him in his drive against unclean restaurants.
 Only 16 permanent appointments could be made from the existing list, because of declinations or military service.
 Commissioner McNamara is de-

termined to give the Health Commissioner the earliest possible opportunity to make probational appointments from a competitive list, looking toward permanency for appointees. Practically all of the present provisionals would take the open-competitive examination. The entrance salary is \$2,160, including bonus.
 As to the Examining Division's reorganization, it will create various duty units within the Division, with specific employees permanently assigned to each and responsible for a quantitative, as well as qualitative, work product. The plan is to accomplish more with existing personnel, as well as, later on, to increase the number of employees as the work load requires. This load, already large, is bound to rise within the present budget year.

Part of Open Door Policy

The monthly reports of the division will deal with the units the number of assignments, how many have been completed, and what progress has been made on those not completed; the listing of the examinations before the Budget Director for action; the progress of rating and of publication of lists.

The decision to make this monthly report public is part of the "open-door" policy, inaugurated since Ferdinand Q. Morton was elevated to the Presidency, of fully informing the public of what work the Commission is accomplishing, including prompt news to candidates on the status of the examinations in which they participated.

The issuance of a monthly report in itself is expected to serve as a spur to greater progress. It is no secret that the present majority in the Commission feels that some examinations have been "sticking" inexcusably, when action was required, especially to fill an obvious recruitment need.

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The Eligible List for PATROLMAN was limited to the TOP 3,000 men and the FIREMAN list to only 1,500. Many who received what they believed to be a good percentage were disappointed not to have been successful.

NEW EXAMINATIONS EARLY IN 1947

There are still many vacancies in both Departments and an unusually large number of men are retiring each month. New examinations for both of these splendid Civil Service positions must be held early in 1947.

START PREPARATION NOW!

You should start Specialized Mental and Physical preparation immediately for the next examinations. File for BOTH PATROLMAN AND FIREMAN examinations—if successful in both you may choose the one you prefer. Attend regularly and strive to attain a combined MENTAL AND PHYSICAL AVERAGE that will be high enough to assure you a place among the limited number on the Eligible Lists.

THE VETERAN'S MISTAKE

95% of the candidates in recent tests were veterans. Many of them made the mistake of not preparing and depended upon their Veterans Preference to pass the examinations. ACTUALLY your Veterans Preference counts only AFTER you have passed!

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 New THEORY Classes Start Tues. Sept. 10 at 7:30 P.M.

STATIONARY ENGINEER'S LICENSE
 New Classes Forming

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 Examinations Expected 2 SESSIONS WEEKLY Mondays and Wednesdays at 1:15, 5:30 and 7:30 P.M.

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RULES DEFFINE RIGHTS OF PATROLMAN ELIGIBLES TO REFUSE A JOB NOW

Men on the NYC Patrolman list who do not want to accept jobs at present may refuse appointment now, and still retain rights to their place on the eligible list. They should inform the Certification Bureau, Municipal Civil Service Commission, 299 Broadway, New York 7, N. Y., in writing, that they wish their name withheld from certification until they notify the Commission that they wish to be restored. Then, at any future date, they may be restored to their original place on the list by making application in writing.

However, they should watch the LEADER for news of the progress of the list, to make sure that they don't lose their opportunity for appointment by the exhaustion of the list. It is expected that the present Patrolman list will be ex-

hausted in less than a year. Another test will be held early in January and a new list promulgated thereafter.

Many veterans interested in taking advantage of their educational rights under the GI Bill may take their appointment to the Police Force, then apply for a leave of absence, without pay, to study. This leave must be granted under State law. However, the department needs men badly, and the practice, while authorized, is not encouraged.

Even after a certification is issued, the eligible may decline appointment, for temporary inability to accept, such as illness or family conditions, without prejudice, but the reason must be approved by the Civil Service Commission.

Nurses in Correction Organize Chapter

A group of nurses in the NYC Correction Department have formed a chapter of the Registered Nurses Guild, affiliated with the American Federation of State, County and Municipal Employees (AFL).

The Correction group is headed by Mrs. Beatrice V. Stevenson, R.N., former President of the New York State American Nurses Association.

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Incinerator Design and Operation

By **JOSEPH C. ZENGERLE**
Chief Engineer, NYC Department of Sanitation

Before the design of an incinerator plant is undertaken, it is necessary to determine the character of the material to be destroyed, the conditions under which the plant must operate, the nature of the soil upon which the building must rest, and many other considerations which tax the resourcefulness of the designing engineer.

An incinerator plant is a point of final disposal of garbage and rubbish, or other burnable wastes. It must receive and destroy, without dust or odors, every bit of combustible refuse delivered to it, and must be so designed that operation is in no way hindered unless, of course, the plant is entirely shut down for major repairs.

Many preliminary studies are required in the development of a plant that will provide the most economical layout. After a site has been selected these studies represent the combined efforts of the architect, structural and mechanical engineers and they include:

- 1—The progress of trucks to and from the dumping pits;
- 2—Selection of the most suitable type of furnace and chimney that will meet the specified conditions;
- 3—Ash and clinker removal;
- 4—Most effective system of ventilation;
- 5—Natural and artificial lighting;
- 6—Means for guarding the safety of workers.

An Eye to Beauty

The architectural and mechanical design of an incinerator is vastly more important today than in years gone by. Formerly, it was possible to locate a plant beyond the populated areas of our cities and towns and in that way forestall complaints which today are registered on the slightest suspicion that the plant is the cause of a nuisance. Furthermore there was little need for architectural embellishment, because the service for which these buildings was designed barred them from any

such considerations. Our incinerators today are designed with an eye for beauty because the City Art and Planning Commissions have set a high standard.

A comparison of the new Flushing and 56th Street Incinerators with those built 10 or 20 years ago will show the many improvements advanced by the department. The older plants were very often violators of good sanitation and cleanliness and led many Civic Organizations to fight against the location of new plants in their neighborhoods.

Furnace Most Important

These new incinerators were designed entirely in the Engineering Division of the Department of Sanitation. They contain waste heat boilers for the generation of power, light and heat for use in the plant and adjoining garages. About one-third of the refuse consumption is used for power purposes at Flushing and about one-sixth at 56th Street. Exhaust steam from the turbines is used for heating purposes.

The most important piece of equipment in an incinerator plant is the furnace. Upon this assembly of brick and steel depends the effectiveness of this system of disposal. If furnaces and flues are not correctly proportioned it may be difficult to meet the extraneous dust and fly ash before emission from the chimney, thus creating a neighborhood nuisance, and the inevitable complaints that would come into the department from outraged taxpayers.

To meet these varied requirements, the design of furnaces and methods of operation are held to simple lines. The batch feed, gravity-charged refractory furnace seems to satisfy these requirements and is the type adopted by most of the major incinerator companies. They are built with stationary grates for hand stoking and ash for clinker removal.

The metal-clad steam generating furnace has its proponents and has been successfully applied to the burning of refuse with high rubbish content.

3 Forms of Refractory Furnace

There are three principal forms of the type of refractory furnace installed in New York City. The most widely used is the Mutual Assistance form, which is built with three to six cells adjacent to one another. Combustion and ig-

nitiation are promoted in the furnace chamber by the assistance one or more cells give to the others due to the intermingling of gases in various stages of combustion. The 73rd Street Incinerator Plant represents this type of furnace. In this form the bridge wall can be at the end of a row of cells or at the rear of the end cell. The former is to be preferred because of a lower draft loss at this point.

Then we have the straight-line furnace in which the bridge wall extends the entire length and at the rear of adjacent cells. This type of furnace has been adopted exclusively by one manufacturer and is used largely for the disposal of industrial combustible wastes. It has, however, been used in Municipal incinerators to a lesser extent. The Flushing Incinerator Plant represents this type of furnace.

The last of this group is the bee-hive furnace which is formed exactly as the name implies. Material is charged at the center of the circular arch and allowed to fall on the circular grate below. This is not as generally used as the other two. The West New Brighton Incinerator plant represents this type of furnace.

SCHUMAN OPENS OFFICE

David Schuman, who made quite a name for himself as an attorney in civil services cases, has been released from active duty with the Army and has resumed private law practice at 51 Chambers Street.

THIRD SESSION TO BE HELD ON THURSDAY IN COURSE FOR ASSISTANT FOREMAN TEST

The NYC Department of Sanitation's training course for men who will take the coming promotion examination to Assistant Foreman is continuing with Thursday sessions, both afternoon and evening.

The third session, on September 5, will cover General Supervision of Street Cleaning for Manhattan, East and West; Brooklyn, East and West. The September 12 lec-

ture and discussion will cover Bronx, Queens and Richmond.

Earlier groups covered the Finance and Supply fields and waste disposal.

Classes are held at Hunter College at 695 Park Avenue, Manhattan.

(The examination will be held on October 17. The official notice of examination, except for the period for receipt of applications, was published in the July 30 issue of The LEADER.)

SIX MORE MEMBERS ADDED TO THE LEADER'S 1-E CLUB

Following is another group of public employees who have attained membership in The LEADER'S 1-E Club by virtue of taking top place on an eligible list. Persons heading both open-competitive and promotion lists are granted membership in this club and will be awarded certificates.

STATE PROMOTION

- Guardian Clerk, Surrogates Court, Bronx County—David Kearney, 2951 Bainbridge Ave., NYC.
- Stenographer, Gowanda State Homeopathic Hospital—Anita Gilray, 58 Mechanic Street, Gowanda.
- Principal Hearing Stenographer, Labor Relations Board—Evelyn Lyman, 11 West 69th Street, NYC.
- Principal Clerk, NYC Office, Department of Taxation and Finance—Samuel Berman, 99 Metropolitan Oval, The Bronx, NYC.
- Principal Stenographer, Public Service Commission, Albany Unit—Madeline Rice 809 Jampton Ave. Schenectady.
- Institution Education Supervisor—Jacob Saltuch, 170 Spring Street, Catskill, N. Y.

STATE OPEN-COMPETITIVE

- Stenographer, Tompkins County—Margaret Hoover, 123 Linn Street, Ithaca.
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Special to The LEADER

SONYEA, Sept. 3—A dinner dance was held at the Leicester Casino in honor of Mrs. Lena Crocker, Principal, Craig Colony School of Nursing, who retired after forty years of service.

Mrs. Crocker was presented with a life membership in the Craig Colony Alumni Association, a fountain pen and a desk and chair.

John K. Welch acted as toast master. Speakers at the dinner included Dr. W. H. Veeder, Direc-

tor, and Henry Vanderbrock. Out of town guests included Mr. and Mrs. R. E. Jones and Mrs. Helen Cannon of Binghamton; Mrs. Helen Riordan, of West Bloomfield; Mrs. Marion Heaney, of Angelica; Miss Ruth Dunlop, of Dansville; Blanche Cayson, of Wayland; Mr. and Mrs. Claude Linesdale; Miss Jennie McCarthy and Miss Jennie Kleckler, of Bath.

Mr. and Mrs. Ralph Ferry of San Diego, Calif., are visiting friends at the Colony.

Fred Stanley, Engineer, will retire September 15th after 37 years' service.

Martha Williams has resigned. Mary Keady is confined to Peterson Hospital because of a fractured right arm.

It is reported that Howard Williams and Lee Smith will open a barber shop soon.

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STRICTLY PERSONAL

Seth Landon and Miss Goldie Nierenberg, both of Miss Hazel Brady's Division (Supplies), were married two weeks ago. Their co-workers in the Sanitation Department congratulate them.

Nathan Krupnick, of the Sanitation Gasoline Division, and Benjamin Gottlieb, of the Division of Budget and Stores, are fathers of baby daughters.

Ex-Captain Raymon O'Brien has been designated by Commissioner Powell to accumulate data on apartments and homes for former G.I. members of the department. Mr. O'Brien is a member of the Department of Sanitation American Legion Post 1110 and is assigned as Assistant to Administrator Harry R. Langdon, Sanitation.

Soon the Division of Payrolls in Sanitation will have new lighting fixtures, says Albert Morgan of the Department of Public Works, because of the numerous complaints regarding eye strain.

Dr. Israel Weinstein, Commissioner of Health has cooperated with Commissioner Powell in organizing an insecticide and disinfectant squad that will be formed in a few days to counteract the rise in rodents and insects.

Assistant to Commissioner Andrew W. Mulrain reports that the folks at Sanita Hills are having a wonderful time. The Minstrel Show, organized by Joe Moran, tenor of the Sanitation Department, had some 60 members. The show was enjoyed by all.

Assistant to Commissioner John Garbarini, the new admiral of the Department of Sanitation fleet, which now includes three new tugboats received from the U. S. Government, states that progress is being made in the handling of

scows to Richmond in a more satisfactory manner than heretofore due to the acquisition of these tugs. . . . George D'Alessandro, Secretary of the Sanitation Department, has showed a complete interest in the welfare of the employees, as he has taken up many matters with other city agencies that have protected their welfare. . . . Philip Bainson, Chief of the Personnel Division, is again trying to arouse interest in obtaining Sanitation basketball material for this coming winter.

Deputy Commissioner Harry Serper has announced that the bowling teams in the Department of Sanitation, for the men, will be under the supervision of Engineer Joseph C. Zengerle (in charge of Incinerators); and Miss Helen Wertheim, for the women. Miss Wertheim is a member of the Personnel Division.

Julius Landy, Letterer, was designated as Acting Foreman of Painters, to fill the vacancy due to the death of Richard Clifford.

Commissioner Powell has issued a General Order to all supervising officers directing their attention to the rules and regulations governing preparation of payroll, payroll documents and exhibits. . . . Department of Sanitation gave to the Police Athletic League, Inc., \$4,248. . . . Chief Clerk James F. Dwyer is preparing in advance to celebrate his fiftieth year in the City service early in 1947.

Many members of the Department of Sanitation have joined the State Guard and had their training at Peekskill. Among them is Herbert Heilveit of the Division of Payrolls, who states that the schedule is a stiff one and is under the supervision of the regular Army.

Sophie Helfgott, of Housing and Buildings, still feels like a newlywed. . . . Annette Wynne, also of H. & B., was on her vacation when she was promoted to Steno, Grade 3. . . . Stationary Engineers (Electric) working like mad are Ernie Morales, Johnny Brady and Abe Hochman of Public Works. . . . Disabled veterans make good: Art Benline and Johnny Kelleher, both promoted to Boro Supers in housing and Buildings. . . . Employees of WNYC are wondering how long their jobs are going to last since they heard that a certain newspaper plans to buy it.

Herby Bauch, of Sanitation, accompanied by his titian-tressed wife, is roaming the Catskills on his vacation. . . . The Port of New York Authority pay a higher rate than the City of N.Y. for similar help. . . . Does Ceil Brogan, Triborough Bridge Authority's glamor gal, envy that beautiful blonde, winner of last year's Fire Ball? . . . Louis Jacobs and Eileen Murphy congratulating each other on their respective promotions in the office of the City Medical Examiner. . . . Nathan Podber, of the Magistrates' Court, calling up his old cronies in the Board of Water Supply, his alma mater, to tell them he got a raise. . . . Seymour Helfgott, new employee in the office of the Bronx Borough President, is putting on weight. The job agrees with him. . . . Top Examiners Sam Silverstein, Al Lee and Gar Smith, who got new raises, were observed on Chambers Street shopping for new suits. . . . Enginemen in other city depts. envy Howard Joyce, whose salary was raised to \$2,750, and George Eller, Charles Ledogar, Walter Liddington and Joseph Parks, whose salaries were raised to \$2,870. All are from Jimmy Lyons' office, in The Bronx. . . . Louis Cohen, of the Mayor's office, really doing a fine job as liaison man between the Mayor's Office and civil service organizations; Louis tries to please everybody. Can't be done, but he darn near succeeds. . . . Dave Blatt, ex-civilian employee of the Police Department's Law Bureau, is a successful lawyer on his own. . . . Lieutenant Colonel Frank Toscani, ex-Clerk in the Department of Sanitation, has not returned to the department yet. . . . Incidentally, Frank was the basis of the creation of Major Joppolo in "A Bell for Adano." . . . Betty Kessler, recent bride, an employee in Sanitation's Steno Division, under Helen Farnon, is still honeymooning. . . . George Kroner and Adolph Rosenberger, both patrolmen out of the Simpson Street Station, might get rewarded for their quick thinking in collaring those four thugs the other night. . . . Frank Leuci, popular Property Clerk down at headquarters, sighed when he handed a finder the \$3,000 diamond and sapphire bracelet because no claimant showed up. "Why can't I find something like that?" he moaned.

Firemen to Unite In State to Get Salary Increase



CAPT. ELMER A. RYAN

Special to The LEADER

ROCHESTER, Sept. 3—The delegations of NYC Firemen and officers at the recent convention of the State Federation of Labor spearheaded a move for unified action by firemen of all ranks for their mutual benefit.

The Uniformed Fire Officers Association was represented by Captain Elmer A. Ryan, President of the Association; Battalion Chief Joseph D. Rooney, and Acting Battalion Chief Winford L. Beebee and Lieutenant Anton Rada.

The Uniformed Firemen's Association of Greater New York was represented by its Executive Board, headed by John P. Crane, President. The other delegation members were William J. Reid, Vice-president; Frank A. Mott, Financial and Recording Secretary; Gerald W. Pursell, Treasurer; Terence P. Dolan, Sergeant-at-Arms; George H. Cook, chairman, Board of Trustees; Howard P. Barry, Walter J. Sheerin, James F. Murphy and Walter C. Hayes.

Overtime pay and a 20 per cent increase for firemen were in the resolutions adopted by the convention with the support of the NYC representatives.

Wm. H. Valentine Dies

Members of the NYC Chapter of the Association of State Civil Service Employees are sharing the grief of Kenneth A. Valentine, Chapter Treasurer, over the loss of his father, William H. Valentine, a veteran of the Spanish-American War and a long-time resident of Staten Island.

The father is survived also by two married daughters. He had been active in Masonic affairs.

Help Wanted—Male and Female

FOREIGN JOBS

SPECIFIC FOREIGN JOBS FOR MEN AND WOMEN

Engineers, Mechanics, Machinists-Operators, Radio-Radar Mechanics and operators, Technicians, Nurses, Construction Workers, Sales Office Personnel, Export-Import Personnel, and many others, in South America, Asia, Europe, Africa, Hawaii; plus application instructions and list of American firms with foreign interests, included in latest "World-Wide" Listing of Current Available Foreign Employment Opportunities for Men and Women" (revised monthly). \$1.00. Postpaid.

FOREIGN SERVICE REGISTER
Dept. 478 Baltimore 3, Maryland

Help Wanted—Female

**Key Punch Operators
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Operators
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KEYPUNCH OPERATOR

40 HOURS
5 DAYS

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FULTON AT HOYT STREETS
BROOKLYN

Help Wanted—Male

Modelmakers

Marine
Skilled Metal Mechanic preferably with Instrument Making Experience to make accurate Small Scale Models from Design Drawings
GIBBS & COX
21 West St., N.Y.C.

Help Wanted—Female

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**Exp. Steno - Typists
Exp. Typist - Clerks
General Office Workers**

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Day Shifts—Good Pay

Permanent Position

Cafeteria on Premises

Free Hospitalization

Vacation with Pay

Apply Personnel Dept. between 8:30 A.M. - 12 Noon

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BAKERS**

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WOMEN INTERESTED
IN COOKING
& BAKING
HOME OR RESTAURANT EXPERIENCE
GOOD WAGES
VACATIONS
MEALS AND UNIFORMS
PERMANENT
44 HOURS
QUICK ADVANCEMENT
FINE TRAINING IN GOOD TRADE
SCHRAFFT'S
APPLY MON. TO FRI. 8 to 5 P.M.
OR SATURDAYS TO NOON
56 WEST 23d (Near 6 Ave.)

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GIRLS — WOMEN
11:30 A.M.-8:30 P.M.
5-Day Week
No Experience Required
Apply
116 West 35th St.
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WAITRESSES

Full or Part Time
Experienced or Inexperienced
Day Work
No Sundays or Holidays
Uniforms Furnished
Walgreen Drug Co.
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Some Steno
37 1/2 Hours
5 Day Week
FLEXES
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97 DUANE STREET NEW YORK CITY

FIRE LINES

By QUENCH

Under the Helmet

LIEUT. REUBEN TIMMINS of H. & L. 127 and Frm. Robert C. Krash of Eng. 86 has just returned from Milwaukee, where they attended the National Encampment of the Army-Navy Union as delegates of Fire Garrison 4100.

Now that the new G.O. No. 1 is in effect (as of Sept. 1, 1946), of necessity, certain Sections of the Rules and Regulations have been amended; namely, Sec. 404, 189, 204, 297, 540. . . . Yonkers celebrated the Golden Jubilee of its paid Fire Dept. with a parade of 5,000 firemen.

Fireman William Beckman of H&L 124 fell from a rear fire escape at that two-bagger in Williamsburg last Wednesday and fractured his leg. . . . At the 74th Convention of the Firemen's Association of the State of New York, the Meadow Larks of the East Meadow, L. I., Fire Dept. won the State Volunteers Firemen's championship in the annual tournament. . . . The Jamaica Bay Housing Development now has four Class 3 Special Building Boxes assigned to the area.

A unique contest was held recently by the Tampa F.D. to select its No. 1 Fireman from its 100 or more members. The honor went to F. I. Wolfgang, President of the Tampa Fire Fighters Assn. The 34th Battalion has moved in with Engine 309 and Engine

230 is now quartered with H&L 102 to make way for the Marcy Housing Project. . . . At the annual election of officers of Local 549, NYC Fire Patrol, Nicholas J. Sheridan was elected President; William Ward, Vice-president; John Brooks, Financial and Recording Secretary, and William Tobin, Treasurer.

With the men in the firehouses to be discontinued Sept. 16 being given their choice of transfer, I wonder how many will pick the eight hours as against the eleven-hour system with the 48's? . . . Lieut. Edward Carr of H&L 40 is in Sydenham Hospital with serious internal injuries suffered when 40 Truck collided with an Eighth Avenue Bus at 123rd St. The price of another M.F.A. . . . Speaking of false alarms, quick work on the part of Fireman Joseph O'Neill helped catch another culprit. Driving along Springfield Blvd., the fireman heard the box go off at 99th Avenue and saw two men running away from it. He followed them until they ducked into a diner, then he called a Patrolman who arrested the pair. . . . Arraigned before Magistrate Canudo, one of the two drew a \$25 fine and 15 days in jail.

Commissioner Frank J. Quayle sent a very nice letter to the President of the Richmond Ferry Co. which operates the 69th St. Ferry to Staten Island, lauding the Company and its employees for their splendid cooperation in doing everything possible to assist in quickly transporting fire apparatus to S. I. during the fire at the St. George Ferry House last June. . . .

Lieut. Oustucky and members of Engine 31 while responding to Box 226 at Hester and Chrystie caught a trio who had sent a false alarm from that box. . . . Martin Scott is acting Chief Fire Marshal while Chief Fire Marshal Brophy is vacationing in California.

New Shop Delayed

The opening of the \$2,500.00 Fire Department Repair Shop in L. I. City is being delayed by material and equipment shortages. The roof and walls of the

LEGAL NOTICE

BOARD OF ESTIMATE FRANCHISE HEARING

Omnibus Lines—Borough of Manhattan

Board of Estimate CITY OF NEW YORK

Application having been heretofore made by the COMPREHENSIVE OMNIBUS CORPORATION for an amendment to its franchise contract dated December 24, 1933, by changing the description of Route M-1, Madison and Chambers Streets, Borough of Manhattan; the petition therefor published, a hearing held on Thursday, August 22, 1946, due notice of which was given, and an inquiry made by this Board to determine the terms and conditions to be imposed—

PUBLIC NOTICE IS HEREBY GIVEN, that a PUBLIC HEARING will be held at City Hall, Borough of Manhattan, at 10:30 o'clock A. M., on Thursday, September 19, 1946, upon the proposed contract, for the franchise, embodying all the terms and conditions to govern the grant, at which all citizens shall be entitled to appear and be heard.

COPIES OF THE PROPOSED CONTRACT, containing the form of contract with all the terms and conditions of the grant may be obtained at the office of

BUREAU OF FRANCHISE
1307 Municipal Building,
Centre and Chambers Sts., Borough of
Manhattan
(SYLVESTER B. SHERIDAN,
Acting Director of Franchises.)
HILDA G. SCHWARTZ, Secretary.
Dated, New York, August 22, 1946.

BOARD OF ESTIMATE FRANCHISE HEARING

Omnibus Lines—Borough of Manhattan

Board of Estimate CITY OF NEW YORK

Application having been heretofore made by the EAST SIDE OMNIBUS CORPORATION for an amendment to its franchise contract dated March 28, 1933, by changing the description of Route M-1, York Avenue-57th Street; Route M-13, Allen Street-South Ferry and Route M-15, Second Avenue-Worth Street, and by deleting Route M-12, York Avenue-86th Street and Route M-14, First Avenue-Astor Place, Borough of Manhattan; the petition therefor published, a hearing held on Thursday, August 22, 1946, due notice of which was given, and an inquiry made by this Board to determine the terms and conditions to be imposed—

PUBLIC NOTICE IS HEREBY GIVEN, that a PUBLIC HEARING will be held at City Hall, Borough of Manhattan, at 10:30 o'clock A. M., on Thursday, September 19, 1946, upon the proposed contract, for the franchise, embodying all the terms and conditions to govern the grant, at which all citizens shall be entitled to appear and be heard.

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Manhattan
(SYLVESTER B. SHERIDAN,
Acting Director of Franchises.)
HILDA G. SCHWARTZ, Secretary.
Dated, New York, August 22, 1946.

STATE OF NEW YORK—INSURANCE DEPARTMENT Albany 1946. I, Robert Dineen, Supt. of Insurance of the State of New York, hereby certify pursuant to law, that the Hardware Mutual Insurance Company of Minneapolis, Minn., is duly licensed to transact the business of the mutual fire insurance in this State and in its statement filed for the year ended Dec. 31, 1945, shows the following condition: Aggregate amount of admitted Assets, \$8,103,736.39; Aggregate Amt. of Liabilities, (except Guaranty capital) \$5,748,745.93; Amount of Guaranty Fund \$500,000.00; Surplus over Liabilities \$1,853,990.46; Amt. of Income for the year \$8,206,379.88; Amt. of Disbursements for the year \$5,294,516.50.

LEDERER, LOUISE—Citation—The People of the State of New York, by the grace of God free and independent—To: Mary Wells; Myriam Basener; Majorie Weissel; Nettie Abrams; Sam Cohen; Joseph Cohen and all unknown heirs at law and next of kin of Lena Komp, deceased, if living or if any be dead, his or their executors, administrators, legal representatives, husbands or wives, heirs at law, next of kin, distributees, creditors, assignees and successors in interest, if any there be, who and whose names and places of residence are unknown and cannot, after due diligent inquiry, be ascertained; The executors, administrators, legal representatives, husband, heirs at law, next of kin, distributees, creditors, assignees and successors in interest of Bessie Velleman, deceased, if any there be, who and whose names and places of residence are unknown and cannot after due diligent inquiry be ascertained; Ida Vilkomerson, Viola Murdock, Minnie Woodie, R. Amelia Wilson, Leah Elmer, if living or, if any of them be dead, her or their respective executors, administrators, legal representatives, husband, heirs at law, next of kin, distributees, creditors, assignees and successors in interest, if any there be, who and whose names and places of residence are unknown and cannot after due diligent inquiry be ascertained; being the persons interested as creditors, legatees, devisees, beneficiaries, distributees, or otherwise in the estate of LOUISE LEDERER, deceased, who at the time of her death was a resident of New York County, SEND GREETING:

Upon the petition of EDWARD W. STERN, residing at 1225 Park Avenue, New York City, New York.

You and each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Hall of Records in the County of New York, on the 27th day of September, 1946, at half-past ten o'clock in the forenoon of that day, why the account of proceedings of EDWARD W. STERN, as temporary administrator and as executor of the estate of LOUISE LEDERER, deceased, should not be finally and judicially settled and allowed; and why the Surrogate should not determine the validity, construction and effect of Paragraphs "Forty-Ninth" and "Fifty-Fifth" of the decedent's Will and instruct the petitioner in regard thereto, and why the legacies under said Will should not be abated, and why such other and further relief as the Court may seem just and proper should not be granted.

IN TESTIMONY WHEREOF, we have caused the seal of the Surrogate's Court of the said County of New York to be hereunto affixed.

WITNESS, Honorable William T. Collins, a Surrogate of our said county, at the County of New York, the 1st day of July in (L.S.) the year of our Lord one thousand nine hundred and forty-six.

GEORGE LOESCH,
Clerk of the Surrogate's Court.

Amusement

By J. RICHARD BURSTIN



INGRID BERGMAN co-starred with Cary Grant in "Notorious" at the Music Hall.

Stars In Your Eyes: George Jessel sporting the monocle habit; something he acquired in Hollywood. . . . Butterfly McQueen of the Danny Kaye and Jack Benny programs displaying her bright blue fingernails at Sardi's. . . . Bert Wheeler all smiles because Brock Pemberton gave him the okay to take "Harvey" to London. . . . Freddie Bartholomew may play the lead in "Pygmalion" opposite Gertrude Lawrence, on the road. 'Tis said that young Fred has grown up to be a perfect Leslie Howard type. . . . Katherine Dunham will take her "Bal Negre" company to Mexico early in 1947. All expenses will be paid by President Aleman. . . . Estelle Sloan of "Night and Day" is being offered a four-figured salary to appear at the Carnival. . . . Sunday night saw the end of the "Relax in Your Slax" sessions at Leon & Eddie's. This time everyone including Leon and the cigarette girl were dressed (in slacks) for the occasion and the celebrity for the evening was Stan Fisher, harmonica virtuoso. . . . The Mystery Writers of America, Inc., has presented Humphrey and Lauren Bogart with honorary memberships in the organization for their parts in "The Big Sleep." Jack L. Warner was given a similar honor for producing the picture which is now playing at Strand. . . . Ference Molnar's "Jemand" will be produced on Broadway this fall and later adapted for the screen by RKO. . . . Frederic March will return to the stage shortly in Ruth Gordon's "Miss Jones." . . . Ina Claire will definitely appear on Broadway this season. Miss Claire has signed with the Theatre Guild, after an

hangar-like structure are practically completed, but floors, windows and other structural work are still to be put in. Although most of the repair equipment in the present shop on Queens Blvd. will be moved, difficulty is being experienced in the matter of obtaining new equipment such as the automatic Tire Spreader, motor-powered hack saws, etc. It looks as if the new shop will not be ready for occupancy before late 1947.

False Alarm Penalties

The request of Fire Commissioner Quayle, that the laws governing false alarms be rigidly enforced, seems to have been complied with, at least in part, by some of the City Magistrates. Magistrate Eugene R. Canudo sentenced a woman in the Brooklyn Week-end Court to 30 days in the Workhouse. She was specifically charged with pulling a fire box at Glenmore Avenue and Sackman Street at 2:25 a.m. on a Sunday morning. Also sentenced in the same court was Sydney Walker, who turned in a false alarm on a Friday night at West 5th Street and Surf Avenue, Coney Island. Bravo to the Magistrate. . . . Here's hoping more will follow his example. Magistrate Henry A. Soffer was more lenient in his dealings when he fined a South Jamaica woman \$50 for turning in a false alarm at 108th Avenue and 155th Street on Sunday night.

The Connecticut School for Firemen at the University of Conn. will be held from August 24 to August 26, inclusive.

At College Park, Maryland, the Annual Short Course for Firemen will run from September 3 to 6, inclusive.

At Durham, New Hampshire, the training period for firemen this season will be from September 6 to 8 at the University of New Hampshire.

Tournament Discussed By Fire Rifle Club

The New York Fire Department Rifle and Revolver Club held its regular meeting at the Club Range. An inter-club shooting tournament was discussed. Fireman George Koval, Engineer 39, was appointed Chairman of the Tournament Committee.

Annual membership expired August 31 and delinquent members are urged to communicate with Capt. David Garrick.

Starts TOMORROW Doors Open 8:30 A.M.

Bob HOPE and Joan Caulfield

What a Rogue...
What a Riot...
What a Rascal...

"Monsieur Beaucaire"

with PATRIC KNOWLES
Directed by GEORGE MARSHALL
A PARAMOUNT PICTURE

in Person
CHARLIE SPIVAK
And His Orchestra

JIMMY SAUNDERS THE STAR DREAMERS
BOB EVANS
JOHN and RENE ARNAUT
PEGGY LEE

COOL
PARAMOUNT
TIMES SQUARE
MIDNIGHT FEATURE NIGHTLY

CARY GRANT • ALEXIS SMITH
in "NIGHT AND DAY"
IN TECHNICOLOR
MONTY WOOLLEY • GINNY SIMMS • JANE WYMAN
MARY MARTIN

EVE ARDEN • CARLOS RAMIREZ • DONALD WOODS and
Directed by MICHAEL CURTIZ • Produced by ARTHUR SCHWARTZ
Dances created and staged by LEROY PRINZ • Screen Play by Charles Hoffman, Leo Townsend, William Bowers • Adaptation by Jack Moffitt • Based on the Career of Cole Porter
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"THE BIG SLEEP"
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Rigid Investigation Is Made Of NYC Police and Fire Eligibles

By ARTHUR LIEBERS

A rigid investigation of Patrolman eligibles on the new list is being conducted by the NYC Civil Service Commission.

The Patrolman list was recently published but has not yet been promulgated (not officially made ready for appointments). Meanwhile investigation of the eligibles goes on briskly.

A group of appointments from the old list, made a few days ago, clears up the presently existing list, which expires on September 16; this will be followed by 600, to be named about September 25, effective for appointment on October 1. Next will follow 600 appointments each on November 1, and on January 1, March 1, May 1 and 528 on June 15, thus making a total of 3,628.

The Fireman written examination has been held and those who passed are now receiving their notification cards to appear for the medical tests. Those who pass the medical tests will be called for their physicals and the South Tennis Courts in Van Cortlandt Park, The Bronx, during the early part of next month. The Fireman investigations are as rigid as those of Patrolman.

Part of the Examination

The investigation is a most important part of the examination process which candidates for such positions as Patrolman and Firemen must undergo. The original application form contains questions as to the background of the applicant and his personal and occupational history. But it isn't just a matter of taking his word for it.

The Investigation Bureau of the Commission is charged with the task of checking on applicants for municipal jobs. In the annual report of the Commission the functions and operations of this Bureau are explained in detail.

How Bureau Works

The report states: "To secure complete and accurate data, the Bureau has established liaison with public agencies and in specific cases, enlists the cooperation of private concerns.

"An applicant is first summoned to the Bureau's office where he is fingerprinted by a technician and interviewed by the investigator, to whom he has been assigned for the purpose of proving the authenticity of statements he has made on his personal history form that can be corroborated by official documents in his possession. Subsequently his fingerprints are submitted to the Police Department of the City, to the Federal Bureau of Investigation, and to any other jurisdictions deemed necessary for disclosure of a criminal record. For records where fingerprinting does not apply, a candidate's identification is forwarded. Correspondence is carried on with educational institutions and places of employment with which association is claimed. Where circumstances warrant, field trips are made by the investigator when the information desired is of a confidential nature, such as misconduct as an employee, or seditious activity.

"The fingerprinting section,

moreover, services the Examination Division directly to insure that the same candidate has taken every test of an examination and is the one actually appointed to a position. The Bureau, too, is the custodian of the roster of persons adjudged by the Commission to be disqualified from receiving an appointment to the City service. Still another function, rapidly increasing at this time, is the processing of claims for disabled veteran's preference.

"The Bureau cooperates with accredited public agencies in supplying information from its confidential files. Throughout the war period the Federal Bureau of Investigation, Army and Navy Intelligence, and the Treasury Department, among others, were thus aided in their task of eliminating incompetents, subversive elements and other undesirables from war production plants, Federal agencies, and the armed forces."

Minor Violations

In addition, the candidates must again prove their medical fitness before being sworn in to take the job. The candidates for Patrolman or Fireman are summoned to headquarters of the respective departments, where they undergo a thorough medical examination by the departmental surgeons, and may be rejected even though they have met all the requirements of the Civil Service Commission for a place on the eligible list. The findings are referred back to the Commission for final action.

Also, and particularly in the case of Patrolman candidates, the Police Department makes an additional check on the men referred for appointment by the Civil Service Commission.

Some cases have come up in the past where candidates have concealed such minor items as traffic violations in their applications, which wouldn't have barred them from the appointment, but the fact that they continue to conceal the record of a slight brush with the law up to or after appointment, has weighed heavily against them when the facts came to light. The disclosure can be made at the interview prior to appointment, and should be, if omitted from the application.

Post-Appointment Cases

Even later the Patrolman can be dismissed for having failed to state complete facts on his application form. In one recent case, a man hid the fact that he had once been confined to a mental institution. Some years later that fact came to light, and he was dismissed from the Police force by the withdrawal of his original certification to the Police Department and was barred from any future municipal employment.

Draft Board files and records of the armed forces are also made available to the investigators, and the candidate may be required to sign a release allowing examination of these records, as a condition to appointment. In cases where men claim disabled veteran's preference, they must allow the Commission to check with Veterans Administration on the medical reason for the disability. Men who have been placed in 4-F likewise must so state, disclose why and allow the Commission to check their Draft Board's reason for that classification.

Concealment Cases

In cases where a man has been receiving a pension from Veterans

Administration for a disability, he must not conceal the disability or pension in the hope that the Commission will ignore the condition from which the disability causes. The fact usually comes out in the investigation and any misstatement of status may count heavily against his appointment. Waiver of claim of disabled veteran preference is possible but not waiver of duty to disclose the disability.

Likewise, the candidate when he filled out his original form was asked to state whether he suffered from any medical or physical condition which might disqualify him from the position. This is another danger to any candidate who practiced concealment.

Change of Status

In other cases the status may change during the test. For instance, a man may have a disability pension claim pending when he files his application and then while the various parts of the examination are held, he is notified by the Veterans Administration that his claim has been granted, and he is given a pension. This must be reported to the Commission. Failure to do so normally constitutes a disqualifying concealment.

The fact that V. A. withdraws a pension on the grounds that the condition has been remedied is a beneficial fact for the disabled veteran candidate and should be brought to the Commission's knowledge.

Among the medical causes for "absolute rejection" listed by the Commission are:

The following must reject: For Patrolman: Height under 5 feet 8 inches; For Fireman: Height under 5 feet 6½ inches, and any abnormality of the hands or fingers.

Causes which lead to absolute rejection for both Police and Fire department candidates are: Vision less than 20/20 uncorrected; defective color vision; decayed teeth or missing teeth; abnormal heart action; blood pressure systolic less than 100, or greater than 140; diastolic, over 90; any abnormality of the lungs; any history of asthma, tuberculosis, chronic diseases of the lungs or bronchia; obstruction of the upper air passages; history of hay fever or allergies.

Also, failure to qualify before the psychiatrist, or history of confinement in any institution for mental illness; epilepsy; active venereal disease; deafness, however slight; defective foot or functionally impaired foot.

In addition: Hernia or potential hernia (wide rings), varicose veins, varicocele.

Compulsory Rejection Grounds

For the following the rule is "must reject" and any attempted concealment as to these is a very

serious offense:

Hemorrhoids or any defect of rectum or anus, pilonidal cyst, orchitis, ulcer of the proven history of gastro-intestinal ulcers, hydrocele, paralysis, spinal curvature, deformed chest, defective gait, impairment of arm or leg, skin disease, goitre, speech impediments, deformities of the mouth or lip; strabismus (cross-eye), overweight, underweight, anemia or other blood diseases, pin-point pupils, enlarged glands, glycosuria (transient or intermittent), chronic catarrh or obstruction to free breathing, albuminuria.



MRS. ESTHER BROMLEY

Civil Service Assembly Will Hear Trygve Lie At Big Annual Meeting

The Civil Service Assembly of the United States and Canada will hold its fortieth annual meeting at the Hotel New Yorker, NYC, October 21 to 24, inclusive, and plans to make the event one of the most popular and imposing in the history of the organization. The Assembly is composed of civil service commissioners and personnel administrators.

The State and the City will be joint hosts to the delegates to the assembly. Governor Dewey and Mayor O'Dwyer are co-chairmen of the host committee. Besides, there is an arrangements committee, of which Mrs. Esther Bromley, NYC Civil Service Commissioner, is Chairman.

Talk by Trygve Lie

According to present plans, Trygve Lie, Secretary-General of the United Nations, will address a luncheon meeting at the hotel on September 23, tendered by NYC to the Assembly delegates. The Governor and the Mayor also will be guests of honor.

The address of welcome, by Mayor O'Dwyer, is expected to be delivered on the previous day, when the meeting opens.

On September 24 there will be a joint luncheon of the National Civil Service League and the Civil Service Assembly, at which Eric Johnson, former president of the United States Chamber of Commerce, and now the watchman of the movies, will speak.

There will be panel discussions on practical subjects and a boat ride around Manhattan Island, with the Port of New York Authority as host.

Arrangements Committee

Besides Chairman Bromley, the Arrangements Committee consists of Joseph G. Carty, Person-

nel Administrator, Port of New York Authority; Harry Chaltovitz, President, Federal Personnel Council and Regional Director of the Social Security Board; J. Edward Conway, President, N. Y. State Civil Service Commission; Marjorie W. Dillon, Second Region U. S. Civil Service Commission; Helen C. Drummond, Civil Service Reform Association; H. Elliot Kaplan, Executive Secretary, National Civil Service League; Ferdinand Q. Morton, President, NYC Civil Service Commission; Joseph A. McNamara, NYC Civil Service Commissioner; Henry F. McFarland, Director, Municipal Service Bureau, N. Y. State Civil Service Commission; Henry F. Reining, Jr., Assistant Director, Port of New York Authority, and James E. Russell, Director, Second Region U. S. Civil Service Commission.

Sponsoring Organizations

The sponsoring host organizations are the NYC Civil Service Commission, the N. Y. State Civil Service Commission, the Second Region U. S. Civil Service Commission, the N. Y. Region Federal Personnel Council, the Port of New York Authority, the National Civil Service League, the Civil Service Reform Association, the National Municipal League, and the N. Y. Chapter of the American Society for Public Administration.

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NYC Takes First Step In Full Reclassification

After a public hearing, the NYC Civil Service Commission adopted a new classification of the city's clerical service, abolishing Grade 1 and starting the clerical group with "Grade 2, up to \$1,800 per annum."

This move was explained by the Commission as the first step in a general reclassification of all salary grades in the municipal service, to fit the changes made by the more liberal personnel budget adopted by the O'Dwyer administration.

However, abolition of the bottom rung of the civil service clerical ladder was opposed by many

clerks who had recently taken a promotion test from Clerk, Grade 1 to Grade 2 and now find that those who didn't take the test, those who took it and failed, and those who passed it are all automatically promoted to Grade 2.

The Grade 2 list may still be of some value to those on it, according to Dr. Frank Schaefer, Secretary of the Commission, who explained that there is some chance that another clerical reclassification may be made, which would establish a new Grade 1, at a higher salary, and allow promotions to the next bracket to those who are on the promotion list.

ROONEY, RYAN AND FREEMAN NAMED TO FIRE PENSION BOARD

Three members of the Executive Board of the NYC Uniformed Fire Officers Association have been officially selected to represent Fire Department officers on the Fire Department Pension Board. The new officer representatives replace heads of the for-

mer old-line organizations. The three are Battalion Chief Joseph D. Rooney, representing the Chiefs; Captain Elmer A. Ryan, H&L 23 and President of the UFOA, representing the Captains, and Lieut. Charles L. Freeman, H&L 19, representing the Lieutenants.

New Postponement Rules For Police-Fire Exams

Revised rules for postponement of medical or physical tests in Fireman and Patrolman examinations were announced today by the NYC Civil Service Commission.

The new requirements to obtain a postponement were issued as follows in regard to candidates.

They thus apply to the Fireman medicals that begin on Friday, September 6.

Commissioner Esther Bromley is in charge of the work relating to these postponements.

"1. They are recognized as dis-

abled veterans of the United States military forces;

"2. Candidates who are suffering from physical disabilities;

"3. Candidates who authentically prove death or critical illness in the immediately family.

"Appeals for delays should be made to Dr. Frank A. Schaefer, Secretary of the Commission, and may not be granted for more than two weeks, except by action of the Commission at a regular meeting. The Commission also ruled that any candidate attempting to obtain a delay in the test 'by means of a wilful and deliberate misstatement' is guilty of fraud and subject to disqualification."