UNIT CONTRACTS

Civil Service LEADER

America's Largest Weekly for Public Employees

Vol. XXXI, No. 21  Tuesday, January 20, 1970  Price Ten Cents

Overtime For 'Snowbirds'?

Complete Details Of General Contract

CSEA Members To Vote On Pact During February

ALBANY—Members of the Civil Service Employees Assn. in the four collective bargaining units represented by the CSEA will vote early next month on terms of the contract worked out by their negotiators and the State Administration.

According to a tentative CSEA schedule, ballots will be mailed out to members on February 2 with a return deadline of February 16. Ballots will be counted on February 23.

Complete details of the general contract follow. Details of individual unit contracts appear on pages 8 and 9.

SALARIES
First Year—Seven And One-Half Percent—$750 Minimum

A general salary increase of 7 1/2 percent, with a $750 minimum, effective April 1, 1970—$250 of which is deferred until October 1, 1970—for all employees. Employees to whom the minimum applies will receive a $500 annual increase effective on April 1, 1970, providing they were on the payroll on or before March 31, 1970. Employees covered by the minimum pay increase, who are on Western Conference Will Meet Jan. 31

WEST SENeca—The Western Conference of the Civil Service Employees Assn. will meet at 1 p.m. Saturday, Jan. 31 in Building 80 at the West Seneca State Hospital.

Headquarters for the meeting will be the State Capitol in Albany.

Thomas McDonough, Motor Vehicle Department representative on the CSEA board of directors, recently petitioned the State for a cooperative effort in alleviating the many complex problems facing cashiers, clerks and license clerks following an availability of complaints by employees throughout the State.

McDonough, following up on grievances, has already received some assurances of cooperation by Ellis T. Filer, administrative director of the Motor Vehicles Department in Albany.

Staggering Workload

Numbered among the grievances are insufficient time for employees to set up their work-day; an

(Continued on Page 14)

Overtime For 'Snowbirds'?

The Six Mayors—Do They Have The Election's Answer?

BUFFALO—A clear-cut, decisive victory was won by the Civil Service Employees Assn. in the white collar bargaining unit of Erie County employees, the State Public Employment Relations Board announced on Saturday.

The small, blue-collar unit election was still in doubt as The Leader went to press. An extraordinary large number of challenged ballots have to be decided upon by PERB before a decision can be made.

OBSERVED by the more glamorous potential of personalities among Democrats seeking nominations for Governor, United States Senate, and other State-wide offices is

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Metro Conference Sets Special Meet To Discuss Pact

Members of the Metropolitan New York Conference, Civil Service Employees Assn., will meet Saturday, January 24, to hear a definition and explanation of the contract recently negotiated on behalf of State employees in four units.

The meeting will begin at 13

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DON'T REPEAT THIS!

(Continued from Page 1)

the dedicated attempt by Assembly Minority Leader Stanley Steingut to regain control of the State Assembly and possibly also the State Senate.

The opening salvo in that campaign will be a fund raising dinner Wednesday at the Hotel on New York City, sponsored jointly by Steingut and his Senate counterpart, Senate Minority Leader Joseph Zaratoki. The guests of honor will be fired by Republican domination of the State's Legislature.

As one of his first acts as leader, Steingut announced that Mayor Lindsay will be raised dinner Wednesday at the campaign will be fired in their disappointment with Gov. Rockefeller because his Annual message to the legislature did not, in their view, deal adequately with the problems of the State's economy, the Governor has asked the State to begin a phase change over of education financing, to establish a program of State aid to all school districts, and to provide a step towards full state payment of the non-Federal share of welfare costs. When Governor Rockefeller met with the Big Six Mayors last Monday, he virtually rejected the demands of the Mayors with the assurance that the State's cupboard was bare.

In contrast to the Governor's attitude, Steingut and Zaratoki are fully committed to the program of the Big Six Mayors. Their commitment is based on both their philosophical outlook and the realities of politics. For years, with the liberal vote split between Democratic candidates, Frank O'Connor and Liberal Party candidate Franklin D. Roosevelt, Jr., Gov. Rockefeller carried each of the Big Six Mayors. If the Democrats can reverse the trend in these cities this year, they will have an excellent chance of capturing the Executive Suite as well as the State Legislature.

The duality of the Big Six coalition has given rise to an interesting political problem that has come up in the development of the Big Six Mayors. The financial disaster in need between New York City and the other five cities is a tremendous one. For example, State education cuts imposed last year by the Governor cost the City of New York the staggering sum of $287 million this year, but less than $6 million for the City of Rochester with its newly-elected Republican Mayor. Indeed the total loss to the five cities other than New York in the Big Six amounts to only $35 million, in contrast to the huge New York City loss. In State assistance for welfare and medicaid are reflected in similar proportions among the Big Six Cities. Under the current balance, Republican leaders are convinced that the Governor can divide the Big Six and conquer with minimal outlays of State funds to satisfy the Mayors of the small units within the Big Six Mayors group.

The Gamble

Steingut and Zaratoki are gamblling with the Governor's ability to accomplish that objective without exposing himself to charges of discrimination against New York City residents. A degree that might have repercussions throughout the State. The Governor is already faced with the charge that he is favoring residents of Nassau and Suffolk Counties with his proposal to extend a State loan to limit the fare increases proposed on the Long Island Railroad while re-

(Continued on Page 12)

Run To The Sun
With These CSE&RA Travel Spectaculars

Grand Bahamas—Only $195

Four days, Feb. 20 to 23, Price includes round trip jet fare, deluxe breakfast and dinner and hotel rooms. For remaining space, write Samuel Emmett, 1606 East 29th St., Brooklyn, N.Y., after 8 p.m. telephone (212) 253-4488.

VENEZUELA—Only $295

Jet directly to South America for an eight-day luxury sun vacation at the Macoreto Sheraton Hotel, directly on a sandy, sunny beach. Meals included, as well as rooms and jet fare. Apply to Irving Flaumenhaft, 25 Buchanan St., Freeport, N.Y., telephone (516) 489-1202 or, after

MEXICO CITY-TAXCO-ACAPULCO—Only $395

Feb. 13 to 22. Price includes jet transportation, transportation in Mexico, meals in Taxco, hotel rooms, sightseeing. Write Mr. Emmett.

Note: The above tours are available only to members of Civil Service Employee Educational & Recreational Asn. and their immediate families. If you wish, these tours may be charged to Master Charge.

AIR AND SEA CRUISES—From Only $296

Jet directly to Curacao and board the beautiful S.S. Regina for an eight-day island hopping cruise to Trinidad, Barbados, Martinique, St. Vincent and La Guaira. Departures are Feb. 7, Feb. 21 and March 7. For Feb. 7 and March 7 write to Blanche Ruth, 96 Whaley St., Freeport, N.Y., telephone (516) 489-1202 or, after 5 p.m. (516) FR 9-4529. For Feb. 21 write Miss Guili, Thoen, P.O. Box 772, Times Square Station, New York, N.Y. 10036, telephone (212) PL 7-5821.
Wenzl Demands Time & A Half For Employees Who Worked During December Snowstorm

ALBANY—President Theodore C. Wenzl of the Civil Service Employees Assn., which represents 90 percent of State workers, asked State Budget Director T. Normand Hurst last week to pay time-and-a-half overtime to those State employees working in State installations in Albany County who provided "essential services" for the State during December's record snowstorm.

Earlier last week, Civil Service Commissioner James A. Poulton had announced that those State employees who could not get to work on Dec. 29 and the afternoon of Dec. 31 would receive that time off without any charge to their leave credits, and that those State employees who were required to provide "essential services" during the storm be given compensatory time off for the time worked.

Wenzl challenged the granting of compensatory time off, saying: "Essential services were well maintained and the snow removal crews employed by the State did yeoman service under extraordinary conditions. This includes employees of the Department of Transportation, State University, and the Office of General Services in particular.

"To provide those people with only a day in lieu thereof is manifestly unfair. Had they not retired to the occasion, the State offices in the Capital District would have continued to limp along under great handicap. As a result of these extraordinary efforts by the snow removal crews, people were able to get to and from work much more easily and earlier than would otherwise have been the case.

"I ask that premium cash be provided for employees of the State in Albany County installations who worked on those snow days."

$700 Raise Malone Aides Finally Settle Pact Dispute

(From Leader Correspondent)

MALONE—Salary increases totaling $700 over a two-year period are included in a new contract approved by the Village of Malone and its employees represented by the Malone unit of the Civil Service Employees Assn.

The new contract ends a labor dispute between the village and its employees which has been going on since the Spring of last year. Under the terms of the agreement, employees will receive a $400 pay increase retroactive to last June 1, and an increase of $300 next June 1. The village's fiscal year ends May 31.

The contract also calls for 11 paid holidays, vacations of two weeks after one year of service, three weeks after five years of service and seven years of service, and four weeks after 15 years of service; a major medical health insurance plan for employees, with dependents covered by employee payments, and other improvements in fringe benefits.

UNIT TEAMS — Members of the four unit collective bargaining teams of the Civil Service Employees Assn., meet at CSEA's Albany Headquarters to hear and vote on tentative contract terms for the four units, which they overwhelmingly approved.

The four contracts are now subject to individual ratification by CSEA members in each unit.

CSEA, MY Dept. Agree On Workload

(Continued from Page 1)

The meeting will start at 8:30 p.m. in the auditorium of County police headquarters.

Columbia CSEA Wins Salary Raises

(From Leafer Correspondent)

HUDSON — The Columbia County chapter of Supervisors has approved a 1970-71 contract with the Civil Service Employees Assn., but no increases for employees of the chapter.

The contract provides for an increase of $100 for 400 employees. It also calls for full payment by the county of hospital insurance and 50 percent of dental, plus time-and-a-half pay for work on Saturdays and Sundays.

General Contract Terms

(Continued from Page 1)

V—Extension of $200 Location Pay Differential To Monroe County

Payment of new $200 location pay differential for State employees working in State facilities located in Monroe County, effective April 1, 1970, to be provided.

VI—Continuance of Inconvenience Pay Differential

Continuance of the $300 inconvenience pay differential negotiated for employees working on shifts, four hours of which fall between 6 p.m. and 6 a.m., effective April 1, 1969 is guaranteed.

VII—Guarantee of All Existing Geographic and Shift Differentials

Continuance of all area geographic differentials and area shift differentials now in effect at their present level without any diminution as a result of our negotiated pay increases are good public image but when people have to walk on line for hours to transact a renewal for registration, this is certainly not the way to do business. The public is not going to accept and tolerate a great deal from the public by just putting ourselves in their place. Their anger is certainly justified.

"Not a day goes by that some incident does not occur. Some thing must be done to relieve the stress and strain, to say nothing of the dimension of the jobs is creating among fellow employees. The job is a grueling one. The situation is critical. It is imperative that something be done quickly before it affects the physical and mental well-being of the examiners.

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The color may be blue, orange, green, brown or slate. Or it may be one of these used in combination with white, red, black, yellow or violet.

When you make a telephone call, it travels over a brightly colored pair of wires. The color doesn't affect your phone calls. But it sure makes life a lot easier for the men who install your phones. You see, the wires run from your house to a cable. And through the cable to your telephone. And through as quickly and sp^iely as possible. That's our cable-placing program in New York Telephone history. Last year, we added some 10.6 billion conductor solutions of wire, all kinds of wire, in metropolitan New York. And we're on the same track this year.
Minimal Requirements

Judicial Conference Calling

Attention To Photostat Jobs

Filling is progressing for open-competitive exam No. 45095, photostat operator, announces the Administrative Board of the Judicial Conference, and such applications will be accepted only until the deadline date of Jan. 30.

With the written test scheduled for Feb. 28, successful candidates will become eligible for positions in the Supreme Court and County Clerk Offices in New York City, starting at $5,300. To be qualified, however, an individual must have a year of experience in the operation of photostatic and related equipment.

A comprehensive set of responsibilities awaits those appointed, for example:

Under supervision, operates photostatic equipment in duplicating documents and other records, wills, deeds, military discharge and other papers; adjusts lighting and lens; fixes, washes, dries, presses trims and sorts material, photostats, prepares photographic developing and fixing solutions following prescribed formulas; performs related clerical tasks; may operate microfilm equipment; maintains and makes minor repairs to equipment.

The written test is designed to test for clerical aptitude, office practices, ability to understand and interpret written material relative to photographic duplicating machines and related equipment. Application announcements and further information can be obtained from: The Judicial Conference, Personnel Office, Examining Unit, 275 Broadway, New York, New York 10007.

Police File Need For Lab Chemists

The N.Y.C. Police Department is seeking to hire four professional civilian chemists for assignments in the Police Crime Laboratory. The positions begin at $10,500 to $12,950 per year. The hours of duty rotate to meet the needs of the service.

To qualify for appointment, candidates must possess a bachelor's degree in chemistry, chemical engineering, or pharmacy plus three years of satisfactory paid experience in chemical work or teaching.

For further information and an interview call William P. Quigley, Civilian Personnel Office, at 577-7750.

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To Keep Informed, Follow The Leader.

CIVIL SERVICE LEADER, Tuesday, January 20, 1970
A Just Cause

THE time is now long past for the State Legislature to approve a genuine cost-of-living increase in public employees' pensions.

For many years, the New York City firefighters and policemen have led the way for such a benefit. They have fought hard and have made some inroads into the problem.

Dedicated public employees have served with distinction and pride during their careers. It is not unusual for some of them to have served 20 or 30 years, able to look forward to a few short years of health in which to enjoy their retirement.

Others, such as firefighters and policemen, must retire early—after 20 or 30 years. Their jobs are that tough. Their hearts and lungs will show the scars of even longer service. Their retirement, therefore, must be done.

These are the men who suffer. Their earlier retirement gives them, hopefully, a longer retirement period. But the dollar worth of their pension allowance certainly is reduced by the increasing cost-of-living.

We forget these people who have served so well the public interest to seek public assistance to supplement their pension is criminal.

The answer is simple. Peg the pension allowance on the current salary of employees in the titles from which they retired. Their cause is just. So should be the Legislature.

Your Public Relations, O

By LEO J. MARGOLIN

Upping Education, Skills

UPGRADING of both education and skills for all public employees will be among the most important developments for civil service during the decade of the 1970s. AS WE HAVE pointed out in recent columns, the demands for greater knowhow among civil servants will be more intense than ever before.

And for good reason: the problems will be more complex, and the new technologies will require more study and practice, and the taxpayers will insist on more study and practice, and the taxpayers will insist on more study and practice, and the taxpayers will insist on more study and practice, and the taxpayers will insist on more study and practice.

ONE of the first tangible signs of this new development is among law enforcement officers, particularly the police.

MORE AND MORE police departments are finding that their men be college trained. This is because of the new knowledge that is required to do the job properly.

IN CALIFORNIA, more than 10,000 police officers in 200 police departments insist on at least two years of college for new police officers. This is the reason for the expansion of two-year police science curricula in many community colleges throughout the United States.

By 1974, all uniformed officers of the Nassau County Police Department will be required to have at least two years of college education.

IN NEW YORK CITY, upgrade has been a fact of life within the Police Department for many years. The John Jay College of Criminal Justice, formerly the College of Police Science, is a four-year college within the City University of New York.

DURING THE SPRING 1969 semester, 1,256 members of New York City Police Department were enrolled as students, most of whom were candidates for baccalaureate degrees. Currently the College's total enrollment is about 2,600.

(Continued on Page 15)

LETTERS TO THE EDITOR

Says Provisions

Delay Appointments

Editor, The Leader:

This is a comment to your enlightening Dec. 30, 1969 editorial. The Department of Social Services has issued a series, "Nursing Diagnosis." The nurse's role in nursing practice will be refresher course for nurses, lesson 7.

4:00 p.m. (color) — Around the Clock — "Emergency Tactics — New York Police Academy series for in-service training.

7:30 p.m. (color) — On the Job: "On Becoming a Registered Nurse," New York City Fire Department training series.

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4:00 p.m. (color) — Around the Clock — "Emergency Tactics — New York Police Academy series for in-service training.
How to drive a fully automatic Volkswagen:

1. Put it into "P".
2. Drive off the turnpike at 25 mph.
3. Drive up the hill.
4. Drive down the street.
5. Drive past the gas station.
6. Drive into Granny's driveway.
7. Drive at the stop sign.
8. Drive at 65 mph.

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CIVIL SERVICE LEADER, Tuesday, January 22, 1974
UNIT CONTRACTS GIVEN IN FULL

Institutional Services

Attendance Rules

1. Eleven guaranteed paid holidays.
2. Long service vacation—increased vacation for employees with 10 years service or more; 15 days for 10 years; 20 days for 20 years; 25 days for 30 years; 30 days for 40 years.
3. Accumulation of sick leave up to 165 days.
4. Amendment of Subdivision (c), Section 21.6 of the Departmental Mental Hygiene law: an employee shall be allowed to use personal leave as vacation.
5. An employee whose employment is temporary shall not retain accumulated sick leave beyond the date of the end of his employment.

Examinations

1. The State agrees that a permanent, competitive, or non-competitive class employee who accepts appointment from an open competitive eligible list to a position within his own agency, or in a different State Agency, shall be granted a leave of absence from his former position for a period not to exceed 26 weeks or the period of his actual probation, whichever is less.
2. Alternate date for examination in the event of death or disability of the employee's parent, child, brother, sister or relative living in the employee's household. An employee may request a delayed examination in the event of an alternate date if death or disability occurs within 72 hours prior to the time of examination.

Other Benefits

1. A career ladder for the attendant staff series will be established by the CSEA and the State, and will be implemented within the time limits of this agreement.
2. The State will recommend $1 million in each year of the agreement to be used for the purpose of providing education and in-service training for employees included in this unit.
3. CSEA and the State through the formation of a joint committee shall study the feasibility of developing career ladders for other occupational groups within the institution.
4. Spot-cooling equipment devices will be installed in the laundry in all Mental Hygiene Institutions at a cost not to exceed $100,000.
5. The Department of Mental Hygiene will add additional lunchroom facilities in its institutions during the fiscal year 1970-71 for institutional employees at a cost not to exceed $100,000. These lunchroom facilities are for the express use of those employees who bring their lunches to work.
6. The State agrees to purchase 7,987 lockers this year and an additional 2,500 lockers next year for use by all employees.
7. An employee shall have a reasonable opportunity to review his personal history folder in the presence of an appropriate official of the department over the time period of 15 days and to file a response of reasonable length to anything contained therein which such employee believes to be adverse. The personal history folder shall contain all memoranda or documents relating to such employee which contain evaluation, commendation, appraisal or rating of such employee's performance on his job. Copies of such memoranda or documents shall be kept on file in the employee's file along with his being placed in his personal history folder.
8. The establishment of a roster for stand-by assignments. During the second year of this agreement those individuals who are required to stand-by will be provided premium pay of 5 percent of their daily rate.
9. In the event of illness an employee will be required to notify his or her supervisor 1 hour prior to the beginning of his or her workday.

Administrative Services

Attendance Rules

1. Remove present restrictions on the use of personal leave. (Personal leave may be used as vacation or for sick or personal reasons.)
2. Sick leave may be accumulated up to 165 days.
3. New York employees shall receive the following: one increment of 15 days vacation each year after 20 years of service; two days after 25 years; four days after 30 years; five days after 35 years.
4. Vacation leave accruals may be accumulated up to 40 days; 30 days accumulation paid upon separation or retirement.
5. Time off without charge to leave credits due to absence will be given highest priority on wards where it would be most hazardous for female attendants.
6. A Joint State and CSEA committee shall be formed to study safety and sanitation in State facilities.
7. The State and CSEA will jointly agree upon rules to be issued by the Comptroller effective April 1, 1970 providing re-imbursement to employees for personal property damage or destruction incurred by them.
8. Examinations for promotional opportunities will be granted leave of absence from former position during probationary period.
9. In the event that the death occurs in the immediate family, within 72 hours of the scheduled time of an examination and proper notification is given, an employee will be allowed to take the examination on an alternate date.

Other Benefits

1. Provide that employees currently paid on a per diem basis who are determined to be eligible to be paid on an annual salary basis and who work a fixed number of hours, five days per week and who have worked in the State for 60 days, with such salary being a minimum of an annual salary basis and so eligible.
2. Air conditioning in all State facilities referred to committee to be developed.
3. Free parking facilities and privileges for all State institutions at a cost of $100,000 to be included in the New York City facilities and programs also included.
4. An employee required to work a double shift shall be granted leave of absence from his former position for a period not to exceed 26 weeks or the period of his actual probation, whichever is less.
5. No lockers shall be assigned to perform the duties of any position unless he has been duly appointed, promoted, transferred, or assigned to such position in accordance with the Civil Service Law. This rule may be changed only for the purpose of a departmental emergency.
6. Vacation schedule—the method of scheduling vacation shall continue under the present rules. In the event a number of requests are made for the same period of time, vacation will be credited according to seniority.
7. Posting—procedure shall be established to provide appropriate advance notice to employees of pending or existing vacancies in competitive or non-competitive positions to which the employee may be appointed, promoted, transferred or reinstated to such position.
8. Shift changes—The State agrees to give one week's notice of shift assignments. In cases of emergency, such notice may be given at least 48 hours in advance of the shift change.
9. Changes in a week's work—any employee's hours of work will not be used for the purposes of discipline.
10. Overtime—distribution of available schedule overtime for non-supervisory personnel shall be made equitably among qualified employees.
11. Free parking facilities and privileges for all State employees at a cost of $100,000 to be included in the New York City facilities and programs also included.
12. Parking deduction for State employee credit unions for savings and loans without service charge.
13. Free parking privileges for employees of the Division of State Police to be protected.
14. Free parking privileges for employees of the Division of State Police to be protected.
15. Free parking privileges over a period of 60 days, with such parking being a minimum of an annual salary basis and so eligible.
16. Free parking privileges for non-resident employees at Manhattan State Hospital.
17. Free parking privileges for non-resident employees at Manhattan State Hospital.
18. The State will print copies of this agreement for employees of the Administrative Services Unit.
19. New employees will receive CSEA membership packet upon personnel appointment.
20. Mileage increased to 10.5 cents per mile January 1, 1971 to 11 cents per mile January 1, 1972.
21. The present 10 cents a mile reimbursement to employees for personal purposes is increased as follows:
22. Reimburse salary loss suffered by employees who accept appointment from an open competitive examination and who are accepted by the Comptroller effective April 1, 1970.
23. Compute employees' salaries calculated on a 10.5 workday basis rather than on a 14 calendar day basis.
24. Travel allowance for non-supervisory personnel shall be given at least 48 hours in advance of the start of shift.
25. Travel allowance increased to $20 minimum for out-of-State travel $24 per diem for New York City $20 per diem for New York City $24 per diem for New York City $24 per diem for New York City.
26. State will print copies of this agreement for employees of the Administrative Services Unit.
27. New employees will receive CSEA membership packet upon personnel appointment.
28. Mileage increased to 10.5 cents per mile January 1, 1970 to 11 cents per mile January 1, 1971.
29. Comprehensive safety education program for field personnel of the Department of Transportation.

(Continued on Page 9)
Full Terms Of Individual Unit Contracts

(Continued from Page 8)

Operational Services

Attendance Rules

1. Amendment of subdivision (c), Section 21.6 of the Attendance Rules, to provide for the protection of workers who are clearly job-related shall be allowed to use personal leave as vacation.

2. Sick leave may be accumulated up to 165 days.

3. Additional vacation credits annually in accordance with the following schedule:

<table>
<thead>
<tr>
<th>Completed Years</th>
<th>Additional Continuous Service</th>
<th>Vacation Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>50 to 24</td>
<td>2 days</td>
<td></td>
</tr>
<tr>
<td>25 to 29</td>
<td>3 days</td>
<td></td>
</tr>
<tr>
<td>30 to 34</td>
<td>4 days</td>
<td></td>
</tr>
<tr>
<td>35 and over</td>
<td>5 days</td>
<td></td>
</tr>
</tbody>
</table>


5. The State will make appropriate amendments to the Attendance Rules to insure that, under the State's policy with respect to workmen's compensation leave, employees necessarily absent from work because of injuries or illnesses which are clearly job-related shall be protected against loss of income and/or leave credits within the limits prescribed therein.

6. Seniority will be a factor in the selection of vacations, pass days and shift assignments, and in the distribution of available scheduled overtime for non-supervisory work.

Examinations

1. Where an eligible list has been stayed by a court order and notwithstanding the establishment of a subsequent eligible list for the same title, the original eligible list shall remain in existence for a period of at least 60 days following the termination of the court stay but no longer than the statutory 4-year period.

2. The State will recommend an appropriation of $300,000 in each year of the contract for implementation of a program for technical training and skills development.

3. The State agrees that a permanent, competitive, or non-competitive class employee who accepts appointment from an open competitive eligible list with a new State agency, or in a different State agency, should be granted a leave of absence from his former position for a period not to exceed 26 weeks or the period of his actual probation, whichever is less.

4. State agrees to rescheduling of the examination on an alternative date when a death occurs in the immediate family within 7 days prior to the time of examination. The rescheduled exam shall not be prescribed less than 7 days following death in the family, or on the day of funeral.

5. One week of vacation in the summer for Barge Canal Operators who have at least 15 years of service.

Other Benefits

1. Joint labor-management committee to study safety standards for the protection of employee's well-being.

2. Permit payroll deduction for State employee credit unions for both savings and repayment of loans.

3. Enactment of Statewide regulations providing for the uniformity of the procedure for reimbursement to employees for personal property, damage or destruction as provided for in a period not to exceed 26 weeks of the period of his actual probation, whichever is less.

4. Effective April 1, 1970, the issues checked on the so-called "Institutional Payroll" will be dated and delivered on the Thursday following the end of the payroll week.

5. Calculation of bi-weekly salary payments on a 10-working-day basis rather than a 14-calendar-day basis.

6. Meal and overnight allowance increased as follows:

   - $19 per diem in Upstate New York
   - $20 minimum for out-of-State travel
   - $24 per diem in New York City

   The above allowances will be used for meals and lodging at the employee's discretion.

3. Present 10 cents a mile reimbursement will be increased October 1, 1970 to 10.5 cents per mile and on April 1, 1971 to 11 cents per mile.

4. In contract-recognition of need for joint labor-management committee to study career ladder proposals.

5. In a letter from Classification & Compensation to CSEA statement is made that, in what they mean, the impact is unknown.

6. The Department of Transportation shall not require an employee on emergency snow removal to work more than 16 consecutive hours in a day. Provide that an employee may voluntarily elect to work in excess of 16 consecutive hours.

7. No personal leave shall be employed under any title not appropriate to the duties to be performed and, except upon assignment by proper authority during the continuance of a temporary emergency situation, no personal leave shall be granted.

8. One week of vacation in the summer for Barge Canal Operators who are clearly job-related shall be protected against loss of income and/or leave credits within the limits prescribed therein.

9. The above allowances will be used for meals and other personal property, damage or destruction as provided for by subdivision 12 of section 8 of the Occupational Safety and Health Act of 1970.

10. The above allowances will be used for meals and other personal property, damage or destruction as provided for by the State's policy with respect to workmen's compensation.

11. Seniority will be a factor in the selection of vacations, pass days and shift assignments, and in the distribution of available scheduled overtime for non-supervisory work.

12. Free toll privileges over the Triborough Bridge for the non-resident car owner employees at Manhattan State Highway.

13. An employee shall have a reasonable opportunity to review his personal history folder in the presence of an appropriate official of the State agency, or in a different State agency, should be granted a leave of absence from his former position for a period not to exceed 26 weeks or the period of his actual probation, whichever is less.

14. State agrees to rescheduling of the examination on an alternative date when a death occurs in the immediate family within 7 days prior to the time of examination. The rescheduled exam shall not be prescribed less than 7 days following death in the family, or on the day of funeral.

15. One week of vacation in the summer for Barge Canal Operators who have at least 15 years of service.

Professional, Scientific, Technical Services

Attendance

1. Remove present restrictions or, the use of personal leave (vacation). Personal leave will not be unreasonably withheld.

2. Sick leave may be accumulated up to 165 days.

3. Remove present restrictions on the use of personal leave (vacation). Personal leave will not be unreasonably withheld.

4. In event of death of the employee's mother, father, spouse, child, or a member of the household, the employee may take up to 10 working days off without loss of pay, and to file a response of reasonable length to anything contained therein which such employee deems to be adverse. The personal history folder shall contain all memoranda or documents relating to such employee which contain criticism, commendation, appraisal or rating of such employee's performance on his job. Copies of such memoranda or documents shall be sent to such employee simultaneously with their being placed in his personal history folder.

5. Joint study committee to explore the problem of the establishment of a subsequent eligible list for the length of the probation period or 26 weeks, whichever is less.

6. Alternate date for examination — In the event of a death of the employee's mother, father, spouse, child, or any other relative living in the household, the employee may request to take the exam on an alternate date. The alternate date shall be seven days prior to the exam. The new test date shall be no sooner than seven days after the burial.

Miscellaneous

1. The State will endeavor, wherever practicable, to provide safety standards for employees commensurate with those presently in effect in the private sector (Labor Law).

2. The State will make payroll deductions for the employee at his request and forward same to Employee Credit Unions as payment toward loans or for savings purposes.

3. Payroll checks date will conform to the date it is received by the employee.

4. Compute employees salaries on the basis of a five-day workweek instead of the current seven.

5. Travel allowance increased as follows:

   - $10 per diem in Upstate New York
   - $20 minimum for out-of-State travel
   - $24 per diem in New York City

   The above allowances will be used for meals and lodging at the employees' discretion.

6. The present 10 cents a mile reimbursement will be increased October 1, 1970 to 10.5 cents per mile and on April 1, 1971 to 11 cents per mile.

7. At formal hearings of the Civil Service Commission on appeals from a determination of the Director of Classification & Compensation, a stenographer will be allowed.

8. Joint State-CSEA committee to study the problem of uniform allowances. The above allowances will be used for meals and lodging at the employees' discretion.

9. The present 10 cents a mile reimbursement will be increased October 1, 1970 to 10.5 cents per mile and on April 1, 1971 to 11 cents per mile.

10. At formal hearings of the Civil Service Commission on appeals from a determination of the Director of Classification & Compensation, a stenographer will be allowed.

11. Joint study committee to explore the problem of uniform allowances.

12. Carper Ladders — CSEA will, in the future, be able to use the planning stages of all career ladder plans for this unit.

13. State agrees that engineers and psychiatrists whose regular assignments and then are on call in the institution for 16 or more hours are permitted to take the following day off.

14. State agrees that physicians and psychiatrists whose regular assignments and then are on call in the institution for 16 or more hours are permitted to take the following day off.

15. Joint study committee to explore the problem of uniform allowances.

16. Carper Ladders — CSEA will, in the future, be able to use the planning stages of all career ladder plans for this unit.

17. State agrees that engineers in charge of projects will receive State cars where needed with no mileage restriction.

18. State will print and distribute copies of this agreement.

19. No professional, scientific and technical employee will be required to clock in and out (does not apply to those eligible for overtime).

20. Safety education program for Department of Transportation field personnel.

21. The State will provide $400,000 in increased educational benefits for the professional, scientific and technical unit, to be administered by the Committee on Student Aid.
TRAVEL AGENT CLASS BEGINNING FEB. 5
An intensive evening training program for men and women interested in working in travel agencies, or in organizing tours, cruises, group and individual travel will open Thursday, Feb. 5, at Eastern School, 721 Broadway, N.Y. 10003 AL 4-5029. For Information write or call for Form 88.

MONROE INSTITUTE — IBM COURSES
new chief clerk has been appointed after election and brought with him four of his party friends who are in as provisional.

Good Old Dirty Politics and

Promotions.” There are sufficient legitimate lists to give people jobs

when the election be held in a fall

field and five years of res-

ponsible experience as a project

manager of similar title in charge of a multi-million dollar construc-

tion project from inception to completion; a high school diploma or equivalent and

nine years of responsible experience as an departmental project coordinator.

Candidats will not have to take a written test. Appointments may be made at a salary consist-

ing of $13,000. A new chief clerical vacancy has been announced for the $13,000 job of

Project Coordinating Administrative

Manager in the Department of Education. It is announced

removal from the civil service.

A copy of the letter is being sent to Mr. Sol Hoberman, (Chair-

man of the Civil Service Com-

mission).

MIRIAM SEIDMAN
Laurelton, N.Y.

Help Wanted M/F

STENO ENGLISH OPPTY.,

PERMANENT VACANCY — QUEENS STATE

SCHOOL, 63-01 108 St., Flushing, L.I.; $79.95, 4 p.m., AL 4-5029.

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ANCEQUILVENCY. Day A  Eve  Classes.

Behavioral Science, one year's experience in packing and

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For Non-Immigrant Alien Students •

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THE Ghetto

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VIEWS FROM THE LEFT

THE URBAN CRISIS:

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Herbert M. Hill, National Labor Dir.,

NACP

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Mon., Wed., 8 P.M., $30 ($8 Sessions)

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THE NEW YORK STATE DIPLOMA

is the legal equivalent of graduation from a 4-

year High School. It is valuable to non-

graduate of High School for

Applying for Employment

Advanced Educational Training

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JAMEA W. BOOKAR, JOURNALIST

HERMAN BADILIO

teaches at the Center. So do other prominent

experts on community groups in business, and education.

Study at the New School’s

Center for New York City Affairs

HERMAN BADILIO

teaches at the Center. So do other prominent

experts on community groups in business, and education.

Announced by Jack M. Sable, director of the New York State Office for Community Affairs.

weeklydays, and Saturdays until

1 p.m.

ARCHITECT FILING

Architects may apply for CIVIL jobs paying $12,400 to start begin-

ning Jan. 36 at the Department of Personnel, 46 Thomas St., Manhattan.

For information write or phone for information

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teaches at the Center. So do other prominent

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Spring 1973 Courses

THE NEW YORK PAVILION RICAN

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Special Rates

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College Trained Instructors.

5 DAYS A WEEK

MODEL AUTO SCHOOL

145 W. 14th Street

Phone: CH 2-7547

"That's The Story Of My Life!"

If your stocks are down... your lottery ticket hasn't paid off... your horse is a loser... and the cards seem to be stacked against you...

Be A Winner — Join the millions that have already discovered that franchising pays off.

See our new franchising and business opportunity section on page 13

For Civil Service

for personal satisfaction

6 Weeks Course Approved by N.Y. State Board.

Write or Phone for Information

Eastern School AL 4-5029

721 Broadway, N.Y. 3 (at 8 St).

Please write me from about the High School. Response appreciated.

Name

Address

The next term In "Principles and Practices of Real Estates," for men and women interested in buying and selling property opens Tuesday, Feb. 3rd at Eastern School, 721 Broadway, N.Y. 3, AL 4-5029. This 3-months' evening course is approved by the State Division on Licensing Services as equal to one year's experience towards the broker's license.

Real Estate License Course Opens Feb. 3

Sanitation Men (Class 3)

Special Rates

P.O. Truck Practice

$10.00 per hr.

Tractor Trailer

and Bus

Instruction

for Class 1 - 2 & 3

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College Trained Instructors.

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This Week's City Eligible Lists

QUEENS, L.I. RESIDENTS CAN FILE FOR SUMMER JOBS AS TRAFFIC & PARK OFFICER

According to the Long Island State Park Comm., about 35 vacancies for jobs as traffic within their facilities during 1979 will be made. It's not too early to entertain the idea of filling in these jobs. In New York City, the State exam is scheduled on January 26, while the exam is slated for Feb. 28.

For eligibility, candidates require having been legal residents of Nassau, Queens or Suffolk by four years prior to the test date. In addition to meeting certain training, age, physical and medical, and character qualifications, Pay scales, starting at $9.600 and $12,585 respectively, will be filled requiring mainly initial formal training rather than actual experience or education. For Laundry Aides; for delivery to wards; may load dry appliance, prepares work for, feeds, receives and folds linen at and counts clean and soiled laundry.

The busy search to seek laundry aides by the City Personnel Dept, is one more job gap in the whirlwind recruitment drive as the number of prospects taking advantage of the field's continuance. Hundreds of jobs reported must be filled, requiring mainly initial formal training rather than actual experience or education.
Levitt Asks Legislature For Advance Funding Of Pension Supplement

ALBANY—State Comptroller Arthur Levitt has asked the Legislature to provide advance funding of the State's cost-of-living pension supplement.

The cost of the supplement, which links retirement benefits with the Federal consumer price index, has been met on a pay-as-you-go basis. Such a procedure will protect the State and other public employers against unexpected increases in pension costs.

"Funding this benefit," Levitt said, "will permit us to meet this obligation in an orderly manner by prepayment." The procedure will protect the State and other public employers against unexpected increases in pension costs.

Under the proposed legislation, contributions to fund the supplemental benefit would begin on March 31, the last day of the current fiscal year.

Levitt said the proposal would not increase the total contribution made by employers this year to the New York State Employees' Retirement System and the New York State Policemen's and Firemen's Retirement System.

The Comptroller also has asked the Legislature to extend, through September 30, 1971, the present law providing for the supplemental retirement allowance.

Don't Repeat This (Continued from Page 2) funding so that neither the Capital City's transit system to a quarter.

Zaretzki dinner assure its financial leaders are confident that political success will also be chalked up in November.

P. R. Column (Continued from Page 4) The distribution of these Bureaucrats-Students should be of special interest to all civil servants—four Deputy Inspectors, 27 Captains, 81 Lieutenants, 125 Sergeants, 81 Detectives, 745 Patrolmen, 18 Probationary Patrolmen, 163 Trainsmen.

THE AVERAGE credit load of each police-student is about slightly less than half the studies for a full-time college student would be pursuing.

In addition, the school is host to scores of police officers from 42 other police departments and law enforcement agencies throughout the Metropolitan Area.

AN INTERESTING sidelight is 40 members of the New York Fire Department are also included in the student body of The John Jay College of Criminal Justice.

WHAT APPLIES to civil servants in law enforcement, applies equally to all civil servants.

UPGRADING IS the order of the 1970s decade for better civil service performance and maintaining superior public relations.

Nominated

ALBANY—Thomas J. Cashman of Glenville has been named a principal nuclear engineer for the State Health Department.

The Statewide Plan:

it's a nice, safe feeling.

Most of us don't have bags of money around just to take care of hospital and medical bills. Most of us just don't save the kind of money a serious illness can cost today. But Statewide Plan subscribers can enjoy that nice, safe feeling—just as if they had bags of money in their own bank vault.

Why?

Because the Statewide Plan is literally worth a small fortune. As a Statewide Plan subscriber, thousands and thousands of dollars are waiting, ready to pay your hospital and medical bill expenses.

The Statewide Plan doesn't have an option... It's a "no-nonsense" program that takes care of you and your family when you need it.

When you have the Statewide Plan you've got it all... Blue Cross, Blue Shield, and Metropolitan's Major Medical... realistic coverage, especially designed for the expensive long-term illness.

You didn't realize you were so rich, or did you, money bags?

BLUE CROSS® & BLUE SHIELD®

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THE STATEWIDE PLAN — COORDINATING OFFICE — 1215 WESTERN AVENUE, ALBANY, N. Y.

*American Hospital Association

National Association of Blue Shield Plans
H.I.P. is the only medical insurance plan that maintains its own special emergency service for the benefit of subscribers.

- This unique service enables the plan to cope with medical emergencies occurring at night, on weekends and on holidays.

By using the combined resources of its affiliated medical groups, H.I.P. has been able to set up a centralized emergency system at its main office that takes over when medical group centers are closed. A call to a medical group during these hours is electronically transmitted to a master switchboard.

This makes it possible for H.I.P. members to talk directly to H.I.P. physicians on special duty when problems arise during off hours. These doctors are available for consultation and advice. When necessary, they arrange for home visits, for hospital admissions and for treatment at specially designated locations.

The H.I.P. emergency service handles an average of 2,000 such calls a week, with the demand rising to a peak during the winter months.

The knowledge that medical protection is available round-the-clock seven days a week makes for peace of mind for H.I.P. families.

The ability to provide such a valuable service is another of the advantages for patients made possible by the prepaid group practice of medicine.
Last Chance To File

Males Of 21-45 Age Bracket
With H.S. Diploma Wanted
For License Examiner Title

A bulletin has been issued, designated No. 23-143, asking for males between 21 and 45 who possess driving permits and would like to be considered for motor vehicle license examiner titles. One more week for filing remains.

These jobs, which have a salary of $16,600-$2,410 per year, are situated in the offices of the State Department of Motor Vehicles located in Albany, Buffalo, Brooklyn, Bronx, New York, Rochester, Utica and Syracuse.

Salary maximums are reached in five increments; additionally, those hired are granted an allowance for uniforms. In the N.Y.C. metropolitan area, pay scales run up to 

$8,610.

In the job bulletin, which can be obtained from any regional office of the State Department of Civil Service, minimum qualifications are outlined and basically call for a high school diploma or equivalent.

There are certain physical, medical, and character requirements.

While the test is slated for February, filing periods remain open until Jan. 26 and applications can be requested by mail or in person from the local office of the State Department of Civil Service.

Sound Physical Shape

One of the criteria sought out are applicants in good physical shape.

**LEGAL NOTICE**

CERTIFICATE OF LIMITED PARTNERSHIP. Pursuant to section 9-110.1 of the Partnership Law, I, CHESTER A. MILLER, of 7 Battery Place North, New York, New York, being the only general partner, do hereby certify this 23rd day of December, 1969, that I am and have always been the general partner of the Limited Partnership of THE GUILDFORD PARTNERSHIP, whose name of Limited Partnership is as follows:

THE GUILDFORD PARTNERSHIP

Having been formed on December 23, 1969, the Limited Partnership shall be located at 7 Battery Place North, New York, New York, and shall terminate on the 10th fiscal year after the year a certificate of termination is filed.

The Limited Partnership consists of (i) an initial general partner, CHESTER A. MILLER, of 17 Battery Place, New York, New York, and (ii) an initial limited partner, 17 Battery Place Associates, of 17 Battery Place, New York, New York.

All of the limited partners named below have consented to be limited partners of the Limited Partnership:

2. Battery Place Associates, of 17 Battery Place, New York, New York.

The limited partners have the right to demand and receive property other than cash in return for his contribution.

In consideration of each partner's contribution, the General Partner is obligated to contribute the amount set forth next to his name.

Each limited partner of the Limited Partnership is entitled to participate in the management of the Limited Partnership in accordance with the provisions of this certificate of partnership, and each limited partner is entitled to receive his proportionate share of profits and losses thereof, unless the Limited Partnership is terminated.

In the event of death, retirement, or incapacity of a limited partner, an additional limited partner may be admitted by the consent of all limited partners over other limited partners as aforesaid.

In the event of death, retirement, or incapacity of a limited partner, the successor of such limited partner shall have the same rights and privileges of the deceased, retired, or incapacitated limited partner.

In the event of removal of a limited partner, a successor shall have the same rights and privileges as the removed limited partner.

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Funds over a period of
which income limitations can be
obtained. State employees who
were residents of New York
State at the time of entrance into
the armed service and who were
not in State service at the time
they entered military service.
At present retirement credit is avai-
able only to those veterans who
were in the Retirement System at
the time they entered military
service and who failed to transfer
service credits to the Military
Retirement System. State employees
deserving of such credit shall be
established on April 1, 1971.

(Continued from page 2)

$6,200 minimum annual salary for
State employees working in the
Civil Service who were members of
the MTA pension supplement.

Supplemental plan continued

GRIEVANCE

Procedure

Grievances with references to in-
terpretation or violation of the
contract will be handled according
to the State Office of Employee
Relations and if not settled satis-
factorily the grievance will be
submitted to binding arbitration
at the effective date permitted by
Article 75 of the CPLR. The arbitrator
will be paid for time and a half
by the State and in the event of a
disagreement as to the arithmetic
of such listing furnished as soon
as possible. The grievance procedure
shall be reasonably consistent
with the effective date of the
grievance.

Meeting Space

CSEA and the State-CSEA labor
management committee will be
furnished space in State owned
or leased buildings on a rotational
basis.

Agency Negotiations

Exclusive negotiations with
CSEA concerning terms and con-
ditions of employment will be
conducted at departmental,
local and state levels on a
written agreement if either requests.
The grievance procedure to cover
this will be arranged by the
State-CSEA labor management
division through a bilateral
agreement.

Time Off

Employees' compensation leave
provisions will be established in
the State attendance rules to pro-
vide time off without charge to
employee organization leave
provisions as set forth in the
Statewide agreement.

Civil Service Labor

Union Contracts

CSEA members for delegate meet-
ings, Board of Directors meet-
ings, convention meetings and
meetings as prescribed under the
existing Rules and Regulations.

Employee Health

Insurance

The State will provide a
3. Radiation therapy paid in

XII—Joint Committee To

Study Procedure Regarding
One-Half Pay Minimum For
Emergency Work

A joint CSEA-State committee
will look into the problems regard-
ing minimum pay for emergency
work as negotiated last year to solve
the problems relative to one-half
day pay. A joint CSEA-State labor
management committee will be
established to consider and develop
the scope of welfare fund for
State employees and report their
recommendations by April 1, 1971.

Retirement

(Benefits Effective April 1, 1979)

Under this plan:
1. The present 25-year half-pay
career retirement plan will be
modified as follows:

2. Survivors' death benefit for

3. Reimbursement for cost of

1. Effective April 1, 1971,

4. Radiation therapy paid in

4. Effective April 1, 1971,

5. Radiation therapy paid in

6. Effective April 1, 1971,

7. Effective April 1, 1971,

8. Effective April 1, 1971,

9. Effective April 1, 1971,

10. Effective April 1, 1971,

11. Effective April 1, 1971,

12. Effective April 1, 1971,

13. Effective April 1, 1971,

14. Effective April 1, 1971,

15. Effective April 1, 1971,

16. Effective April 1, 1971,