



THE STATE EMPLOYEE

OFFICIAL MAGAZINE OF THE ASSOCIATION OF STATE CIVIL SERVICE EMPLOYEES OF THE STATE OF NEW YORK



**Merry Christmas
and a Happy New Year to All**

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As related to Charles L. Campbell, Principal Examiner, Civil Service Dept., and Vice President of the Association

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AND MANY OTHER FEATURES

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BILL"**



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THE STATE EMPLOYEE

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The Association of State Civil Service Employees of the State of New York
Room 156, State Capitol, Albany, N. Y.

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Business Manager, JOSEPH D. LOCHNER

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DECEMBER, 1936

NO. 9.

Civil Service Experiences

(As related to Charles L. Campbell, Principal Examiner of the Civil Service Department, and Vice President of the Association)

So you think you might like a Civil Service job! Well, you're not the only one, there are thousands of others with the same idea. You may never get rich as a public servant, but Civil Service has its advantages—stability of income, vacation and sick leave with pay, a sound pension system with optional retirement plans, and many others.

How do you get in? There's only one way that I know of and that is on your own merits, demonstrated in an open competitive examination for which you are eligible. And boy! You've got to be good, because in these days there are thousands competing. It's not a matter of "who you know" but "what you know"—I found that

out. As long as you're here let me tell you of my experience.

For some time I had been working as a stenographer in an accounting office when, in 1930, they let me out. It wasn't so easy to get another job. After several months I saw a bulletin in the post-office announcing State Civil Service examinations. I didn't know anything about Civil Service, but this advertisement for an accountant looked good to me, so I filed an application.

In a few days I got a notice that my application was disapproved, because I lacked the minimum experience requirement in accounting. I was disappointed, and not having much else to do, I wrote a sharp letter to the Department, but it

didn't help. I wrote two or three more letters and then I decided to go to Albany and tell the examiner what was what.

The examiner seemed a bit annoyed at my persistence, but he was very courteous. He asked me some questions about my experience, and about accounting matters. In five minutes I was convinced I knew very little about accounting, though I hated to admit it. Suddenly the examiner laid before me a report on my experience with my previous employer, who said I was a good stenographer, but if I knew anything about accounting, he had never discovered it. My argument collapsed.

I must have looked rather crest-
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Resolutions Adopted by Association

The following resolutions were adopted at the Annual Meeting and constitute the foundation of the Association's program for the coming year.

MANDATORY SALARY INCREMENT PLAN

"WHEREAS, many inadequacies and inequalities exist at the present time in salaries paid in the State service, whereby there is in many instances no relation between duties and responsibilities and salaries paid, and

"WHEREAS, the above conditions are detrimental to the morale of employees,

"BE IT HEREBY RESOLVED, that this Association urge upon the Governor, the Legislature and the

Director of the Budget the adoption of a fair and equitable mandatory salary increment plan based upon uniform standards and providing for equal compensation for those performing similar duties, with established minimums, increments and maximums, to bring underpaid employees to the minimum of their group, to reward faithful and competent service, to enable employees to better meet their living costs, to improve morale, and produce an incentive for employees to make State service their career and thereby improve the service rendered to the State."

EIGHT HOUR DAY

"WHEREAS, this organization has consistently advocated the es-

tablishment of the eight hour working day in State institutions, and was the first to secure the introduction of legislation to effect a shorter working day for all institutional employees affected, and

"WHEREAS, through the efforts of the Association, the legislative survey as to working conditions in State institutions was made, and

"WHEREAS, by constant activity on behalf of the affected employees, this organization was successful in securing the passage of the legislation through both houses in 1935, and

"WHEREAS, due to appeals to Governor Lehman, the Executive Budget for the fiscal year 1936-37

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Civil Service Experiences

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fallen, for the examiner took time to give me some good advice. He said he had several thousand candidates for that particular examination, hundreds with years of fine accounting experience, and that if he had accepted my application—I guess I had laid it on a little thick about my accounting experience—it would have been wasted effort. He didn't say anything about it, but I wondered afterwards how many of those thousands had put him to as much trouble as I had.

He pointed out to me that apparently I was a good stenographer and there would shortly be a stenographic examination, which would be directly in my line and worth going after. I got a new application blank and went after it. I put in a lot of time practicing up on my shorthand and typewriting (I had more time than anything else and I was determined to make a good showing).

Well, I had no difficulty getting in this time, and when I finished I knew I had done a good job. I placed fairly high on the list and I would have been even higher but for several disabled veterans who got preference. How did they get that? That's provided for in the Civil Service Law. A disabled veteran, if he proves his case, gets preference in appointment or promotion without regard to his standing on the eligible list.

I was badly in need of a job by this time and disappointed that, despite my good showing, I would have to wait. I had a sister in Albany and I came down here where there might be more opportunity for appointment.

Every two or three days I would drop in at the Civil Service Office to see how I stood. It wasn't long before my name was certified to the State Training School. Nothing happened. A girl was appointed, who was eight places below me on the list. How was that? Well, the State Training School is an institution for girls only, and the civil service rules provide for sex selection in certifying to a position in an institution for the custody or care of persons of one sex. That seemed reasonable, so I forgot it.

Soon I got notice to appear at one of the department offices. I called not once, but several times, at that department, but I never landed. Several people further down on the list got jobs, but not me. Just what was wrong I never did find out, but the rules provide that the appointing officer can appoint any one of the first three who will accept appointment, and each time I was passed over. Finally, I wasn't even certified any more to that department, and when I inquired I found that the rules also provide that no person shall be certified from an eligible list more than three times to the same appointing officer for the same or a similar position at the same rate of compensation.

What's the purpose of such rules? Well, one hinges on the other. The first rule gives the appointing officer a little choice in whom he will appoint. Examinations aren't so perfect that you can guarantee No. 1 on the eligible list, with a rating only slightly higher than No. 2 will work out any better on the job, and there may be some reason which hasn't been and can't be tested in the examination, why he won't fit into the job at all. It may be some peculiarity of personality, or any one of a dozen things. And there's not much sense in continuing to certify the same person to the same appointing officer, if the former has been passed over three times and will probably be passed every time his name is certified.

Just when I was beginning to think I would have to give it up, I got an offer as Junior Stenographer at \$840. The examination had been for Assistant Stenographer, with salaries up to \$1200, but I was ready to take anything. The boss explained that my appointment was for a three months' probationary period only, and that if I didn't make good in that time, I would be dropped. I wasn't worried about making good, but I was uneasy that this might be a way to get rid of me for someone else in whom the boss might be more interested. I soon found out that

wasn't true. All civil service appointments are for a probationary period, during which time the appointees may not be removed, except on charges for some delinquency or incompetence. At the end of the three months' period, however, he may be dropped without ceremony if he hasn't proved satisfactory. That is, in effect, a continuation of the examination into the employee's merit and fitness. It is a practical demonstration that he not only can pass an examination, but that he can actually perform the duties. If he proves satisfactory during the probationary period, he automatically continues as a permanent employee and thereafter may be removed only in accordance with the Civil Service Law and Rules.

Several months had elapsed from the time I took the examination until I went to work, and I hadn't kept up my practice. I think the boss sensed that, when he warned me I was on probation, for at the end of the first month, he went out of his way to tell me that I was doing good work.

Well, I got by the probationary period and was reasonably safe in my job, but the salary wasn't very much; after I paid board and other running expenses, I didn't have much left over, so I began to look around for some way to get more money. Some one told me I should ask the Civil Service Department to reclassify my job and perhaps I could get a higher salary! but it didn't work. I pointed out that I had passed the Assistant Stenographer's examination and therefore my job ought to be Assistant Stenographer, but they don't classify positions on the basis of the eligible list from which the incumbent is appointed or on the basis of his personal qualifications for a higher grade job. They classify it on the basis of the duties being performed, and when it was pointed out to me that my work was very similar to that of several other junior stenographers in my own division, and did not compare with the work of those who were assistant stenographers, I had to admit that they

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Group Life Insurance

In our last issue reference was made to a group life insurance plan for members of our Association. Because of Christmas advertising, but only a short time has elapsed since we went to press. Consequently, the committee has not had time to work this plan out in all its details. Watch for further announcements. It is to be another big service for Association members.

Annual Dinner — 1937

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The Committee has under consideration several forms of entertainment for the affair, but would certainly appreciate suggestions from members of the Association as to what they think should be offered. They may be addressed to Executive Headquarters, Room 156, State Capitol, Albany.

Tickets for the affair will be issued early, and reservations will need to be made enough in advance to prevent the last minute rush for accommodations which has occurred in previous years.

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Resolutions Adopted

Continued from Page 3

contained a \$2,500,000 appropriation for the establishment of the eight hour day for many State institutional employees during that fiscal year, and

"WHEREAS, as a reward for the continued work and activity the Ostertag Bill, establishing the shorter day as of July 1, 1937, for a good number of institutional employees was passed by the Legislature and signed by the Governor.

"THEREFORE BE IT RESOLVED, that this Association keep in close and constant touch with the establishment of the shorter day in all State Institutions and take up with the Governor and the departments involved any facts which seem to justify changes in policy, and

"BE IT FURTHER RESOLVED, that this Association urge upon the Governor and the Legislature amendments to the Ostertag Bill to make it cover all employees of the institutions involved, and

"BE IT FURTHER RESOLVED, that amendments be made to the Ostertag Bill to enable employees located in institutions not adjacent to any town or city to accumulate their days off and use them at one time."

COMMUTATION

"WHEREAS, there are a substantial number of employees of institutions who receive as part of their salary an allowance for meals and or lodging, and

"WHEREAS, although the law specifically requires that commutation be paid to employees who cannot adequately be housed within the institution, such allowances are denied to many because of lack of necessary appropriations and this causes much distress,

"THEREFORE BE IT RESOLVED, that this Association urge upon the Governor and the Legislature the propriety and justice of providing in forthcoming appropriations for commutation for all who are entitled to it."

COMPETITIVE CLASS EXTENSION

"WHEREAS, of the thirty-eight thousand three hundred State em-

ployees reported by the Civil Service Department for the calendar year 1935, only fifteen thousand seven hundred are in competitive class, and

"WHEREAS, the Constitution of the State provides that all appointments to civil positions shall be made as far as practicable upon basis of merit and fitness, and

"WHEREAS, the civil service law does not provide any adequate protection of employees not in the competitive class, and the thousands in the non-competitive classification are without any protection as to tenure or promotion,

"THEREFORE BE IT RESOLVED, that this Association hereby urge upon the Governor, the Legislature and the Civil Service Commission the necessity of extension of competitive classification in order to carry out the mandate of the Constitution and assure that the civil service body of State government shall be chosen upon basis of merit and fitness, and further urge the justice of such a course in order that faithful and efficient workers may be safeguarded in their employment and given a real opportunity to make their work a career."

INCREASED APPROPRIATION

"WHEREAS, the number of State agencies and consequently the number of civil employees in State service has increased, and

"WHEREAS, the appropriations for the Civil Service Department are not sufficient to provide the personnel and the facilities to care for examinations, prompt establishment of eligible lists, proper attention to promotion examinations, the supervision of efficiency ratings, and or other important functions, and

"WHEREAS, the Civil Service Department as the employment agency of all divisions of State government must be manned and equipped that it may examine into the needs of the service and be ready to deal promptly and adequately with all personnel administration matters,

"THEREFORE BE IT RE-

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Important Statement

John A. McDonald, an employee of the Rochester State Hospital, and recently elected President of the Association of Employees of the Department of Mental Hygiene of the State of New York, in following statement to this Association pledged the continued co-operation of the organization of which he is president to our Association:

"As President of the Employees' Association, Department of Mental Hygiene, it will be my policy to work in close harmony with the Association of State Civil Service Employees. I have always advocated that institutional employees should belong to their own Association and also to the State-wide Association of State Civil Service Employees. In this way we may work for the best interests of all State employees."

Auto Emblems and Pins

The September issue of THE STATE EMPLOYEE carried a statement concerning the adoption by the Association of an official auto emblem for use on automobiles of members, and also of an official pin for wearing on clothing of members.

A good deal of interest was displayed on the part of members throughout the State in the proposed articles. The Executive Committee of the Association adopted a resolution directing the President to appoint a special committee to investigate into the design, cost, etc., of the proposed emblems and the feasibility of adopting such.

At present this committee is at work on this matter and will report in the near future. Employees should watch the pages of this magazine for further announcements on these propositions.

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Editorial Page

Beware

Once upon a time—and this is a true story—a sharper advertised a complete sewing machine for one dollar. And sharper though he was he kept his word and gathered in the money of the gullible. He sent to each applicant a good sewing needle. Another student of human nature promised a steel engraving of General Grant for fifty cents and kept his promise by sending a postage stamp with the General's likeness thereon.

Barnum said "There's a sucker born every minute," and you know Field's comment "Never give a sucker an even break." There is both humor and philosophy in these remarks. Many laugh because they catch the humor, and cry because they do not profit by the philosophy.

The New Deai moved quickly to protect the investing public from the get-rich-quick schemes put forward as sound stock investments that ruined millions. For this legislation there has been great praise. But there is little doubt that many of the thoughtless who stop to praise will hurry on to take a chance on something that promises great returns although the source of the treasure is a complete mystery.

Onto the field of workers' organizations there frequently gallops some armored knight, known to no one, who would transform modest pay checks into fabulous income simply by the introduction of a bill in the Legislature, and some loud talk about injustice and the under-dog. At other times, across this same field there ambles a seemingly harmless sheep who elicits sympathy and sturdy protection because it is felt that to help the sheep across the field is worthy and to feed and house it makes for some sort of salvation. After a period of admiration for the knight, who without his coat of mail proves a worthless robot, and a period of sympathy for the sheep, who when examined is found to be the old time greedy wolf, the worker comes to his senses and with his God-given intelligence examines into and analyzes new projects before he accepts them to invest his brains, his brawn or his money.

The one word "racket" describes and brands each of those groups who promises the State employee something they cannot deliver and the word "loot" describes the money whether required as dues or retainers or donations given by workers to such schemers. Every year the President, the Counsel, and Business Secretary of the Association are asked about this or that group or individual who has approached them with a plan or a story well worded and highly colored to the effect that if the State employee in this or that group will contribute ten dollars, twenty dollars, fifty dollars or even more, they will get the group an increase in salary or some other advantage. Many are the ways and ruse suggested and always some honest too trusting employee is unwillingly made the go-between. Today in Sing Sing Prison there are those who only a few years ago were convicted of getting large sums from persons on civil service

lists on the promise that they would get such persons civil service jobs. It is inconceivable that there should be anyone so simple as to contribute sums of money to any individual or any organization to obtain something which the promisors cannot deliver. No one can buy a job in civil service. The mere introduction of a bill in the Legislature means nothing so far as a salary increase is concerned. No one can influence the Governor to indulge in granting special privileges. No money can come out of the State Treasury unless approved by both Governor and Legislature. Do not be deceived by promises that if you will join this or that group or pay a sum of money large or small it will get a salary bill through the Legislature or get you salary preference with the Legislature or with the Governor. Think how senseless such proposals are. Think what you could buy with the money you would thus contribute; and if you can't think of anything yourself ask your wife or the kids.

Representing well the organized workers of private industry is the great State Federation of Labor, representing well the teachers of the State is the great New York State Teachers' Association, and representing every State worker in every branch of the State service and in every part of the State is this great Association of State Civil Service Employees with its headquarters in the State Capitol itself. If these recognized and respected groups cannot help you with the Governor, the Legislature or the people, then no groups on earth can help you. Do not dissipate your strength. Fight in your own group for what is fair and win.

Eight Hour Day Program

The establishment of the eight-hour day is well advanced in the Department of Mental Hygiene. Some hospitals report all positions provided for by appropriations and are now released from twelve-hour service.

The Correction Department, with all guards in the competitive class of the civil service, is carrying out a plan of recruitment of the workers needed to completely establish the eight-hour day which is bound to add to the great value of the eight-hour day in the improvement of the efficiency of that branch of State service.

The Correction Department has appointed eighty eligibles from the civil service list recently established and these employees are spending eight weeks of their probation period at a school which opened on November 7th at Walkkill Prison. This is the first school of its kind ever held in this State. Dr. Leo J. Palmer, Superintendent of Walkkill Prison, in introducing the Commissioner of the Correction Department, Edward P. Mulrooney, said, "We are about to start this morning on what is obviously a big step so far as penology is concerned. It probably is the most forward step since 1816. You men are to be complimented on your standing as a result of the examination and we are particularly glad to have you here for the purpose of participating in this school.

"It is strictly a departmental school, sponsored by

Editorial Page

our Commissioner of Correction and one in which he is particularly interested."

Commissioner Mulrooney, addressing the class said:

"At the outset, I wish to compliment and congratulate you on the splendid showing you made in the competitive examination for the position which you seek. You all know you were selected in the order of your standing on the civil service list, which means that you are beholden to no person for your appointment. This is a reward to you for the effort you made to obtain the position, so that socially, fraternally or politically you are obligated to no one for your status. Keep that in mind, and be guided by it.

"Understand, you are going to wear the livery of the State of New York, the Empire State of the Union. Have respect for your position. If you do that those whom you are supervising will respect you. When you do a thing, do it well and with a snap.

"Gentlemen, I am much impressed with your appearance, and I want you to know we are here to aid you and do everything possible to make you the most efficient group in your type of work in the world. We want this school to be outstanding; we want the various States throughout the country to follow our example and your cooperation is necessary. If you qualify here in both the physical and mental tests you will be permanently appointed and your appointments will be made most convenient to your homes where possible."

It is estimated that about 400 new guards will be necessary to fill the positions created by the eight-hour day law. After the first class it is intended to increase the number from 80 to perhaps double that number and to expedite the abolition of the twelve-hour schedule more rapidly.

There were 4,666 applicants for the civil service examination for guards held last May. Of this number, 2,221 were rejected by the Civil Service Department; 1,566 passed. Of those notified, 157 did not appear for the written examination; 514 failed to pass the written examination and 174 failed in the physical. Thirty-one failed on personal interview and three withdrew from the written examination. To the date of the opening of the Guard School, 167 had qualified physically and the Civil Service Department had certified 134 applicants for appointment.

Civil Service Appropriations

This Association has consistently advocated extending and strengthening the merit system through adequate financial support of the Department of Civil Service. While the number of government activities has steadily broadened, and the number of applicants for examination has increased over 27 per cent from 1932 to 1935, the funds appropriated to the Department for 1936 are 19.3 per cent less than the amount appropriated in 1932. This 1936 appropriation represents less than 1 per cent of the total appropriation of the State for personal service and maintenance and operation.

The Department of Civil Service cannot continue effectively to carry on its present activities, to say nothing of extending its work as it should be extended if New York State is to continue in the forefront as an outstanding exponent of the merit system. The Association has urged the reduction of the number of positions outside the competitive class, but realizes that this will be impossible in the face of the overwhelming burden already on the Department.

To render a real service to the State, the department heads, and the employees, the Civil Service Department must be able to act promptly and without the interminable delays due to an inadequate and exhausted staff. The delay in establishing eligible lists for months while temporary employees hold positions on an insecure basis is not good civil service. In the last analysis there is probably more loss to the State through inefficiency and uncertainty than it would cost to put the Department on a financial basis adequate to its needs.

A Committee of this Association intends to urge upon the Director of the Budget, the Governor, and the Legislature the absolute necessity of an increased appropriation to the Department of Civil Service.

Commutation Allowances

The budget of this State contains many items large and small. The last issue of THE STATE EMPLOYEE contained a highly instructive article by Abraham S. Weber, the efficient Director of the State Budget Division, telling the details of budget making. Countless persons scrutinize New York State's annual budget bill which is an itemized dollar by dollar law limiting definitely and exactly how every cent of the taxpayers' money shall be spent each year for the three hundred and sixty-five days from July 1 to June 30. Butchers and bakers and candlestick makers, together with bankers, contractors, farmers, lawyers, doctors, dentists and every other business or professional in all parts of the State are practically certain to get some part of the money that is itemized in that budget.

For years the Budget, a law of the State, has failed to contain the money to pay what the Mental Hygiene Law, another statute of the State, provides should be paid. "Commutation in lieu of maintenance," is granted in the one law and means that if a State hospital attendant or other worker does not eat off the State or sleep at the expense of the State, he shall receive a certain amount in cash more than those who do. Obviously, any Budget bill that does not fulfill this contract is lacking.

Assurance received at this time of budget making seem to indicate that Governor Lehman, and the Legislature, who last year provided justice in the way of the eight-hour day will this year seek to correct a budget shortage of many years and supply commutation to all who are entitled to it. For this your Association has battled long and hard and we rejoice in spirit with our members that another victory seems now at hand.

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A Dollars Worth

*(An unsolicited open letter sent in
by a State employee for inclusion
in this magazine)*

What am I getting out of the Association that I should give a dollar a year for membership?

Without giving this question any consideration, one would naturally reply, "If you put nothing into it, you can expect the same full measure in return."

If we break up a dollar into small parts, we immediately see that the annual dues is less than ten cents a month, less than two cents a week, and almost less than a quarter of a cent a day. Really, the smallest premium you have ever paid for protection not duplicated by any other agency.

For that great big American dollar, YOU get many things.

YOU have the honor of belonging to the greatest organization in the United States, with headquarters in the State Capitol, at Albany, the officers of which are your fellow employees, who receive no remuneration for the valuable services they render daily, over the week ends, and late into the night; and that is a sacrifice they are willing to make.

YOU are represented by legal counsel, by an outstanding Civil Service lawyer in the State, in all hearings and conferences concerning your welfare.

YOU receive the monthly magazine, THE STATE EMPLOYEE, which contains information on all employee matters, and offers you the opportunity to ask questions, express opinions, contribute articles, and keeps you fully advised.

YOU are kept in constant touch with all matters of importance by means of frequent bulletin board statements.

YOU can take advantage of participating in the Group Accident and Sickness Plan of insurance sponsored by the Association which gives exceptionally broad protection at very low rates.

YOU may become a member of a Credit Union if one serves your group, and have your savings and borrowing needs supplied thereby, because the Association was active in getting these co-operative groups started.

YOU can add to your knowledge by educational courses arranged for employees at centers where sufficient interest in such are shown.

YOU enjoy a safe and sound pension system, kept that way because of constant vigilance of this Association.

YOU may have for the asking, information or advice on any matter pertaining to your welfare.

YOU enjoy the respect of tax-paying citizens because of the program to uphold civil service principles constantly carried on by means of the press, radio, etc.

YOU, who now have the eight-hour day, could sit back and do a little calculating. You work four hours less each day, and that computed at thirty days a month is 120 hours, or ten 12-hour working days less each month. Also, let us suppose that a day off duty is worth only ten cents, you have in the short space of one month saved the price of your annual dues in the Association, and eleven dollars extra for the 110 additional days you have off duty each year.

Let us turn back the pages of history and look at the dark and dreary days when the State employee received absolutely no recognition nor consideration so far as pay, hours of work, living conditions and had no protective Association. We find the names of employees who were pioneers in the field of welfare. They opened up a pathway to Albany, they cleared away unnecessary opposition by truth and logic, and laid the foundation upon which stands today the solid structure of YOUR Association. That is definite enough, as employees in the service several years, are aware of the time, energy, personal sacrifices and worthy aspirations of the men who laid the foundation of our present Association.

YOUR Association successfully maintained without reduction, salaries of workers receiving less than \$2,000 per year three years ago, and was instrumental in having the salaries restored to the higher paid employees two years ago.

IT constantly urged abolition of the 12-hour day and put its entire strength behind the shorter day and secured its passage.

Continued on Page 13

Resolutions Adopted

Continued from Page 6

SOLVED, that this Association urge upon the Governor and the Legislature the vital need for substantial increase in the appropriation for the conduct of the Civil Service Department."

CIVIL SERVICE DAY

"WHEREAS, the Civil Service system as provided in the Constitution and basic laws of the State of New York typifies the most advanced plan of assuring to public service efficient and honest administration, and

"WHEREAS, this system makes certain to every citizen of the State that the great and fundamental rights of religious, racial and political equality shall be respected in appointments to public service, and

"WHEREAS, there is need for frequent recollection of the important and necessary place the merit system holds in relation to public welfare, and

"WHEREAS, New York State was the first State to adopt as part of its basic law the wise and fair principles of the merit system, and

"WHEREAS, a law establishing the merit system was signed on May 4, 1883,

"THEREFORE BE IT RESOLVED, that in view of the tremendous importance of this great reform and of its value to the people of the commonwealth, this Association hereby calls upon the Governor of the State to proclaim May 4th of each year as Civil Service Day, this day to be especially dedicated to the advancement of merit and fitness in public service, and the holding of appropriate exercises to this end."

TRANSFER OF EMPLOYEES

"WHEREAS, it is the practice in the State Service to require employees when transferred from one section of the State to another to defray the expenses of not only themselves but also of their families and furniture, etc.

"BE IT RESOLVED, that this Association recommend to the proper authorities that the expenses enumerated plus transportation of furniture to the extent of 5,000 lbs. be paid by the State."

an old Albany custom...

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at the

DE WITT CLINTON

•ALBANY



YOU'LL have no end of a good time. For we've planned a marvelous party... gala decorations... extra special favors... Paul Kain's music at its best... a perfect menu and a just right crowd. You won't want to miss it. So make up your party and send your check for reservations AT ONCE. Reservations, including Supper, \$7.50 per person.



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Every Afternoon
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Supper Dance Every Night
Starting Christmas night and right on through the Saturday after New Year's there will be a Supper Dance every night. Come... eat, dance and be merry.

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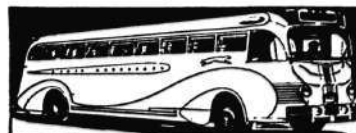
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CHIFFON CASHMERE SWEATERS

spun to soft strands of lively yarn
—nothing could be softer—nothing
so light, yet so warm

Slip-On—8.98 Cardigan—10.98

Other Sweaters from 2.98

Let a "Flah Box" Carry Your Gift

Civil Service Experiences

Continued from Page 4

were right. The work I was doing would have had to be done by someone else if I had not been appointed, and the only stable basis on which to classify the position was the duties to be performed and not the ability of the particular incumbent.

So I decided I would have to wait until there was an opportunity for promotion. It came almost immediately. One of the assistant stenographers quit to get married, and I had visions of stepping right into that \$1500; but again I overlooked the Civil Service rules. It seems that I was in salary grade I and the other job was in salary grade III, and the rules provide that an employee can only move one salary grade at a time; there was no skipping grade II. If I got the job at all, I couldn't get over the maximum of salary grade II, and the only way I could get that would be by promotion examination.

I couldn't see why I had to take a promotion examination for a position for which I had qualified in the open competitive test. Hadn't I been appointed from the assistant stenographer list? I had, but I had accepted a lower grade position and a lower grade salary. In vain I argued. It was true that I took the lower grade job because I needed it and wanted it, rather than take my chances on ultimately getting appointment at a higher salary. If I had waited, someone else would have had my present job. Having had the advantage of several months' employment, even at a low salary, I had no preferred standing over several other employees in the same division, who were just as eligible for promotion as I, and I'd have to take another examination in competition with these people in my own division. Many of them had not originally come off the same eligible list and therefore had had no opportunity to show whether they were as good or better than I. As the examiner put it—"Just because a horse wins a race at Saratoga against one group of horses is no reason for handing him the prize six months later at another race track where an en-

tirely different group of horses are ready to run." So the only way to determine who should get the promotion was by a new examination.

And to cap the climax, maybe I wouldn't even be allowed to take it. The Civil Service rules provide that no person shall be promoted until he has served six months in the next lower grade, and I hadn't been in the service quite six months. The examination, however, was not immediately announced and when it was I was able to meet the qualifications and entered.

How did I make out? I didn't. I did well enough in the practical test, but experience in the department, efficiency on the job, and seniority in service were all considered in the final rating and several others beat me. I couldn't see then why seniority should have anything to do with it, and I didn't understand efficiency ratings, so I made up my mind to transfer to some other department. I found other jobs that I thought I could fill, but everything I proposed the Civil Service Department disapproved. In one case there were people in the other department who were eligible for promotion, and the rules do not allow a transfer where it is practicable to promote. That's not such a bad rule either if you stop to think about it. Another time I found a vacancy for assistant stenographer in salary grade II, but I came up against the same restrictions I had found in connection with promotion. I had no status, except as a junior stenographer and couldn't transfer to an assistant stenographer's post, regardless of the salary. Before I managed to effect a transfer, several new jobs of assistant stenographer were created in my own department, and I was appointed to one of them from the promotion eligible list. With the resultant increase in salary, I settled down to work and forgot my restlessness.

All this happened several years ago, and I have since found that the same rules that seemed to block me so persistently have many times protected me when someone else

Continued on Page 14

A Dollars Worth

Continued from Page 10

IT was successful in requests to members of Congress for additional funds to prevent wholesale lay-offs in Public Works Department.

IT secured ruling from State Tax Commission whereby institutional employees in figuring income tax returns could compute maintenance as figure used by State in paying employees in lieu of maintenance, instead of one-half cash salary.

IT helped to prevent the setting aside of Civil Service Law in the establishment of various State agencies.

IT was successful in securing inclusion in Governor's Budget and approval by Legislature of restoration of salaries, time service increments and other mandatory salaries.

IT has accomplished many things for various groups of employees, too numerous to remember entirely or mention here.

While civil service in New York State has gained ground in many instances, we have not yet reached the state of near perfection when we can sit back and relax, feeling that there is nothing more of great importance to be done.

The program of the Association for the coming year is abundant with items of interest to every State employee, and in order to carry out all of the beneficial planks in that great work, the moral and financial support of each and every State employee is required.

LET US MAKE 1937 A YEAR OF APPRECIATION BY 100% MEMBERSHIP SUPPORT OF EVERY STATE EMPLOYEE.

(Signed) JAMES McKIERNAN
Central Islip, N. Y.

Important Conference

On December 1, the officers, Chairman of our Legislative Committee and Counsel of this Association met with John McDonald, President, Lucy Baumgrass, Secretary-Treasurer, and a special committee of the Association of Department of Mental Hygiene Employees. A long conference was held concerning matters of the utmost importance to institutional employees. Doubtless through the joint efforts of both Associations many accomplishments of benefit to institutional employees will be secured during the ensuing year.

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Occasional Chair	19.75
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The following is a digest of annual financial report submitted at the Annual Meeting, October 6th, by Frank O. Bauer, Treasurer of the Association:

Balance on Hand, October 1, 1935.....		\$8,580.76
Receipts during period:		
Dues	\$12,085.00	
Advertising	1,274.14	
Interest City Savings Bank.....	34.79	
Interest Green Island Bank.....	25.64	
		<u>13,419.57</u>
		\$22,000.33

Expenditures:

Printing	\$2,944.84
Stock for Multigraph and Mimeograph.....	310.54
Mimeograph Supplies	55.10
Multigraph Supplies	50.68
Elliott Addressing Machine Supplies.....	89.85
Office Supplies	69.35
Office Equipment:	
Elliott Stencil Typewriter.....	109.35
Office Furniture.....	179.20
News Clippings	35.10
Legislative Index	100.00
Surety Bonds	37.50
Telephone	141.93
Telegraph and Messenger Service.....	95.23
Postage — Headquarters.....	618.00
Postage — THE STATE EMPLOYEE....	255.00
Advertising Fees	162.45
Annual Dinner Expenses.....	200.00
Expenses of Officers & Standing Committees	1,560.38
Miscellaneous Expenses	19.75
Salaries:	
Counsel	1,300.00
Business Secretary	1,890.00
Temporary Office Help.....	634.00

Total Expenditures 10,983.25

Balance on Hand, October 6, 1936..... \$11,017.08

The above digest is only a summary of the complete report submitted which recorded every receipt and expenditure during the Association year just closed. The Auditing Committee of the Association, of which Owen E. Maxwell is Chairman, audited the accounts and records of the Treasurer prior to the Annual Meeting and approved them. The financial statement was accompanied by affidavits sworn to by officials of the various banks as to balances of Association funds which they had on deposit.

Civil Service

Continued from Page 12

wanted to do the very things I wanted to do, without regard to my rights and privileges. Sometimes the rules seem restrictive and inflexible, but you can't administer a large enterprise with 30,000 employees without some fixed rules of procedure. Nor can you bend or twist those rules in particular cases if you expect to have any uniformity or fairness to all concerned, and you can't expect a rule to be waived to grant you a personal

favor, and then insist that it shall be rigidly adhered to for your protection against someone else who is seeking a similar favor.

But I forgot, you're not yet in the service. Perhaps I've discouraged you and you'd rather stay outside. Maybe outside there won't be any red tape, but only rule of thumb methods, with every man for himself and "the devil take the hindmost." But I will stay in the civil service, where there are rules that aren't half bad once you understand them.

Over **4000** State Employees Insured under
 our Broad Group Plan of Accident and
 Sickness Insurance which is the
 only State-Wide plan in effect.

Nearly **\$10,000** in Paid and Pending Claims

INSURE ONLY ON THE PINK APPLICATION WITH 50%
 EXTRA WHILE IN THE HOSPITAL

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To Policyholders in the Association's Group Accident and Sickness Insurance Plan:

As of December 31, 1936, the membership in this Association of many policyholders in the Group Accident and Sickness Plan will expire. Participation in the plan is restricted to members of this Association.

In order to make certain that your policy remains renewable and non-cancellable, it is important that you renew your membership prior to December 31, 1936.

You may use the Application for Membership Blank printed below. Just detach, attach to it \$1.00 to cover dues until December 31, 1937, which includes a subscription to THE STATE EMPLOYEE, and send to Executive Headquarters, Room 156, State Capitol, Albany, N. Y.

IMPORTANT 
NOTICE
 TO
POLICYHOLDERS
 IN
GROUP ACCIDENT
 AND
SICKNESS PLAN

.....

Print Last Name Above	First Name	Initial
-----------------------	------------	---------

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DEPT. EMPLOYED TITLE.....

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Membership Application.....Dues to Dec. 31, 1937 — \$1.00.....
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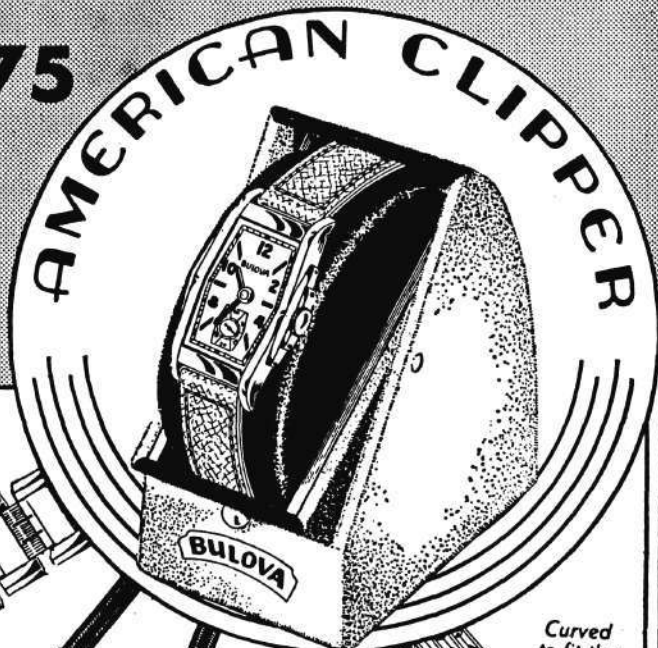
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