**Civil Service Leader**

**Institutional Payroll**

**Dates To Be Changed**

*See Page 16*

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**A Christmas Wish**

May you share in the blessings of Christmas and the good fortunes of the New Year.

JOSEPH F. FEILY, President
Civil Service Employees Association

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**Governor Orders Closing Of Mount McGregor**

ALBANY, Dec. 21—The proposed closing of Mt. McGregor as a state-owned real camps for veterans will affect the livelihood of some 200 year-around state employees.

Under a plan recommended by Governor Rockefeller, the camp will be converted into an annex operated rest camp for veterans.

In a statement issued by the Governor's office last week in Albany, it was said:

"We can only reiterate what we have already said earlier this month. At that time we stated: 'The announcement made by the Governor's office last week in a statement saying nine state farms were being eliminated. The continuation of other state farms is being studied.

The announcement was made by the Governor's office last week in a statement saying nine state farms were being eliminated. The continuation of other state farms is being studied.

The Governor has requested the State Division of Employment and the Labor Department to seek new job opportunities for these employees, either in government or in private industry.'"

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**Salary Report Goes To Budget**

"The annual salary report by the Civil Service Employees Association has now been delivered to the Office of the Governor and CSEA President Joseph F. Feily announced that he expects to confer with the Governor on the state's salary problems at an early date.

This 88-page study is examined with tables and graphs which demonstrate the need of a general salary adjustment. There are 19 graphs and 34 tables and the re

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**More Gains For Thruway Aides Scored by CSEA: Pay Plan Given**

ALBANY, Dec. 21—Important gains for employees of the State Thruway Authority were scored again by the Civil Service Employees Association last week. At the same time, the Association announced it was presenting a 100-page document to Thruway officials in support of the salary drive for Authority employees. The day report will insist on a $400 across-the-board raise for these workers.

As a front of conferences between the CSEA and the Thruway authority, it important working and negotiating relationships were won by the Association for Thruway employees.

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**State Aides Get Extra Half Day Off Before New Years and Xmas**

Gov. Nelson A. Rockefeller has authorized a special half holiday for state employees on Christmas and New Year's Eve. State offices will be closed at 12:30 P.M. on December 24 and December 31.

In advising the President of the State Civil Service Commission of his action, Governor Rockefeller directed that arrangements be made for equivalent compensatory time off for employees of State institutions and agencies where maintenance of full-time service is essential.

With Christmas and New Year's Day falling on a Friday, Governor Rockefeller noted that closing State offices at noon would lengthen the Christmas and New Year's weekend for those State employees whose jobs are close to their homes and provide employees living away from home, so that they can spend the full holiday period with their families and friends.

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**9 State Farms Closing: '194 To Lose Jobs**

ALBANY, Dec. 21—Governor Rockefeller's economy drive will mean closing nine state institutions farms, under recommendations to be made in the 1960-61 state budget.

The announcement was made by the Governor's office last week in a statement saying nine state farms were being eliminated. The continuation of other state farms is being studied.

The Governor has requested the State Division of Employment and the Labor Department to seek new job opportunities for these employees, either in government or in private industry.

"At the time the farms were closed (Continued on Page 3)

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**Ass'n Rejects Reasons For Not Effectuating Set Of Trooper Attendance Rules**

Your reply is not satisfactory to us and we are preparing to take the proper steps to demand your assurance that you will give us the benefit of the law.

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**CSEA DIGEST**

1. Salary Report, with main issues cited, goes to Budget Director. See Page 1.

2. Westchester County seeks 10 per cent pay increase for employees. See Page 2.


4. CSEA scores again for Thruway workers. See Page 3.

5. McGarvey slating again as trooper attendance rules. See editorial on Page 5.

6. Institutional payroll dates to change. See Page 16.
Two daring rescues from a scaling ladder to breach the windows. The aerial, when positioned, was quite apparent the time they arrived. Our immediate concern was to get the Firemen  up to the top of the building and position the ladder to reach the window sill and this left approximately 10 feet between Fireman Russo and the victim. The scaling ladder was brought to the top of the building and positioned. Fireman Russo advanced the scaling ladder and positioned himself at the top of the building. He grasped Mr. Riles around the waist, trying to shield himself from the heat and smoke holding him to the window. The scaling ladder was lowered to the ground and Mr. Riles was in no condition to help himself and had to be handed bodily to Fireman Alberda.

...The aerial was then repositioned to the adjoining window to the west...while the four men were still on the fly. Mr. Diaz, position was now quite bad due to the heat and smoke. Fireman Russo immediately ascended same and grasped Mr. Riles around the waist. Mr. Riles was in no condition to help himself and had to be handed bodily to Fireman Alberda...

State Investigators Look for What's Wrong With N.Y.C.

The New York State Commission on Governmental Operations spent 8 days in New York testifying to a variety of opinions on "What's wrong with City Government." No one was expected, they said, to come out of the hearings with anything but plenty of opinions. Among particular attacks were the Borough President's set-up, the two-house council-Board of Estimate system, the dual-capital operating budgets, and the inadequacy of the City management system. Stanley Isaacs picked up four city department heads in his cross-examination. He accused the Mayor's office of "bodily" assisting the Comptroller's office. His questions were plenty of opinions. Under particular attack were the Borough Presidents' set-ups, the two-house council-Board of Estimate system, the dual-capital operating budgets, and the inadequacy of the City management system. Stanley Isaacs picked up two city department heads in his cross-examination. He accused the Mayor's office of "bodily" assisting the Comptroller's office. His questions were plenty of opinions. Under particular attack were the Borough Presidents' set-ups, the two-house council-Board of Estimate system, the dual-capital operating budgets, and the inadequacy of the City management system.
The research and compilation of data is done at the beginning of each year, and the results of the "study" are usually presented in June, sometimes in September, in some cases at the end of the year. This produces a feeling that the results of the study are not as timely as they should be, since the study is conducted during the school year, and the results are not available until the following year. This produces a situation where the study is not as relevant as it could be, and the results are not as useful as they could be.
P.O. Carriers Plan Wage Campaign

The National Association of Letter Carriers, usually in the forefront of Federal worker pay-raise drives, is already mapping strategy for a wage campaign with six weeks left before Congress reconvenes.

Five major actions by the Association's 21-man executive council included:

1. Endorsement of the Foley bill to provide 15% pay raise for postal employees and make permanent the 25 percent temporary portion of the 1958 raise.

2. Requested a Presidential order to give rural carriers an equipment maintenance allowance increase of one cent to compensate for the one-cent increase in the federal gasoline tax.

3. To compensate for the new tax and other maintenance cost increases, to seek legislation for a two-cent allowance increase.

4. Instructed NALC field directors to seek state legislation exempting rural carriers from state sales taxes.

5. Urged revision of the Postal Job Classification Act to advance carrier from Level 4 to 5 and eliminate the first two within-grade steps of each level.

Federal Employee Health Plans Boom

Many of the Federal employee health plans that have health benefits plans have already notified the Civil Service Commission that they will participate in the Federal Employee Health Benefits program due to go into effect in July, 1959, the Commission has announced.

December 31, 1959, has been set by the Federal Employees Health Benefits Act of 1958 as the deadline for employee organizations with health benefit plans to notify the Commission if they want to participate in the program. Any organizations that fail to make the deadline will not be able to participate at any time in the future, the Commission said.

Under the Act, Commission approval of an organization's health benefits plan will result in the Federal Government paying 65 percent of the cost of the employee-member's subscription costs up to certain maximum amounts.

To qualify for participation in the health benefits program, an employee organization must be national in scope or open to all employees of a department or agency who are eligible to enroll in the health benefits program, an employee organization must be notified of its existence.

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To qualify for participation in the health benefits program, an employee organization must be national in scope or open to all employees of a department or agency who are eligible to enroll in the health benefits program.

For the one-cent increase in the federal gasoline tax, agreed to seek legislation to provide a $650 pay raise for the one-cent increase to compensate for the new tax.

To compensate for the new tax and other maintenance cost increases, to seek legislation for a two-cent allowance increase.

Instructed NALC field directors to seek state legislation exempting rural carriers from state sales taxes.

U.S. Hiring Aero Engineers From $4,490 a Year

Aeronautical, mechanical, electrical and structural engineers with an aeronautical metalwork background are being sought to fill positions under the U.S. Army Transportation Materiel Command in St. Louis.

Salaries for these jobs range from $4,450 to $11,065, depending on experience, and include vacation and sick leave retirement, and health insurance.

Interested of interested applicants will be held on December 14, 15 and 16 at the Professional Placement Center of the New York State Employment Service, 444 Madison Avenue from 9 A.M. to 4 P.M. A representative of the Transportation Materiel Command will conduct the interviews.

Applications are being accepted now for $2-an-hour jobs as railroad clerks with the New York City Post Office. Applicants must be over 18 years of age and have good eyesight and hearing. The maximum salary allowable is $2.42 an hour.

The positions offer security, up to 26 days paid vacation and 13 days paid sick leave a year. Life and health insurance, and opportunity for advancement. New York State residency is required.

To apply, ask for Announcement No. 2-3018-59 and Card Form 5005 AB at your local main post office, except for the New York and Brooklyn main post offices.

Mail completed forms to the Board of U.S. Civil Service Examiners, U.S. Post Office, Room 1606, General Post Office, 33rd St, near Ninth Ave, New York 1, N.Y.

NOW! AT AMERICAN DWAY PRICES ON LATEST 1959 DISHWASHERS

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G-E MOBILETE "Rolls-on-Wheels" DISHWASHER

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SPECIAL PRICE TO CIVIL SERVICE EMPLOYEES

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See Page 11

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OWN YOUR OWN HOME
See Page 11
State Wants Draftsmen
With 2 Years’ College or Experience at $3,680, up

From $3,680 to $4,560 a year is New York State’s offer to candidates for the job as draftsman, open for filing of applications until Jan. 4.

Requirements of the job are two years of experience, or two years of a college course leading to a bachelor’s degree, or graduation from a technical institute or junior college.

Duties of draftsmen consist of preparing drawings for engineers from a technical institute or junior college, routine drawings and computations. They also check the work of others and make minor engineering computations.

The written exam, scheduled for the time filing closes, Dec. 28, consists of one part devoted to visualization of three dimensional figures. Knowledge of mechanical drawing practices and mathematics will also be tested.

The following candidates for association office:

- John Chamberlin, president; Herbet Johnson, 1st vice president;
- George Dury, 2nd vice president; George Mensen, secretary; Mel Dalliborn, financial secretary;
- Richard Curtes, treasurer; Pitney Davis, historian; Harold Orde, marshall, and the following trustees:

Case Worker Jobs: Pay to $4,480 a Year

New York State will accept applications until Jan. 4 for positions in 150 job titles through which more than 210 city and county welfare jobs throughout the state will be filled.

The starting salary is from $3,100 to $4,680 a year, depending on location.

Candidates should be graduated from college by next June 30 or have four years’ experience in social work or in teaching. A bachelor’s degree is an absolute requirement in some counties.

The presentation will take place at 8:30 P.M. In the Roosevelt Room of the Fraternal Clubhouse, 110 West 46th St., Manhattan.

Season’s Greetings

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The DELEHANTY INSTITUTE
MANHATTAN: 113 EAST 15 STREET Phone GR 1-2425
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Complete Line of Parker Pens At
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Visual Training G. CANDIDATES FOR PATROLMAN POLICEWOMAN COURT OFFICER
IF IN DOUBT ABOUT PASSING T  THT TEST OF EIVI SERVICE CONSULT DR. JOHN Y. FLYNN
Optometrist - Orthoptist
300 West 23rd St., N.Y.C.
Dr. April May — W.A. 2-5409

Our Blue Shield® paid up, Hon?"
LETTERS

WONDERS WHO CITY IS "TRYING TO KID"
Editor, The Leader:

Who is New York City trying to kid? I read your story last week about the test for electricians' helper being "too easy." That's less than 25 cents an hour, which is ridiculous for the experience required.

I have been waiting for a job like this to come up for over six months. I don't know what the salary is, I guess I'll find out where I am—doing wiring, nonunion. For six months, that's two and an hour, which is punk and I can't stand it.

Sure would like to take a City job because the work is good, it's secured, you get your rights, especially production, but with three years' experience I can do it.

I just want the City to know they are losing a lot of good workmen with their crummy pay rates.

JOHN WELCH
New York City

SAYS DIRECTIONS

PHILIP PAULUS
Editor, The Leader:

I'm sure the authors of civil service say they have good intentions, but the directions for some of the questions are as clear as mud.

The unity of thought is confused. Considerable time is required to work the slates, and if we are customized by paid clericals: increased pay for each present grade or upgradings of more than one grade.

The Board of Appeals saw its way clear to lay off for after Jan. 1 decisions on upgradings for the clerical titles above senior clerk, thus insuring a delay of at least all months for any upgradings then recommended. The Board must see its way clear at its next meeting to grant at the very least, upgradings of one step for the nine high clerical titles laid over.

McGarvey Stalling Again
On Trooper Work Rules

SUPERINTENDENT of State Police Francis McGarvey appears to be as reluctant as ever over giving up one iota of control over State Troopers, whom he prefers to look upon as the troopers of a semi-military body under his personal supervision.

It took a lot of publicity and strong action by the Civil Service Employees Association to get the troopers work week cut down a few months ago from 120 hours to 80 hours per week. When this slave schedule was sliced, the CSEA was also assured that troopers would get a set of attendance rules to protect their working rights by established order instead of whim.

A Right — Not a Favor

Despite assurances to the troopers that they would get such rules, and assurances to the Employees Association, that it could see any proposals on the matter before they were effectuated, Mr. McGarvey is on the stall again and immediately.

This method worked once and if Mr. McGarvey doesn't set about finding it happening again, at present, the whole problem is being handled the wrong way unnecessarily.

A Christmas Message

THE LEADER and its staff extend the greetings of this joyous season to its readers and to all those in the public service. May the hope that was born 2,000 years ago be with you.

TUESDAY, DECEMBER 22, 1959
U.S. Coast Guard Clerical Group "Deplores" Upgrades

A memorandum has been issued to all members of Terminal Employees Local 832 "deploring" the stand taken by the Career and Salary Plan's Salary Appeals Board recently in its recommendations for clerical upgradings.

"The very minimum we expected," said the local's president, Herbert S. Bauch, "was a two-grade rise for clerks and senior clerks and one grade for the other titles all the way up the line. "While the medical clerks, all of whom belong to Local 822, went up one grade, the photostat operators, also represented in our local, were denied an increase, even though we proved their scale is far below that of a unionized photostat operator in private industry.

"We cannot foresee that this upgrading will do any good to the morale of the City employee, the white collar employee will still be the underdog in the City pay scale."

FREE BOOKLET by U. S. Government on Social Security. Mail only. Leader, 97 Duane Street, New York 7, N. Y.
"Invade Homes" to Alleviate Social Worker Shortage

Welfare agencies are suffering from extreme shortages of qualified social workers, due largely to the fact that many social workers are women who quit the field and marry only a few years after graduation from college.

To meet the need, many agencies are going to invade the home in an attempt to get social workers-turned-housewives to come back to work on part-time job arrangements. The response to the idea has been favorable and the State Employment service has predicted that it will become more popular as shortages grow more acute.

Where to Apply for Public Jobs

New York City — The applications Section of the New York City Department of Personnel is located at 96 Duane St., New York City, and applications must be made to the Personnel Department. Inquiries from 9 to 12 A.M. Telephone 7888.

Mail applications need not include return envelopes. Mail applications must be made to the Personnel Department, including the specified filing fee in the form of a check or money order, at least five days before the closing date for filing applications. This will allow time for handling and for the Department to contact the applicant in case his application is incomplete.

The Applications Section of the Personnel Department is near the Chambers Street stop of the main subway line that goes through the area. These are the IRT 7th Avenue Line and the IND 8th Avenue Line. The IND Lexington Avenue Line stop is at the Brooklyn Bridge stop and the IRT Broadway Local stop is City Hall. All these are but a few blocks from the Personnel Department.

STATE — First floor at 270 Broadway, New York 7, N.Y., corner of Chambers St., telephone, Broadway 1-5816; State Office Building, State Campus, Albany, N.Y., 5th floor, Room 460 at 158 West Main St., Rochester: hours at these offices are 9 A.M. to 5 P.M., closed Saturdays.

Applications are also obtainable in any post offices, except the New York Post Office, Rock Island, Illinois, where the applicant must write the examiner at the particular institution stating the general type of work desired and the time when further information and application forms are available.

New York's Newest Hobby Store

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In New York: Time T-31MM

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This announcement is the happy Christmas gift!

NEW Low Priced "Designer" TV!


Model 211367
Ultra-Vision 21' Overall Diagonal Measurement, $198.77

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See these Important NEW Features in the NEW 1960 GE-Models

NEW FULL POWER TRANSFORMER & NEW LATCH & FORGET VOLUME CONTROL

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NEW PRECISION-ETCHED CIRCUITRY • NEW DAY-BLUE 170' ALUMINIZED TUBE

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4 band radios with 2 short waves, local, police, ship airplanes. 7 tubes, AC National brand with phone connection. Can send and receive on amateur bands. Excellent condition, reasonable price. Gets Europe, Asia, As, America, Africa, Israel, etc. Cell 03. 3-6010

TRAIN TOWN

HUGE DISCOUNTS

New York's Newest Hobby Shop, you can really see in to see new lines of model trains, toys, etc. This week's new lines of train equipment and toys are: the M1945 tank, the 1945 Jeeps, and, a first for train equipment, a non-staining, self-relieving glue that makes it quick to build and enjoyable to build. Drop in and see for yourself. We are located at 108 Market St., New York, N.Y. Hours are 9 A.M. to 12 M., 2 P.M. to 6 P.M., Wednesday only, from 9 to 5. We close for lunch at 12 M. Hours are 9 A.M. to 12 M., 2 P.M. to 6 P.M., Wednesday only, from 9 to 5. We close for lunch at 12 M.

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146 State (Corner of Eagle) New York 14, N.Y. Hours at these offices are 9 A.M. to 5 P.M., closed Saturdays. Mail orders can be sent to any part of the world. Our door takes you to any part of the city within a few minutes. That's convenience.

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Interpreters with a knowledge of both Yiddish and Italian can apply for the opening at the Department of Personnel, 96 Diane St., New York 7, N.Y., two blocks North of City Hall and just west of Broadway.

Applications and Information are available from the Department of Personnel.

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1960 STYLING
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Decorative-styled cabinetry
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A dramatic new dimension in styling

Enjoy these advance-design features:
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Model 17T3333, Charcoal and Onyx, 17" viewable picture, 21" overall diagonal.

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Trainee Jobs at $4,446 Open With State Labor Dept.

To apply, contact the Information Office, 606 Eighth Ave., New York 18, N. Y., Ext. 2-7900. Applications will be accepted until Jan. 4.

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NEWEST, MOST SENSATIONAL
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Trainee Jobs at $4,446 Open With State Labor Dept. Interviewers and unemployed claims examiners, paying $4,446 for the first year's training period and increasing to a maxi-

WANT A COMPACT CORVAIR FOR XMAS
YOU'LL ALWAYS DO BETTER AT BATES
GRAND CONCOURSE at 144TH STREET, BROOKLYN.
Scholarships For City Employees Offered

A limited number of scholarships for courses under the New York University Municipal Personnel Program will be awarded to City employees by the Municipal Personnel Society for the spring term, it has been announced.

The New York University program offers such subjects as human relations and administration for supervisors, personnel management, law for inspectors, investigators and law enforcement officers, public housing management, and courses for architects in building construction and architectural design and site planning.

Classes will be held in the City Hall area, beginning the week of January 11. Scholarship applications, which are available from the Training Division, New York City Department of Personnel, 299 Broadway, New York 7 (CO-7-8880, ext. 231), must be submitted before December 21.

FREE BOOKLET by U. S. Government on Food Security. Mail only. Leader, 67 Duane Street, New York 7, N. Y.

HOUSE HUNTING
See Page 11

American’s Low Price! * G-E Quality! *

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Frost Never Forms in the New General Electric Frost-Guard Refrigerator-Freezer!

 Messy Defrosting Banished Forever in BOTH the Refrigerator AND the Freezer!

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American Home Center Inc.
616 Third Avenue at 40th Street, New York City
Call MU. 3-3616 FOR YOUR LOW, LOW PRICE
A Christmas Letter

Mr. Casey to meet with groups of representatives on the Association's current legislative program for the coming year with the hope that a complete 10 percent across-the-board salary increase, with minimum of $200.00 yearly salary bracket, will be recommended by the New York City Chapter executive board. The New York City Chapter executive board will be held at Millwood, date to be announced later.

Newark State

John Thomas, Institution Education Commissioner, spoke on November 16 before the senior-senior high school faculty and the Golden Age Club of Sodus, New York, giving them a "Thumbnail Sketch of Newark State College." On November 16, Mr. Thomas addressed the Golden Age Club of Sodus, New York, giving them a "Thumbnail Sketch of Newark State College's History and Functions."

According to an announcement received from Dr. Paul H. Hoch, Commissioner, State Department of Mental Hygiene, John Ryan has been designated as a member of the Technical Committee on Education for state school staff. Mr. Thomas will be present at the Annual Meeting of the American Medical Association, the Technical Committee, and the American Public Health Association in New York City. Mr. Thomas is also the grievance committee, several items are on the agenda.

One of our young park workers of Lake Taghkanic, Paul C. Swann, is taking a bride, Doris Jay of Elkinsville, in the near future.

The New York City Chapter executive board has made a recommendation to all members, relatives, friends and well-wishers.

Willard State

We welcome the following new employees and annexations to them to become members of the association: Ruth Lavine, Warren Nugent, Virginia Williams, Michael Grady, Lawrence Jenkins, Gerald Dahl and Helen Williams.

The following have resigned from their positions with the payroll: Karl Rhine, A. Eugene Conley, Bash Brown and James Thorp.

The following have retired after an extended illness, only the last name is given: Edward Edler has retired to work after his recent illness.

Congratulations to Ruby Van Winkle and Mr. & Mrs. Adrian Steen on the birth of a daughter.

State Fund Caroleers Sing for Public

Shown above are the State Insurance Fund Caroleers, who will sing Christmas carols at noon in the lobby of 199 Church St., Manhattan, Wednesday, Dec. 23. The group's director is Robert D. Blatt, chairman of the Civil Service Employees Association and director of Safety Service in The State Insurance Fund. He is a graduate of Chicago Musical College and spent many years in New York Theatre and radio.

Westchester

(Continued from Page 3)

reasons for 10% Boost

City employees will discuss the 10 percent across-the-board salary increase and rental adjustments for these positions prove that salaries are inadequate. Private industry gives employees many full paid fringes benefits that our employees do not receive.

Reasons For 10% Boost

In order to adjust the salaries of Westchester County employees to comparable fringe benefits paid in local private industry, we recommend that a 10 percent across-the-board salary adjustment be granted to the employees, as of January 1, 1940.

If the "inadequate sum" of $450,000 is the only allocation for salary adjustments, we feel that only the lower grade state workers should be adjusted.

We believe that this sum should be used strictly for adjustments in the under $1,000 salary bracket.

We further advocate the continuation of an annual employee satisfaction survey similar to the "Community Tend Line Salary Study."
U. S. Offering $4,980 to T-Men

$4,980 a year and an interesting and exciting career in U.S. Government service. That's the offer for jobs as T-Men with the Treasury Department, a job open for filling of applications until further notice.

Required are good physical condition and good eyesight, and four years of appropriate experience. College study may be substituted up to a maximum of three years. However, a six year degree may be substituted for all the experience requirements.

The announcement, No. 2-652-1 (1959), and applications may be obtained from the Civil Service Examiner, Internal Revenue Service, Room 1118, 66 Church St., Manhattan, New York.

LEGAL NOTICE

File No. PETS, 1959 — CITATION

Before the People of the State of New York, pursuant to the
Law of the State entitled the "Civil Service Law" of the State of
New York, the People of the State of New York, by and through
Charles Newman, deceased, as the party of the first part, and
James L. McCulloch, as the party of the second part, for
the want of a will, to wit:

WHEREAS, James L. McCulloch, deceased, the whole of whose
estate resides in the City of New York, and who at the time of his
death was a resident of 25 South Second Street, in the County of
New York, was, at the time of his death, a resident of 25 South
Second Street, in the County of New York, who was at the time
of his death, a resident of 25 South Second Street, in the County of
New York, and who at the time of his death, was a resident of 25 South
Second Street, in the County of
New York,

NOW, THEREFORE, the friends, kin, distributees, executors,
administrators, or other persons legally entitled to the estate,
to take notice, that the People of the State of New York, by
and through the Surrogate, New York County, will show cause
before the Surrogate, New York County, to have administration
of the estate of his said Newman, deceased.

Dated, Attested and Sealed November 26, 1959.

E. W. MCDERMOTT
Assistant Clerk.

SUNDELL CO. INC 300 Central Avenue, SUNDELL CO. INC 300 Central Avenue, BROOKLYN, N. Y.

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Association Rejects Delays on Trooper Attendance Rules

(ALBANY, Dec. 21—State Comptroller Arthur Levitt has announced a change in payroll dates for State institutional employees. At present, institutional employees are paid on the first day of each odd month. The new payroll period will begin on the Wednesday payday for all other State employees. Starting in Feb-ruary, institutional employees will be paid on the Friday of the week in which the Wednesday payday is scheduled for all other State employees. The first such payday will be February 5."

In order to accomplish a smooth transition and avoid any delay in payment of salaries to institutional employees, there will be a special seven-day payroll period with check to be distributed on February 5. Institutional employees will then be paid on February 19, March 4, and every two weeks thereafter.

The seven-day payroll period, one half deductions will be taken for CSEA and union dues, insurance, court orders, retirement contributions, social security and withholding taxes. There will be no deductions during this period for loans, arrears, bonds and health insurance premiums.

"It is possible for my office to prepare this special transition payroll as soon as the rules and regulations governing the computation of deductions applicable to our modern electronic equipment, providing us with a minimum delay. These payroll and operationsomite work by the staff of Audit and Control will be necessary, however," Levitt said.

"This change will result in a marked reduction in operation by eliminating extreme workload peaks, thus assuring no delay in the handling of payrolls," Levitt said.

Here is the complete text of the order.

In order to eliminate extreme workload peaks, and to provide a more even, flow of payroll processing through the Department of Audit and Control and Civil Service, a system of staggered payroll periods and paydays is to be established.

Institutions' payroll periods are to be paid on Friday in the subsequent week in which they are normally paid, except for the March 4 payroll on this new schedule for institutional employees will be February 25.

Levitt makes changes in institutional pay dates.

February 5. Most of the burden of preparing this special payroll will rest with the Comptroller's office. Special instructions for action will be issued to the Statewide."

CSEA Group Life Refund Checks Going Out Now

Refund checks are now under-way to all members with service in State Service Employees Association group life insurance plan. The checks amount to three-week premium of each insured member, minimum refund being $1.50.

CSEA headquarters announced that the checks will be forwarded to the 45,000 members insured under the plan by the time in the mail in the first few days. The refund is based on satisfactory loss experience under the plan, resulting from unforeseen and unexpected conditions.

Under the CSEA group life plan, a member 29 years of age or younger, can set $1,000 life assurance for 12 cents bi-weekly.