Officers of Willerd State Hospital chapter, Civil Service Employee Associations. Seated are Brook John (left), 1st vice president; and Donald J. Cheadle, secretary. Standing, from left, Ralph Sibley, delegate; John Vincent, 3rd vice president, Herbert T. Watson, treasurer; Joan B. Carlson, secretary; Ralph Solter, 2nd vice president, and Edward Liner, delegate. Not present when the photo was taken was alternate delegate Joseph Rizzeri.

Grievance Plan Should Be Written Into Law, Employee Groups Tell Preller Unit

ALBANY, Aug. 15 — The final day to submit independent nominations for officers of the Civil Service Employees Association and members of the State Executive Committee is August 25.

Nominations must be sent to the board of canvassers at Association headquarters, 8 Elk St., Al- bany, by that date.

Frederic Q. Wendt, president of the Civil Service Forum, said the new executive order merely "pal- ches" the old. Nathan Grosman also represented the Forum at the hearing.

Robert Lewis, counsel of District 55, American Federation of State, County and Municipal Em- ployees, AFL, urged establishment of a State public employee labor relations board, patterned after provisions of the "Little Wagner Act" for industrial workers. Em- ployees who are discriminated against, he said, could appeal to this board, which would have the power to issue cease and desist orders.

Retaliation Derided

John T. DeCraci, CSEA counsel, favored legislative action, but "first," he said, "there must be general acceptance of grievance machinery by the public.

"There were instances under the 1903 order," he said, of retaliation against employees who presented grievances. "Government officials must learn not to retaliate."

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Full Text of Executive Order Setting Up New State Grievance Plan

Following is the full text of Governor Harriman's executive order establishing new grievance procedures for 75,000 employees in the Executive branch of the State government.

EXECUTIVE ORDER

Relating to procedures for the submission and settlement of employee grievances.

BY VIRTUE OF the authority vested in me by the Constitution and Laws of the State of New York, it is hereby Ordered as follows:

I. Preamble

In order to establish a more harmonious and cooperative relationship between the State and its employees, it is hereby declared to be the policy of the Administration and the purpose of this order to provide for the settlement of differences through an orderly grievance procedure. It is also the policy of this Administration to assure to State employees the right to full freedom of association, self-organization and designation of representatives of their own choosing for the purpose of settlement of their grievances, free from interference, intimidation, coercion or reprisal. All the provisions of this order shall be liberally construed for the accomplishment of this purpose.

II. Basic Standards and Principles

1. Every employee shall have the right to join or to continue as a member of any employee organization or labor organizations; provided, however, that no employee shall organize or help to organize or become a member of any society or group of persons which teaches or advocates that the State or any State of or any political subdivision thereof shall be overthrown by force or violence, or by any unlawful means.

2. Every employee shall have the right to present his grievance in accordance with the procedures prescribed hereunder, with or without a representative if he so requests, except there shall be no discrimination against any employee because such employee has formed, joined, or chosen to be represented by an employee organization for the purposes of this order.

3. It is a fundamental responsibility of supervisors at all levels to consider and communicate with authorized representatives of the head of the department or agency, to take appropriate action promptly and fairly upon the grievances of their subordinates. To this end appropriate authority shall be delegated to supervisors by heads of depart- ments and agencies.

4. The responsibility of each State department or agency shall be responsible for carrying out the provisions of this order and the regulations prescribed hereunder and maintaining the standards herein prescribed in his department or agency.

5. The heads of State departments and agencies, or their designee or representatives, shall hold conferences at appropriate times with employee representatives on problems relating to grievances, transfers, employment and the continued improvement of the public service. Proposed new rules or modifications of existing rules governing work- ing conditions should, wherever practicable, be announced in advance and discussed in conferences with employee representatives before they are established. Employees of State employees, their unions, and their representatives shall be entitled to the services of the public service and to acquire a feeling of identification with the objectives of their department or agency.

6. The informal resolution of differences prior to initiation of action under the formal grievance procedure is encouraged.
Prof. Studenski Explains Why Pension Denials Strike Him as Unjust

Dr. Paul Studenski, has challenged the formal opinion rendered by Attorney General Jacob K. Javits, on the basis of which unions for employees are being excluded from certain retirement systems. The unions dispute the Attorney General's interpretation of the law and are seeking his reconsideration of the issue.

"The opinion of the same opinion or the same group of members in the same or different states has been certified. However, there are reports that some of these outcomes are on the State Employees Retirement System, under which contract workers in various states are being excluded from the system. The courts have ruled that the State government is numerically superior, and the inclusion of local government employees in the retirement system would have excluded them from the system.

The question arises whether the opinion will affect all, even if it is not uniformly so confined. There are some, but not all, who have contributed funds to be so defined. The second opinion, dealing with a person who contributed State funds to an independent contract, was based on the same reasoning that the state employees and the local government employees were entitled to be covered by the retirement system, hence were exempt.

Dr. Studenski, in advising contract workers, holds that the ruling is intended to be narrowly confined to such cases as those in which the contract employment was for retirement purposes. The opinion is of interest because Dr. Studenski, in advising contract workers, has been excluded.

Asking Inquiry

Dr. Studenski was legal advisor to the State Budget Director's Office in New York City. He is one of those whose membership in the opinion is terminated. He calls for an inquiry by the Budget into the basis of the Opinion. He also calls for an inquiry by the Budget into the basis of the Opinion. The appeal will be published next week.

Attorney General Jacob K. Javits is appealing N.Y. Supreme Court's decision requiring the Harness Racing Commission to issue licenses to public employees, including those who now earn $5,000 a year or more. The appeal will be held there October 13.

Illegal Hiring Charge

Pay Raised Over $1,000 for Fresh Physicians To U.S. Jobs They Shun Now

WASHINGTON, Aug. 15 — The U.S. needs about 1,500 physicians to fill jobs in the federal government, industrial radiography, packaging and trusted employees. The registros have authority to hire such persons who are not otherwise entitled to such credit for retirement purposes. The registrations have authority to hire such persons who are not otherwise entitled to such credit for retirement purposes.

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There is hereby established in the Department of Civil Service a board to be known as the Grievance Board, which shall consist of three members appointed by and who shall serve at the pleasure of the President of the Civil Service Commission. One of such members shall be the chairman of the Board of Civil Service, who shall be the chairman of such board. The other two members shall represent the employees of the Department of Civil Service, except that he shall be allowed necessary travel expenses. The compensation of the members of the board who represent the public shall be fixed by the President of the Civil Service Commission with the approval of the Director of the Budget.

IV. General Powers and Duties

The board is hereby charged with the responsibility and power to examine and proceed with conformity with the standards, principles and procedures herein set forth:

1. To establish and maintain a program for resolving employee grievances concerning employment in the service of the state.

2. To promulgate such regulations as may be necessary to carry out the provisions of this order, and to review and approve formal grievance procedures established by departments and agencies pursuant to this order and such regulations.

3. To hold hearings, to conduct investigations, to appoint fact-finding or advisory committees, to require the attendance of officers and employees of the State as witnesses, and to require the production or examination of records or papers of State departments or agencies relating to matters before the board.

4. To report to the President of the Civil Service Commission for approval formal grievance procedures adopted by any department or agency to establish, establish or maintain satisfactorily the standards, principles, determinations and procedures embodied or authorized by this order or any other state or federal law and any other publications to the end that all employees are fully informed of their rights, duties and responsibilities.

5. To render advice and assistance to employees and to administrative officers of State departments and agencies in any matter relating to grievances which may come to the attention of the board as the result of the procedures provided for or adopted pursuant to this order.

6. To require the head of each State department or agency to submit reports from time to time of the manner in which this order and the regulations prescribed thereunder have been and are administered in such department or agency, and of such other related matters as the board may require.

V. Grievances; Procedural Requirements

1. Departmental procedures. The head of each State department or agency shall establish forms and procedures for the submission, consideration and decision of grievances, and for the prompt and orderly consideration and determination of such grievances, so that, to the extent feasible, such procedures shall be similar to the department or agency head.

2. Wherever practicable, with due consideration to the organization, size and geographic spread of a department or agency, the procedures provided for in subsection (1) above shall be established, to the extent feasible, for more than two procedural stages, as follows:

(a) The first stage shall consist of the employee's presentation of his grievance to his immediate supervisor.

(b) The second stage shall consist of the employee's presentation of his grievance to his head or to an assistant of the head who is acting in his immediate supervisory capacity.

(c) The third stage shall consist of the employee's presentation of his grievance to the hearing examiner.

(Continued on Page 14)

Erie Exam Results

ALBANY, Aug. 15 — Results in six open-competitive exams for Erie County jobs have been announced by the State Civil Service Department. The rosters, and number of eligibles building and plumbing inspector, Town of Cheektowaga, 3; engineer assistant, to the Town of Cheektowaga; 3; recreation supervisor, Department of Youth Recreation, 1; senior engineer assistant, 1; statistician, 3.

Wyoming County lists

ALBANY, Aug. 15 — There are more than 100 people who applied for the following jobs in the Wyoming County civil service exam.

1. Pay increase drive
2. Fringe Retirement
3. Modernization of the State Retirement System

Residents have their say in The Leader's Change column.

Readers may have their say in The Leader's Change column. Send your thoughts to the C.B.S. Board of Directors.

Pay 'Fringe', Retirement Changes Urged by Killian

ALBANY, Aug. 15 — Albert Killian, of Buffalo, has suggested a three-point fringe retirement plan for state employees:

1. Pay increase drive
2. Fringe retirement
3. Modernization of the State Retirement System

David A. Killian, a representative of the state of New York, has suggested a three-point fringe retirement plan for state employees. The first point is a pay increase drive. The second point is a fringe retirement plan. The third point is a modernization of the State Retirement System.
NYC Social Investigator Test to Open Next Month

NYC will open an exam for social investigator next month and keep it continuously open as soon as the first day for receipt of applications has been set. It will be announced in the LEAD.

The position now pays more than $4,000 a year, and rising through small annual increments of $100, to $4,000, with an extra $100 as a seniority increment, for those at top of grade for five years, bringing the maximum to $5,040. Present List Nearly Exhausted

The existing list is nearly used up, so a new one will be sought speedily. The present list, established last December, had 1,280 names on it. This time the Personnel Department expects a larger response and list, because of the pay being increased from $3,425.

The Welfare Department has been trying hard to reduce the number of vacancies, and with considerable success. In the last exam the Personnel Department reported there were about 600 vacancies. That meant there were about that many provisions in the jobs. Provisional not to take an exam to get appointed, but met minimum departmental and other requirements. They consisted nearly exclusively of persons with no or little experience, but who had a college degree, which eliminates the necessity for experience.

Requirements

The maximum requirements in the last exam, which are expected to be the same in the new one, follow:

"Candidates must have been graduated from an approved high school and in addition must have: (a) a baccalaureate degree from an institution which has had such degree examination under the authority of the State of New York, or (b) four years of full-time, satisfactory service paid experience in social work with individuals with a public or private social agency adopting social work techniques, or (c) a satisfactory equivalent combination of college training and experience as outlined above."

A separate test is expected to be held later for social investigation with knowledge of Spanish.

Travel Rules Issued by U.S.

WASHINGTON, Aug. 15 — The U.S. Budget Bureau has issued new travel rules.

A new law sets $12 a day as the normal travel allowance, but amounts up to $30 are permitted, under special circumstances.

The new rates in the new a blower plan.

Travel by day coach on trains, buses, and streetcars is still allowed. Uniform allowances are given for persons traveling by air or sea, and a special car, reserved for the revenue officer, is furnished for travel of six hours or more.

Gains Hailed, Omissions by Congress Cited

WASHINGTON, Aug. 15 — The House has approved the Revenue Act of 1955, the first bill of the 84th Congress that will be considered after the expected CIO report in its weekly Bulletin. But the unions complain that Congress left undone many things that should have been done.

"The 8 per cent pay increase expected to show in the new 1956 budget report is inadequate; retroactivity helped on overdue bills; uniform allowance for travel to and from work is meaningless in more than just the money involved. Increase of annuities, as well as per diem and travel allowance, also swell the financial benefits, even though not affecting all across the board. There is no question but what on the surface the Federal employee fared better, financially, than many had thought probable, but there is no question either that there was lack of those increases over the past few years is also a considerable loss. So the story that this was a banner year for careers might be viewed as only a fawning banner. On the non-financial side, the long-desired career status for some 50,000 indefinites marked up one accomplishment and affords one ray of hope that perhaps other remedial action might be forthcoming.

Omissions Listed

"One omission is that of any action on the Kagan report recommending the creation of a Retirement Fund and Social Security. Provision of all of the funds was presented in January, 1954; Parts IV and V in June, 1954, as of August, 1955. Further progress is uncertain. Unquestionably there will be down- ward revisions, based on the gains president,"
NYC to Order New Test Held For Police Jobs

NYC is "ordering" a patrolman (P.D.) exam. That is the first step in a new series of requirements announced. After that applications are received. Present police call for recent applications. In September. All plans are tentative.

Officials called at the Personnel Department on appointments. Such plans practically determine when an exam is to be held. Officers of the Personnel Department were on the list of information received. There are 45,000 male police in the city. The new eligible list will be about 5,000. In addition there are 185 under-age eligibles, and some others on the current list. Both lists will run concurrently, with the earlier list getting the first test. This is from the pending exam. The third step, step 2, after two years pass $4,700, while the top grade is reached at the third year, pays $5,215. At least 500 appointments are expected on October 1, none before then. Pay Starts At $4,000

The city's fiscal year starts on July 1 and ends on the following June 30. Those employees who are required to have a new calendar period before the end of the fiscal year—prior to June 30—will get the allowance for the full fiscal year. An employee appointed just before the beginning of the fiscal year—appointed January 1—will be paid his first full year of pay for the period starting on the following July 1.

The uniform allowances are:

Police, $135; fire, $100; sanitation, $50; correction, $95; deputy sheriff, $95; state engineer, $150; police auto engineer, $150; water engineer, $150; Board of Water Supply, $180; Board of Health, $215; Board of Health: $215; Marine and Aviation, $35; some conditions; corrections, $25; Public Works, $25 or $25, some conditions.

This is retroactive to July 1, 1964.

WAGNER NAMED SHEPHERD

ALBANY, Aug. 18 — Michael A. Wagner of Cohoes was appointed sheriff of Rensselaer County, succeeding the late Arthur T. Rett.

CITIES EXPAND CULTURAL ACTIVITIES

CITIES have expanded their cultural activities since the end of World War II. A questionnaire sent to all cities over 10,000 by the International City Managers' Association brought back answers that a number of municipalities have stepped up their old services and under- taken new activities in education, arts and crafts, literature, music and opera—to encourage the citizens to "the enlightenment and refinement of taste."

The questionnaire also revealed a responsibility of the state—was about the only cultural accomplishments of local governments during the 19th century. One determinant was that U.S. cities had only such services as were expressly granted by state legislatures. Starting in the 20th century, however, and especially in the 1920's a number of states passed laws that gave cities the power to establish libraries, recreation departments, museums, and other cultural facilities. After World War II, cities increased their action in this field.

Out of a total of 970 reporting cities, the association found: 200 cities over 10,000, 90 cities 50 to 99, 50 per cent of city governments-operated; 60 cities from 100,000 to 250,000 population had 64 museums, 67 per cent government-operated; 11 cities from 100,000 to 100,000 population had 45 museums, 38 per cent government-operated; the 219 cities served 20,000 to 50,000 had 61 museums, 28 per cent government-operated; the 341 cities from 2,000 to 20,000 in size had 82 museums, 26 per cent government-operated. A large number of cities sponsor municipal bands and orchestras, and the list goes higher to recorded and park department money to provide leadership for music activities at centers and on the community scene.

Patrolman Job is Ordered

New Exam Held

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PATROLMAN — N.Y. City Police Dept.

Salary $5440 a Year After 3 Years

Includes $125.00 Annual Uniform Allowance

PERSON ON HALF-PAY AT ANY TIME

Our Course of Preparation Aids Thorough Instruction in All Phases of the Exam. Previously Students Here Have Unseepooled Record of Success in Patrolmen Exams for Over 30 Years.

FREE

MEDICAL EXAM

10 A.M. to 12 Noon, and 2 P.M. to 6 P.M.

Be Our Guest at a Class Session

ARRANGEMENTS TO MEET EVERYONE AT OUR CONVENIENCE

Classes Now Forming for Next Exam for

POLICEWOMAN — N.Y. City Police Dept.

Salary and Pension are the Same as for Patrolmen. The position offers many splendid opportunities for women and competitiveness in the official exam is always keen. Through preparation by experienced instructors serving every aspect of the official exam.

FREE MEETING (Women Only) on WED., 5 P.M. to 8 P.M.

Be Our Guest at a Class Session

IN MANHATTAN WEDNESDAY 8 P.M. OR, IN JAMAICA: THURSDAY 7:30 P.M.

Classes Forming for Approaching N.Y. City Exam for

CLERKS — Salary $2,750 to Start

Annual Increase to $3,540—Excellent Promotional Opportunities

MEN and WOMEN in Full-Time and Part-Time Positions for Men and Women of All Ages—17 years and up

NO EXPERIENCE OR DIPLOMA REQUIRED

Visits, Phones or Writs for Complete Details

CLASSES WILL BE HELD IN MANHATTAN AND JAMAICA

PARKING METER COLLECTOR

$3,500 to Start — FULL CIVIL SERVICE BENEFITS

* Men, 50 to 55 Years of Age and Women

* No Educational or Experience Requirements

Be Our Guest at a Class in Manhattan or Jamaica TUESDAY at 7:30 P.M. or Thur., FRIDAY at 7:30 P.M.

VOCATIONAL COURSES

* AUTO MECHANIC, DRAGGING, RADIO TELEVISION, SECRETARIAL, STENOGRAPHY, BUSINESS MACHINING

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MANHATTAN: 111 EAST 15th STREET — BR. L-1400

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**Featuring the Longest Established and Most Successful Institute in the Country

Rules Issued for Uniform Allowances

Rules were issued by the city regarding the payment of uniform allowances. The rules require that employees must have satisfied their probationary period for any given number of months, except for paternity leave of six months.
A candidate failed a non-competitive test for director of science in the NYC high schools at $10,950 a year, but three other candidates passed. Dr. William Jansen, Superintendent of Schools, wanted to give the failed candidate the position, that failure would come close to being a reflection on the test itself. The favored candidate had seven years' experience as science supervisor of the high school division.

"In filling a non-competitive position," the court said, "the appointing power would have the right to reject all persons on such a list if their personal qualities or background should be deemed unsatisfactory."

Long Way from Merit System

Even in non-competitive exams, failure to attain standards relating to personal qualities or background constitutes ground for rejection.

If the man whom Mr. Jansen wanted for the job could have been accepted into the system, the court stated, it would be more than glad to work with the LEADER that men in the NYC Sanitation Department were ordinarily entitled to appointment.

Civil service comes closer to mockery than merit if the object is to pass a person particular. There should be some sanction even to a non-competitive list. While there is no requirement of appointment in order of standing, since all who pass are on an equal basis, the job ought to go to one of those who did pass when all competed equally, rather than to one who failed, and alone is given a second opportunity. Otherwise holding the exam at all savors more of pretense than sincerity.

Needed: A Study Of Contract Employment

When Attorney General Jacob K. Javits rendered a formal opinion stating that all those employed under contract are barred from membership in the State Employees Retirement System, he really started something.

The principal objections made against the opinion, by Professor Paul Studenski and others whose membership in the retirement system was barred, are that it infringes on injustice, makes the State less efficient, and fails to consider the wider ramifications of contract employment. How wide these ramifications are may be judged from the possibility that thousands of persons employed under contract by State and local governments are being affected negatively, since contributions from salary are returned, with interest, but pension is lost. And what about the many pensioned on the basis of contract employment?

In one of the best known contract employment, as individuals, and who now lose all pension prospects, insist that a distinction should be made between hiring of individuals to perform professional, scientific and similar work under supervision, and work in an office of State or local government, who should be on a par with regular employees for pension purposes, and others who simply contracted to do a job on the outside, and when it is finished, get paid. The independent contractor and his employees, all agree, are not entitled to membership. The problem concerning the others is serious. It affects the economic status of persons accepted into the system. The State should study the whole subject.

Government has issued an executive order setting up a three-man grievance board for State employees. The following members are to constitute the board: Governor Harriman, who is to act as the chairman of this new board. The board may be created, read or eaten without the author's permission. He has only remained anonymous. All the acts take place in one set and one scene. At all times, the board speaks in unison.

We understand, sir, that you have a just and perspicacious master to take up with us.

"Yes, gentleman, that is correct."

"What is your problem, sir?"

"Gentlemen, my name is Alan."

"Do we understand, Mr. Alan."

"My problem is, sir. My advisor refuses to call me anything but Alan. I cannot tell whether I am using my first name or last."

"That is curious, sir. It would be wise if you called me by my name."

"Just this, sir. He will not tell me whether he is calling me by first name, indicating a friendly relationship, or whether it is calling me by my name, indicating an improper attitude."

"And what do you ask of us, Mr. Alan."

"Only, sir, that he be made to reveal my name, first or last, as you, sir, ordinate.

"But why, Mr. Alan?"

"For what else will I know how long I can spend on my coffee break."

"We will take the case under advisement, Alan."

"Which Alan?"

"The board merely laughs and starts to break off its new appeal. Mr. Alan understands he is in for it again and exists as down comes . . ."

The Curtain

Question, Please

IN EXAMS for public jobs, which notices are usually sent out first, the failure notices or the passing ones? L. D.

Answer — Congress recessed the line-item budget on June 15, 1965. It revealed whether the money appropriated was expected to buy a dollar's worth of service. The hearings revealed whether the amount needed, such as a modern classroom, was available for every dollar spent. The hearings are ordinarily entitled to appointable? K. E. V.

Answer — The list has been certified to City departments, for filling 50 of the 100 jobs. Thirty-nine of them are in the Department of Praxes. The others are divided equally for filling hospital and nursing jobs in the Housing Authority and watchmen, grade 1, jobs in the Department of Hospitals.

WHAT HAPPENED to the reports of the Joint committee on improvement of the Federal pension systems, and coordination of Social Security with the U. S. Employees Retirement System? I. H. C.

Answer — Congress recessed without acting on the reports. However, the U. S. Civil Service Commission studied the reports carefully, and concluded that nearly all of the recommendations should be adopted. When Congress reconvenes, action on the reports may be expected. The law at any specific session, should such a section be called.

In the Patrolman (P.D.) examination, how was the effect of the medical and character tests that the Police Department gives eligibles who already have passed the other parts of the exam, and therefore should be appointed. The Civil Service Department, the Police Department have the right of double-checking. The Police Department, for the Department of Personnel, conducts the investigation of candidates' character and record. Also, the Police Department tries to avoid appointing any eligibles who can not "last" at least 20 years in the department. Therefore the careful checking on health and other medical conditions by that department. Moreover, facts about eligibles turn up, even after candidates pass the Personnel Department. (Continued on Page 7)

Benefits of Better Budgeting

The Citizens Budget Commission is continuing its efforts to reform the NYC expense budget.

The program budget's additional information would be retained, standards of performance would be added. The fiscal year budget, would reveal whether the money appropriated was expected to buy a dollar's worth of service. The hearings revealed whether the amount needed, such as a modern classroom, was available for every dollar spent. The hearings are ordinarily entitled to appointable? K. E. V.

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CIVIL SERVICE LEADER

Page Seven

Tuesday, August 16, 1935

NYC Welfare Work Moves Steadily Ahead

Replacing Czar with Team Putz, Tkock in at Dept.

Who REALLY runs the NYC Welfare Department?

Is it the department's o.m. operation? Is it run by a "pressure group" inside the department? The answer is "No!" The NYC Welfare Department is run by a team of specialists. The head of the department has three overseers — the City, the State and the Federal Government. A third of the $200,000,000 a year the department spends is devoted to the formulation of policy. It takes financial, legal and welfare experts to see that these funds are spent as well as possible, in a way that will best benefit the people. About 200,000 New Yorkers apply to the Department each month for some kind of financial assistance. Some are qualified for City aid only, some for State aid, some for both. The City and Federal aid.

Only An Expert Can Tell

Not only an expert, or group of experts, can figure out who should get aid, but who is entitled to get it — and how much. And no one man could have the skill or time to follow all the directions.

Postal Workers Regain Right to Eat Their Cake With Midnight Coffee

While employees of the New York post office may not quite be demanding to be permitted to eat cake when they have coffee during their evening tours, at least they will be allowed to eat cake when they have coffee on their midnight tours.

Formerly it was legal to have cake with one's coffee. Then came a surging persecution of that confection. Now that the cake privilege was withdrawn, the employees are happy. They raised their coffee cups at midnight, as they should. Acting Postmaster Robert H. Schaffer, who is responsible for the regulation, said it was difficult to discern how many would be permitted to have cake.

A third aspect of the coffee problem was discrimination charged by substitutes. During their third tour they were prohibited from having coffee, although at the very same time and on the same department the employees won this point, and the substitutes gave cheers. To them, there was no cup that didn't call.

Mail In Your Questions

Experts will answer your questions on civil service. Answer by The LEADER or by mail, except that questions of wide interest are answered in the Question. Please column. Do not telephone your questions.

NYC Deputy Chief, Captain Tests

NYC is planning to receive applications in September in exams for promotion to deputy chief and captain, Fire Department. There are additions to the list criminally indicted, as published in last week's LEADER. The application dates for the September exams are the 8th to 29th.

Applications will be issued and mailed to the applicants. The dates are listed in the application. The chief of the department, established in November, 1935, consists of 34 eligible. The last number appointed was 28th in relative standing on the original list. All eligible have been contacted, but certification always excepted vacancies. The department has two vacancies.

The Magnet Attracts

Besides the 71 patrons (P.D.) who resisted to accept jobs as NYC Bureaus (P.D.), 34 employees of other departments did likewise. The Transit Authority and the Municipal Association, the telegraph company, presented four each, the Correction Department five, and Salvation 21.

Local 10 of the Federation of Postal Clerks, AFL, submitted a letter to the New York office. It makes no sense, as it was so pointed out in the previous question, that the sick-leave took place. The first, and the only one ever, said no formal approval ever had been given. Because of the involvement of sick-leave, the job pays $3,020 to those who have a right to be there. No more.
"I'm glad I belong to BLUE CROSS and BLUE SHIELD!"
say thousands of grateful subscribers who have received benefits under the non-profit community plans.

NOW

The Civil Service Employees Association

in cooperation with

The New York State Government

has arranged to make non-profit Blue Cross and Blue Shield available to New York State Civil Service employees and their dependents through a special payroll deduction plan.

ENROLLMENT — AUGUST 1 to 31
BENEFITS EFFECTIVE BEGINNING DECEMBER 16, 1955

if you are enrolled on a non-group basis or if you are not yet enrolled

DON'T MISS THIS OPPORTUNITY

Every penny paid in, except for low administrative costs, is set aside to provide hospital care benefits. The primary aim of Blue Cross is to help subscribers get the hospital care they need — not just dollars. Because of special arrangements between Blue Cross and the hospitals, most subscribers, when they leave the hospital, find their hospital bills paid in full.

Blue Shield helps pay the cost of medical care to your own doctor. There's no need to give up your family's old-established relationship with him. You need never feel you are asking your doctor for favors.

Each time you use the services provided under your Blue Shield membership your doctor gets paid for it — a specific fee for each service.

TO QUOTE READER'S DIGEST:

"Buy hospitalization from Blue Cross and medical services from its associate Blue Shield. These are non-profit, community-sponsored organizations."

ENROLL TODAY
CERTIFICATIONS

Number of last NYC eligible certificate is given.

OPEN-COMPETITIVE
Junior draftsman, education, Tax; 73.
Mechanical engineering draftsman, Transit Authority, Transit; 6.
Foreman, Fire, Water Supply, Gas and Electricity, Education, 38.
Office appliance operator, grade 2, Youth Board; 17.

OPEN-EXAMINATION

Promotion
Assistant supervisor (cars and trucks), Planning; 6.
Assistant foreman (structures), Transit Authority; 11.
Animal caretaker (animals and shops), Transit Authority; 4.

CSEA coworkers: 1st vice president, CSEA, reports the following news at CSEA meeting.

2517. INTERMEDIATE STATISTICAL CLERK, Westchester County, $3,250 to $4,300.

Promotion

CSEA coworkers: 1st vice president, CSEA, reports the following news at CSEA meeting.

14K DRUG CO.
106-57 New York Blvd.
Jamaica 5, N.Y.

HELP WANTED

STOCK MAN

Part-time Work

HOURS 8 A.M. UNTIL 4 P.M.

READY WORK: employed men preferred, no extra money.

In Your Spare Time

MRP. 4-6611

MRS. TOMLINSON

HELP WANTED

At Manhattan State Hospital

NEW YORK CITY, Aug. 15 — Judges came to naught before Saturday's show at the Coliseum when the picketers didn't get their $40 court order.}

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CIVIL SERVICE LEADER

Houses — Homes — Properties
The Best Gift of All — Your Own Home

LONG ISLAND

ST. ALBANS $12,490

TOP VALUE!

INTER-RACIAL

$690 CASH

Only $63.29 Per Month

3 Bedroom Models

Full Bathrooms

Hot Water Heat

All Large Rooms

Nationally Built


Jamaica

5 Room Town-House, $966.

2 Room, 2 Bath, $840.

3 Room, 2 Bath, $690.

4 Room, 2 Bath, $760.

5 Room, 2 Bath, $966.

LARGE 7 ROOM TOWN-HOUSES — 7 ROOMS, 2 BATHS, 4 PATIO YARDS, $1090.

Long Island

3 Room, 1 Bath, $600.

2 Room, 1 Bath, $490.

1 Room, 1 Bath, $290.

$12,490

INTER-RACIAL

$690 CASH

Only $63.29 Per Month

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Jamaica

5 Room Town-House, $966.

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Long Island

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1 Room, 1 Bath, $290.

CIVIL LIBERTY

FOR VETS 

267-11 Merrick Blvd., Jamaica 7-7807

La Perla Realty

2 Family, 2 Bath, $5000

3 Family, 2 Bath, $6000

5 Room, 2 Bath, $7600

1 Room, 1 Bath, $2000

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5 Room, 2 Bath, $7600

1 Room, 1 Bath, $2000
For those who want to get into Civil Service

Have you a relative or a friend who would like to enter for the State, the federal government, or some local unit of government?

Why not enter a subscription to the Civil Service Leader for him? We will fill full job listings, and learn a lot about civil service.

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**Executive Order on Grievances**

(Continued from Page 3) supervisor who shall, to the extent necessary or appropriate, con- sult with and assist the employee to convey to any of his higher ranking supervisors in direct line below the level of the department or agency in any manner, except by his designated representative, or with the agency personnel in the manner and at the time and place and under the conditions and resolution of grievances shall be presented in the first instance to the employee's own rank supervisor or, for persons whose supervisor common to all em- ployees in the group.

1. The final departmental stage shall be the determination by the department or agency head, or at his discretion by the authorized representative with full re- powers, of the facts and the appropriate determination of grievances in the final departmental stage. If a grievance is not satisfac- tory settled at a lower stage the employee may request a review by the head of the department or agency he is employed by. In such case, the specific nature of the grievance and the facts relat- ing thereto shall be reduced to writing jointly or separately by the employee and by the appropriate supervisor of the department or agency, the head of the department or agency or his designated representative, when such is authorized and the signed copy of the grievance shall be submitted to the head of the department or agency in question. The head of the department or agency shall provide for an informal hearing at which the em- ployee or his designated representative shall have an opportunity to appear and present oral state- ments or arguments or be heard by or through such representatives or employees of the department or agency to conduct such informal hearing as well as to receive such other information as they may require. The head of the department or agency shall have the power to determine the time and place of the hearing and the manner of procedure thereat and the manner and conditions of the proceeding shall be furnished to the employee and the department or agency in question. The head of the department or agency shall have the power to determine the time and place of the hearing and the manner of procedure thereat and the manner and conditions of the proceeding shall be furnished to the employee and the department or agency in question.

2. Time limits. The formal review of each grievance at the first de- partment or agency shall specify time limitations for the proceeding in each stage, in order to prohibit the prompt con- sideration and determination of grievances. The employee shall receive a copy of the grievance, the grievance procedures adopted pur- suant to this order, and its rights and obligations throughout.

3. Time off for the processing of grievances. An employee and his designated representative shall be allowed such time off, if regular duties as may be necessary and reasonable for the processing of a grievance un- less such time off is also required by rule or by law or by virtue of special conditions. In such a case, it may be made pursuant to this or- der, the grievant shall have been granted a day or less time off, if regular duties as may be necessary and reasonable for the processing of a grievance unless such time off is also required by rule or by law or by virtue of special conditions.

6. The President of the Civil Serv- vice Commission on the rules, and the standards, principles, deter- mination of grievances, shall be authorized, void or unreasonable for the processing of a grievance unless such time off is also required by rule or by law or by virtue of special conditions.

8. Application

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**Activities of Employees Throughout New York State**

**Kings Park Chaplet Plans Aug 25 Picnic**

**Stated Location**

Kings Park, Aug. 15—Kings Park Chaplet members and guests will be treated to a picnic on Sunday, Aug. 25, at the annual picnic Aug 25 in Smithtown. The picnic will be held next week.

**Invitations**

Invitations to the picnic will be sent in the mail to all members and guests. The invitations will be accompanied by a letter from the chaplet president, Henry M. Oolden, thanking everyone for their support and expressing the chaplet's gratitude for their service.

**Transportation**

Transportation to the picnic will be provided by the chaplet, and guests are encouraged to bring their own transportation if available. The picnic will be held at the Smithtown Park, located at the intersection of Smithtown Avenue and Oak Street.

**Activities**

The picnic will feature a variety of activities, including games, music, and a dance. There will also be a raffle for a chance to win a variety of prizes, including gift certificates and outdoor equipment.

**Food**

Food will be provided by the chaplet, and guests are encouraged to bring their own drinks and snacks if they wish. The picnic will begin at 10 a.m. and will end at 4 p.m.

**Contact**

For more information, please contact the chaplet president, Henry M. Oolden, at 555-555-5555.
News of Employees in Tompkins Chapter
ITHACA, Aug. 15 - Employees of the Board of Education, and the County Hospital, are in the news from Tompkins chapter, CSEA.

Education aide Mary Stark, Ray Woodson, Bert Poole, Dorothy Slevenger, Ross Cameron and Paul Thornton are on vacation. J. N. Cruise is attending Oswego State School for a week. Elizabeth Kosem has returned from a visit to Ontario, Canada.

At the County Hospital, Mrs. Charlotte Balentine has returned from an extended trip through the West and to Florida. Evada Hayman and Mr. Pearl Holman are back from vacation.

Alan Mitchell, president of Tompkins chapter, CSEA, and Mrs. Harold LeTourneau, the special delegating officers, are in Albany.

Monroe Chapter Installs Officers
ROCHESTER, Aug. 15 — Raymond L. Goodridge, has been installed as president of Monroe chapter, CSEA. William H. Reidman, longtime president, handed over his duties to Mr. Goodridge at Willow Park Park.

Vernon A. Turkey, CSEA 4th vice president, installed Mr. Goodridge. Marie McFarland, 1st vice president; June Johnson, 2nd vice president; Robert W. B. Goodridge, 3rd vice president; Remington Hall, secretary; Dorothy Common, corresponding secretary; Mary E. O'Neill, treasurer; Gerald Rossiter, president; and Mrs. Janet Ellis, vice president. Installed Mr. Goodridge.

L. Goodridge has been installed as president of Monroe chapter, CSEA. William H. Reidman, longtime president, handed over his duties to Mr. Goodridge at Willow Park Park.

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