

Civil Service LEADER

America's Largest Weekly for Public Employees

Vol. XXV, No. 20 Tuesday, January 21, 1964 Price Ten Cents

Contact Your Legislators

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THE PUBLIC EMPLOYEE

By JOSEPH F. FEILY
President,
Civil Service Employees Association



A Pay Raise, You And Your Legislator

THE RESPONSE so far to our appeal to all chapters of the Civil Service Employees Assn. to contact their local legislators requesting support of the Governor's salary-retirement program for State employees has been excellent, generally speaking. However, some chapters have been slow in reacting to this urgent need for grass roots work.

IF YOUR ASSEMBLYMAN or senator does not get your direct request for support of this measure and is besieged only by those groups who oppose any new benefits for civil servants, he might logically assume that you are not interested in the raise.

THE ENTIRE program will ultimately cost about \$43,000,000 and this year alone will require an expenditure of \$13,000,000. It would be well to note here, as pointed out in the editorial pages of the New York Times last week, that the proposal is the only new major money program included in the Governor's annual message to the Legislature. I should also point out, however, that The New York Herald-Tribune, in forecasting the fate of various programs included in the message, labeled the future of the employees' salary program "black," because of opposition by some economy-minded legislators.

THERE HAVE been other indications that we cannot simply sit back and assume that the proposal will sail smoothly through the Legislature without the help of all of our members.

PERHAPS IT would be well to explain here, once more, the essential features of the program. For the time being, it is not possible to give the precise amount of the raises for each, individual employee because each worker's rate of contribution to the Retirement System and tax status differs somewhat. However, the program is not as complicated as some people seem to feel.

THE PROGRAM is divided into two parts: 1) the assumption of three additional percentage points of a member's total

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Pressure Groups Map Fight

Rockefeller Firm On Pay Hike For State Aides As Legislators Get Budget

(Special to the Leader)

ALBANY, Jan. 20—The major battle for State employees in the 1964 legislative session begins this week on Capitol Hill.

Governor Rockefeller, in delivering his annual budget message to the lawmakers Wednesday (Jan. 22), will spell out the details of a combination pay-pension benefits program, which he is recommending.

The effect of the plan, as disclosed earlier in The Leader, will

be to give State workers a seven to eleven percent net pay raise.

Pressures Against

Powerful pressure groups already have begun a drive to prevent passage of the civil service program, including some of the

State's largest taxpayer and business groups.

In private Republican conferences of both the Senate and Assembly, some opposition to the pay raise plan has been voiced by legislators more interested in such projects as more aid for schools or more highway funds.

Although the cost of the program, as worked out in long negotiations between the Civil Service Employees Association, will total only \$13 million in the State's coming fiscal year, some legislators have proposed that the money be spent for other purposes.

All members of the Legislature will be up for re-election this fall

(Continued on Page 3)

CSEA Plans Appeal

DE Interviewers, Claims Examiners Reallocation Bid Rejected By Kelly

ALBANY, Jan. 20—J. Earl Kelly, director of the State Division of Classification and Compensation, last week denied applications for reallocation of employment interviewers and unemployment insurance claims examiners.

Civil Service Employees Assn., through its special Division of Employment committee, immediately appealed Kelly's decision to the State Civil Service Commission.

The application sought to reallocate employment interviewer and unemployment claims examiner from grade 12 to grade 14, and the senior levels of the two titles from grades 16 to 18.

Kelly had disapproved similar applications for the positions late in 1960.

'No Change,' Says Kelly

In last week's decision, based on a hearing last September, he said that "We find that these positions have not materially changed during the three years since we disapproved similar applications . . . and, with a little updating of pay rates and program nomenclature, our 1960 decision could effectively be put to use in this proceedings."

He said, "Appropriate data tend to indicate that the petitioners claim is not correct that because present salaries are too low, recruitment has been especially difficult and ineffective and the rate of employee turnover has been high.

"The changes in program and procedures which have occurred during the three years (since the last denial) have not made the work of the average interviewer or claims examiner more difficult or more complex nor have they re-

(Continued on Page 16)

Warren Heads New Buffalo U. Chapter

(From Leader Correspondent)

BUFFALO, Jan. 20—John R. Warren, a lecturer in education and a planning and development coordinator, recently was elected as the first president of the newly-organized State University of Buffalo chapter, Civil Service Employees Assn.

The chapter, part of the CSEA Western Conference, includes about 900 employees of the former University of Buffalo, now part of the state university system.

Others Elected

Other officers: First vice president, Ronald Engi; second vice president, Barbara Cantwell; third vice president, Irving Fowler; fourth vice president, Dolores Leonard; recording secretary, Dorothy Roberts; corresponding secretary, Marilyn Hutchins and treasurer, George Miller.

Don't Repeat This!

Carlino Emerging As A Champion Of Public Employees

ONE powerful figure in the State Legislature who is giving strong recognition to the size and importance of the civil service vote is Assembly Speaker Joseph F. Carlino. As a matter of fact, Carlino is fast becoming one of the champions of the civil servant.

Currently, Carlino is the first major figure in the Legislature to give unqualified support to a program of Governor Rockefeller's that will give pension benefits and increased take-home pay to State workers. And he is giving

(Continued on Page 3)

No Physical For CSEA Group Life Plan In Feb. If Under Age 50

February is the month for new applicants for Civil Service Employees Assn. Group Life Insurance under age 50 to get into the plan without taking the usual medical examination.

Announcement of the month-long special enrollment period was made by Joseph F. Feily, president of the Civil Service Employees Association, who said there are many advantages to the plan for those who qualify.

Special Features

Among the features to the plan are:

- No medical examination during February, 1964, for applicants under age 50 who have not been previously rejected for this insurance on the basis of the medical examination.

- \$1,500 life insurance protection for 15 cents bi-weekly payroll period.

- Premiums are waived if you should become permanently and

totally disabled, as described in the plan.

- Double indemnity in the event of accidental death at no additional charge, as described in the plan.

- Practically all claims are paid within 24 hours of time the Association is notified of death of members.

To date, nearly 24-million dollars has been paid to beneficiaries under the CSEA Group Life Plan. The continued development of the plan is made possible by ever increasing membership becoming insured. The total membership of CSEA is now more than 120,000.

State police, prison guards, and

(Continued on Page 3)

New Membership Goal For CSEA—125,000

ALBANY, Jan. 20—A membership goal of 125,000 has been set by the state-wide membership committee of the Civil Service Employees Association.

The record figure, to be reached by next Sept. 30, was arrived at last week in Albany at an organizational meeting of the committee. The state-wide group also made several recommendations to

boost membership in the State and county divisions of the Association.

Area Report

The 15-member committee,

(Continued on Page 3)

Mayor And Comptroller Offer Plan


Increased Pension Interest Sought For 147,000 Aides

A plan that would permit 147,000 New York City employees to earn additional interest on their pension savings—and cost nothing to the taxpayers — was advanced by Mayor Wagner and Comptroller Abraham D. Beame this week.

Legislation will be sought in Albany to permit the increase from three to four percent on savings on all pensions started since 1947.

Your Public Relations IQ

By LEO J. MARGOLIN



Mr. Margolin is Adjunct Professor of Public Relations in the New York University School of Public Administration and is Vice President, Public Relations, of A. J. Armstrong Co., Inc.

The views expressed in this column are those of the writer and do not necessarily constitute the views of this newspaper.

THE Wall Street Journal" solemnly informs us there's a "Civil Servant War" going on throughout the United States. And, of course, it's about the public's relations with civil servants.

In a story literally close to a yard long, the highly respected and influential financial daily reports "the war between the citizen and the civil servant rages on."

The basic flaw in the "Journal's" news roundup—which uses up nearly \$5,000 worth of its valuable space (at national advertising rates)—is that the body of the story fails to support the scare headlines.

We were beginning to feel like a war correspondent again when we saw the headlines: "Civil Servant War, Many Americans Claim They Are Put Upon By Bungling Bureaucrats."

But when we read the small print, we experienced a journalist's sadness at the misfire of a news story, which was reaching for a war and ended up with a pop-gun.

The "Journal" lists six "minuses" for civil servants, but at the same time records eight fat "pluses." Let's list them all for the record:

"Minus" No. 1: A Chicago woman was bombarded with mailed summonses to settle a string of parking tickets for her car, which had been stolen months before.

"Minus" No. 2: The Internal Revenue Service in New York dunned a taxpayer with a "sixth and final" notice for \$250 in back income taxes, then told him he should have appealed while the other five notices, all misaddressed, were in the mail.

"Minus" No. 3: A Cleveland man's sewer connection was mistakenly severed for non-payment of a sewer tax on a house six miles away.

"Minus" No. 4: It requires seven steps and three months to get a driver's license in Pennsylvania.

"Minus" No. 5: The Army made a mistake in the specification of a tank part, wouldn't listen to a change, and insisted on the part being made wrong.

"Minus" No. 6: It cost a Chicago company an extra \$2,000 in travel expenses when a Federal Trade Commission examiner adjourned a nearly-completed hearing because he had to make his car pool.

Now for the "pluses":

- "Plus" No. 1: The San Francisco Police Department set up a four-man community relations unit to hear citizens' complaints. (New York City has this, too.)

- "Plus" No. 2: The Tennessee Revenue Department called in a consultant and began a public relations program to obtain public cooperation.

- "Plus" No. 3: The Coast and Geodetic Survey office in Manhattan are the "mostest" in courtesy and intelligence.

- "Plus" No. 4: The SEC staff in Washington are a dedicated group, who helped an Ohio Company with an urgent recapitalization plan.

- "Plus" No. 5: The Passport Division of the State Department is a model of efficiency.

- "Plus" No. 6: The Federal Government now pays its bills in 15 days, instead of three months.

- "Plus" No. 7: The City of Cleveland has a City Complaint Bureau, which is obligated by law to answer beefs within five days.

- "Plus" No. 8: The U.S. Post Office has a smoothly-operating Customer Relations Service which tries to answer every inquiry or complaint within three days.

O.K., everybody! Put the bean-shooters away; play nice, don't fight!

The Mayor and Comptroller said the greater benefits will be the result of increased yields of pension funds, under a new investment program, instituted since January 1, 1962, when Beame became Comptroller and custodian of the City's five pension funds. The funds now total about \$3.6 billion, and new money for investment flows into them at the rate of about \$400 million a year.

All City pension systems now have about 212,000 members. Under State law, about 65,000 receive 4 per cent a year interest on their pension savings. The remaining 147,000, having joined since July 1, 1947, earn only 3 per cent. These 3 per centers will be the beneficiaries of the proposed legislation.

The Mayor and Comptroller discussed this proposed interest revision with representatives of the major employee groups, before making the announcement.

Increased earnings of pension investments, during the past two years, have resulted from the new investment program. It had previously been the practice for Comptrollers to sell large blocks of New York City bonds to the pension funds.

"Our City bonds are excellent investments of unquestioned safety," Mr. Wagner and Mr. Beame said, "but their yields are extremely low—not high enough to meet the interest guaranteed to our employee members."

"As a result, there have been annual deficits, totaling \$200 million in the past 25 years. These deficits have been made up by contributions of tax money from the City treasury."

As a first step, the practice of selling City bonds to the pension funds was stopped. All new issues since January 1, 1962, have been sold at public sales to private investors.

New money flowing into the pension funds has been used to purchase corporate securities and mortgages, of the soundest, safest type, which offer yields far greater than the City bonds.

As a third step, selected blocks of short-maturity City bonds owned by the pension funds, have been sold to private investors at "secondary" sales. These bonds are of great value to private investors because their returns are exempt from income taxes — a feature which is of no value to the pension funds, because they are exempt from taxes to begin with.

Private purchasers of these short-maturity bonds have been so anxious to buy them that they have paid substantial premiums. Money realized from the sales—including the premiums—has also

(Continued from Page 1)
this support when the only new money proposed by Rockefeller for any program is for the raise. Carlino has plenty of calls on his position in the Assembly from back home in Nassau County, but he is not letting this interfere with his endorsement of a State pay raise. He has even indicated that county employees in Nassau are deserving of a raise this year, too.

The Assembly Speaker's recognition of the importance of the civil service vote goes back some four years ago when he began to emerge as the GOP county leader in Nassau. When Carlino took over the leadership reins, Democratic registrations in the county were on the rise and the Republican vote margin was on the wane. He urged new attitudes in many areas in the thinking of county officials and when he listed these publicly, new thinking about the civil service was one of them.

Relationship Established

In very short order, Carlino established a good relationship with the Nassau County chapter of the now 120,000-member Civil Service Employees Assn.; proposed hefty pay increases and saw that county employees got major programs voted State employees, such as a partially-paid health insurance plan. His reasons: "Nassau County has to get with the times in the treatment of its civil servants."

One CSEA leader in Nassau County described his dealings with Carlino in this way: "If you take him a program or idea that is logical and feasible he will listen to you. If you can convince him that he should back the idea, he'll go all the way. He keeps his word, once it's given."

been reinvested in higher yielding corporate securities and mortgages.

Wagner and Beame said: "It is now estimated that the earnings on all pension funds will be increased sufficiently to eliminate the deficits completely by June 30, 1964. After that, we look forward to the probability that the new program will result in an interest surplus, above and beyond the earnings now guaranteed to pension fund members."

Under the legislation to be offered at Albany, the City will be permitted to use such surplus for increasing the yields on the pension savings of those who now receive 3 per cent a year. The legislation will be effective from January 1, 1964.

Interest credited to the accounts of these 147,000 employees will be adjusted upward, to within one-tenth of one per cent of the actual earning during 1964, and each calendar year thereafter. The rate will be permitted to rise not higher than 4 per cent, but will never drop below the present 3 per cent.

This same organization spokesman went on to say: "Let me point out that we are fortunate on both sides of the political fence. We have a Republican Board of Supervisors but County Executive Eugene Nickerson, a Democrat, is a good friend of the county worker, too. Nobody tries to put us in the middle out here."

Carlino, of course, wants to get the executive post back under GOP control and it will be one of his major objectives in the election next Fall.

State-wide Image

While Carlino has supported State worker programs before, he has never done so as strongly as he has in the opening days of the 1964 session of the Legislature. Civil Service employees have usually had powerful friends in the Legislature, such as Senate Majority Leader Walter J. Mahoney, but they can always use the good will of men of Carlino's stature.

Just how far Carlino will go in support of civil service goals this year or in the future is not predictable at this moment. He does not yet have a state-wide image as a pro-public employee leader. He is astute enough, however, to observe the heavy publicity that other civil service friends have earned in the public employee and daily press. And he certainly is aware of the nearly 1,000,000 civil service voters who, with their families, comprise some 20 per cent of the voting population in the State.

Carlino, although not stating so, is obviously eyeing higher public office. Enthusiastic support from the civil service won't hurt those ambitions. As 1964 unrolls, he appears to be making a strong impression in that area.

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CIVIL SERVICE LEADER
America's Leading Weekly
for Public Employees

LEADER PUBLICATIONS, INC.
97 Duane St., New York, N.Y. 10007
Telephone: 313-BEekman 3-0010
Published Each Tuesday

Entered as second-class matter and
second-class postage paid, October 3,
1939 at the post office at New York,
N.Y. and at Bridgeport, Conn., under
the Act of March 3, 1879. Member
of Audit Bureau of Circulations.

Subscription Price \$5.00 Per Year
Individual copies, 10c

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Pilgrim State Clerical Aides Suffer From Title Inequities, CSEA Charges

ALBANY, Jan. 20—The Civil Service Employees Association last week protested alleged "title inequities" involving clerical employees at Pilgrim State Hospital at West Brentwood.

The CSEA stand was taken at a grievance hearing before the new State Grievance Appeals Board in N.Y. City. It was the culmination of long standing attempts by some 40 clerical employees to achieve relief from what they call "adverse conditions resulting from the use of attendants at the hospital as clerical help in many instances."

Felkel and Rice Appear

The employee's delegation at the hearing, held in New York City, included George Felkel, president of the Pilgrim State Hospital chapter, CSEA; Marian Mark, chairman of the clerical workers committee at the hospital; Helen Davis, a committee member, and Pauline Lockel, chairman of the grievance committee at the hospital.

John C. Rice, assistant counsel for CSEA, spoke on behalf of the employees.

In his arguments, Rice told the Grievance Board that for a number of years the workers have been subjected to an "inequitable sit-

uation by virtue of the increased work load and responsibility resulting from the assignment of attendants—out of title—to clerical work." He said, "the effect on morale and working conditions is obvious."

Also present at the hearing were Dr. Hyman Barahal, director of the hospital; Granvill Hills, personnel administrator of the Department of Mental Hygiene.

A decision by the Appeals Board, of which Andrew V. Clements is chairman, is awaited.

19 Correction Employees Honored At Woodbourne

WOODBOURNE, Jan. 20 — Nineteen employees of the Woodbourne Correctional Institution were recently honored for length of service. William A. Cointot, deputy superintendent, who retired August, 1963, had served 40 years in the Department of Correction.

Others receiving awards for service were: for 30 years—Captain Charles Irvine, Lt. Theodore Williams, John Black and Raymond Johnson, correction officers; for 25 years—Martin O'Connor and William Vredenburg, lieutenants, Rudolf Bribitzer, Harold Daratt, Francis Faltbrother, Robert Bauer, J. Kenneth Green, Burrell Gatewood, correction of-

Broome County CSEA Maps Binghamton Member Drive

(From Leader Correspondent)

BINGHAMTON, Jan. 20—The Broome County chapter, Civil Service Employees Association, has started a campaign to sign up about 600 employees of the City of Binghamton.

Three Major Positions Are Filled In Correction Dept.

ALBANY, Jan. 20—Three major administrative appointments in the Department of Correction have had the side effect of causing other appointments in the department.

J. Edwin LaVallee, former warden of Clinton Prison, has been named as the warden of Auburn Prison by Paul D. McGinnis, commissioner. Succeeding La-

Vallee will be Daniel McMann, deputy superintendent of the Vocational Institution at West Coxsackie, who has been named superintendent of the Woodbourne Correctional Institution.

Others receiving promotions were: Harry Fritz, deputy superintendent at the West Coxsackie Vocational Institution; Edward H. Schusler, deputy superintendent at Woodbourne Correctional Institution; Robert J. Henderson, correction hospital security supervisor at Dannemora State Hospital; Albert P. Gilligan, deputy warden at Green Haven; John L. Zelker, assistant deputy warden at Green Haven; Harold N. Butler, assistant deputy superintendent at Eastern Correctional Institution, and T. Leslie Alexander, assistant deputy superintendent at West Coxsackie Vocational Institution.

Some of the city employees are now members of Binghamton Council 101, Civil Service Forum.

The Broome County chapter's drive was announced by James Burrows, president, and by Benjamin L. Roberts of Albany, CSEA field representative.

Burrows said a successful campaign would double the membership of the Broome County chapter, which now has 509 members.

Roberts said the Association has talked with Binghamton city officials about payroll deductions for dues and for a list of all city employees.

He said he plans to start talking personally with potential members in an attempt to get them to join the CSEA.

Roberts said the CSEA drive is not an attempt to "raid" any other organization. He said employees could belong to one or more organizations.

He contended that the Civil Service Forum is "primarily a social organization."

A spokesman for the Civil Service Forum declined to disclose the number of members belonging to that organization. There about 1,800 Civil Service employees in city government, the city-owned Binghamton General Hospital and the Binghamton school system.

Roberts said the current membership drive is not aimed at such groups as firemen or policemen, who have their own organizations.

Future Goals

The initial campaign is not geared toward school-system employees, either, he said. That probably will come later, he added.

Burrows, the first Negro to head the Broome County chapter, is employed as a licensed practical nurse at the Broome County Infirmary.

In addition to the Broome County chapter, there is a Binghamton chapter of the CSEA, which represents Civil Service workers who are employed by the State in the Binghamton area. Its membership totals about 1,800.

Buffalo B. of E. Asks For Exams

BUFFALO, Jan. 20—The Buffalo Board of Education has requested the State Civil Service Department to conduct examinations "at the earliest possible moment" for various school positions.

The Board acted after a trustee, Mrs. Richard A. Siominski, pointed out that some school employees have held provisional status since 1956.

New Goal—125,000 Members

(Continued from Page 1)

headed by James L. Adams, co-chairman of the State division, and Irving Flaumenbaum, co-chairman of the county division, also heard a report from CSEA fieldmen concerning membership

in their particular areas.

It was recommended that field men meet with the membership committee members in their areas once or twice a year to further the membership goals and to assist the local chapters in membership drives.

Social Welfare Dinner-Dance

ALBANY, Jan. 20—The Department of Social Welfare chapter, Albany office, of the Civil Service Employees Association held a dinner-dance at Jack's Restaurant last week.

John Maginn, president of the chapter, introduced Joseph Roulier, field representative for the CSEA at the event. Serving on the committee for the evening were: Mrs. Carolyn F. Viall, chairman; Carol Campbell, Rosalie Cannon, Judie Merkin, Aileen Ross, Mrs. Rose Marie Bell, Grace Spagnola, Mrs. Irene Albert, Dorothy Taylor, Joseph Jackson, Donald Davis, Robert Cozzens and Howard Springer.

Peter W. Doran Services Held

POUGHKEEPSIE, Jan. 20 — Funeral services were conducted recently for Peter W. Doran of Route 82, Hopewell Junction.

Mr. Doran, 53, had been employed for the last 33 years as a highway light maintenance foreman for the New York State Highway Department.

He was a member of the East Fishkill Planning Board, the Mid-County Improvement Association, the Dutchess County Volunteer Firemen's Association, the Mid-Hudson Valley Firechief's Association, the Poughkeepsie chapter of the Civil Service Employees Association and the Rural Letter-carriers' Association. He also served as secretary-treasurer of the East Fishkill Board of Fire Commissioners.

Pass your copy of the Leader To a Non-Member

Syracuse Credit Union Assets Up

(From Leader Correspondent)

SYRACUSE, Jan. 20—Membership, assets and loans of the Syracuse chapter, CSEA, Federal Credit Union, are all up this year. James Macklin, treasurer, revealed this week in announcing details of the group's annual dinner meeting.

At the meeting—set for 6 p.m. Jan. 27 in Tommy Del's Restaurant, Syracuse—details of the annual report will be discussed by Macklin. Also, two members of the Board of Directors, and two members each for the credit committee and the supervisory committee will be running for re-election.

Membership Increase

Macklin disclosed that membership of the four-year-old Credit Union increased to 532 last year, up about 100 members.

Assets of the group increased from about \$64,000 to \$93,000, he said. In 1963, the credit union made 294 loans for a total of \$141,000, compared with 238 loans for a total of \$98,000 the previous year.

Budget To Contain Pay Program

(Continued from Page 1)

and are particularly sensitive this year to developing programs they believe will help or hurt them politically in their home areas.

Governor Firm

Despite some grumbling among legislators, it was learned that the Governor will stick to his recommendation to give State employees the pay increase and will fight for its passage.

The pay raise plan will be the major portion of the Governor's message, which deals with civil service. He has stated that he will present a balanced budget without tax increases.

The Governor is asking for the continuation of all major State programs, but with stringent economies wherever possible.

One of the devices expected to be proposed as a method of raising additional State revenue will be a plan to collect 18 months of corporation taxes within the State's next fiscal year, which begins April 1.

It is estimated the plan will bring an additional \$150 million into the state treasury.

Other CS Developments

In other developments this week on Capitol Hill:

Senator Thomas Mackell, Democrat-Queens, asked the Legislature to award \$50,000 in the death of Herbert Stanton, a senior social worker, who was stabbed to death by a mental patient at Rockland State Hospital.

Assemblyman Francis McCloskey, Republican-Nassau, introduced a bill to provide vesting of retirement benefits after 15 years of service at age 55 for those members in the 55-year plan.

Under the present law, as amended last year, no one is eligible for the vesting benefits until age 60.

CSEA Group Life Plan Opens

(Continued from Page 1)

other members who have hazardous employment usually have to pay additional premiums for life insurance, but in the CSEA Group Life Plan cost to all members, regardless of employment, is the same.

Who Is Eligible

Any members of CSEA, or eligible employee who joins, employed by the State or any political subdivision or school district in which the low cost Group Life Insurance

Plan is installed, can apply for coverage.

Applications and explanatory literature can be secured from any CSEA chapter or department representative or from Association headquarters at 8 Elk Street, Albany and 11 Park Place, New York City.

This special offer is good only during February, 1964. Members are requested to bring this matter to the attention of fellow employees.

Where to Apply For Public Jobs

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

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

Hours are 9 A.M. to 4 P.M. Monday through Friday, and Saturdays from 9 to 12 noon. Telephone COrtland 7-8880

Mailed requests for application blanks must include a stamped self-addressed business-size envelope and must be received by the Personnel Department at least five days before the closing date for the filing of applications

Completed application forms which are filed by mail must be sent to the Personnel Department and must be postmarked no later than twelve o'clock midnight on the day following the last day of receipt of applications.

The Applications Section of the Personnel Department is near the Chambers Street stop of the main subway lines that go through the area. These are the IRT 7th Avenue Line and the IND 8th Avenue Line. The IRT Lexington Avenue Line stop to use is the Brooklyn Bridge stop and the BMT Brighton local's stop is City Hall. Both lines have exits to Duane Street, one block from the Personnel Department.

STATE — First floor at 270 Broadway, New York 7, N. Y., corner of Chambers St., telephone BArcley 7-1616. Governor Alfred E. Smith State Office Building and The State Campus, Albany; State Office Building, Buffalo; State Office Building, Syracuse; and 500 Midtown Tower, Rochester (Wednesdays only).

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

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

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

Hours are 8:30 a.m. to 5 p.m., Monday through Friday. Telephone number is YU 6-2626.

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

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U.S. Service News Items

By MARY ANN BANKS

81st Birthday

Chester A. Arthur & The U.S. Civil Service

On a hot July day in 1881, as vacation-bound President Garfield stood in Washington, D.C.'s old Baltimore and Potomac Railroad Station awaiting a train, a deranged office seeker crept up behind the President and critically wounded him with a 44-caliber British "Bulldog" revolver.

About two and a half months later, Vice President Chester A. Arthur took the presidential oath in a dimly-lighted living room at 123 Lexington Avenue in New York City.

Last week, on the 81st anniversary of the Civil Service Act, the New York Life Insurance Company sponsored a plaque dedication ceremony at the same address, 123 Lexington Avenue.

Garfield's assassination, Arthur's move to the presidency, the Civil Service Act of 1883, and the New York Life Insurance Company are strangely related subjects.

The Background

The "spoils system" had become a great political problem by the time Garfield became president. Washington was literally swamped with office seekers every time there was an administration change. In fact, some historians record that the Capital City was often filled with twice as many anxious job seekers as there were jobs in those days.

It was this situation which actually led to Garfield's death and Arthur's ascension to the Presidency. These people who feared that Arthur would allow spoils system tactics to run rampant were greatly surprised by the strength and sense of responsibility which he adopted as President.

Less than 18 months after Chester A. Arthur became the 21st President of the United States, he had successfully taken the first real step toward the establishment of the statute which governs merit system appointments to this day. Arthur's signing of the Pendleton Act on January 16, 1883 laid the foundation of civil service.

Unmarked But Important

Strangely enough, the site of the installation of this man to the very office that enabled him to sign the bill establishing the United States Civil Service had remained unmarked until last Thursday, January 16.

Responsible for the research, which uncovered the fact that Arthur lived and was installed in the Lexington Avenue residence, was the Native New Yorkers' Historical Association. This group, led by president Felix Cuervo, has been responsible for seeking out and marking more than 50 historical sites throughout New York City.

Even though the Historical Association discovered Arthur's residence, it is a non-profit organization without funds to mark all of New York's historical sites. The Association contacted New York Life Insurance Company, the company which insured President Arthur. New York Life donated the plaque and planned last week's Civil Service Day program.

"Significant," Says Beame

In a statement read at the ceremony in behalf of New York City

Comptroller Abe Beame, the Comptroller's assistant Seymour Marks explained that "New Yorkers must find great significance in the fact that President Arthur signed the bill which established the United States Civil Service in 1883, and eliminated the "Spoils System."

"No one was more important than Arthur in helping Federal Civil Service Act and thereafter in launching, on its successful way, the merit concept in Civil Service employment," was the timely remark of Lawrence Baer, regional director of the U.S. Civil Service Commission, guest speaker at the anniversary ceremony.

Veterans are responsible for the repayment of their G.I. loans. Should the veteran default on his payments and the Veterans Administration have to pay a claim to the lender, the veteran will owe the Government the amount the VA had to pay.



CIVIL SERVICE DAY — John M. K. Abbott, vice president, New York Life Insurance, is pictured with Henrietta Olding, a vice president of the American Federation of Government Employees, after the unveiling of the Chester Allen Arthur Plaque in observance of Civil Service Day. The plaque was installed on the building at 123 Lexington Avenue, New York City, where Chester Allen Arthur was sworn in as 21st President of the United States on Sept. 21, 1881, after the assassination of President James Garfield. President Arthur signed the first Civil Service Act in 1883. The Native New Yorkers' Historical Association and New York Life Insurance Company sponsored the ceremony. Miss Olding, long active in Civil Service affairs, holds a bouquet of roses presented to her by Mr. Abbott.

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SINGING NURSES — Student nurses for the patients. This group of songsters were favored at the Marcy State Hospital entertained during the Christmas festivities at the hospital by caroling with Santa Claus serving as an appreciative audience.

Fireman Filing Remains Open; Start At \$6,355

Firemen positions with the New York City Fire Department are now being offered for filing. The title has an annual salary of \$6,355 with a uniform allowance of \$155 per annum and ten paid holidays which total \$244 per annum. After three years of service the salary, through increments, rises to \$7,806 per annum.

Requirements for the position include a high school diploma or its equivalent; residence at the time of appointment in New York City, Nassau, Suffolk, Westchester or Rockland Counties; age from 20 to 29; and weight in proportion to height with a minimum height of 5 feet 6 1/2 inches, and 20/20 vision without glasses.

For further information and application forms contact the New York City Department of Personnel at 96 Duane St., New York, N.Y., 10007.

Director Named For Health Service

ALBANY, Jan. 20 — Dr. Joseph C. Springer of Grosse Pointe Park, Michigan, has been appointed director of the State Employee Health Service at \$18,820

a year. He succeeds Dr. George Edward Bock, who resigned to accept a U.S. Public Health Service assignment in the Division of Indian Health on a Navajo Reservation in Arizona.

State Civil Service Commission

President Mary Goode Krone described the program as a "preventive medical care program for state employees."

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GR 3-6900

Secretarial Courses Offered To City Aides

City secretarial employees can profit from a course to be given this Spring under the City College Municipal Personnel Program. The course, CC-3 "The Supervising Stenographer and the Executive Secretary," will be taught by Kazuye Takei, assistant professor at Bronx Community College.

Topics to be covered include correspondence, preparation of reports, and handling of appointments and visitors. There will also be discussion of the problems involved in supervising a stenographic unit and in acting as executive secretary.

Classes will meet in the City Hall neighborhood for ten sessions beginning Tuesday evening, January 28. Students must register by January 24.

Applications and further information on this and other courses may be obtained from the Training Division, Department of Personnel, 299 Broadway, Room 209 (phone CO 7-8880, Extension 231).

The Veterans Administration processes 200,000 initial claims for disability in veterans compensation and pension cases each year, and an additional 400,000 claims from veterans' dependents.

Attention Employees Of The Department Of Parks!

We regret the fact that heavy snows of Monday and Tuesday made it necessary to cancel our opening class for

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Published every Tuesday by
LEADER PUBLICATIONS, INC.

97 Duane Street, New York, N.Y.-10007 212-8Eckman 3-6010

Jerry Finkelstein, Publisher

Paul Kyer, Editor Joe Deasy, Jr., City Editor
James T. Lawless, Associate Editor Macy Ann Banks, Assistant Editor
N. H. Mager, Business Manager

Advertising Representatives:

ALBANY — Joseph T. Bellew — 303 So. Manning Blvd., IV 2-5474
KINGSTON, N.Y. — Charles Andrews — 239 Wall Street, Federal 8-8350

10c per copy. Subscription Price \$2.55 to members of the Civil Service Employees Association, \$5.00 to non-members.

TUESDAY, JANUARY 21, 1964

LEADER BOX 101

Letters To The Editor

Promotion Problems

Box 101
In reference to your editorial in the January 14th issue of The Leader I feel that it is about time for someone to sound off on the present policy and practice of inter-departmental promotions.
In the past two years I have taken five exams. I am currently awaiting the results of three but it is the other two with which I am concerned. My marks on these two exams are extremely high. In fact I am number two in the City of New York and number seven statewide, on one of these lists. Despite this I have had only one canvas for a job and then the interviewer turned me down for being too young.

On the other list I am on—I have not even been canvassed once and yet was forced to take the same exam over less than one year after the list was established because they intend to supersede my list with a new one.

This has been my first job since I finished school but never the less I am now in the process of looking for employment in private industry because I am ambitious and have no intention of remaining in grade 4 for my entire working career.

I ask you exactly what is the point of studying, taking exams or even going into civil service if you are to stagnate in one lowly position forever unless you have political pull or get a lucky break. Everyone knows you cannot base your future on luck alone.


JUDITH GREIF
Bronx, N. Y.

This Week's Civil Service Television List

Television programs of interest to civil service employees are broadcast daily over WNYC, Channel 31.

This week's programs telecast over New York City's television include:

- Tuesday, Jan. 21
 - 2:00 p.m.—Nursing Today—NYC Dept. of Hospitals series on Nursing care. "The Change of Tour Report."
 - 2:30 p.m.—Army Special—Film series about the U.S. Army.
 - 4:00 p.m.—Around the Clock—Police Dept. training program. "Law of Arrest."
 - 5:00 p.m.—Nutrition and You—Nutrition Bureau series with Barbara Premo.
 - 6:30 p.m.—Air Force Story—Films about the U.S. Air Force.
 - 8:00 p.m.—Nutrition and You—Nutrition Bureau series
 - 8:30 p.m.—Army Special—U.S. Army film series.
 - 10:30 p.m.—Operation Alphabet—Dept. of Labor literacy series.
- Wednesday, Jan. 22
 - 3:00 p.m.—Nursing Today—NYC Dept. of Hospitals series on nursing care—"Change of Tour Report."
 - 4:00 p.m.—Around the Clock—Police Dept. training course. "Law of Arrest."
 - 5:00 p.m.—Nutrition and You—Nutrition Bureau series.
 - 6:30 p.m.—Air Force Story—U.S. Air Force film series.
 - 7:30 p.m.—On the Job—Fire Dept. training course. "Siamese



Civil Service
LAW & YOU

By Stanley Mailman

(Mr. Mailman is a member of the New York State bar.)

Due Process of Law

ARE CONSTITUTIONAL rights violated when a government official acts as judge in a disciplinary case he started himself?

TWO WEEK AGO I noted that Federal laws and regulations permit this conflict of functions. In New York State, Section 75 of the Civil Service Law virtually requires an agency or institution chief to decide whether the charges he signed were sustained. The question remains: Do these statutory procedures measure up to the higher Constitutional test?

BOTH THE NEW York State and Federal Constitutions provide that no person shall be deprived of his life, liberty or property without due process of law. These due process requirements apply to disciplinary or "adverse" proceedings in which penalties have such harsh effects.

DUE PROCESS is an elusive concept; it defies pat definitions. Its requirements vary with the kind of interests or rights at stake. But basic is the idea that the process or procedure must be essentially fair.

IS THIS STANDARD met by the accuser-as-judge-situation, so often presented in disciplinary or "adverse" actions?

ONE ANSWER WAS given in *Studemeyer vs. Macy* (321 F. 2d 386, cert. den. 84 S. Ct. 337) reported in the last column. There, the Federal employee complained that his dismissal was ordered by the very officer who brought the charges. This, he argued, was unconstitutional as a basically unfair procedure. The Court of Appeals for Washington, D. C., upheld the adverse action, finding it "not so unreasonable or fundamentally unfair as to be violative of due process of law."

MANY WOULD DISAGREE for reasons best expressed in the majority opinion in *Re Murchison* (349 U.S. 133, 136-137) as follows:

A fair trial in a fair tribunal is a basic requirement of due process. Fairness of course requires an absence of actual bias in the trial of cases. But our system of law has always endeavored to prevent even the probability of unfairness. Such a stringent rule may sometimes bar trial by judges who have no actual bias and would do their very best to weigh the scales of justice equally between contending parties. But to perform its high function in the best way "justice must satisfy the appearance of justice."

It would be very strange if our system of law permitted a judge to act as a grand jury and then try the very persons accused as a result of his investigations. Having been a part of that process a judge cannot be, in the very nature of things, wholly disinterested in the conviction or acquittal of those accused. Fair trials are too important a part of our free society to let prosecuting judges be trial judges of the charges they prefer.

IN THE *Murchison* case, a criminal contempt conviction was struck down by the Supreme Court because the trial judge had himself signed the contempt charge.

BUT THE PRINCIPLE applies in other areas of the law. It is recognized, for example, in the Uniform Code of Military Justice, which bars the accuser, the convening officer and the investigating officer from acting as a member or a law officer of the court martial. Similarly, Federal law disqualifies a special inquiry officer from conducting deportation hearings in a case where he had other functions.

THE CIVIL SERVANT is not entitled to less than the soldier or the alien. Due process gives him the same right to an impartial judge.

THE *Studemeyer* CASE is a setback, but there is strong reason to believe that the courts will ultimately recognize this fundamental defect in present personnel procedures. Meanwhile, there is no reason to delay their study with a view to revision.

- and Gates"
- 10:30 p.m.—Operation Alphabet—Labor Dept. series promoting literacy.
- Thursday, Jan. 23
 - 2:00 p.m.—Nursing Today—NYC Dept. of Hospitals series on nursing care; "Change of Tour Report."
 - 6:30 p.m.—Air Force Story—
- Film series on the U.S. Air Force.
- 7:30 p.m.—On the Job—Fire Department training course. "First Aid."
- 10:30 p.m.—Operation Alphabet—Labor Dept. series promoting literacy.
- Friday, Jan. 24
 - 4:00 p.m.—Around the Clock—

Irresponsible Taxpayers

UNDER the guise of protecting the pocketbook of the general public for its own welfare, numerous groups of private citizens using one form or another of the description "taxpayer" in their organizational titles are now busy on several fronts attacking any pay raises, pension improvements or other fringe benefits for public employees.

To date, we have seen no evidence from any of these groups that their protests have any other basis except their belief that civil servants should not get any more money for anything. They have presented no proofs that public employees are paid adequately, let alone too much as some of the more irresponsible organizations charge.

What is even more irritating is that none of these groups have ever bothered to describe what services they feel the public could do without in order to keep down the so-called tax burden. At this very moment, most State, County and City institutions are understaffed, top flight personnel are leaving government service, needed new programs are being held in abeyance because of lack of funds. Is this protecting the public welfare?

Above all, these taxpayer vigilantes have overlooked the fact that over 20 percent of the working population of New York State works for government and, therefore, contributes over 20 percent of the taxes collected here each year. In the Albany area, for instance, public employees comprise over 50 per cent of the tax paying population.

When these citizen groups seek logical economies in government they will find that responsible public employee organizations do not fight such savings. It would seem that when civil servants have justified with facts their right to a better livelihood from government, responsible taxpayer groups would support their cause.



The
Veteran's Counselor

By FRANK V. VOTTO

Director of New York State Division of Veterans' Affairs

Questions on veterans' and servicemen's rights will be answered in this column or by mail by the State Division of Veterans' Affairs. Address questions to Military Editor, The Leader, 97 Duane Street, New York 7, N. Y.

VETERANS FIGURING their Federal income taxes need not count as income any payments they have received for veterans benefits, since these payments are wholly tax-free. Dividends which veterans have received in 1963 on their GI insurance policies also are exempt from tax reporting.

ALTHOUGH PAYMENTS for benefits are tax-free and need not be reported on 1963 Federal income tax returns, interest earned in GI life insurance dividends left on deposit is not a "benefit" and is taxable.

STILL TAX-FREE are the proceeds of a GI life insurance policy, including the dividends themselves.

OTHER BENEFITS which need not be reported on Federal income tax returns include:

- a) Education and training allowances for veterans of the Korean conflict period who are in school or training establishments under the Korean GI Bill.
- b) Subsistence payments made to disabled veterans training under the Vocational Rehabilitation Acts.

(Continued on Page 13)

Allegheny County Gets Good Rating

(From Leader Correspondent)

BELMONT, Jan. 20 — State examiners have given a good rating to Civil Service operations in Allegheny County after reviewing the 1962-63 work of the County Civil Service Commission.

The Commission administers personnel matters for 1,400 civil service employes, most of whom are members of chapters of the Civil Service Employees Assn.

Minor Criticisms

The State survey listed two minor criticisms: that applications are sometime received after appointments have been made and that some town and village highway departments classify personnel as laborers when they should be motor equipment operators.

Allegheny County civil service commissioners are J. Whitney Shea, B. Harvey Palmer and Leslie Swarthout. John J. Powers is executive secretary.

Purchase Inspector Positions Open Now; \$6,750 Per Year

The New York City Department of Personnel is now offering positions as purchase inspectors (pipe and castings) until further notice. The positions have an annual salary range of \$6,750 to \$8,550 with annual and longevity increments of \$300.

Candidates are required to have

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This Week's Civil Service Telecast List

(Continued from Page 6)

Police Dept. training program. "Law of Arrest."

5:00 p.m.—Nutrition and You—Nutrition Bureau series.

6:00 p.m.—The Big Picture—U.S. Army film series.

10:30 p.m.—Operation Alphabet—Labor Dept. series promoting literacy.

four years experience in relating work, or the equivalent. The duties of the position include performing technical work in the inspection of steel, concrete or cast iron pipes, fittings and appurtenances to determine if purchase or contract specifications are fulfilled and performs related work.

For further information and application forms contact the New York City Department of Personnel at 96 Duane St., New York, N.Y. 10007.

Saturday, Jan. 25

7:30 p.m.—On the Job—Fire Dept. training course. "First Aid."

8:00 p.m.—Citizenship Education—Film lectures on civic studies.

9:00 p.m.—The Big Picture—U.S. Army film series.

Sunday, Jan. 26

4:00 p.m.—Citizenship Education—Film lectures in civic studies produced by the New York State Education Dept.

7:00 p.m.—The Big Picture—U.S. Army film series.

8:30 p.m.—City Close-up—Seymour N. Siegel interviews Charles Tenney, City Administrator.

Monday, Jan. 27

2:00 p.m.—City Close-up—Seymour N. Siegel interviews Charles Tenney, City Administrator.

4:00 p.m.—Around the Clock—Police Dept. training program.

"The Law of Arrest."

5:30 p.m.—Career Development—Police Department—Police Department promotional course. Sgt. Edward Rybak: "Robbery"—Forgery.

6:30 p.m.—Air Force Story—Film series.

7:30 p.m.—On the Job—Fire Dept. training program. "First Aid."

8:30 p.m.—Career Development—Police Department promotion course: Sgt. Edward Rybak: "Robbery"—Forgery.

10:30 p.m.—Operation Alphabet—Labor Dept. series promoting literacy.

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To Improve Morale

Liberal Party Outlines 27-Point Civil Service Legislative Program

A 26-point program to improve the civil service merit system and working conditions for public employees in New York State has been announced by the Liberal Party for the 1964 New York State Legislative Session.

The program states not that the civil service merit system in New York State isn't on a high level, but that there is room for improvement. "To develop an attractive career system, to secure and retain trained and efficient personnel of high moral, to raise the standard of living of civil servants and thus improve the public service generally . . ." the party made the following recommendations.

Merit System

1. Strict adherence to the principles of the merit system both in appointment and promotion.

In Service Training

2. Improvement of in-service training programs by utilization of modern techniques patterned along lines used in enlightened private industry.

LEGAL NOTICE

CITATION. — File No. A-2334/1954. — THE PEOPLE OF THE STATE OF NEW YORK, By the Grace of God, Free and Independent, TO: ANTEJA VRIONIS, SULTANA POTAMIANOS, EYGNONIA POTAMIANOS, individually and as distributees of Nicholas Potamianos, deceased, HON. BASIL VITSAXIS, Council General of Greece, NICK KYRIAK, being all the persons and parties interested in creditors, distributees, or otherwise in the estate of Socrates Potamianos, deceased, who at the time of his death was a resident of the Borough of Manhattan, City, County and State of New York, SEND GREETING: Upon the petition of Manufacturers Hanover Trust Company, a corporation organized and existing under the laws of the State of New York, having an office for the transaction of business at No. 250 Park Avenue, in the Borough of Manhattan, City, County and State of New York, as administrator of the estate of Socrates Potamianos, deceased, 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 10th day of March, 1964, at ten o'clock in the forenoon of that day, why the first intermediate account of the proceedings of Manufacturers Hanover Trust Company, as administrator of the estate of Socrates Potamianos, deceased, for the period from July 22, 1957, to and including October, 1963, should not be judicially settled and allowed; why the fee and disbursements of Simpson Thacher & Bartlett, counsel for Manufacturers Hanover Trust Company, in the amount of \$2,175.72, for services rendered and disbursements incurred on behalf of said Manufacturers Hanover Trust Company, as more fully set forth in Schedule C-1 of the account, should not be fixed and allowed and the payment thereof directed; why said Manufacturers Hanover Trust Company should not be allowed the commissions to which it is entitled upon this accounting; why said Manufacturers Hanover Trust Company should not be authorized and directed to retain the sum of Fifteen thousand Dollars (\$15,000) as and for a reserve for attorneys' fees and other expenses which it will incur in prosecuting its action against Arthur M. Goldberg and in connection with the judicial settlement of the final account of its proceedings as administrator; why said Manufacturers Hanover Trust Company should not be directed to transfer and pay over three-fourths of the balance of the funds and assets of the estate remaining in its hands in equal shares to Antea Vrionis, Sultana Potamianos, and Eygnonia Potamianos; why said Manufacturers Hanover Trust Company upon being furnished with (a) an affidavit of opinion of an attorney-at-law admitted to practice in the courts of the Kingdom of Greece in the effect that under the laws of Greece a decedent's property passes to his distributees directly, without the appointment of a legal representative of his estate, (b) either a certificate issued by the president of the village or the mayor of the town or city where said Nicholas Potamianos resided at the time of his death or by a decree of heirship issued by the Court of First Instance of Greece, which certificate or decree sets forth the distributees entitled to share in the estate of said Nicholas Potamianos, deceased, and the share to which each is entitled and (c) appropriate evidence of the death of said Nicholas Potamianos, should not be authorized and directed to transfer and pay over the remaining one-fourth of the said balance of funds and assets of the estate remaining in its hands in the said distributees of said Nicholas Potamianos; and why such decree should not be made and why such other and further relief as the Court may deem 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, (New York Surrogate's Seal) WITNESS, HONORABLE JOSEPH A. COX, a Surrogate of our said County, at the County of New York, in the 10th day of January in the year of our Lord one thousand nine hundred and sixty-four, /s/ Philip A. Donahue, Clerk of the Surrogate's Court.

Condon Wadlin

3. Repeal of the Condon-Wadlin Law. Recognition by law of the right of civil service employees to associate in trade unions or other employee groups of their own choosing, with provisions for the right of collective negotiation, and the maintenance of grievance machinery including protection against arbitrary dismissal or other disciplinary measures.

Vacancies

4. Provision by law that a competitive civil service position shall be filled from an appropriate eligible list within six months after such a vacancy occurs unless the appointing officer certifies in writing that the efficiency of his department will not be adversely affected by delay or failure to make such appointment or promotion.

Time and One Half

5. Enactment of a law providing that all competitive civil service employees shall be paid time and a half for overtime, and shall not be required to accept compensat-

LEGAL NOTICE

SUPPLEMENTAL CITATION. — File No. P-1964, 1963. — The People of the State of New York, By the Grace of God Free and Independent, TO JACOBO REINERMAN, ENRIQUE REINERMAN, ARTHUR REINER, LOLA REINERMAN, YOU ARE HEREBY CITED TO SHOW CAUSE before the Surrogate's Court, New York County, at Room 504 in the Hall of Records in the County of New York, New York, on February 18, 1964, at 10 A.M., why a certain writing dated June 22, 1951, which has been offered for probate by CELIA BAUMGART and MILTON POGANS, residing at 280 Riverside Drive, N.Y.C., N.Y., and 390 Riverside Drive, N.Y.C., N.Y., respectively, should not be probated as the last Will and Testament, relating to real and personal property, of NATHAN BAUMGART, Deceased, who was at the time of his death a resident of 280 Riverside Drive, N.Y.C., in the County of New York, New York, dated, Attested and Sealed, January 7, 1964, HON. JOSEPH A. COX, Surrogate, New York County, Philip A. Donahue, Clerk.

ing time off in lieu of such overtime pay.

Comparable Salaries

6. Provision that the State and every subdivision of the State, including cities and board of education, shall fix salaries on the basis of "equal pay for equal work." Increase salaries of civil service employees to meet increased living costs, with proportionately larger increases for those in the lowest salary categories. Salaries in civil service positions should be comparable with salaries paid for similar positions in business and industry in the same community.

Vested Rights

7. Amend the New York City Employees Retirement Law to provide that pension rights shall be

(Continued on Page 10)

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Five trainee titles in New York City service now offer salaries of more than \$100 per week. The filing period for these positions will remain open until March 13.

The five positions require that the applicant must have been graduated from an accredited college or that he will be graduated by June, 1964. The titles are budget examining trainee; housing, planning and redevelopment aide; management analysis trainee; real estate management trainee, and personnel examining trainee.

The examinations for these positions are tentatively scheduled for April 11. For further information and application forms contact the New York City Department of Personnel, 96 Duane St., New York, N.Y., 10007.

Highway Construction Foreman Positions

An open competitive examination for highway construction foreman will be held on February 15 in Suffolk County.

Filing will continue until January 31. For further information contact the Suffolk County Civil Service Commission, County Center, Riverhead.

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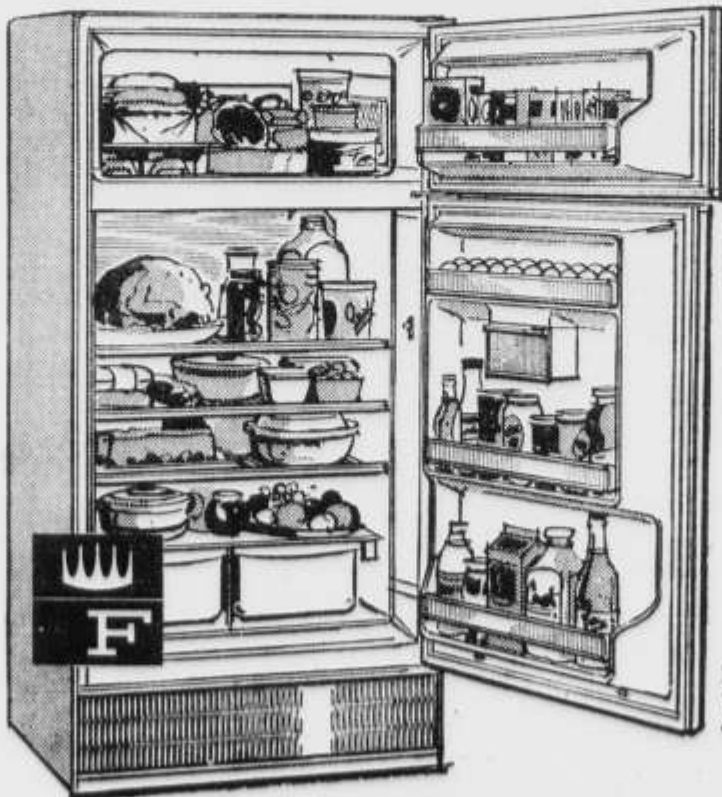
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(Continued from Page 8)
 vested after 15 years of service. Such vested pensions are now provided for New York State employees.

Line of Duty Injuries
 8. Provision for disability and death benefits to all public employees injured or killed on the job, where such employees are not covered in this respect under existing laws.

Death Gamble
 9. Eliminate the "death gamble" under the City Employees' Pension System whereby beneficiaries lost out if the employee dies in the service after he became eligible for service retirement.

Death Benefit
 10. Provide that the death benefit to be paid to the beneficiaries of New York City employees be the same as the death benefit now provided in the New York State Employees Retirement Law, to wit, 1/12th of the average annual salary for each year of service up to 12 years of service, 1/24th of the average annual salary for each of the next 24 years of service, etc.

Increased Interest
 11. Provide for an increase from 3% to 4% the interest credited to contributions by members of the New York City Employees Retirement System appointed since 1947 and the New York State Employees Retirement System appointed since 1943.

Workmen's Compensation
 12. Amendment of the Workmen's Compensation Law to include all public employees not now covered.

Insurance
 13. Increase in death benefits of Civil Service employees by providing group life insurance on the basis of equal contribution by Government and the employees.

Unemployment Benefits
 14. Amendment of the Unemployment Insurance Law to include employees of municipalities

and other local governmental agencies upon the same basis as presently applicable to employees of the state.

Cross-Promotion
 15. Enactment of a law permitting cross promotions through competitive examination, so that civil service employment will provide a service-wide system instead of a limited departmental career system.

Retirement
 16. Establishment of a non-contributory retirement plan, with guaranteed benefits equal to 1/60th of final average salary for each year of service.

Health Plan
 17. Establishment of a non-contributory health insurance program.

Accrued Leave
 18. Payment of accumulated sick leave credits to employees upon retirement, death or separation from service.

Subdivisions
 19. Permissive legislation allowing political subdivisions to provide the same benefits to their employees.

Budget Veto
 20. Legislation to require the Budget Director to state reasons in writing for any veto of salary reallocation or title reclassification approved by the Director of Classification and Compensation or by the Civil Service Commission. If veto is due to alleged lack of funds, the Budget Director be required to request sufficient funds in forthcoming budget for reallocations or title reclassifications so vetoed.

Civil Service Meetings
 21. Legislation to require the Civil Service Commission to publish notice of its regular and special meetings, setting forth the agenda, and that such be considered a public record; that employees and/or their representatives may appear and make their representations, and that the results of such meetings be published and also be deemed to public record.

Working Conditions
 22. An appropriate formal pro-

Treasury enforcement agents are now being sought by the Federal Government. These positions require three years of criminal investigative experience, three years of accounting or auditing experience or a college background.

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Each of these positions is now open in New York State. College experience is substituted on a nine month for one school year ratio. For further information and application forms contact the Board of U.S. Civil Service Examiners, Internal Revenue Service, U.S. Treasury Department, Room 1107, 90 Church St., New York City.

LEGAL NOTICE

CITATION. — THE PEOPLE OF THE STATE OF NEW YORK. — By the Grace of God, Free and Independent, TO ATTORNEY GENERAL OF THE STATE OF NEW YORK: Elizabeth Donahue; New York Telephone Company; Frederick Lucas, if living, and if dead, his executors, administrators, distributees, and assigns, whose names and places or residences are unknown and cannot after diligent inquiry be ascertained by the petitioner herein; and to "John Doe" the name "John Doe" being fictitious, the alleged husband of Mary Watts, also known as Mrs. Mary Watts, Mary J. Watts, Mary Josephine Watts and Mrs. Mary Josephine Watts, deceased, if living and if dead, to the executors, administrators, distributees and assigns of "John Doe" deceased, whose names and post office addresses are unknown and cannot after diligent inquiry be ascertained by the petitioner herein; and to the distributees of Mary Watts, also known as Mrs. Mary Watts, Mary J. Watts, Mary Josephine Watts and Mrs. Mary Josephine Watts, deceased, whose names and post office addresses are unknown and cannot after diligent inquiry be ascertained by the petitioner herein; being the persons interested as creditors, distributees or otherwise in the estate of Mary Watts, also known as Mrs. Mary Watts, Mary J. Watts, Mary Josephine Watts, and Mrs. Mary Josephine Watts, deceased, who at the time of her death was a resident of 370 Riverside Drive, New York, N.Y.

Send GREETING: Upon the petition of the Public Administrator of the County of New York, having his office at Hall of Records, Room 209, Borough of Manhattan, City and County of New York, as administrator of the goods, chattels and credits of said deceased:

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 14th day of February 1964, at ten o'clock in the forenoon of that day, why the account of proceedings of the Public Administrator of the County of New York, as administrator of the goods, chattels and credits of said deceased, should not be judicially settled.

IN TESTIMONY WHEREOF, We have caused the seal of the Surrogate's Court of the said County of New York to be hereunto affixed.
 (Seal) WITNESS, Honorable S. SAMUEL DI PALCO, a Surrogate of our said County, at the County of New York, the 17th day of December, in the year of our Lord one thousand nine hundred and sixty-three.
 PHILIP A. DONAHUE,
 Clerk of the Surrogate's Court

cedure be adopted to resolve matters relating to wages, hours and working condition of employees.

Competitive Appointments
 23. Legislation to require the Civil Service Commission, whenever a non-competitive position becomes vacant, to make a finding as to whether or not the position can be filled by competitive examination before the vacancy is filled.

Automation
 24. Establishment of a Commission to study and report on the effects of automation on Civil Service Employees and the retraining of personnel displaced by technological advances for other employment at similar pay scales.

Escalator Clause
 25. Legislation to provide, on a continuing basis, adjustment of pensions for retired employees by a formula which will take into account the effects of increased costs in living and increases in wages of employees still in active service.

Salary Schedules
 26. Extension of the Civil Service Laws and specific salary schedules to all employees of the counties and political subdivisions contained therein.

A veteran who attends school full time under the G.I. Bill may receive a training allowance of as much as \$160 a month from the Veterans Administration, if he has two or more dependents.

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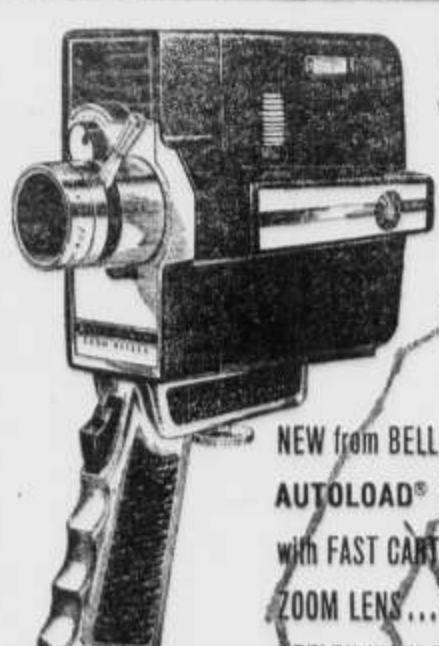
LEGAL NOTICE

THOMAS, ETHEL CARY.—CITATION — P. 2087-1962.—THE PEOPLE OF THE STATE OF NEW YORK, By the Grace of God, Free and Independent, TO: RICHARD K. SEARS, as Executor of the Will of Elizabeth Kimball Cary, Deceased; ALICE CARY MARTIN; JAMES INGLIS; MORTIMER INGLIS; STUART INGLIS; Unknown issue of ELOISE THOMAS, ADA CARNAHAN NORTON, and FRANK ORVILLE CARNAHAN, probatees, heirs-at-law, next of kin and distributees of ETHEL CARY THOMAS, deceased, if living, and if dead, his, her or their administrators, executors, distributees, heirs-at-law, next of kin and successors in interest, all of whose names, post office addresses and residences are unknown and cannot after diligent inquiry be ascertained, being the persons interested as creditors, legatees, devisees, beneficiaries, distributees, or otherwise in the estate of ETHEL CARY THOMAS, deceased, who at the time of her death was a resident of 319 West 84th Street, in the County of New York, New York, SEND GREETING

Upon the petition of BERNARD A. FINKEL, residing at 345 East 90th Street, New York 21, N. Y.

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 4th day of February, 1964, at ten o'clock in the forenoon of that day, why the account of proceedings of BERNARD A. FINKEL, as Executor of the Last Will and Testament of ETHEL CARY THOMAS, should not be judicially settled; why the fee of BERNARD A. FINKEL for legal services rendered should not be fixed and allowed in the sum of \$7,500.00, plus proper disbursements; why a distribution of the estate assets should not be directed to be made to the person or persons legally entitled thereto; and why such other and further relief as the Court may deem just and proper should not be granted.

IN TESTIMONY WHEREOF, We have caused the seal of the Surrogate's Court to be hereunto affixed.
 WITNESS, HONORABLE S. SAMUEL DI PALCO, a Surrogate of our said county, at the County of New York, the 10th day of December, in the year of our Lord one thousand nine hundred and sixty-three.
 PHILIP A. DONAHUE,
 Clerk of the Surrogate's Court


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Hempstead, L. I.
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Exam Study Books

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

Bus Driver Questions

Questions 76 to 81 in Column I are the names of well-known places in New York City each of which is situated in one of the four boroughs listed in Column II. For each name in Column I select the borough in which it is situated from Column II.

Column I

- 76. Site of the 1964 World's Fair.
- 77. Hudson Terminal.
- 78. Bush Terminal.
- 79. Manhattan Beach.
- 80. Woodlawn Cemetery.
- 81. Idlewild Airport.

Column II

- (A) Manhattan
- (B) Brooklyn
- (C) Queens
- (D) Bronx

Answers

76. (C); 77. (A); 78. (B); 79. (D); 80. (D); 81. (B).

Final Key For Gang Foreman Prom. Exam

The New York City Civil Service Commission has approved the final key answers for the promotion examination to gang foreman, (structures, Group C) which was held on Nov. 1. The approved answers are:

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

FREE BOOKLET by U. S. Government on Social Security. Mail only. Leader, 97 Duane Street, New York 7, N. Y.

Two Social Work Titles Are Open

The New City Department of Personnel, in an effort to fill social investigator trainee and recreation leader positions, is now conducting bi-monthly examinations in these two titles.

The examinations had been given on a weekly basis—since October, 1961 for social investigator trainee and since March, 1961 for recreation leader. As the result of the stepped-up examination schedule, vacancies for social investigator which had numbered over seven hundred have been reduced to 42. In addition, hundreds of provisional social investigator job holders have been replaced with permanent appointees.

Department of Parks vacancies for recreation leader have dropped from 32 to 22, a vacancy figure which represents normal turnover.

The marked success of the recruitment campaign for both of these positions allows for reduction of the examination schedule from weekly to twice a month. Examinations will now be held on the first and third Tuesdays of each month. Starting salary for each position is \$5,150 per annum.

Social investigator trainee candidates must possess a baccalaureate degree with any major, and recreation leader candidates are required to have a baccalaureate with physical or health education majors, of six months of

The Veteran's Counselor

(Continued from Page 6)

- c) Disability compensation payments received by veterans for service-connected and non-service-connected disabilities.
- d) Grants to seriously disabled veterans for homes designed for "wheelchair living."
- e) Grants for motor vehicles to veterans who lost their sight or lost the use of their limbs.
- f) World War I emergency officers' retirement pay.
- g) Death benefits to families of deceased veterans also are exempt from taxation. They include death compensation and pension, indemnity and all GI insurance payments.

paid experience in recreation work in lieu of the required major.

Interested candidates may obtain full details from the New York City Department of Personnel, 299 Broadway, New York 10007, COrtlandt 7-8830, extension 336.

FREE BOOKLET by U. S. Government on Social Security. Mail only. Leader, 97 Duane Street, New York 7, N. Y.

Since pension payments are made by the Veterans Administration at a monthly rate based on anticipated annual income of the claimant, any change in this anticipated annual income should be reported immediately to the VA.

Korean G.I. Bill education benefits for veterans will not be available after January 31, 1965, the Veterans Administration warns.

Specialized Training Offered By Delehanty

"Lack of specialized training is one of the major reasons for unemployment," according to Alexander Frohlich, vice president and vocational training director of The Delehanty Institute. Frohlich went on to point out that while official figures on unemployment continue to be discouraging there are thousands of jobs advertised in the "Help Wanted" columns week after week.

"The trouble is employers are seeking people with special skills and have little or nothing to offer untrained and inexperienced applicants for work. What the average young man fails to realize," according to Frohlich, "is that the specialized training needed for many good jobs can be acquired in a relatively short time and at reasonable expense in a licensed private vocational school. Many such courses are available in either full time day sessions or part time evening classes and the fees are usually payable in easy installments as training progresses.

As an example, he cited Delehanty courses in such fields as auto mechanics, radio and television and drafting where students receive practical shop training that prepares for immediate employment. Even those who have not completed high school are often accepted if they have a genuine desire to learn and apply themselves to the work under the guidance of experienced instructors. Delehanty vocational courses have merited the approval of many large employers and the Institute usually has more requests for graduates than it can fill. Complete details of the training may be had on application without obligation, simply state whether your interest lies in auto mechanics, radio and TV, or drafting. Address The Delehanty Institute, 115 East 15th St., New York 3, or telephone GR 3-6900.

Fireman Answers

These are the official key answers for the questions which The Leader has been running during the past few weeks for the last test which was given by the New York City Department of Personnel to candidates for the position of fireman. The answers are:

- 43.C; 44.B; 45.C; 46.B; 47.A & C; 49.D; 50.C.

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Effective April 1

State Judicial Conference Sets New Personnel Code

Employees of the State's unified court system will come under the jurisdiction of a new code of rules as of April 1, 1964, according to the recent announcement by the Administrative Board of the New York State Judicial Conference.

The rules were certified by the Board's secretary, Thomas P. McCoy, who is also State Administrator. Other members of the Board are Chief Judge Charles S. Desmond of the Court of Appeals, chairman; Justice Bernard Boteln, George J. Beldock, Francis Bergan, and Alger A. Williams, all Presiding Justices of the Appellate Divisions of the four departments.

The nine topics covered by these rules are jurisdictional classifications, position classification, review of classification, certification of payrolls, examinations, grievances, and annual, terminal, and sick leave in the New York City courts.

The rules are:

Preamble:

Pursuant to Article 6, Section 28 of the Constitution of the State of New York and Sections 212 and 213 of the Judiciary Law, the Administrative Board in consultation with the Judicial Conference hereby adopts the following rules governing the non-judicial personnel of the Unified Court System, effective April 1, 1964:

Rule 1. Jurisdiction Classifications:

The positions of the Unified Court System shall be divided into the classified and unclassified service.

(a) The unclassified service shall consist of the office of Judge and all elective offices.

(b) The classified service shall consist of all offices and positions not included in the unclassified

service divided into the following four classes: exempt, non-competitive, labor and competitive.

(i) The exempt class shall consist of all those offices and positions in the classified service for the filling of which competitive and non-competitive examinations are found to be impracticable.

(ii) The non-competitive class shall include all positions not in the exempt class or the labor class and for which it is found by the Administrative Board to be not practicable to ascertain the merit and fitness of applicants by competitive examinations. Appointments to positions in the non-competitive class shall be made after such non-competitive examination as may be prescribed by the Administrative Board.

(iii) The labor class shall consist of all those positions in the classified service, the duties of which require only unskilled labor.

(iv) The competitive class shall include all those offices or positions in the classified service for which it is practicable to determine the merit and fitness of applicants by competitive examination. All offices or positions in the classified service which are not specifically designated in the exempt, non-competitive or labor classes shall be in the competitive class.

(c) Positions shall be allocated to the exempt, non-competitive and labor classes by the Administrative Board. Proposals for exempt, non-competitive and labor class allocations shall be submitted with supporting data by the court concerned to the Appellate Division having jurisdiction of such court, which shall present the proposals with its recommen-

dations to the Administrative Board. In respect to positions in the Court of Appeals and in any Appellate Division, such courts shall submit such proposals directly to the Administrative Board.

(d) The Administrative Board shall maintain in the office of the State Administrator a list of the classifications of all positions in the Unified Court System.

Rule 2. Position Classification:

The Administrative Board shall initially classify all positions in the Unified Court System in accordance with studies and reports made under its direction. New and revised classifications shall be recommended from time to time by the Departmental Director of Administration to the Board which may revise its general classifications upon approving such recommendations. All such classifications shall be made in consultation with the Administrative Judge of the court affected or if there be no Administrative Judge in the court, with the Board of Judges of the court or with a Judge designated by such board for such purpose.

Rule 3. Review of Classifications:

(a) An employee adversely affected by a classification of his position by the Administrative Board may address to the State Administrator an application for reclassification, attaching thereto a statement of facts in support of such application. The State Administrator may conduct a hearing, or direct that a hearing be held by a Departmental Director of Administration or other officer of the Judicial Conference, who shall report his findings to the State Administrator.

(b) A Classification Appeals

Board consisting of three members shall be appointed by the Administrative Board for such period as it may determine. The decision of the State Administrator made in pursuance of subdivision (a) of this rule shall be final unless within 30 days after notice of the decision the employee shall appeal to the Classification Appeals Board which shall thereupon review the decision of the State Administrator and determine the same.

(c) The appropriate fiscal or legislative body shall be notified of a change in classification resulting from this procedure.

Rule 4. Certification of Payrolls:

Certification of payrolls in the Unified Court System of the State or any political subdivision thereof shall be made by the State Administrator, the Departmental Directors of Administration or such other judicial or administrative officer or agency as shall be authorized by the Administrative Board.

Rule 5. Examinations:

The State Civil Service Commission or the appropriate local civil service commission is authorized, at the request of the Administrative Board, to conduct competitive examinations in accordance with specifications and descriptions prescribed by the Administrative Board for competitive positions in the Unified Court System.

Rule 6. Grievances:

Grievances as to conditions of employment of an employee of any court shall in the first instance be presented to his immediate supervisor. Thereafter such grievance may be presented to the Administrative Judge, who shall determine the same. If there be no Administrative Judge, such grievances may be so presented to the Board of Judges of the court or to a Judge designated by such board for such purpose who shall determine the same. Such determination may within 30 days be submitted for review to the Appellate Division of the Department, which may direct a hearing before a Justice of the court or the Departmental Director of Administration or other officer of the Judicial Conference, at which the employee may have present a representative of his choice. The determination of the Appellate Division shall be final, unless in its judgment the grievance involves a matter affecting state-

(Continued on Page 15)

The Woman's Angle

By MARY ANN BANKS

City, State and Federal civil servants are urged to contact the Women's Editor of the Leader with news of interest to women in civil service. Deadline for this material is Thursday at noon for publication in the following week's paper.

Big business men usually have an able wife to handle their social activities; New York City has NINA RAO CAMERON.

MRS. CAMERON, Assistant to Commissioner of Public Events Richard C. Patterson, Jr., spends almost all 365 days of the year making members of the Consular Corps feel at home in our fair city.

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As Director of the Consular Corps Committee of the City of New York, NINA CAMERON organized 32 functions at which more than 1,700 members of the Consular Corps were entertained during 1963. She has also attended 225 receptions including dinners, luncheons, and cocktail parties given by the diplomatic corps in New York City.

But New York City's number one hostess and her two secretaries, BEATRICE REACHELSON and ROSE ROMAN, are now busy preparing for 1964's guests. Just imagine, hostess during a World's Fair Year.

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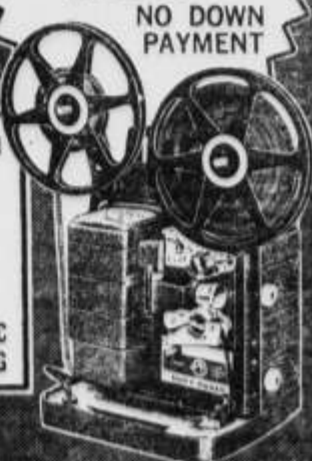


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For Positive Action On Civil Service Bills, Write Legislators

The New York State Legislature is now in session and in the legislative hopper are many important bills affecting civil service and its employees.

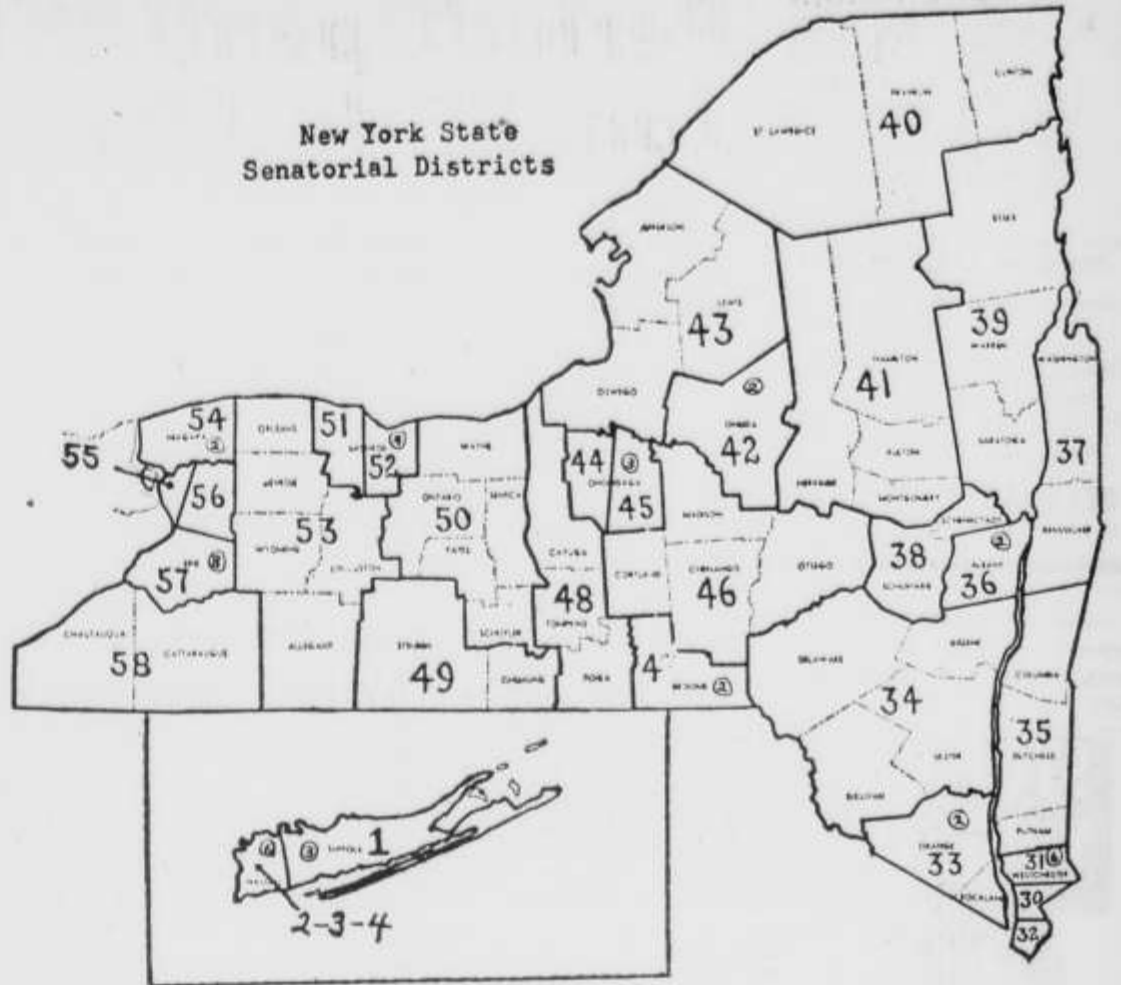
The approval or disapproval of these bills, in many cases, depends on the support given each bill by a legislator's constituents. A show of strength — witnessed by letters, post cards and telegrams, as well as by personal contact — is necessary to assure passage of each bill which will improve civil service and civil service working conditions.

In writing to representatives, it is important to give the name of the legislator who introduced the bill as well as the print and intro. number (Senate Intro. 1234, print 1234, Smith) or (Assembly Intro. 4221, print 4321, Jones.)

The names of the State Senators and Assemblymen in your area can be found in the map and chart on this page.

Address all mail to both senators and assemblymen at the State Capitol, Albany, New York.

Next week, legislators from the New York City area will be identified by geographic locale.



Inset shows Long Island Counties



35-YEARS — Dr. Arthur Schmidt (right) is shown at a recent retirement dinner held in his honor by members of the Education Department. Dr. Schmidt, the former assistant commissioner for School Finance and Administrative Service in the Department, had completed 35-years of State service. Shown at the dinner with Dr. Schmidt (from left) were: James E. Allen, commissioner of Education, N.Y. State and Mrs. Allen, and Mrs. Schmidt.

Guard Supervisors

The U.S. Civil Service Commission is now recruiting for the position of guard supervisor at the New York Naval Shipyard in Brooklyn. The title has an annual salary of \$7,030 and requires veterans status. For further information contact the Board of Examiners at 220 East 42nd St., New York, N.Y. before Feb. 4, the final filing date.

Serra Named Judge

ALBANY, Jan. 20 — William W. Serra of Belmont has been appointed Allegany County Judge by Governor Rockefeller. He will fill the vacancy created by the resignation of Judge Norman B. Fitzer, who recently was named to the Supreme Court. Judge Serra is a graduate of City College in New York and from St. John's University School of Law.

STATEWIDE OFFICERS

GOVERNOR Nelson A. Rockefeller (R) LIEUT. GOVERNOR Malcolm Wilson (R)

STATE LEGISLATURE

SENATE*

- 1 Elisha T. Barrett (R)
- 33 D. Clinton Dominick, 3rd (R)
- 34 E. Ogden Bush (R)
- 35 Ernest I. Hatfield (R)
- 36 Julian B. Erway (D)
- 37 Albert Berkowitz (R)
- 38 Owen M. Begley (D)
- 39 George E. Paine (R)
- 40 Robert C. McEwen (R)

- 41 Walter Van Wiggern (R)
- 42 Fred J. Roth (R)
- 43 Henry A. Wise (R)
- 44 Lawrence M. Rollison (R)
- 45 Lahn H. Hughes (R)
- 46 Leighton A. Hope (R)
- 47 Warren M. Anderson (R)
- 48 George R. Metcalf (R)
- 49 William T. Smith (R)

- 50 Dutton S. Peterson (R)
- 51 Frank E. Van Lare (R)
- 52 Thomas Laverne (R)
- 53 Barber B. Conable, Jr. (R)
- 54 Earl W. Brydges (R)
- 55 Walter J. Mahoney (R)
- 56 Frank J. Glinzki (D)
- 57 Richard T. Cooke (R)
- 58 Jeremiah J. Moriarty (R)

ASSEMBLY (by Counties)*

- ALBANY**
 - 1 Frank Cox (D)
 - 2 Harvey M. Lifset (D)
- ALLEGANY**
 - Don O. Cummings (R)
- BROOME**
 - 1 Daniel S. Dickinson, Jr. (R)
 - 2 George L. Ingalls (R)
- CATTARAUGUS**
 - James F. Hastings (R)
- CAYUGA**
 - George N. Michaels (D)
- CHAUTAUQUA**
 - A. Bruce Manley (R)
- CHEMUNG**
 - L. Richard Marshall (R)
- CHENANGO**
 - 1 J. Eugene Goddard (R)
 - 2 S. William Rosenberg (R)
 - 3 Paul B. Hanks Jr. (R)
 - 4 Charles F. Stackmeister (D)
- CLINTON**
 - Robert J. Feinberg (R)
- COLUMBIA**
 - Willard C. Drumm (R)
- CORTLAND**
 - Louis H. Palmer (R)
- DELAWARE**
 - Edwyn E. Mason (R)
- DUTCHESS**
 - R. Watson Pomeroy (R)
- ERIE**
 - 1 Stephen R. Greco (D)
 - 2 William E. Adams (R)
 - 3 Vincent P. Amann (D)
 - 4 Francis J. Griffin (D)
 - 5 John B. Lia (D)
 - 6 Albert J. Housbeck (D)
 - 7 Julius Volker (R)
 - 8 William Sadler (R)
- ESSEX**
 - Grant W. Johnson (R)
- FRANKLIN**
 - Hayward Plumadore (R)
- FULTON AND HAMILTON**
 - Joseph R. Younglove (R)

- GENESEE**
 - John E. Johnson (R)
- GREENE**
 - Clarence D. Lona (R)
- HERKIMER**
 - Leo A. Lawrence (R)
- JEFFERSON**
 - Orin S. Wilcox (R)
- LEWIS**
 - Dwight H. Duda (R)
- LIVINGSTON**
 - Kenneth R. Willard (R)
- MADISON**
 - Harold I. Tyler (R)
- MONROE**
 - 1 J. Eugene Goddard (R)
 - 2 S. William Rosenberg (R)
 - 3 Paul B. Hanks Jr. (R)
 - 4 Charles F. Stackmeister (D)
- MONTGOMERY**
 - Dan A. Campbell (R)
- NIAGARA**
 - 1 Harold H. Altra (R)
 - 2 Ernest Curba (R)
- ONEIDA**
 - 1 Paul A. Warlock (D)
 - 2 William S. Calli (R)
- ONONDAGA**
 - 1 Robert Hatch, Jr. (R)
 - 2 John H. Tarry (R)
 - 3 Philip R. Chase (R)
- ONTARIO**
 - Fred L. Wardar (R)
- ORANGE**
 - 1 Daniel Becker (R)
 - 2 Wilson C. Van Duzer (R)
- ORLEANS**
 - Alonza L. Waters (R)
- OSWEGO**
 - Edward F. Crawford (R)
- OTSEGO**
 - Paul L. Tolbat (R)

- PUTNAM**
 - Willis H. Stephens (R)
- RENSSELAER**
 - Douglas Hudson (R)
- ROCKLAND**
 - Joseph F.X. Nowicki (R)
- ST. LAWRENCE**
 - Verner M. Ingram (R)
- SARATOGA**
 - Stanley L. Van Rensselaer (R)
- SCHENECTADY**
 - Joseph F. Egan (R)
- SCHOHAIRE**
 - Russel Seikirk (R)
- SCHUYLER**
 - Jerry W. Black (R)
- SENECA**
 - Theodore Doy (R)
- STEBEN**
 - Charles D. Henderson (R)
- SUFFOLK**
 - 1 Perry B. Duryea, Jr. (R)
 - 2 Prescott B. Huntington (R)
 - 3 John G. McCarthy (R)
- SULLIVAN**
 - Hymen E. Mintz (R)
- TIOGA**
 - Richard C. Lounsberry (R)
- TOMPKINS**
 - Constance E. Cook (R)
- ULSTER**
 - Kenneth L. Wilson (R)
- WARREN**
 - Richard J. Bartlett (R)
- WASHINGTON**
 - Lawrence E. Corbett, Jr. (R)
- WAYNE**
 - Joseph C. Finlay (R)
- WYOMING**
 - Harold L. Peet (R)
- YATES**
 - Paul R. Taylor (R)

TEST AND LIST PROGRESS — N. Y. C.

Accountant, prom., (Education), 1 certified Jan. 14	1
Accountant, prom., (Health), 1 certified Jan. 14	1
Accountant, prom., (Housing & Home, M.), 1 certified Jan. 13	5
Asst. civil engineer, prom., (Public Works), 2 certified Jan. 19	2
Asst. mechanical engineer, prom., (Traffic), 8 certified Jan. 7	8
Asst. pneumonologist, 5 certified Jan. 14	13
Asst. statistician, 11 certified Jan. 14	24
Attorney, 17 certified Jan. 9	49
Auto mechanic, 37 certified Jan. 9	148.5
Car inspector, prom., (TA), 10 certified Jan. 15	76
Carpenter, 227 certified Jan. 9	210
Clerk, 408 certified Jan. 10	2,000
College secretarial asst., "A", 70 certified Jan. 13	79
College secretarial asst., "B", 20 certified Jan. 13	48
Courts reporter, 1 certified Jan. 9	100.5
Dental asst., 3 certified Jan. 8	34
Elevator mechanic's helper's, 3 certified Jan. 7	73
Foreman, prom., (HA), 4 certified Jan. 14	4
Foreman (ventilation & drainage), prom., (TA), 2 certified Jan. 15	4
Gang foreman (structure/Group E), prom., (TA), 3 certified Jan. 15	3
Housing caretaker, 1 certified Jan. 8	90
Jr. electrical engineer, 1 certified Jan. 9	6
Laundry worker (women), 29 certified Jan. 8	180
Mechanical engineer, prom., (Public Works), 2 certified Jan. 19	7
Mechanical engineer, prom., (Education), 10 certified Jan. 19	10
Mechanical engineer, prom., (Hospitals), 5 certified Jan. 9	5
Mechanical engineer, prom., (HA), 2 certified Jan. 9	2
Mechanical engineer, prom., (Water Supply, Gas, and Elec.), 1 cert. Jan. 9	1
Methods analyst, 6 certified Jan. 14	13
Policewoman, 3 certified Jan. 7	217
Principal civil engineer, prom., (TB & TA), 1 certified Jan. 9	1
Railroad clerk, 73 certified Jan. 6	1,550
Recreation leader, 1 certified Jan. 10	8
Sanitationman, 94 certified Jan. 8	1.00
Sr. clerk, prom., (Parks), 6 certified Jan. 13	23
Sr. clerk, prom., (Air Pollution), 3 certified Jan. 13	9
Sr. project development coordinator, 3 certified Jan. 8	9
Sr. shorthand reporter, 1 certified Jan. 13	54
Sr. steel construction inspector, prom., (Public Works), 2 certified Jan. 14	2
Stationary engineer, (electric), 8 certified Jan. 9	69
Supervising fire alarm dispatcher, prom., (Fire Dept.), 19 certified Dec. 23	10

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Attendant Filing Period Open Until Jan. 27 In City

January 27 is the final date for the attendant position for which the New York City Department of Personnel is now recruiting. The position has a \$3,500 to \$4,850 salary range with annual and longevity increments.

The resulting eligible lists from this exam may also be used to fill the position of messenger, watchman and process server.

The closing filing date for this position is January 27 and the exam is tentatively scheduled for May 23. For further information and application forms contact the New York City Department of Personnel, 96 Duane St., New York, N.Y., 10007.

New Jurisdictional Procedure Set For Court System Employees

(Continued from Page 13)

wide policy, in which case the Appellate Division may refer it to the Administrative Board for determination.

Rule 7, Annual Leave in Courts Within the City of New York:

Employees of all the courts within the City of New York shall be entitled to combined vacation, personal business and religious-holiday leave of not less than 27 work days if on staff seven years or longer; or not less than 20 work days if on staff less than seven years.

Rule 8, Terminal Leave in Courts Within the City of New York:

Terminal leave may be allowed at the discretion of Administrative Judge; or if there be no Administrative Judge, at the discretion of the Departmental Director of Administration, of the department involved, computed at the rate of one month for every ten years of total service, to the extent of funds made available therefore by the appropriating authority.

Rule 9, Sick Leave in Courts Within the City of New York:

Sick leave of one day per month of service shall be credited to employees of all courts. Such leave may be used only for illness and may be accumulated to a maximum of 180 work days. Where all earned sick leave and annual leave balances have been exhausted due to illness, additional leave chargeable to future earned sick leave, may be allowed in the discretion of the Administrative Judge, or if there be no Administrative Judge, at the discretion of the Departmental Director of Administration of the department, to the extent of funds made available therefore by the appropriating authority.

This is to certify that the foregoing rules have been adopted on December 14, 1963 by the Administrative Board of the Judicial Conference pursuant to Article VI, Section 28 of the Constitution of the State of New York and Chapter 684 of the Laws of 1962.

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Real Estate License Course Open Jan. 30

The Winter term in "Principles and Practices of Real Estate," for men and women interested in buying and selling property, opens Thurs., Jan. 30, at Eastern School, 721 Broadway, N.Y. 3, AL 4-5029. This 3 months' evening course is approved by the State Division of Licensing Services as equal to one year's experience towards the broker's license.

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Address
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The next term in Insurance Brokerage for men and women who want to qualify for state license opens Wednesday, Jan. 29, at Eastern School, 721 Broadway, N.Y. 3, AL 4-5029.

This evening course is approved by the States of New York and New Jersey as fulfilling the requirements for admission to the state examination for insurance broker's licenses. No other experience or education is needed.

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ANNUAL GIFT — The East Hudson Parkway Authority chapter, Civil Service Employees Assn., recently initiated a program in which children's homes or homes for the aged in their area will receive a gift at Christmas time from the chap-

ter. This year a check for \$82 was presented to the Cardinal McCloskey Home at White Plains. Receiving the check is Sister Rosalie, representing the home, from Emil Dorin, president of the chapter. Others are James J. Lennon, secretary (at left), and George Hunter, vice president (at right).



CONTRIBUTIONS — Members of the Psychiatric Institute chapter, Civil Service Employees Assn., recently presented a \$50 check for Christmas collection for patients. Presenting the check at ceremonies at the hospital is David Scott

(second from right), chairman for the chapter, to Mrs. Helen Dubensky who represented the social service department. Observing the ceremonies are Dr. Lawrence C. Kolb, director (left); Ronald Corsetti, president (center); and Victor Ziajka, representing the business office.

At Hudson River State

Students Get On-The-Job Food Services Training

ALBANY, Jan. 20—Twenty-nine students have just completed the first phase of a new state-sponsored on-the-job training program in the food services, Dr. Paul H. Hoch, commissioner of Mental Hygiene, announced last week.

In operation at Hudson River State Hospital Food Services Training School, the program was developed by the New York State Department of Mental Hygiene in cooperation with the New York State Department of Labor and is one of the first State-sponsored programs to be established under the Manpower Development and Training Act of 1962. A federal grant of \$200,487 will finance this program.

School For Skills

According to Mrs. Katherine E. Flack, director of nutrition services for the Department of Mental Hygiene, the program is designed to: provide inexperienced unemployed persons with sufficient training to qualify them for direct employment as assistant cooks; increase the efficiency of presently employed assistant cooks with minimum skills; upgrade presently employed kitchen helpers to the position of assistant cook.

Offered to 120 persons (half of whom were unemployed), this course consists of six month's training—three months at Hudson River State Hospital, which will include both theory and practical

work, and three months of field experience at another institution. Four courses will be given a year at the Food Services Training School.

Selection

In order to provide maximum employment opportunity for each trainee, the unemployed persons selected are, for the most part, from areas in which state hospitals are located. The number recruited from each area is proportional to present and future employment needs of the Department of Mental Hygiene as well as other public and private institutions in that area.

There are at present 60 assistant

Renamed Member

ALBANY, Jan. 20 — Peter J. Brennan, president of the State Building and Construction Trades Council, has been reappointed by Governor Rockefeller as a member of the New York Job Development Authority for a term ending Jan. 1, 1968. Members of the authority receive \$50 a day for a total of \$5,000 a year.

cook positions vacant in state hospitals, 30 of which will be filled by the unemployed completing the course. Employment opportunities also exist for trained kitchen personnel in other government institutions and in private agencies with similar kitchen operations.

Varied Backgrounds

The unemployed selected to participate in this program came from a variety of former occupations, ranging from truck driver to food products salesman.

The initial section of the training includes courses in orientation to nutrition services in mental hospitals, nutrition education, foods and equipment, food production and service, and food preparation. Taught by a fully qualified cook who has been trained in instructional methods, these courses combine theory and practice.

In the field experience phase, also supervised by suitable instructors, the student receives an opportunity to put what he has learned into practice by assisting in the kitchen of another institution.

DE Aides Lose Reallocation Bid

(Continued from Page 1)

quired him to employ greater skills in its proper performance," Kelly said.

In noting the stress put on the counseling nature of interviewer's work both in written memorandum and at the Division hearing on the reallocations, Kelly said it is simply not the case that "all employment interviewers have or are capable of assuming, these assignments."

He said that "from the standpoint of duties and responsibilities and required knowledge and skills, claims examiners are properly and fairly allocated to grade 12 together with such other classes as compensation claims examiner, compensation reviewing examiner, unemployment reviewing exam-

er, social security disability examiner and the like."

Referring to the senior examiners and interviewers, the division director said "We find that grade 16 . . . is appropriate to the duties and responsibilities of these classes and that it is in proper relationship to the grade 12 allocation of the claims examiner and employment interviewer."

2,200 Affected

The decision affects some 2,200 employees in the interviewer and claims examiner titles.

At last September's hearing, the CSEA membership was represented by William Blom and Thomas Coyle of the Assn's research staff. Edward Kiely represented the employment interviewers and Robert Gaudette, claims examiners.

The Pay Program

(Continued from Page 1)

contribution to the Retirement System, effective April 1, 1964, and 2) increases in basic salary, from three to eight percent, depending on grade effective October 1, 1964. The two taken together will amount to a seven to 11 percent net pay increase in take-home-pay for all State employees this year.

SO FAR WE have only been able to give illustrations designed to explain the three percentage points program. In summary, let me say this program, in essence, transforms the previous five percentage points program into what could be termed a new eight percentage points program. An important point in the retirement portion of the proposal is that any employee who is now contributing less than three percent of his gross annual salary toward his retirement will have the difference added to further improve his retirement benefit.

LET'S LOOK AT an employee whose total contribution of gross salary to the Retirement System prior to the State's assumption of the first five percentage points several years ago was seven percent. When the State assumed the first five points of these contributions, the most immediate change was that his salary was increased by five percent and his actual contribution of gross salary was reduced to two points. Now, under the present proposal, the State will pick up these last two points and will contribute an additional point toward the employee's retirement program. In other words, this employee will contribute nothing of his own salary toward his retirement, with absolutely no reduction in his present retirement benefits, and will have one more point contributed by the State into his retirement program. At the same time, he will be getting back in his take-home-pay the two points he had been contributing toward his retirement. This full two percent actually will amount to about three percent because it will not be subject to any further tax deductions.

LET'S LOOK AT another employee who at the present time is contributing three percent of his gross salary toward retirement. The State will assume the entire three percent, rendering this employee's retirement wholly non-contributory, again, of course, with no diminishing of present benefits. To this employee, it will mean an increase in his salary of about four percent, under the retirement portion only of the salary-retirement program, because he receives the entire three percent in his check with no further deductions.

IT IS anticipated also that employee's who wish to continue their contributions to the Retirement System will be permitted to do so. So much for the retirement portion of the program.

THE COMPLETE breakdown of the actual salary increase will not be known until final preparation of the bill to be submitted to the Legislature. At that time, the entire schedule of the pay raise portion of the program, which will boost salaries in that section from three to eight percent, will be printed in full in The Leader.

IN THE MEANTIME, I again urge you to do all you can on the local front to assure this program's acceptance and implementation by contacting your own legislator for support.