CSEA Calls For Special Attendance Rules Now For Institutional Teachers

ALBANY, March 22—The CSEA, Civil Service Employees Assn., in an appeal by CSEA chapter, last week called the attention of instructors in the Departments of Health, Welfare, Health and Division for Youth, to the details of their rules concerning the handling of the matter and I find no basis for the charges.

In letter to Joseph P. Feily, president of the Civil Service Employees Assn., Lefkowitz wrote saying: "I know that you and your membership will support me if the person involved will sit down and make his case." He pointed out that the charges are pending.

In making his plea for the continuance of the budget, "it is also our belief that the problems of each agency will differ and, therefore, require a carefully made set of attendance rules." Effective June 30

The effective date of the bill was June 30, 1965. It is Budget Bill, (Continued on Page 16)

Lefkowitz Writes Feily:

No Basis For Charge PW Aides Being Harassed

Attorney General Louis L. Lefkowitz has denied any undue harassment of Public Works Dept. employees during the conduct of investigations by his department on highway construction in Long Island.

In letter to Joseph P. Feily, president of the Civil Service Employees Assn., Lefkowitz wrote saying: "On Feb. 10, you sent me a telegram protesting that during an investigation by my office of irregularities in the construction of State highways on Long Island that some witnesses and others had been harassed and intimidated. I have inquired into the matter and I find no basis for such charges.

"My reputation and that of my office for fairness is well known. As long as I am a member of the General Civil Service Department, I will continue my long standing policy of making certain that the rights of all individuals are fully protected. Of course, investigation of violations of the law are disreputable to persons who necessarily must be called as witnesses but every effort is made to ensure their rights and to make certain that no charge is made unless it is fully supported by legal evidence.

"With specific reference to the indictments referred to in your telegram, the Grand Jury acted on evidence submitted to it and it would be inappropriate for me to discuss this indictment while the charges are pending."

"I know that you and your membership will support me wholeheartedly in my every effort to root out wrong doing whether it be by a civil servant or by others."

Major Retirement Bills Pass Senate, Assembly Action This Week

(Special to The Leader)

ALBANY, March 22—Legislation implementing a non-contributory retirement plan, new vesting rights and the re-opening of the age-55 retirement plan, all for State employees, has passed the State Senate and is scheduled to go before the Assembly today, for public employees being considered.

The bills, part of the salary and retirement program for State employees, was sponsored this year by the Civil Service Employees Assn., are sponsored by Sen. Edward P. Lentol (D-Brooklyn), chairman of the Senate Civil Service Committee, and were advanced by the State Division of the Budget as the result of negotiations with the Employees Association.

The statutory retirement plan would suspend for one year, beginning April 1, contributions made by all State workers currently paying in more than eight per cent. This would accomplish a wholly paid pension system during the one-year period for State employees to pay an additional three per cent if they so desire. If at the end of the year, pays the first eight per cent of employee contributions.

Permanent Plan Seen

During the one-year moratorium on employees contributions, it is expected that a permanent non-contributory plan will be worked out and put into effect the following year. The vesting bill approved by both House and now before the Assembly would reduce from 10 to 10 years the time in State service needed by an employee to vest his contributions in the Retirement System.

Under this vesting program, an employee who leaves service before normal retirement age and has at least 10 years of State service, may by leaving his contributions with the System, receive a retirement allowance which he would have if he reached the appropriate age.

Re-opening of the age-58 retirement plan, added significance this year with the adoption of a wholly non-contributory system. Under this legislation, employees who have not yet elected to take the option of this more liberal retirement plan may do so during the coming years.

Other Bills

In the meantime, other legislation for State and local subdivision employees has received introduction and some of them are reported below. Given is the sponsor, the introduction and print numbers—where available—and the committee studying them or the action occurring. They are:

- Lump sum payment for accumulated unused sick leave credits upon retirement or separation from service in political subdivisions: Senate-Match, Intro. 3496, March 23, Civil Service; Assembly-Protors, Intro. 3496, March 23, Civil Service.
- Time and a half pay for overtime of all State employees: Senate-Match, Intro. 3119, March 23, Civil Service.

(Continued on Page 16)

Special Sabbath Ruling Applies To Apr. 24 Exam

The Civil Service Employees Assn. will appeal to the Civil Service Department that the special "Sabbath Observer" procedure will be made available to candidates scheduled to take State civil service examinations on April 24, the last day of the Jewish holy days. The Association contacted the Department to let the Department know of its members who are scheduled to take examinations in the coming programmer series on that date.

A Department spokesman said that if the persons involved will advise the Department sufficiently in advance that he cannot participate in any of the examinations at the regularly scheduled time because of a conflict with religious services, they will supply the person with form XD-89. He emphasized that the imposition of the penalty is a matter of the Department in time for the special arrangements to examine the candidates after sundown on the regular test-date. The necessary forms can be obtained from the Civil Service Department.

Best Wishes — The Creedmore chapter, Civil Service Employees Assn., honored Mrs. Helen C. Peterson on her retirement at a recent open-house. Mrs. Peterson served the chapter for over 20 years as chapter secretary, president and treasurer during this time. She has also been a delegate for 28 years. Mrs. Peterson is shown above receiving a plaque and wall watch as from the chapter's membership. Left to right are: John Powers, CSEA field representative; Joseph Benedetto, president of the chapter; Mrs. Peterson; and Dr. Frank Creden, associate director of the hospital.

LEGISLATIVE PAYROLL OK CONFIRMS A LONG SESSION IN ALBANY

PREDICTIONS early in January by this column that the 1965 session of the State Legislature might run until June or later were borne out recently when the Democratic majority in the Legislature authorized the legislative employees payroll to June 2.

In addition, the Legislature will adjourn for two weeks in deference to the religious holidays next month.

What is interesting is that Republicans as well as Democrats are in accord with both actions. Not only has there been no real attempt for either side to build up a respectable record of (Continued on Page 18)
Judicial Conf. Recommendations

Proposals Deal With Policy, Promotion Qualifications

A two-volume, 200 page preliminary report on revised classification for employees under the Judicial Conference was released last week by Thomas F. McCoy, State Administrator of the Department of Civil Service. The report is the result of more than 40 informal hearings and conferences with employee representatives—called after an earlier report issued in October was denounced by governmental and employee representatives.

The report will be discussed at next week’s conference and the final report, which will be included on the itinerary. Speakers will be limited to two for each group with one observer allowed to attend. No one else will be admitted, the Conference stressed.

Included in the report is a modified State salary chart which is used as the salary basis for the reorganized New York City court system.

This chart will be used for all titles in the court system with the exception of the united court officer series and probation officers.

A proposed "Conversion Table" recommending the new titles to which old titles will be converted, with explanatory comment as required.

A proposed "Promotion Policy" including promotion eligibility lines and charts. Changes in promotions in the report included:

A further step must be taken by the Conference to produce a single classification plan for the entire Court system in New York City with promotion, or evaluation, of individual positions.

Old titles will be converted to new titles and all employees holding the old title will be given the new title. New salaries will be set in accordance with the provisions of Article V of the State Constitution, the Career Service Rules of the Administrative Board, and consistent with basic Civil Service Law.

Highlights of the report follow:

Rule 4 of Article VII—Career Service Rules of the Rules of the Administrative Board, provides that the Board shall establish a uniform classification system, and shall work out with each such authority the implementing rules for the purposes of the uniform classification and salary plan. Section 29 of Article VI of the Constitution provides that the final determination in budget matters is to remain with the fiscal authority of the department involved, in this instance the City of New York. In line with the foregoing, the staff made the following recommendations:

- No existing right of salary or tenure shall be impaired by the proposed recommendations.

- The effective date of the plan shall be retroactive to July 1, 1964.

- The plan shall provide for salary grades for all competitive and non-competitive titles. Such grades shall allow for five annual increases above the minimum of the grade plan a total increase three years after the fifth with the following escalations: Above the minimum, Uniformed Court Officer series shall reach the maximum of the grade in three years.

The Probation Officer title shall be in a salary grade or combination of grades allowing for ten annual increases. As an illustration, using the present state pay scale, the title will start at Grade 17. The minimum of Grade 20 will then replace Grade 17 by the fifth year of Grade 17 the fourth increase. Upward adjustments will then continue for another six years.

- The employee shall be paid.

(Continued on Page 15)

CSEA Offers To Aid In Questions On Judicial Conference

In an exchange of letters between the Conference, executive director of the Civil Service Employees Assoc., and Thomas McCoy, Administrator of the State Judicial Conference, the Employees Association has agreed to act as a clearing house for questions on the policies, rules and intentions of the administrative board of the Conference.

Pertinent questions will be selected by CSEA and the answers prepared by McCoy’s staff. These questions and answers will be in the hands of the Leader in appropriate form.

Interested persons should, therefore, direct any questions they might have on any of the above areas to Leader at 6 Ekh Ave., Yonkers, N.Y.

Motor Vehicle Operator, 9
Motor Vehicle Operator, 8
Nursery Attendant, 4

CIVIL SERVICE LEADER
Tuesday, March 23, 1965

Salary, Conversion
Recommendations
For Court Aides

Salary recommendations for employees under the jurisdiction of the Judicial Conference, contained in the report of the Unified Court System in New York City released last week.

Exempt class titles were not allocated to illustrative salary descriptions and are listed in the report as exempt. These salaries are determined by a different method and cannot be slotted to the modified State Pay Plan.

Certain titles are recommended to be maintained for present incumbents only and have been set aside for eventual review or abolition if this is found to be practical. These titles are listed separately.

The salary and conversion sections of the report follow:

The proposed titles and "Illustrative" pay grades, based on the state pay table, follow:

1. Account Clerk, Grade 8
   Administrator I, 18
   Administrator II, 25
   Administrator III, 26
   Account Clerk, Grade 8
   Confidential Attendant (ex-empt)
   Bookkeeper, 12
   Certified Bookkeeper, 16
   Chief Clerk of Family Court, exempt
   Deputy Chief Clerk, Supreme Court, exempt
   Deputy Chief Clerk, Surrogates’ Court, exempt
   Deputy Chief Clerk, Surrogates’ Court, exempt
   Deputy Secretary to Surrogates’ Court, exempt
   Secretary to Surrogates’ Court, exempt
   Counsel to County Clerk, exempt
   Directed Machine Transcriber, 14
   General Clerk of the Supreme Court, exempt
   Identification Officer, 10
   Identification Officer, 10
   Principal Identification Officer, 14
   Principal Identification Officer, 14
   Interpreter, 18
   Investigator, 10
   Key Punch Operator, 6
   Senior Key Punch Operator, 10
   Law Assistant I, 23 (non-comp.)
   Law Assistant II, 24 (non-comp.)
   Chief Law Assistant, 29 (non-comp.)
   Law Assistant to Judge, exempt
   Law Assistant to Justice, exempt
   Law Research Aide, exempt
   Law Librarian I, 15
   Law Librarian II, 15
   Law Librarian III, 20
   Law Librarian IV, 27 (non-comp.)
   Law Librarian, 15
   Senior Law Librarian, 19
   Head Law Librarian, 21
   Mortgage Tax Examiner, 17.


CIVIL SERVICE LEADER

Tuesday, March 23, 1965

Committee Reports to Delegates

PR Committee Terms

CSEA Film Success

By HUGH TOUHEY, Chairman

The Public Relations Committee is pleased to report that the CSEA-produced film, "Accent on Service," has been completed and is in the process of distribution before theater, community and TV audiences as before our own conferences and chapter groups.

The Public Relations Committee is well satisfied with the film and recommends to delegates that they—through their obsolescence—do everything in their power to help promote the showing of this film in their communities. Specific instructions on how this can be done will be provided to the delegates.

In addition, the committee has said many times in the past, a project such as this film is only a small part of the overall public relations effort which must be expanded by the entire CSEA membership if we are to achieve the goals of the Association and if we are to convince the public of the true worth of the New York State civil servant.

The committee has recommended also that "Accent on Service" be utilized as the main part of Psychological Study

Of Oral Exam Value

Urged By Committee

By HARRY W. LANGWORTHY

Major efforts of the Committee have been exerted in a series of meetings with the representatives of the Civil Service Department and the Personnel Counsellor Division. The meetings covered proposals which would modify or improve the conduct of oral exams, would or could lead to less frequent or widespread use of oral exams, or might result eventu-

The committee recommended that the presentation was made at the CSEA 50th anniversary dinner, held in Albany recently.

21 Item debated between the department and CSEA, particular attention

CSEA Argues Upgradings

For Power Plant Series

ALBANY, March 22—(Continued on Page 16)

RECognition

Joseph F. Felly, president, headed a group of CSEA representatives who appeared on behalf of the upgradings before the Public Service Division of the Department of Civil Service. The Department's attitude on how recent approval of the CSEA's request for an "Employee of the Year" program as soon as possible.

The committee also reviewed various other projects and public relations programs carried out during the past year by CSEA headquarters as well as the day-to-day operation of the public relations staff, and is pleased to commend all of those involved for the high caliber of their work.

In conclusion, the committee wishes to express its sincere appreciation to the public relations staff, the general headquarters staff and all others who should be considered for the work that has been done during the year.

The cooperation that has been given to this committee,

DELEGATE'S SESSION

Granvil Hills, Mental Hygiene Dept. Director of personnel, is being interviewed by Peter Van Buren, CSEA Mental Hygiene representative, who was assisted by William Blom, CSEA director of Mental Hygiene departmental meeting during the recent CSEA delegates session in Albany. Also seen are Mrs. Anna Bessette, CSEA Mental Hygiene representative, and William Blom, CSEA director of research.

Work Conditions, Title Status

Dominate Mental Hygiene Meet

ALBANY, March 22—Mental Hygiene Dept. delegates attending the recent 50th anniversary meeting of the Civil Service Employees Association, here directed most of their debate in a session on Mental Hygiene problems to a list of 21 items recently discussed by the CSEA Mental Hygiene Committee and Dr. Christopher Terrence, Acting Commissioner of the Department.

Director of the meeting were Mrs. Anna M. Bessette, Charles E. Ecker and Joseph Bucaria, CSEA Mental Hygiene representatives, who were assisted by William Blom, CSEA director of Mental Hygiene departmental meeting during the recent CSEA delegates session in Albany. Also seen are Mrs. Anna Bessette, CSEA Mental Hygiene representative, and William Blom, CSEA director of research.

The Mental Hygiene delegates also heard a report on salary negotiations with the State from Solomon Bendet, chairman of the Salary Committee, and a general report on the progress of CSEA legislation by Harry W. Albright, Jr., CSEA counsel.

CSEA Upgradings in the power plant series in the State Campus in Albany.

Joseph F. Felly, president, headed a group of CSEA representatives who appeared on behalf of the upgradings before the Public Service Division of the Department of Civil Service.

Many Departments

Positions for which the upgradings are sought are in the Departments of Mental Hygiene, Correction, Social Welfare, Health and the Office of General Services. Job titles and reclassification requests are as follows:

In the statement at the hearing, Felly stressed that the upgradings are "long overdue and completely justified." He said "on behalf of incumbents in positions in the power plant series, I most urgently request the Director of Classification and Compensation to render a favorable determination on these applications as soon as possible.

On The Team

In addition to Felly, other

Passes Test

POUGHKEEPSIE, March 23—Peter Van Buren has successfully completed the Civil Service examination for senior attorney, realty. The post carries a salary range of $16,000 to $12,110.

Law School Dean

Named To State Grievance Bd.

ALBANY, March 23—Samuel M. Heaston, dean of the Albany Law School, has been appointed to the State Grievance Appeals Board. William J. Isaacson, appointed to the Board in 1963, has been named chairman, succeeding the late Andrew Y. Clements.

The appointments were announced by Mary Goode Krone, president of the State Civil Service Commission.

The Board is charged with maintaining and promoting a program for resolving State employee grievances. It also serves as an appellate body for any employee dissatisfied with the handling of his grievance within his own agency.

Dean Heaston was appointed to his post at Albany Law School in September, 1954. Samuel H. Pierce, Jr., a New York City attorney, is the third member of the Board.
**Building Guard, Elevator Operator Jobs Pay to $88**

ALBANY, March 22 — Building guards and elevator operators are needed at New York State office buildings and institutions. There are openings from Buffalo to Long Island, paying $71 a week to start. Five annual increases bring this to $88.

The positions will be filled as a result of a May 8 civil service examination. Applications will be accepted through April 5. Applicants must be in good physical health and have at least 20 vision in one eye.

For more information visit any local office of the New York State Employment Service or write to:

**Recruitment Unit 102, New York State Department of Civil Service, The State Campus, Albany, New York 12226.**

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**New Steno School Opened Recently**

The Stenographic Arts Institute, a new school for the professional training of machine stenographer and stenotype note readers, was started recently at 5 Baldwin Street by Morris Sayburn and Ralph Degg, two official court and certified shorthand reporters.

The courses will include instruction in all phases of verbatim reporting and will be taught by professional reporters.

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**U.S. Service News Items**

**— by JAMES P. O'MAHONY**

**Sen. Brewster Proposes A Bill Creating A Commission For Hatch Act Evaluation**

A bipartisan commission, set up to draw up regulations for the restriction of Federal laws limiting the voting and political rights of government employees has been prepared by Sen. Daniel B. Brewster (D-Md.). The commission would recommend changes to or repeal of the Hatch Act.

Brewster introduced his bill (S. 1474) after meeting with Civil Service Commission Chairman, Walter L. Reuther, to consider the question of ways in which the bill could be changed to satisfy the demand of Federal employees that they be allowed to take part in partisan politics.

The bill is a proposed over the years which would have liberalized or repealed the Hatch Act, but which met with success in Congress.

Two bills have been proposed in the last year or two, and one that would amend the restrictive legislation but Sen. Brewster feels that these bills will meet a similar fate as those of his predecessors. His new approach is to set up a commission to study the Hatch Act in detail and then enact legislation based on the recommendations of its members.

Their duties would be to study the restrictions which limit or discourage participation in political activities by the Federal employees, "... with a view to determining the effect of such laws in the need for their revision or elimination, and an appraisal of the extent to which undesirable results might accrue from their repeal."

The 12 member "Committee on Political Activity of Government Personnel" would make its report within one year after enactment of S. 1474. The President, Vice-President and Secretaries of the Senate and House would each appoint four members to the committee.

**Advisory Panel Agrees On Wages**

Although the President's advisory panel on pay won't make its formal report before April 1, it is reported that it has already agreed tentatively to a general plan.

Included in a recommendation for a July 1, 1965 comparability increase in wages that will average less than three percent for Federal employees and a proposal for the creation of a board of experts to adjust both military and civilian pay on an annual basis.

There seems to be some doubt as to the chances of pay legislation for Federal employees getting through Congress this year, but a strong bid by the President, based on the committee's recommendations, could strengthen the possibilities.

The advisory panel feels that it cannot go along with the views of employee representatives and others who demand an across-the-board increase of three percent for everyone in the Federal employ.

The panel maintains that comparability has never been attained in the middle and top grades while it has been approached, in some cases exceeded, in the lower levels. It appears that the panel will propose greater dollar and percentage increases for the middle and higher grades.

**Minority Moves Up In Pay According To Census Study**

An annual minority census, taken in June for the President's Committee on Equal Employment Opportunity, has show an increase in the utilization of minority groups in Federal government.

Although the number of employees belonging to this group in government work has decreased due to an overall drop in federal employment, the number of Negroes and other minorities in the middle and upper grade positions has increased for the third year in a row.

The total Negro employment worldwide was 29,430 or 13.2 percent of the total. This percentage

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WHERE TO APPLY FOR PUBLIC JOBS

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

NEW YORK CITY—The Application Sections of the New York City Department of Personnel located at 48 Thomas St., New York 7, N. Y. (Manhattan) is three blocks east of the Hall one block west of Broadway.

Hours are 9 A.M. to 4 P.M. Monday through Friday, and Saturdays from 9 to 12 noon.

Telephone: 566-4720.

Mail applications to the Personnel Department at least five days before the closing date for the filing of applications.

Completed application forms which are filed by mail must be accompanied by a stamped self-addressed business-size envelope and must be received by the Personnel Department at least five days before the closing date.

For more information visit any local office of the New York State Employment Service.
98 New Policemen Added
To Transit Police Ranks; Dept. Now At Full Strength

Three new Transit patrolmen were awarded revolvers recently at graduation ceremonies during which 98 new patrolmen were added to the ranks of the 1,118 member department.

Norman L. Bennett of Brooklyn was awarded a revolver for the highest over-all proficiency rating. The award was designated by the Authority.

Winning the Superior Officer's Award was Joseph Francis of Manhattan who achieved the highest academic honors while Abraham J. Gotlieb of Brooklyn received the award of the Transit Police's Francis Assn., for highest proficiency.

The Department is now at its fully authorized strength.

Other new patrolmen graduating were:

Kings Park Chap.
Dinner and Dance Draws 300 Guests

(Special to The Leader)
KINGS PARK, March 22

Some 300 persons attended the annual dinner and dance of the Kings Park chapter, Civil Service Employees Assn., at Prime's Riviera Inn, Smithtown, recently.

Brief remarks were made by Natalie Zumo, president of the chapter and Dr. Catalano, assistant director of the hospital.

Guests included: Assemblyman Prescott Huntington, Salavatore DiRienzo, president of the Metropolitan Conference, CSBA; Arthur Miller, president of the Long Island Conference, Irving Fauven, president of the Nassau chapter; Thomas Dobbs, president of the Suffolk chapter; Mrs. Julia Dwyer, first vice-president of the Long Island Conference and president of the Flushing State Hospital chapter; Thomas Purtil, past president of the Central Islip State Hospital chapter; A.J. Corcoran, past president of the Kings Park chapter and now assigned to the Hudson State School.

Burk Holder, the first patrolman of the Kings Park chapter and now assigned to the Hudson State School.

The scene is the junior civil engineer examination.

Salary in this position is $250 to $304 bi-weekly.

He pointed out that under the law applications until March 25 will be accepted.

Mr. Dwyer said, "who worked for the relatives of deceased persons, who have no reason why they should continue to suffer from the low ceiling for their retirement allowance. However, if they receive Social Security and State are no less valuable for them than if they qualify for supplemental pension."

Senator F. Warren Travers, Troy Democrat, said, "Who worked for the relatives of deceased persons, who have no reason why they should continue to suffer from the low ceiling for their retirement allowance. However, if they receive Social Security and State are no less valuable for them than if they qualify for supplemental pension."

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Your Public Relations 10

Report Writing — A P.R. Factor

POOR WRITING must bear no small part of the blame
for poor public relations in government.

THE REASON is obvious. Poor writing means poor
communication. When you have poor communication, you in-
evitably have poor public relations.

THE PROBLEM is the problem — that as this week's column will examine this critical
area. Our comments will be based on a 60-page report by Lawrence R. Klein, editor of the U.S.
Department of Labor's monthly "Labor Review."

Mr. Klein was given a year off for the study under a Secre-
tary of Labor Career Service Award. What Klein comes up with is
down-to-earth analysis of
the problem and some sound sug-
gestions for a solution.

Mr. Klein does not concern himself with, as Mr. Klein puts it, "the fairly obvious fact that
how government writes can make something, that is
most of that, is very much,
understandable, but difficult to say, all
and interpretive writers so
that we can know before we hire
what the candidate's writing capacities are.

A more effective system of on-the-job training for
writers. This means a tutorial
system under which both
troubled and subject-matter
specialist specialists would be
tached from normal duties for
weeks or months. The officer had completed twenty-two years
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tached from normal duties for
weeks or months. The officer had completed twenty-two years
of service when he filed his application.
Perkins of the New York City Mental Health Board interviews Mr. Earl Frost, Co-ordinator, physical medicine and rehabilitation service, V.A. Hospital, Brooklyn, Mass. 7:30 p.m.—On the Job—New York City Fire Department training program—Transportation of the Injured—Repeat. 8:00 p.m.—Operation Alphabet II—New York City Labor Department literacy series. 8:30 p.m.—Viewpoint On Mental Health—Repeat of earlier program.

Thursday, April 1 7:30 p.m.—On the Job—"Rescue Breathing"—New York City Fire Department training program. 8:00 p.m.—Operation Alphabet II—New York City Labor Department literacy series.

Friday, April 2 4:00 p.m.—Around the Clock—"Organized Crime"—New York City Police Department training program. Repeat. 8:00 p.m.—Operation Alphabet II—New York City Department of Labor literacy series.

Saturday, April 3 7:30 p.m.—On the Job—"Rescue Breathing"—New York City Fire Department training program.

Clerk Sought In Rockland County Office service clerks are needed in Rockland County. Salary in this position varies according to location. Applications will be accepted by the Civil Service Commission until March 24. For further information contact the Commission in New City.

J M L I L L E R U N I F O R M  C O.

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Camera Report On CSEA 55th Anniversary Meeting In Albany

Gov. Nelson A. Rockefeller, at microphone, was the major speaker at the dinner that ended the meeting of some 700 delegates representing 130,000 members of the CSEA. Other pictures show the delegates at the convention sessions.
IT COULD HAPPEN TO YOU

By LAWRENCE STESSIN

(Continued from Page 1)

The 10-cent increase in the pension for many years. Harry Albert retired as Spokane policeman back in 1949 and collected his pension for many years. After retirement, the amendment gives Mrs. Albert the right to increase the amount of an existing pension—a pensioner who now gets $300 monthly could be given an extra $50. But it does not mean we can take into the pension system—a man's relatives who were not in it before—a widow or widower.

"My lawyer will continue this debate," said Mrs. Albert and hired one. Naturally enough he argued that the law was perfectly proper—and that increasing a pension can mean extending the life of the pension to include a man's widow.

Census Takers In Westchester Co.; File This Month

Enumerators are needed in Westchester County to assist in making a special census of the County's population. Applications will be accepted until the end of the month. The Census Office, in the Westchester County Center Building, White Plains, is interviewing and testing applicants daily.

Hours for interviews are 9 to 11 a.m. and 1 to 3 p.m. Applicants must be at least 18 years of age, United States citizens and willing to work full time until the census is completed.

Enumerators will receive seven cents for each person enumerated and should make between $12 and $15 a day.

Dr. Olds Appointed To State U. Post

ALBANY, March 22—Dr. Glenn Olds, 48, has been named executive dean for International Studies and World Affairs by the College of the City University of New York. The position pays $26,000 a year.

Dr. Olds is the president of Springfield College and will take over his new duties Aug. 1.

In his new job, Dr. Olds will be responsible for implementation of plans for establishment of the Center for International Studies at Plattsburgh, N.Y.

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DOWN with "SNAP-UP" SALES ON
'65 RAMBLER
AND THE NEW MARLIN FASTBACK

SPECTACULAR IN STYLE!
SENSIBLE IN PRICE!

65's Most Splendid Changes in
Size—In Style—In Power!

Also Available: A Few Brand New
'64 LEFTOVERS...Real Bargains!

Special Buyer's Service Prices
for CIVIL SERVICE EMPLOYEES

Just Show Your Identification
COME IN, TEST DRIVE, BUY IT TODAY at

DE SALES Rambler
9kby's Oldest Authorized Rambler Dealer
1524 BUSHWICK AVE., BROOKLYN 36
12 Blocks from Eastern Parkway • GL 3-7100

CIVIL SERVICE LEADER

Tuesday, March 23, 1965

FEATURE FOR FEATURE
THE BELL & HOWELL
ZOOM MOVIE CAMERA BEATS THEM ALL!

• Reflex Viewing
• Zoom Lens
• Electric Eye
• Pistol Grip
• Cartridge Loading
• Low Price

ANNEF
CAMERA
7 ATLANTIC AVE.
See Phone Directory
« Brushes In »
Freepost & Hemstead
ANNEF SELLS FOR LESS.
New York State has announced a series of open competitive examinations for which the closing date for applications is April 9.

**Director of cottage program.**
Exam number 2788. Salary is $3,900 to $5,000.

**Laboratory equipment designer.**
On April 9, 2023, Salary $5,500 to $7,500.

**Senior laboratory technician (Tompkins).**
Exam number 2888. Salary $6,410 to $8,500.

For further information and application contact the State Civil Service Commission, the State Campus, Albany.

**House Warming At .**
**Commission Office**
The New York State Department of Social Welfare, Committee, the opening of "house warming" at their new offices April 2 from 2 p.m. to 4 p.m.

**ATTENTION: CLERKS - TYPESTERS - STUDENTS WHO WORK**
**Machine Shortland**
AT STENOGRAPHIC ARTS INSTITUTE
1 Beekman St., N.Y.C.
Exclusive S.A.L. Method

**SCHOOL DIRECTORY**
MONROE INSTITUTE—IBM COURSE, Typewriting, Special Writing, Special Preparation for Civil Service Examinations, Office Machine Training, Emblematic Line Dancing, Stenography, Bookkeeping, Typewriter Rental, etc.
115 East Main St., Rochester, N.Y.

**ATTENDANCE OF STATEMENT 1925**
State Campus, Albany, N.Y.

New York State has announced a series of open competitive examinations for which the closing date for applications is April 9.
Meet Four of This Week's C.S. Beauties

CIVIL SERVICE LEADER

Tuesday, March 23, 1965

Miss Civil Service
97 Duane Street
New York, N.Y. 10007

Please enter the following as a candidate of the Miss Civil Service Contest:

Name
Address
Dept.
Business Address
Submitted By

Use pencil or ball point

(Please clip to back of photo)

Enter Miss Civil Service Contest Now; Deadline Near

MARTHA BELDIDO
State Education Department
New York City

There are no requirements aside from (1) employment in civil service, and (2) beauty. Marital status does not matter. A coupon for entering the contest appears above. Entries should be sent to Miss Civil Service Contest, 97 Duane St., New York, N.Y. 10007. The closing date for accepting of entries is April 15, 1965.

In Time of Need, Gall M. W. Tebbutt's Sons
...

Elevator Operator
Elevator operators are needed in Westchester County. Salary in this position is $3,560 to $4,560. Closing date for applications is April 5.

For further information contact the County Civil Service Commission, White Plains.

In the Service of the People

TOWN HOUSE
461 Broadway
Albany, N. Y.
Mall & Phone Orders Filled

SMART RATES
for Civil Service Employees

IN THE CENTER OF ALBANY
Hotel Wellington
DRIVE-IN GARAGE
AIR CONDITIONING - TV
No parking problems at Albany's largest hotel, with Wellington's drive-in garage, central heating and air conditioning, friendly and courteous, too. Close to Commercial Center.

Albany State Plaza
CIVIL SERVICE LEAGUE
380 Broadway
Albany, N. Y.

SPECIAL RATES
for Civil Service Employees

ARCO CIVIL SERVICE BOOKS and all tests
PLAZA ROOMS
380 BROADWAY
ALBANY, N. Y.

IN THE HEART OF DOWNTOWN SYRACUSE
Syracuse, N.Y.

FREE PARKING IN REAR

IN THE HEART OF DOWNTOWN SYRACUSE
Syracuse, N.Y.

• Free Indoor Parking
• Air Conditioned
• Restaurant and Coffee Shop
• Free TV
• Swimming Pool
• State Lodging Requests Accepted

DEWITT CLINTON STATE & EAGLE STS., ALBANY
A KNIGHT HOTEL
A FAVORITE WITH MORE THAN 20 YEARS WITH STATE EMPLOYEES
SPECIAL RATES
FOR N.Y.S. EMPLOYEES
TV or RADIO AVAILABLE
Cocktail Lounge - Dancing Nightly
BANQUET FACILITIES TAILORED TO ANY SIZE PARTY
FREE TELEPHONE RESERVATIONS TO ANY KNIGHT HOTEL IN NEW YORK CITY

THOMAS H. GODMAN, Gen. Mgr.

MAYFAIR INN HOTEL

IN THE HEART OF BALTIMORE

THREE BRAND NEW HOTELS WILL CONTINUE TO HONOR
SPECIAL RATES
FOR EXTENDED STAYS

HILTON HERITAGE CENTER
Four Star Quality Motels
TEN EYCK HOTEL
...with
失SMITH HOTELS WILL
CONTINUE TO HONOR
SPECIAL RATES
FOR STATE EMPLOYEES

IN BOSTON

THOMAS H. GODMAN, Gen. Mgr.

DEWITT CLINTON STATE & EAGLE STS., ALBANY
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FOR STATE EMPLOYEES

IN BOSTON

THOMAS H. GODMAN, Gen. Mgr.

THE CIVIL SERVICE LEADER

EDWIN J. WOODRUFF
P. O. Box 257
Albany, N. Y.

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CITY STATE ZIP

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PETIT PARIS
RESTAURANT
BUSINESS MENS LUNCH 11:30 TO 1:30 $1.50 SPECIALS RDAY, AS ALWAYS, IN PARTIES, BARBECUE & BURGERS, CONVENIENT LOCATION 11:30 TO 7:00 OPEN DAILY EXCEPT MONDAY, SUNDAY AT 4 P.M.
- FREE PARKING IN NEAR - 1060 MADISON AVE., ALBANY Phone 2-7064 or 2-1031
STATE SALARY PLAN (Modified)

Annual Salary Incremental Minimum First Second Third Fourth Fifth Longevity Number

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*Additional annual increment provided to employees who have rendered continuous and satisfactory service for three years after having attained the maximum salary of their grade.*
IRecommendations For Court Aides

On June 30, 1964, shall receive audits by each employee, a number of years of satisfactory or provisional service, in his title, or such predetermined by a later date, and subject to selection and specifications. In the new plan, successful appeals shall be retroactive to July 1, 1964. Composition of the Special Appeals Board will be determined at a later date, and subject to selection and allocation shall be under the provisions of Rule 5 of Article VII of the Rules of the Administrative Board.

The Special Appeals Board shall not receive unreasonable causes for hearing the appeals, including the requirements of specific forms, the designation of substitute staffing, if necessary, hearing panels, and the limitation of appeals to classification and allocation areas only.

All decisions of the Special Appeals Board affecting classification and allocation shall be subject to the approval of the Administrative Board, all its decisions affecting the classification and allocation shall be submitted to the approval of the Administrative Board of the Mayor of the City of New York.

After the installation of the new plan, exempted employees properly taken to the Special Appeals Board, all review of classification shall be.

When future conditions require general salary increases, the money lines for all grades shall be raised under either a percentage formula, across-the-board dollar increase, or any combination of the two, as may be agreed to by the City of New York. Reallocation of individual titles shall be used only where factors peculiar to such occupational title or titles exist.

The second column contains the title specifications for competitive and non-competitive class positions.

The specifications describe the main duties and responsibilities of employees in those titles. They derive from and were created from a number of sources of information — selected with each employee, conferences with employee groups, and meetings with court official. The report notes that in some cases these specifications are very similar to existing positions in other departments — for example, in the office clerical group. However, most of these positions are unique to the courts and auxiliary agencies and this is reflected in the title structure and specifications. Of necessity, all duties of a class of positions are not given. Those that are described in detail.

It must be noted, that while the differentiation of levels in any organization as complex as the unified court system can be an extremely difficult task calling for painstaking analysis of job detail. More importantly, the specification report also includes a recommended minimum standard or qualification required for appointment to the title. In competitive class positions, this is usually supplemented by a competitive written or oral examination.

The report also developed a line of promotion for titles in the court system. A complete outline of these lines is listed elsewhere in the story.

Salary schedules for court personnel form the basis of another story, also starting on Page 2.

Court Salary & Conversion Schedule

(Continued from Page 14)

Senior Typist to Senior Clerk
Senior Typical to Senior Clerk
Court Assistant to Senior Clerk

Probation Officer Trainee to Probation Officer Trainee.
Psychiatrist to Psychologist.
Hearing Examiner to Reporting Stenographer.

Senior Stenographer to Senior Stenographer.
Senior Object to Senior Object.

Probation Officer to Probation Officer.
Psychiatrist to Psychologist.
Senior Stenographer to Senior Stenographer.

Probation Officer to Senior Probation Officer.
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Psychiatrist to Psychologist.
Senior Stenographer to Senior Stenographer.
Tioga Sees Hope For Payroll Deduction Of CSEA Dues In Future

(From Leader Correspondent)

Owego, March 27 — The Tioga County chapter of the Civil Service Employees Assn., showed up for the annual chapter dinner-dance, About 120 people attended, which is more than the total membership.

Robert Hughes, chapter president, commented after the meeting that his group will intensity its membership drive in the coming year.

The biggest stumbling block to recruitment, he said, is opposition and a member of the key Employees Committee of the board.

Hills, who attended the dinner, told chapter members he was impressed by the turnout. Referring to the chapter's payroll deduction request—which was turned down for the third year in a row last month—he gave an indication he will change his stand.

"We are discrepancy with your Association from time to time," he said. "Gently, with patience, we come to thinking alike.

"You have a fine organization, and one of the things that has gotten along pretty well with the Employees Committee. I am particularly interested to see so many people here.

Hughes said that membership would be developed as soon as possible if the County will deduct the annual membership dues from each member's paycheck weekly.

"We have contended that the

Power Plant

(Courtesy from Page 3)

CSEA representatives at the hearing included Nicholsville State School at Meriville; Edward Williams; Elder Doolittle; Albert A. Proctor, chairman; and Thomas Coyle of the CSEA research staff.

The CSEA realization request, which was transmitted to the Division of Classification and Compensation through the Office of Mental Hygiene in August of 1964.

The recent hearing was called to give CSEA and power plant employees an opportunity to make oral arguments in support of the improvements.

School Calendar

(Continued from Page 1)


In a statement at the time agreement was reached between CSEA and the Division of Budget on the long-sought public school calendar, Doolittle said, "We think it important, it gives legal sanctions, and protection to all of the people in the educational field, and it is the result of the process of the continuing of the CSEA group who presently exist at How to get away from the traditional public school calendar system, and these are by far the overwhelming majority of the public, it provides recognition of the professional status of such employees and gives them an opportunity to improve through summer training their professional level of competence.

Retirement "Bills Move"

(Continued from Page 1)

Print 2257, Civil Service; Assembly—Wilson, Intro. 3177, Print 3178, Civil Service.

• Four-hour week for Barge Canal employees without loss in take-home pay; Senate — Van Wyck, Intro. 3719, Civil Service; Assembly — Finley, Print 4074, Civil Service.

• Provide salary protection for all employees who work in the same position or job, including employees who switch from one job to another; Assembly—Finley, Print 4100, Civil Service.

• Provide absolute salary protection for employees in political subdivisions, whose titles are re- allocated downward; Senate — Morlanty, Intro. 3169, Print 2236, Civil Service; Senate—Assembly — Terry, Intro. 3602, Print 4047, Civil Service.

Rochester CSEA

Meets March 31

Rochester chapter of the Civil Service Employees Assn., has announced its next meeting at 8 p.m. on March 31 at the 40 & 8 Club, 533 Broadway. Honorary chairman, Arthur Bortz, announced last week.

• Provide absolute salary protection for employees in political subdivisions, whose titles are re- allocated downward; Senate — Morlanty, Intro. 3169, Print 2236, Civil Service; Senate—Assembly — Terry, Intro. 3602, Print 4047, Civil Service.

• Require salary plans in political subdivisions; Senate—Lentz, Intro. 3253, Print 2339, Civil Service; Senate—Assembly — LaPrade, Intro. 3879, Print 3994.

• Thirty-five hour week for all full-time State employees; Assembly — Wilcox, Intro. 4153, Print 4154, Civil Service.

• All public employees be permitted employment at race tracks; Assembly—McCarthy, Intro. 4158, Print 4158, Ways and Means.

Correcting Talk

— Al Foster, left, president of the State Correction Conference, is seen here with Gary Peckman, public relations director for the Civil Service Employees Assn., during the recent anniversary meeting of CSEA delegates in Albany.

Dinner Guests

— Attorney General Louis J. Lefkowitz and Mary Goode Kreome, president of the State Civil Service Commission, were among the notables attending the 15th anniversary dinner of the Civil Service Employees Assn. in Albany recently.