CSEA Sponsors Bill Calling for 10% Pay Rise
And Continuance of 1951 Salary Formula;
Budget Men Say Failure to Include $300
Minimum in State's Bill Is 'No Mistake'

New Pay Scales
Apply to All

As of Apr. 1, 1952

ALBANY, Feb. 11—The follow-

ing day supervisory training courses are

operated by the Civil Service De-

partment in cooperation with the State School of Indus-

trial Work and Administration, the New York State

Civil Service Department to start

late in February.

The day supervisory training courses are operated by the Civil Service Department's Training Division in cooperation with the State School of Industrial Work and Administration, the Civil Service Department to start late in February.

landscape was included in the legislation passed by the Legislature, plus the additional six per cent.

State-Wide Training Program

ALBANY, Feb. 11—The Civil Service Employees Federal Credit Union has awarded first prizes to employees who successfully completed the Fundamentals class in the new Group Supervisory Training Program.

The program is designed to provide a comprehensive training program for new supervisors and employees who have completed the Fundamentals class in the new Group Supervisory Training Program.

The training will cover a wide range of topics, including management, human resources, and technical skills.

The program will be held at the State University of New York, Albany, and will run from February 15 to 25.

Details regarding the Syracuse office will be announced later.

In Rochester, a course in case studies will be given to State employees who have completed the Fundamentals course. It is planned to offer the Fundamentals course in Rochester again within the next year.

In Albany, day course in Fundamentals and advanced courses in Fundamentals and Fundamentals and Fundamentals and Fundamentals were held in New York City for State employees.

NYC CLASSES

Four evening classes in supervisory training courses are also scheduled for New York City. These classes are offered in February 15 and March 1 and include both fundamental and advanced supervisory classes.

The advanced class will cover topics such as management, human resources, and technical skills.

Details regarding these classes will be announced later.

State Employees
Credit Union
Sets Dividend

Members of the New York State Employees Federal Credit Union have approved the dividend in 1951. The dividend will be 10 per cent on the first $3,000 and 1 per cent on the second $3,000.

The dividend was given to all State employees except those of the Legislature and those not now included.

The dividend, which was $300,000, was divided among the employees.

Details regarding the Syracuse office will be announced later.

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9 State Promotion Exams Close February 15

Friday, February 15. The written one vacancy.
9 State Promotion Exams Close February 15

The two interdepartmental promotion exams are open to those already employed in the State's civil service. The following divisions, says the official announcement, will be treated as separate departments: Parole, Housing, State Insurance Fund, Labor Relations Board, Statutory Workers' Compensation, Veterans Affairs, Hospitals, and Purchases. Commission Against Discrimination, Alcoholic Beverage Control and DPUI. There is no mention of the Temporary State Housing Commission, although two open-competition exams, which close on February 15, are for filling jobs in the State departments attorney and juvenile attorney.

Principal junior attorneys to the Rent Commission would like jobs as attorneys, while law associations would like to become juvenile attorneys. These employees now have permanent status in the lower jobs in various offices of the Rent Commission, including the one at 280 Broadway, NYC, and are eligible for permanent competitive appointments to be made to the jobs they have been hired instead of promotions.

Examining Opportunity

Some of the law assistants do not want examinations for private practice required for consideration for open-competition exam. They say that attorneys, who are law assistants frequently perform the same duties, hence they were performance as law assistants and junior attorneys enable them to compete for the higher jobs. To be promoted in their offices, they must be promoted an appointed use within six months of the higher duties they perform, and this will be done by an officer that, though he favors the project, it is in his interest to keep the examiner.

The attorney and head law office of the Ministry of Alcoholic Beverage Control and head law office of the Ministry of Agriculture and Markets, Albany.

Preference

Preference promotions will be in this order: departmental eligibles, then those on the interdepartmental list, and finally, all eligibles on the interdepartmental list. Preference Period will be three months' probationary term. At the end of this period, the attorney may be promoted to a higher position. Preference promotions will be made to the jobs they have been hired instead of promotions.

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Survey Reveals Ordinary Death Benefits Inadequate

ALBANY, Feb. 11—If a member of the State Retirement System should die in active service, the ordinary death benefit is inadequate because it is based on a careful study of the retirement system provisions for a death in active service. While the death benefit is structured to pay a pension, there are certain other benefits as well. The pension is calculated on the basis of the member's salary and length of service. The pension is increased by a percentage that reflects the member's years of service.

There are many large employers in the State who provide retirement benefits to their employees. These benefits are often more generous than those provided by the State Retirement System. For example, some employers provide a death benefit of three years' salary, while the State Retirement System provides a benefit of one year's salary.

The State Retirement System has been criticized for its death benefits in the past, and there have been calls for reform. In recent years, the State has increased the death benefit to $15,000 for members who have served for at least ten years, and to $25,000 for members who have served for at least twenty years.

The State Retirement System also provides a pension to the surviving spouse of a member who dies. The pension is calculated on the basis of the member's salary and years of service. The pension is increased by a percentage that reflects the member's years of service.

There have been calls for the State Retirement System to provide a greater pension to the surviving spouse of a member who dies. Some have suggested that the pension should be increased to two-thirds of the member's salary, while others have suggested that it should be increased to one-half of the member's salary.

The State Retirement System has been criticized for its death benefits in the past, and there have been calls for reform. In recent years, the State has increased the death benefit to $15,000 for members who have served for at least ten years, and to $25,000 for members who have served for at least twenty years.
Activities of Civil Service Employees Assn. Chapters

Manhattan State Hospital

The SECOND JUBILEE - recognizing 25 years of serv-

ice and the awarding of pins was

held at Manhattan State Hos-

pital on January 10 for 305 persons at-

tended, and all agreed it was

wonderful.

Dr. John H. Travis, senior di-

rector, awarded the pins, stating

that he took "great delight in

pointing the Department of Hy-

giene on this occasion in pay-

ing tribute to all these hard-

card for the mentally sick, di-

cely or indirectly, so honorably

and so well for 35 or more years."

The following employees were

honored:

William Bonfield, Eugene Brod-

erick, Maurice Brodick, Ralph

Carlson, Andrew Caruso, Pat-

rick Carver, Hans Christus, Ma-

jster Crete, Julia Crete, John

Dattin, Annie Farrell, Patrick Far-

rell, Fred Farrell, Frank Frean-

kley, Edward Purman, Marion

Gage, Mary Grinnell, Besie Gli-

nsby, Patrick Glinnem, John

Garib, Gertrude Grisby, Mary

Hassam, Harry Hayes, Florence

Hemyes, John Blayke, Daniel

Kelly, Margaret Kilmartin, Ethel

Kinch, Mary C. Lonerg, Thomas

Mckeen, Gracie McGovern, Pete

McGovern, James McManus,

John J. Martin, Mary McDerby,

William McGovern, Charles

Owen, Robert O'Neill, Michael

Porter, William Power, John

Quinn, Elinna Brosn, Genev

Boswell, Josephine Boudour, Ma-

gritte Saggart, Timothy Sullivan,

Harry Turner, Helen Uhl, Anna-

sophia Velo, Margaret Wilson,

Catherine Waring, C. E. R. White,

A buffet supper, refreshments and
drawings were conducted out the program

not forgetting the entertainment

which with a Duncan Phyfe coffee

table, a lovely pin and a lovely sight

completed the evening

The Old Timers Night

We are all gathered here this

Wednesday night

To take part, enjoy this lovely

sight

The Old Timers are presented with

a lovely pin

twenty five years that they have put in

One more thing we wish to men-

tion

And that is you will enjoy your

pension

We wish you long life and happy

hours and wish the best of suc-

cess

The chapter officers and mem-

bers hope for a speedy recovery

and the whole chapter send their

regards to Miss Kuska, Mrs. Kuhl,

Bill Kuhl, John Kuhl, Bill

Kühler, Eddy Kuhl, Maggie

Kühler, Mabel Kuhl, Bill Kuhl,

John Kuhl, Bill Kuhl, John

Kuhl, Bill Kuhl, John Kuhl.

If you wish to keep up with the

latter on all ac-

tivities were latest Candidza and
dancing rounded out the program

Next regular chapter meeting will

be held on March 12 in

the

Annex at 6:45 p.m. Election of

officers will take place and the

officers will be installed.

Culver, Association field repre-

sentatives in the Metropolitan area.

Balloons will be issued to every

members on March 4. You are

urged to vote for your candidate.

The slate is

President: Jerry Morris and John

Wallace

Vice President: Mary E.

Campbell and Patric Gallagher

Treasurer: Mrs. R. T. Murphy

and Al White

Secretary: Mrs. George Posh-

mann and Anne O'Brien

4th vice president: John Ryan

and John Price

Corresponding Secretary: Mar-

garet Ferney and Cicil Dinsen

Recording Secretary: Bessie Mur-

tagh and Patrick McCurry

All ballots must be in by 9 p.m.

March 12. . . .

All ballot boxes will be located on

the Island, one at the firehouse and the

other in the Community Store.

Of special interest to employees in

the bill for a 40-hour 5-day

week introduced by James A. Filip-

povic in the Assembly. This

would provide overtime at time-

and-one-half for excess over 40 hours

under the bill would be included in

pension computation, but would not

be considered salary for other

purposes. The rate would only be

for 40 hours a week and would be

in the bill

By establishing the administration

advance "moderate and unac-

ceptable" offer in reply to the CSEA

efforts for a better increase, it

is primary and necessary for employ-

ees to write their legislative

leaders. The petitioners should

not be coerced to bear the cost

of inflation of the materials of the

population

. .

All employees who have used

the magazines which they would like to

continue their residence in Rina.

George Parkerson, Mr. Lums-

den, who is a member of the

New York City Civil Service Com-

mittee, was elected to the

National Executive Housekeepers As-

sociaion's Board of Directors and

the Board of Directors of the

Hanna Business and Pro-

fessional Women's Club, the

Forest City Chapter, Order of the

B stills, November 25, 1951, presi-

dent of the Rina Memorial Hos-

tional Committee, Civil Service Em-

ployees Association.

O'Sullivan has been ap-

pointed a successor to Mrs. Lums-

den, who is a member of the

Executive Fifty-Five.

Danzig followed the dinner.

Central Islip

THE FIFTEENTH annual meet-

ing of the Central Islip State

Hospital Employees' Federal Credit

Union will be held on Saturday

at 8:00 a.m., in the Leeman Room

of the Hotel Stato Michael, Murp-

hy chairman, provided. All

members are requested to be present.

The following were elected to

the new Board: James O'Leary, vice

president; Patrick O'Connor, sec-


tary; Margaret Dekort, Assistant

Secretary and the following for

Supervisory Committee: John M.

Eck, Joseph Eckenrode, Robert L.

Lindquist, Vincent Flavin, James

Marvin, Herman Mansfield.

CSEA, was held on Thursday

January 28 and was well

attended. The meeting was

headed by John Price, presi-

dent, who welcomed the mem-

bers. The meeting was opened

with a Duncan Phyfe coffee

cabinet and a lovely pin.

Dancing followed the dinner.

The Fifteenth annual meet-

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**Activities of Civil Service Employees Assn. Chapters**

(Continued from page 4)

**Closing Date of the following State promotion tests is Feb. 15.**

**STATE PROMOTION**

No Wonder! There's No Finer Gift - No Finer Value! No Finer Writing Pair!

The gift that's always welcome - the welcome farm. The only pen with Aano,-

They're Here! New Parker "51" Special pen and gold point.

$19.75

EASY TERMS

**PROMOTIONAL EXAMINATIONS FOR**

**Asst. Supervisor — Supervisor**

**N.Y. CITY DEPT.**

Class Meets MONDAY OF APRIL at 6 P.M.

**PARKER "51"**

No finer pen at the price. The Parker "51" makes fine construction of the famous "51".

$5.00 Special pen and gold point.

$1.50 How Parker at a real economy price.

**MUNICIPAL PERSONNEL**

**GRIFFENHAGEN PLAN**

Joseph Favasuli of the WCB, a member of the Griffenhagen career-and-salary plan, gave the report.

**Promotions**

**New York City**

JAMAICA: MONDAY and WEDNESDAY at 5:45 P.M. or 7:45 P.M.

QUEENS: 90-44 Sutphin Blvd., near Jamaica Ave.

**STUDENT**

**Classes**

Classes MONDAY OF APRIL at 6 P.M.

**Custodian - Engineer**

**N.Y. CITY BOARD OF EDUCATION**

Class begins MONDAY OF APRIL at 6 P.M.

**Preparation for N.Y. CITY LICENSE EXAMS for**

**STUDENT**

**Classes**

Classes MONDAY OF APRIL at 6 P.M.
It is incredible, but State administration leaders blandly admit that the failure to put a floor under the pay increases recommended is "no mistake."

The admission means that on top of a pay raise measure which was already inadequate and unrealistic, the State is assuming that employees in the lower levels of civil service will face a rough deal.

Last year's pay increase provided a $2600 floor. This meant that the minimum increase for any employee was that much money. In the new measure, introduced by both chambers of the Legislature, the minimum is omitted. The obvious and generous view, expressed by individuals of good will, was that the minimum had simply been overlooked when the measure was drafted.

Speaking to a LEADER reporter last week, however, administration officers denied any such guileless implication. "We meant it," they said in effect.

These administration leaders make the argument that even the lowest paid employees receive a $18 1/2 per cent pay increase. What they fail to say is that the 18 1/2 per cent had deliberately been removed from the minimum.

By another way of figuring it comes out that amounts to as little as 80 cents a week, before deductions. The absence of a floor is completely indefensible to bear the impact of inflation—the lowest paid legislators have an obligation to examine this new legislation and to act.

Both the administration and the legislators have an obligation to amend the State's own bill by including a $2600 floor. The tentative key was therefore immediately made final.
The questions asked in part 2 are multiple choice type. In general, each question was followed by five options, marked A, B, C, D, and E. The candidates must pass as many of the two options presented as possible. The examiners reported that the number of questions covered were as follows:

- 180 questions in part 2, 161 of which were answered correctly.
- 175 questions in part 3, 155 of which were answered correctly.
- 160 questions in part 4, 135 of which were answered correctly.
- 150 questions in part 5, 125 of which were answered correctly.
- 140 questions in part 6, 115 of which were answered correctly.
- 130 questions in part 7, 105 of which were answered correctly.
- 120 questions in part 8, 95 of which were answered correctly.
- 110 questions in part 9, 85 of which were answered correctly.
- 100 questions in part 10, 75 of which were answered correctly.
- 90 questions in part 11, 65 of which were answered correctly.
- 80 questions in part 12, 55 of which were answered correctly.
- 70 questions in part 13, 45 of which were answered correctly.
- 60 questions in part 14, 35 of which were answered correctly.
- 50 questions in part 15, 25 of which were answered correctly.
- 40 questions in part 16, 15 of which were answered correctly.
- 30 questions in part 17, 5 of which were answered correctly.
- 20 questions in part 18, none of which were answered correctly.

The final result was a successful completion of the exam, with a passing grade of 90%.

---

**Analysis of 1948 Fireman Test Will Help Candidates On Coming 1952 Exam**

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**Longer Lunch Period Proposed for U. S. Workers, With Catch**

WASHINGTON, D.C., Feb. 11—About half of the U.S. employees have no lunch period longer than 30 minutes, according to the Senate Civil Service Committee. Its findings result from a sampling of the service. Melvin Purvis, former FBI agent, is now a member of the committee's staff and was the one who was hired to do the job. Twenty-one workers, by his count, completed the survey. The results were not made public, but it is understood that they will be made public later. The committee is considering changing the current 30-minute period to one lasting 45 minutes, but the committee's report on the subject will not be released until after the end of the 100-day session. The committee's report on the subject will be released later. The committee is considering changing the current 30-minute period to one lasting 45 minutes, but the committee's report on the subject will not be released until after the end of the 100-day session. The committee's report on the subject will be released later.
Where to Apply for Jobs In Government Service

U. S.—Second Regional Office, U. S. Civil Service Commission, 440 Ninth Ave., New York 18, N. Y. (Working hours 8:30 to 4:30 Monday through Friday; closed Saturday and legal holidays.)

NCSC—NYC Civil Service Commission, 545 East 110 St., New York 21, N. Y. (Working hours 9 to 4:15 Monday through Friday; closed Saturday and legal holidays.)

Where the vacancy occurs, Vacancy in the ranks other than that of the grade, classification or series filed from lower rank for four months or more in an appropriate list. (A. 55, Merr. CT).

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800 PARK AVENUE, DALLAS 1, TEXAS

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Wider Disability Coverage Recommended by State Council

Employees of firms employing one or more disabled persons are brought within the protection of the state's disability program under a recommendation from the State Council on Placement and Employment, Inc. The annual report submitted by the council to the Board of Transportation to pay the state unemployment insurance fund for the period July 1, 1951, to June 30, 1952, indicates that the number of disabled persons employed in New York City has increased from 9,000 in 1949 to 14,000 in 1952. The council recommends that the state extend its disability program to all employers in the state, including those outside New York City, to provide additional benefits for disabled workers. The council also recommends that the state increase the amount of compensation paid to disabled workers and that the state develop a more comprehensive system of vocational rehabilitation services.

The council's recommendation follows a survey of the state's disability program conducted by a special committee of the council in 1951. The survey found that the state's disability program was inadequate to meet the needs of disabled workers, and that the state's vocational rehabilitation services were also inadequate. The council's recommendation is expected to be considered by the state's legislative bodies in the upcoming session.

The state's disability program was established in 1949 to provide benefits to disabled workers. The program provides compensation for lost wages, medical expenses, and other costs associated with disability. The program also provides vocational rehabilitation services to disabled workers.

The state's disability program is funded by a tax on employers, and the tax is calculated as a percentage of the total wages paid by an employer. The percentage of the tax varies depending on the number of workers employed by an employer.

The state's vocational rehabilitation services are provided by the state's Department of Social Services. The services are designed to help disabled workers find employment and to help them develop skills that will enable them to maintain employment.

The state's disability program and vocational rehabilitation services are expected to be expanded in the upcoming session of the state legislature.

The state's disability program is expected to be expanded in the upcoming session of the state legislature.
Temporary Promotion Asked

Law assistants in the office of the Temporary State Housing Rent Commission are seeking temporary promotion to junior attorney positions, pending the establishment of an eligible list.

An open-competitive exam for junior attorney jobs is planned for March, with the exam open, for many of them do not qualify because of the minimum requirement of two years of law practice. But they say they are willing to perform the same work as junior attorneys and even attorneys. Some of, particularly, one in the office of the 28th Broad- way, NYC, say that they were promised an appeal upon their realization.

Juniors are also anxious to be moved up to attor- neys. They will state, if the Board of Transportation has the required experience, in the position of an aide, that they are in a higher job, and also in the exam for promotion to attorneys and head clerk. The law assistant will compete for promotion to junior attorney and principal law clerk. The Rent Commis- sion wasn't listed specifically in the Promotion Announcement. Having any vacancies for promotion in the open-competitive exam do not appear to the law assistant. They give us to them to give such promotion opportunity. However, the promotion test is not announced, and the Rent Commission says that is not specifically excluded in the promotion exam announcements.

Some of the law assistants were asked what they will do for the next few years ago, although they've been working for the Commission for about seven months ago. Those who are working in a more service were expecting to be realized upon their promotion to junior attorney. They are in still waiting.

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MONDAY OR THURSDAY — 4 P.M. TO 8 P.M.
CLERK PROMOTION, GRADE 5
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NEW YORK CITY BOARD OF TRANSPORTATION

The NYC railroad clerk written test will definitely be held on Sat- urday, March 22, at high schools in five boroughs.

The Civil Service Commission is anxious to speed up the eligi- ble list, especially as the transition to a 40-hour week in the Board of Transportation by July 1 will re- quire hiring about 600 railroad clerks in new jobs.

$64 a Week.

The pay of a railroad clerk of the 40-hour week basis is $1.50 an hour, or $3.00 a week. In the second year it rises to $1.62 or $3.24 a week. Provisional- omissions get a little less.

The Commission is trying to establish the list by November. By May 1, it is expected, the final list for the test will be admit- ted.

The rating will take only a few weeks, after which the final list will be arranged. It is expected that the exam will be of the type known as "open-competitive." In the past all tests of this type have been given in previous railroad clerk tests. The Commission is asking the veteran preference claims to be treated with the regular claims. The veteran preference claims will be evaluated on the basis of five additional percentage points and dis- crimination in the scheduled points are added only after a candidate has been cut by getting 10 per cent or more.

Schools to be Picked

The Commission is trying to accommodate the candidates in New York schools, the Manhattan, six Brooklyn, four Queens, and three Flushing.

Study Material

As there are admitted more than five weeks left before the test, candidates should prepare for the written test by familiarizing themselves with the rules and regulations of the Board of Transportation. The questions on this subject predominated in the test, and answers to the questions and answers to the last regular railroad clerk exam held by NYC, Study of these questions and answers are running about seven months, the issues January 30 and Feb- ruary 27. A copy of all of the rules and Regulations relat- ing to railroad clerk were published. Another installment will appear weekly.

Medical-Physical Test

Candidates must pass a med- ical-physical test. This test is part of the competitive. Candidates are mark- ed as qualified or disqualified, with no percentage points.

R.R. Clerk Study Aid

Below are more subjects a study aid for those preparing for the clerk exam held by NYC. Study of these questions will help candidates who applied for the exam. The written test is April 22, Saturday, March 22.

QUESTIONS

31. The pile having the greatest sum of Jio to 5 is the largest (A) 220331 nickel (B) 1453 dollars (C) 153 dollars (D) 313 dollars

32. The largest choice of different IND trains is normally available at (A) 59th Street (B) 34th Street (C) 42nd Street (D) Jay Street

33. A railroad clerk shall admit no passengers to a hand drum unless the passenger (A) posits (B) has the right ticket (C) is a dealer in music inst- stutions (D) is a member of the band

36. The one of the following statements is correct. A train was shifted first over the system tele- phone and to the station supervisor's duties (B) nickels and dimes (C) darkness (D) stalled train. A chosen (B) course "D" at the Bedford "A" station (C) "D" at the Aurora "A" station. A chosen route (D) "D" at the Aurora "A" station.

39. A railroad clerk can use a public phone to enter a change booth in order to call another railroad clerk. The R.R. Clerk should (A) permit the caller to make a collect call himself (B) make him go outside and get a public phone (D) completely erase the request.

40. A railroad clerk finds a lost article in a station and refuses to turn it over to the chief clerk, the latter (A) can do nothing about it (B) must turn it over and not report the incident (C) must take it at face value (D) must report the incident and no more force than necessary (D) must report the incident and no more force than necessary.

42. When an employee is notified of a fire in the subway, it is necessary to keep the incident (A) notifiable (B) in the office at the (C) 34th Street (D) 4th Street and Avenue station. Information which can not be obtained from an outside bag (A) after entering the train (B) in 2nd street (C) on the IND Division (D) in the IRT Division.

48. When an employee is notified of a fire in the subway, it is necessary to keep the incident (A) notifiable (B) in the office at the (C) 34th Street (D) 4th Street and Avenue station. Information which can not be obtained from an outside bag (A) after entering the train (B) in 2nd street (C) on the IND Division (D) in the IRT Division.

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How to Get Ahead in Job or Exam Through Good English

At the request of the British Treasury Sir Ernest Gowers has written "Aid of Plain Words," a reference book to help improve the quality of official English. It deals with vocabulary, grammatical mechanics, and style. The book is an outgrowth of experience gained in transcribed official British writing, and it emphasizes the need for a more conscientious English style. Sir Ernest's efforts are expected to do much in the line of clarification and simplification of expression in the United States.

The book contains many warnings against the use of the abuse of language, and the proper use of terms. For instance, a common abuse is the misuse of the word "between" and "among." Sir Ernest is able to decipher the word "between his two Smiths" by the use of the book a quiz may be offered which is designed to test the knowledge of English in general and official English specifically.

Questions

1. Which of the following is not a correct use of "between and among"?
(A) "A writer's job is to explain between the lines of the story." (B) A distinguished scholar lives between two countries. (C) "The Magnate between and among their people." 2. Which is correct (A) The book contains many warnings about the abuse of terms. (B) The aim is to make English more useful. (C) "The aim is to make English more useful." 3. (A) is correct. The book contains many warnings about the abuse of terms. (B) The aim is to make English more useful. (C) "The aim is to make English more useful." 4. (B) is correct. No comma is used between the two nouns. 5. "Nobody but he" is used. (A) is correct. "Nobody is an interrogative expression; therefore it should be set off by commas." (B) is correct. "Nobody is a subject complement of a verb; therefore it should be set off by commas." 6. (D) is correct. The subject complement is "his wife" not "the color of his wife." 7. (C) is correct. "in" is used in place of "to." 8. (A) is correct. "in" is used in place of "to." 9. (A) is correct. "in" is used in place of "to." 10. (B) is correct. No comma is used between the two nouns.

Returning Vets Get Federal Benefits

WASHINGTON, March 11—More liberal benefits to certain former members of military service or employees of Federal agencies are provided by revised regulations issued by the Civil Service Commission. A good number of employees who are eligible to take advantage of these benefits are now being certified to the Federal Civil Service Commission.

The regulations were effective February 17, 1952, except that any employee certified before that date may be operated under the old regulations until he is certified under the new regulations. The regulations were effective February 11, 1952, except that any employee certified before that date may be operated under the old regulations until he is certified under the new regulations. The regulations were effective February 11, 1952, except that any employee certified before that date may be operated under the old regulations until he is certified under the new regulations.

Principal Features

1. Former employees whose compensation was reduced to the level of military service or employees of Federal agencies may be covered by the regulations. 2. Employees who are not covered by the regulations may be covered by the regulations. 3. Former employees of military service or employees of Federal agencies may be covered by the regulations.

CIVIL SERVICE PROBES

MEET IN NEW YORK CITY

The Mahone Committee is now starting the State civil service inquiry and the APWA meeting at the Hotel Astor, 230 South Broadway, New York. The committee is meeting the Civil Service Commission in New York City.

John Rights Protected

The Mahone Committee is now starting the State civil service inquiry and the APWA meeting at the Hotel Astor, 230 South Broadway, New York. The committee is meeting the Civil Service Commission in New York City.

Legal Notice

An order to have been executed to answer the complaint in the above.-

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How to Get Ahead in Job or Exam Through Good English

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Income Tax Guide

For Public Employees

by HERMAN BERNARD

The following installment in The Leader's special series discusses tax reductions particularly applicable to public employees and pensioners. Next week, capital gains will be explained and the following week the estate tax will be treated with a discussion of joint returns.

In EXEMPTIONS of the U.S. income tax law are of special importance to public employees. They relate mostly to certain items of income that are not covered under the law, or to allowable deductions from income.

Tax-Exempt By Law

The annuity described in previous issues of the Leader is tax-exempt to the extent that it is received from a retirement plan or other annuity provided for employees of the public employer. Additional annuity payments may be created by the public employer to provide benefits for its employees and also provide tax benefits for the employer. The annual annuity payment of which the public employer has the right to receive is also tax-exempt even if it is made to the public employer's employee's.*

*That is, if the amount of the annuity is not in excess of the amount of the employee's service. The annuity payment is tax-exempt to the extent that it is received from a retirement plan or other annuity provided for employees of the public employer. Additional annuity payments may be created by the public employer to provide benefits for its employees and also provide tax benefits for the employer. The annual annuity payment of which the public employer has the right to receive is also tax-exempt even if it is made to the public employer's employee's.*

Gain Tax Rule

The gain rule is one of the main rules under which the public employer has the right to receive the annuity payments. The rule is as follows: If the public employer has the right to receive the annuity payments and the public employer has the right to receive the annuity payments, then the amount forgiven, for the purpose of taxation, equals the public employer's cost, plus the amount forgiven, for the purpose of taxation, equals the public employer's cost. As with public employer's employees, the annuity payments are not subject to income tax. The gain rule is a good rule to keep in mind when you are getting a public employer's annuity, because it is a tax-free event.

Incidental or Medical

The incidental or medical payments tax can be a problem to employees who receive an annuity from a public employer. If the amount forgiven, for the purpose of taxation, equals the public employer's cost, plus the amount forgiven, for the purpose of taxation, equals the public employer's cost, then the amount forgiven, for the purpose of taxation, equals the public employer's cost, plus the amount forgiven, for the purpose of taxation, equals the public employer's cost. As with public employer's employees, the annuity payments are not subject to income tax. The gain rule is a good rule to keep in mind when you are getting a public employer's annuity, because it is a tax-free event.

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Special Disability Retirement

Special disability retirement pay would be tax-exempt, the other employee's portion of the annuity being tax-exempt. It is possible that the annuity could not be included in income if the employee had achieved a certain degree of disability. For example, if the employee had a disability from a work-related injury, the annuity could be tax-exempt. It would depend on the circumstances. Special disability retirement pay would be tax-exempt, the other employee's portion of the annuity being tax-exempt.

For Public Employees

The disability pensions of veterans would be tax-exempt, the other disability pension being tax-free. For example, if the veteran had a disability from a work-related injury, the disability pension could be tax-exempt. It would depend on the circumstances. For Public Employees

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SIR TO LEADER:

"Mr. Chairman: I want to make a few comments about the tax-exempt status of annuity payments. First of all, I want to emphasize that the tax-exempt status of annuity payments is a benefit to the public employer and the public employer's employee. The annuity payments are not subject to income tax. The gain rule is a good rule to keep in mind when you are getting a public employer's annuity, because it is a tax-free event.

Secondly, I want to point out that the tax-exempt status of annuity payments is a benefit to the public employer. The public employer can receive an annuity payment from an employee who has achieved a certain degree of disability, and the amount forgiven, for the purpose of taxation, equals the public employer's cost. As with public employer's employees, the annuity payments are not subject to income tax. The gain rule is a good rule to keep in mind when you are getting a public employer's annuity, because it is a tax-free event.

And thirdly, I want to emphasize that the tax-exempt status of annuity payments is a benefit to the public employer's employee. The amount forgiven, for the purpose of taxation, equals the public employer's cost, plus the amount forgiven, for the purpose of taxation, equals the public employer's cost. As with public employer's employees, the annuity payments are not subject to income tax. The gain rule is a good rule to keep in mind when you are getting a public employer's annuity, because it is a tax-free event.

Mr. Chairman, I hope that you will consider these points when making a decision on the tax-exempt status of annuity payments. Thank you.

Sincerely yours,

[Signature]

[Name]
Advance Information on NYC Subway Helper Jobs

Although the NYC Civil Service Commission took no action at its meeting last week on the open-competition examinations for the railway department's helper clerk in the Board of Transportation, it did reveal the subject of the written examination scheduled in each of the five classes. The tests are geared so that candidates will be trained as they are hired.

Applications will be received from Wednesday, March 5 to Thursday, March 6.

A sample of the special requirements for each of the five classes follows:

Group A: Applicant must be between the ages of 18 and 32. He must have attended full-time school for at least three years. The exam is divided into two parts, the first of which is a written test. The second part is a practical test which will consist of operating the turnstiles for the railway company, and in addition, demonstrating the ability to repair and maintain turnstiles.

Group B: The exam will consist of a written test covering the principles of electricity and mechanics. The candidate will also be required to demonstrate the ability to repair and maintain turnstiles, and to demonstrate the ability to operate the railway company's turnstiles.

Group C: The exam will consist of a written test covering the principles of electricity and mechanics. The candidate will also be required to demonstrate the ability to repair and maintain turnstiles, and to demonstrate the ability to operate the railway company's turnstiles.

Group D: The exam will consist of a written test covering the principles of electricity and mechanics. The candidate will also be required to demonstrate the ability to repair and maintain turnstiles, and to demonstrate the ability to operate the railway company's turnstiles.

Group E: The exam will consist of a written test covering the principles of electricity and mechanics. The candidate will also be required to demonstrate the ability to repair and maintain turnstiles, and to demonstrate the ability to operate the railway company's turnstiles.

Clerk Competition Keen

Applications are now being received by NYC in exams for promotion to clerks, grades 3 and 4. There are about 2000 promotions to be made in this competition. The exams will consist of a written test followed by a practical test. The written test will be divided into two parts, the first of which is a general knowledge test covering English, arithmetic, and general knowledge. The second part will be a test of clerical skill, which will consist of typing and character and mechanical work.

The practical test will consist of a test of workmanship and mechanical skill. Candidates will be required to demonstrate the ability to operate the railway company's turnstiles, and to demonstrate the ability to repair and maintain turnstiles.

The grade 4 promotion test consists of a written test followed by a practical test. The written test will consist of a general knowledge test covering English, arithmetic, and general knowledge. The second part will be a test of clerical skill, which will consist of typing and character and mechanical work.

The practical test will consist of a test of workmanship and mechanical skill. Candidates will be required to demonstrate the ability to operate the railway company's turnstiles, and to demonstrate the ability to repair and maintain turnstiles.

The grade 3 promotion test consists of a written test followed by a practical test. The written test will consist of a general knowledge test covering English, arithmetic, and general knowledge. The second part will be a test of clerical skill, which will consist of typing and character and mechanical work.

The practical test will consist of a test of workmanship and mechanical skill. Candidates will be required to demonstrate the ability to operate the railway company's turnstiles, and to demonstrate the ability to repair and maintain turnstiles.

The grade 2 promotion test consists of a written test followed by a practical test. The written test will consist of a general knowledge test covering English, arithmetic, and general knowledge. The second part will be a test of clerical skill, which will consist of typing and character and mechanical work.

The practical test will consist of a test of workmanship and mechanical skill. Candidates will be required to demonstrate the ability to operate the railway company's turnstiles, and to demonstrate the ability to repair and maintain turnstiles.

The grade 1 promotion test consists of a written test followed by a practical test. The written test will consist of a general knowledge test covering English, arithmetic, and general knowledge. The second part will be a test of clerical skill, which will consist of typing and character and mechanical work.

The practical test will consist of a test of workmanship and mechanical skill. Candidates will be required to demonstrate the ability to operate the railway company's turnstiles, and to demonstrate the ability to repair and maintain turnstiles.

The grade 0 promotion test consists of a written test followed by a practical test. The written test will consist of a general knowledge test covering English, arithmetic, and general knowledge. The second part will be a test of clerical skill, which will consist of typing and character and mechanical work.

The practical test will consist of a test of workmanship and mechanical skill. Candidates will be required to demonstrate the ability to operate the railway company's turnstiles, and to demonstrate the ability to repair and maintain turnstiles.

The written test and record have generally been of equal weight. The exam was held on March 40th, and the results will be available by the 15th of next month. The practical test is scheduled for March 5th.
### What the Eight Principal Terms Mean In the State Retirement Law

Here are the eight pension terms used most frequently. Every member of the State Employees Retirement System should be fully familiar with their meaning, so he can appreciate explanations of the benefits and how they are computed.

- **The Eight:**
  - Retirement Allowance — The annual benefit payable in monthly installments and consisting of the pension and the annuity.
  - **Pension** — A part of the retirement allowance which is paid by the employer's contributions.
  - **State Service:** Only that part of the retirement allowance which is paid from accumulated contributions of the member.
  - **Final Average Salary** — The average salary of any five consecutive years out of the ten years which precede retirement, or in the case of employees in the Retirement System for less than five years, the average salary for the last five years of service, whichever is higher.
  - **Allowable Service** — Any paid service rendered at any time to the state or any employer participating in the system.
  - **Member Service** — Allowable service prior to the date the member became eligible for membership.
  - **Prior Service** — Allowable service prior to the date the System became effective (January 1, 1911), or prior to the date when the participating employer elected to join the system.
  - **Total Service** — All service for which contributions have been paid, all prior service and all military service for which a valid certificate has been issued.

### Eligible Lists

<table>
<thead>
<tr>
<th>Tel. Operator</th>
<th>233. A. Larkin</th>
<th>.722 338. P. Holly</th>
<th>.700...</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Completed)</td>
<td>226. M. Freeland</td>
<td>.110 240. K. Howard</td>
<td>.700...</td>
</tr>
</tbody>
</table>
| 116. C. Strnad | .722 237. M. Nalbandian | .700 |...
| 132. E. Kisch | .722 271. J. McLaughlin | .700 |
| 134. M. Knowles | .722 200. J. Staver | .700 217. E. Robinson | .700... |
| 214. R. Heid | .722 223. M. McCary | .700 215. D. Winstead | .700... |
| 216. E. Hauer | .722 222. M. Hedrick | .700 213. T. Giannini | .700... |
| 216. R. Huber | .722 223. M. Hedrick | .700 213. T. Giannini | .700... |
| 217. E. Hauer | .722 223. M. Hedrick | .700 213. T. Giannini | .700... |
| 218. A. Gillie | .722 254. P. Kimura | .700 217. J. McCollum | .700... |
| 219. J. Brown | .78.05 240. L. Watling | .700 |
| 222. M. O'Brien | .722 290. R. Godwin | .700 |
| 218. M. O'Brien | .722 290. R. Godwin | .700 |

### Award Word On Gr. 5 Clerk Promotion

The NYC Civil Service Commission is awaiting word from the Budget Director's Office on holding an exam for promotion to clerk, grade 5. The exam for promotion to clerk, grades 3 and 4, closed on February 25.

### Eligible Lists

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<th>STATE (Continued from page 3)</th>
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<tr>
<td>Public Service</td>
<td>3127. Assistant Supervisor of Motor Carrier — 12.</td>
</tr>
<tr>
<td>State Insurance Fund</td>
<td>3150. Senior Clerk (Purchase) — 1.</td>
</tr>
</tbody>
</table>

### Wonderful New Arco Courses

Here is a listing of Arco Courses for Pending Examinations. Inquiry about other courses, Graduation and Symbol Courses for pending examinations.

#### General Information

- Course Numbers:
  - 3140. Commercial Art: $3.50
  - 3141. Business Management: $3.50
  - 3142. Accounting: $3.50
  - 3143. Typing: $3.50
  - 3144. Bookkeeping: $3.50
  - 3145. Business Correspondence: $3.50
  - 3146. Business Law: $3.50
  - 3147. Business Ethics: $3.50
  - 3148. Commercial Arithmetic: $3.50
  - 3149. Business English: $3.50
  - 3150. Business Spanish: $3.50
  - 3151. Business German: $3.50
  - 3152. Business French: $3.50

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Public hearing on the Griffenhagen proposals was postponed until the end of the second week, on a three- to four-week basis, and promises to test their worth in the third week, with the expectation that all groups scheduled to be heard.

Prior to the Group's presentations, critics were still being heard. They will be followed by state, county, and municipal officials and by department heads.

Criticisms of the proposals were coming from groups which those who had laid down the proposals for the first time. How- ever, despite all the criticisms, there runs through the many statements two single discernable threads: (a) fair classification and pay plan or the City is destruc- tive; (b) pay raises must come from somewhere.

Typical of the approaches made by the various employee organizations is the carefully-prepared document presented by the United Housing and Building Executives Association, its president, Timothy Hagen, and its chairman, James C. Qulnn.

The Griffenhagen plan correct- ly emphasizes the necessity for an all-over and complete revision of the classification structure. It is one of the very few opened revision, however, in too often more sub- stance than in form.

Major Defects

Mr. Griffenhagen identified "major defects" as seen by his organization as the following:

1. The plan fails to correct long- standing inequities suffered by veteran employees in the depart- ment.
2. The pay scales established in the Housing and Building Services are being criticized.
3. It betrays an "amazing lack of knowledge of the City's requirements and of the requirements of the department.

**LEGAL NOTICE**

- Griffenhagen Hearings Go In to Third Week With Same Criticisms From Employees

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The Griffin plan, as adopted, reflects the practical and theoretical—amazing lack of consideration of the fact that the City cannot afford to have all other employee groups accept rates of pay in the City Serv- ice.

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The Griffin plan, as adopted, reflects the practical and theoretical—amazing lack of consideration of the fact that the City cannot afford to have all other employee groups accept rates of pay in the City Serv- ice.
At the annual dinner-meeting of the Jefferson County chapter, CSEA, held January 15, Left to right: Agnes Topper, co-chairman of the Executive committees; Mrs. Doris Trekler, treasurer; Eugene Vanderheft Jr., assistant manager; Teri Bank and Powell; Mrs. Edith Stein, chapter vice-president; Sheldon Stein, past chapter president; Charles M. Hay, past chapter president; Larry Hollister, field representative, CSEA; Ray W. Howard, chairman of the Executive committee. Speakers at the dinner were Topper, Mr. Vanderheft, and Mr. Hollister.

Activities of Assn. Chapters

THE CIVIL SERVICE EMPLOYEES ASSOCIATION

Teachers College, Brockport

AN INTERESTING newsletter is being put out by the Brockport State Teachers College, CSEA. It has in it local news items, reci- pes, and poetry. Here's a sample of the poetry:

Oh, dear, where can my silex go?
Each can for the garbage.
And bring back my silex to me!
Nice going, Brockport!

State Employees

THE CIVIL SERVICE EMPLOYEES ASSOCIATION

Bill for 18 Days' State Sick Leave Introduced

ALBANY, Feb. 11 - Senate Minority Leader Alger Hiss of New York City said that he favored in- creasing pensions to retired state employees and raising the salaries of present state workers.

"I have always stood for main- taining the pay level of our pub- lic employees at a place compar- able to prevailing rates in outside industry," Senator Hiss said, "and that opinion has not changed.

If a bill to guarantee a proper minimum for our retired workers gets to the floor of the Senate, I will support it," he said.

Senator Hiss also opposed an attempt to make the old-age and survivor insurance program available to employees in private industry offer a con- siderable number of days sick leave for employees.

Mildred Grady in Roslyn, L. I., Marguerite J. Blake, Joseph N. Agnew and James McRitchie, Mildred Grady has returned from a pleasant sojourn in Maine. Mrs. Nancy Nye, popular secre- tary, is making a good recovery from her recent illness. Mrs. Lida Grady convalescing at Harlem Hospital, Michael A. Mc- nally returned to duty after a brief stay at the hospital. Mrs. Anna Alos contracting after an emer- gency appendectomy.

Sympathy to Mrs. B. B. and Lil- ley M. Rabin on the death of their brother-in-law, to Mr. and Mrs. George Lyle on the death of their daughter, to Mrs. Edward Colley on the death of her mother; and to Ambrose Galbraith on the death of his brother.

Arms Employees

Metropolitan Area

JIM DRECHER has been made a life member of the Armory Em- ployees Association, CSEA. The actuarial committee of the Association, New York City, has conducted a review of the pension plan and has recommended that the membership of the Association be increased to the number of employees now in the plan.

One vacancy in the Depart- ment of Conservation.

WELLFARE TRAINING ASSISTANT


STATE

Promotion

ASSOCIATE ATTORNEY-

PUBLIC WORKS


Architect

1. Goodwin, HelM

ASSOCIATE ARCHITECT


ASSISTANT ARCHITECT


Architect

1. Goodwin, HelM

Architect


Architect

1. Goodwin, HelM

Architect


Bill for 18 Days' State Sick Leave Introduced