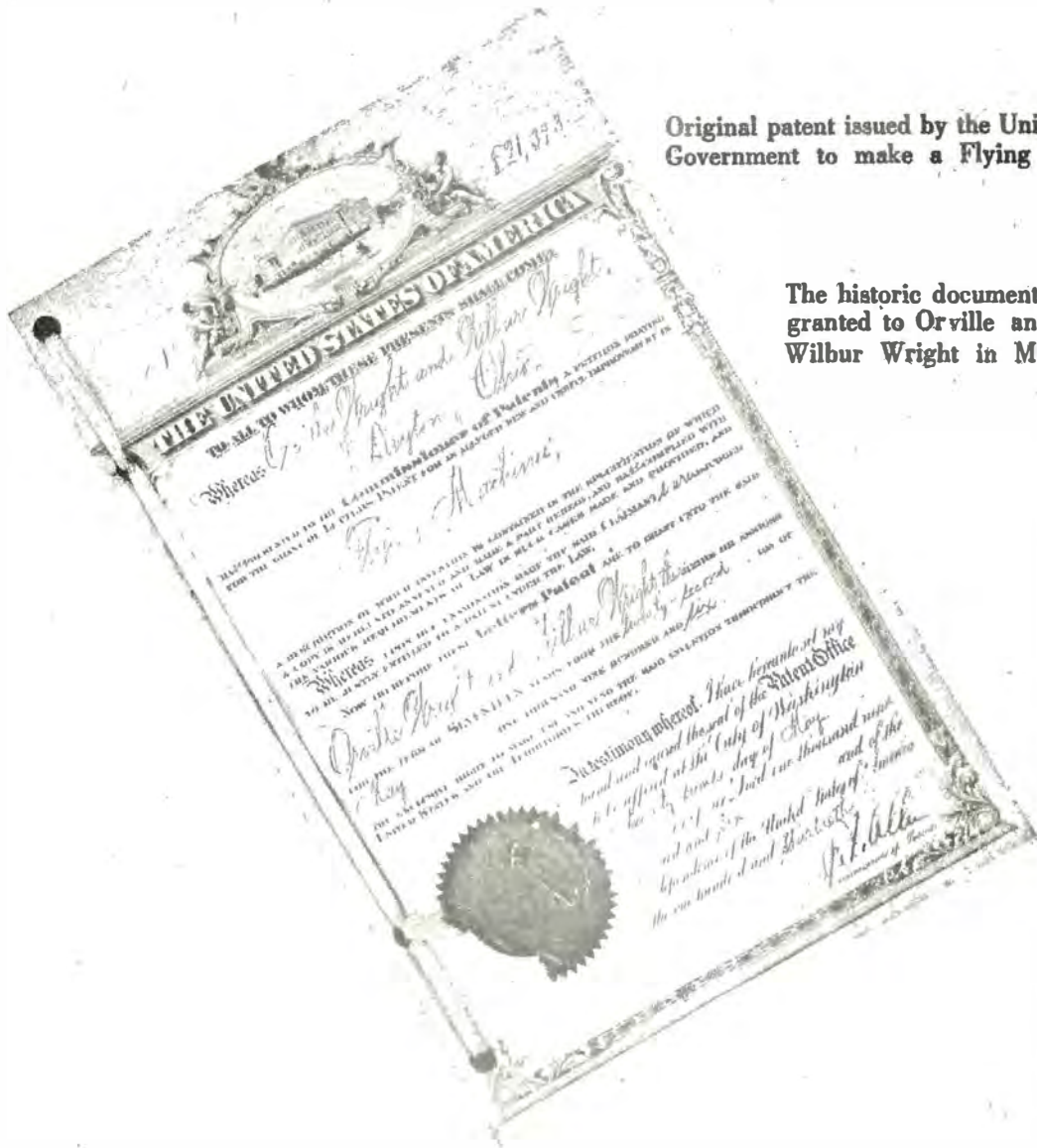


# BEACON

MAR - APR 1955



Original patent issued by the United States Government to make a Flying Machine.

The historic document was granted to Orville and Wilbur Wright in May, 1906.

CAA AERONAUTICAL CENTER  
OKLAHOMA CITY, OKLAHOMA

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# PERSONALITY OF THE MONTH



ALLAN E. HORNING

You might not think, watching Allan Horning going quietly about his work as Deputy Director at the Aeronautical Center, that his beginning in life was as dramatic as it was. His mother and father had joined the gold rush to Nome, Alaska in 1900, emigrating from Iowa. There being no doctor or hospital in Alaska in 1906, his mother traveled 140 miles by dogteam, caught the last boat to Seattle that fall, and shortly after her arrival in Seattle, Allan was born.

His father continued to commute to Alaska each summer, with Mr. Horning and his mother returning in 1910 to Iditarod. They moved to Knik, near Anchorage, in 1914, and in 1915 the Anchorage townsite was started as headquarters for construction of a government railroad from Seward to Fairbanks. In 1917 the family moved to Anchorage.

Mr. Horning attended grade and high schools in Knik and Anchorage, commuting to the University of Washington in Seattle to take mechanical engineering, graduating in 1928. He attended the initial cadet class at Hancock College of Aeronautics in Santa Maria, California, in May 1929, remaining after graduation as instructor and athletic director until 1932. He then returned to Alaska to aid his parents in constructing and operating a new gold ore processing plant near Anchorage.

In 1934 he returned to flying as "bush pilot" for (Con'td page 3)



# ALLAN HORNING (Continued)

McGee Airways, one of the predecessors of the present Alaska Airlines. Having been a radio ham since 1920, he convinced the company they should install aircraft and ground radio equipment--the first "bush" operation in Alaska to be so equipped.

In 1936 he married "Lou", an Anchorage resident, and in 1940 Susie was born.

In 1940, also Mr. Horning joined CAA, as Airways Inspector. This was at the start of Alaskan Airways development. In 1947 they transferred to Los Angeles because of Susie's poor health in Alaska.

A lot of us at the Aeronautical Center remember N-17, one of the first Douglas's standardized here at Oklahoma City. In 1949 Mr. Horning co-piloted this aircraft to London and remained there 3 months, detailed to aiding Western European countries in operating and maintaining ranges and ILS's turned over to them by the U.S. Air Force at the close of the war.

In 1951 he became Chief, Facilities Division in Region 6, and when the consolidation of CAA went into effect, went back to Airways Inspector in Region 4. Then to the Aeronautical Center in November, 1954.

Mr. Horning likes to play golf, likes anything mechanical, and plans to add a little competition to the CAA bowling this fall. He is obviously also a T.V. fan, for he ended his interview with the statement, "As George Gobel says, 'And here I am.'"

"IF THERE'S ANYTHING WE CAN'T STAND, IT'S PEOPLE WHO TALK WHILE WE'RE INTERRUPTING."

# RADIO CLUB INCORPORATES

The oldest continuously-active unit of the many activities sponsored by the CAA Employees Association, the Aeronautical Center Amateur Radio Club, became incorporated under the laws of the State of Oklahoma this month. The Club now has a membership of 55, all of whom are licensed amateur radio operators. The Club station, W5PAA, is well known on the 4Mc, 7Mc, and 14Mc amateur bands, being operated both by members permanently stationed at the Center and by CAA employees attending classes at the Center.

Two students who have taken advantage of the availability of the station are Warren G. Sharp, and Leland C. Hahn, both of the Third Region, who have reported into the Third Region net. This net operates on 3860 kc each Saturday at 0800 hours.



"Get my WHAT out of your bar?"

Courtesy TRUE Mag.

Since the last issue 'Happy Birthday' was sung and cake served in honor of Beverly Goudelock and Dean Anderson.



HELLO.....

The Flight Inspection Branch welcomes Miss Margaret Vaughan as our newest employee. Miss Vaughan comes to the Center a veteran CAA employee having spent one year in Kansas City with Air Traffic Control and eight years in the Washington office as a training officer for simulated flight training. In this capacity she trained personnel for the U.S. Coast and Geodetic Survey and the Civil Aeronautics Board. She assumed her duties as Navigational Aids Analyst in the Data Processing Center on April 4, and is rapidly becoming acquainted with our facilities and Center personnel.

Harold R. Bray of Corpus Christi, Texas joined the Technical Services Branch personnel on March 29th. We are happy to have Mr. Bray with us and hope his stay is a pleasant one.

That energetic fellow toting the mail and making the downtown pickups is our new messenger, Jack A. Tisby. Jack has previously enjoyed a temporary assignment with the Aeronautical Center during the early part of the Aircraft Standardization Program and we are glad to welcome him back.

Mrs. Sue M. Reynolds, Clerk-Stenographer in the Office of the Chief, Property Management Branch, has returned to duty after a period of four months maternity leave. Having presented her husband Dr. Raymond R. Reynolds, Jr. with a 6 pound, 9--1/2 ounce son, Roger Raymond, Sue returned to duty March 21. Congratulations, and welcome back, Sue.

Mr. Charles Meyers, former Air Traffic Control instructor, has returned to the Center after two and a half years as an ATC expert in far-off Jakarta, Indonesia, for the International Civil Aviation Organization. Welcome back, Charlie.

Mr. Aaron J. Spaulding, Laborer in the Structural Materiel Engineering Branch,

The ATC Branch wishes to welcome two new members to its secretarial staff. Mrs. Loretta Falvey was selected for the job of Administrative Assistant to the Chief of the Branch, Mr. Jack Grewell, and Cleo Allred was appointed to fill the clerk-stenographer position left vacant when Mrs. Iola McElderry transferred to the Aircraft Branch.

Mr. Jesse O. Wright and Mr. Thomas B. Hicklin, laborers in the Structural Materiel Engineering Branch.

H. E. Taylor, formerly in charge of the ASR--2 (Radar) installation at Dallas, Texas has joined the instruction staff in the ASR/PAR school of Facilities Branch by transfer from Region 2 effective April 11. Mr. Taylor is an electrical engineering graduate of the University of Texas and a graduate of Facilities Branch radar aids class 3, attended early in 1949.

Mrs. Helena J. King has joined the AC 180 Stock Control Section staff, replacing Jimmy Marlar who was selected on the Center Promotion Plan for a position in the Avionics Section of the Facilities Flight Inspection Branch. Mrs. King has had previous experience in government property and supply work at Camp Le Jeune, N. C., Cherry Point, N. C. and with the Bureau of Aeronautics, Department of the Navy, Washington, D. C.

R. J. Jensen, from the Region 4 station at Butte, Montana, will be entered on the roster of Aero Center personnel early in May to fill a vacancy on the instruction staff at Facilities Branch. Mr. Jensen will be assigned to duty in the Communications Equipment course, which will permit transfer of Ellard Foster to VOR instruction in the ILS/VOR school. The new instructor is a graduate of both the ILS/VOR and DME schools.

Jean E. Pitchlynn, from Department of Internal Revenue to Clerk-Steno in the Electronic Material Engineering Branch.



## GOODBYE . . . . .

A. C. McMasters, for the past two years an instructor in the Directed Study section of Facilities Branch, has transferred as an Airways Engineer inspector to the Airways Engineering Division in the Washington office of the CAA. Mr. McMasters came to the Center from Alaska and has been associated with the LS-1, Lighting and Structures section of Directed Study at Facilities Branch. Release date for his transfer is April 22.

Mr. Henry T. Shaw, Jr., transferred from PMD to Tinker Field as a Freight Traffic Officer. Henry was the Chief of the Traffic Documents Section at PMD. He came to PMD from Fort Worth, Texas December 14, 1947. We regretted his leaving, and to show our appreciation, Bea Hoebing baked a beautiful chocolate cake topped with white frosting, cocoanut and Easter eggs for a small get-together before Henry left. At this time, Ralph Gamel, on behalf of PMD employees, presented Henry with a piece of luggage. All PMD employees wish Henry the best of success in his new venture. Luther Russell (Toby) has been transferred to fill this position.



"I've been teaching the boys how to play stud poker."

## CENTER HOST TO TINKER AFB



During the three-day period April 1 through April 3, Tinker AFB was closed to all traffic to facilitate runway repairs.

Through arrangements made by Mr. William O. Coleman, Airport Manager and the Director of the Aeronautical Center, all civil contract cargo flights normally landing at Tinker were to utilize Will Rogers Field during this period.

Tinker AFB personnel and equipment were moved to Will Rogers Field in sufficient numbers to provide 24 hour service. Base of operations was the Aviation Safety Flight Operations Office. Considerable ramp space on the west side of the field (CAA) was utilized. The operation included fork lifts, electric hoists, flat bed truck and trailer units, personnel and equipment for refueling and administrative personnel necessary to the operation.

The photograph above shows a Douglas DC-6A air freighter, operated by Slick Airways, loading cargo in front of the CAA Operations Office. This flight marked the first in a series of direct air shipments of overhauled jet engines from Tinker to various Alaskan Airforce installations. Eleven of the large jet engines were shipped on the first flight.



## BOWLING SEASON ENDS

An orchid to Bob Spear and the Employees Association for the fine banquet at the Tropical Cafeteria on March 17, in honor of the CAA Bowlers, who finished up the season with a bang (?) the night before. Prizes were awarded as follows:

Roy Yeltman	Men's High Series
Esther Woods	Womens High Series
Perry Bolyard	2nd High Series
Vera Weisbrod	2nd High Series
Joe Bailey	Men's High Game
Betty Houck	Women's High Game
Howard Wilson	2nd High Game
Mike Farley	2nd High Game
Screwballs	High Team Series
	Capt. Howard Wilson
Pin Pals	2nd High Series
	Capt. Al Krag
Pin Pushers	High Single Game
	Capt. Rex Anger
King Pins	2nd High Single Game
	Capt. Clark Affleck

The top team for the season was A. F. McNally's "Spotters" who finished up 13-1/2 points ahead of Anger's "Pin Pushers" and Bailey's "Pin Topplers" who were tied for second at the end of the regular bowling. They bowled an extra night to play off the tie, and the Pin Pushers won -- by 5 points.



Of course, it's no wonder the Spotters won - you can see by the preceding picture they had six members on their team! (Actually, Frank Rhodes, Mary's husband, took Ed Timme's place when he had to drop out because of some instructor duties.)

After the dinner, and the birthday cake (Doris and Jeanne said they surely appreciated it, and "who dood it?") a short business meeting was conducted and officers elected for next year were Clyde Daniels, president; Joe Bailey, vice president; Doris Nichols, secretary-treasurer; and Clark Affleck, sgt.-at-arms. Bowling will begin next year on September 6, so be making your plans to join the fun.



From the sad expression Doris has in the picture, it seems she was so positive her team would win the trophies that two weeks before the season ended she wagered her trophy - lost - and Clyde Daniels got her trophy. We understand when he saw this picture he gave the trophy back.

A sincere vote of thanks to Esther Woods for all the work she did during the 28 weeks of bowling. We all know it wasn't an easy task.



## LENGTH OF SERVICE AWARDS



W. M. Matthews, Chief, Aircraft Standardization Division, presented ten-year pins to the above employees on March 31. L to R: W. M. Matthews, A. R. Elgin, I. O. Cullen, G. P. Ross, A. B. Bone and Odessa S. Hughes.

Congratulations to all of you!



Frank Fuhrer, Laboratory Mechanic and Rudolph K. Schaeffer, Instructor, both of the Aircraft Branch, were presented their ten year service pins by Warren Smith, Chief, Aviation Safety Division, on March 31.

In the photo, from left to right, are Mr. Fuhrer, Mr. Schaeffer and Mr. Smith.

The Personnel Office is to be commended on the dispatch with which this presentation was accomplished, since Mr. Schaeffer left the following day on his new assignment with the CAA in Miami, Florida.



Employees pictured above were presented with Service Awards on March 25 in recognition of their ten years with the government. L to R they are (standing) James M. Ritchey, ATC; Sanford P. Rogers, ATC; William J. Janacek, FFI; (seated) Russell J. Frick, ATC; Juanita E. Prentice, Facilities; Alfred B. Ashley, Facilities; Benjamin A. Tankersley, FFI. Unavailable for the photograph but also receiving awards were James Ashworth of Flight Inspection and William E. Morgan of Air Traffic Control.

## VISIT TO WASHINGTON

Paul Shively and Beverly Goudelock joined General Marrs of the Okla. ANG late in February to spend two days in the Washington Office. The high spot of their visit was a tour of the Government Printing Office, arranged by Mary Healy, Chief, Special Services Div.



# ATC SHORT COURSE

The following personnel have completed the ATC Branch's Short Course in Air Traffic Control since the published list in the last copy of the "BEACON". They are listed in accordance with the order in which they attended the course.

## Class No. 25, March 7 - March 18

Armstrong, E. L.	Maj.	Biggs
Bonham, L. H.	Maj.	Bolling
Burns, J. F.	Maj.	Hanscom
Hammond, M. L.	CAA	Wash.
Hannah, F. A.	1st Lt.	Wright-Pat.
Hensley, Ernest	CAA	N. Y.
Holloway, R. W.	Capt.	Geiger
Jenkins, W. T.	Lt. Col.	Larson
Kelly, D. L.	Maj.	Mather
Markey, K. W.	CAB	Wash.
Post, G.	CAA	Okla. City
Phillips, M. E.	CAA	N. Y.
Thorne, J. P.	Civ.	Keesler
Paulin, R. P.	Maj.	Forbes
Voegeli, J. B.	Capt.	Williams
Zamboni, F. A.	Capt.	Wright-Pat.

## Class No. 26, March 21 - April 1

Benzon, C. G.	CAA	Wash.
Christian, H. K.	Capt.	Wright-Pat.
Edwards, L. C.	Capt.	Bergstrom
Egan, D. E.	Maj.	Vance
Jones, C. T.	Civ.	Wash.
Klingler, D. J.	Maj.	Hill
Long, J. M.	Capt.	Clinton
Meole, C. N.	Civ.	Keesler
Morgan, J. H.	1st Lt.	Grandview
Ott, G. J.	Maj.	Barksdale
Saunders, B.	Lt. Col.	Donaldson
Talbott, H. P.	Civ.	Wash.
Williams, T. J.	Maj.	Randolph
Spear, R. W.	CAA	Okla. City

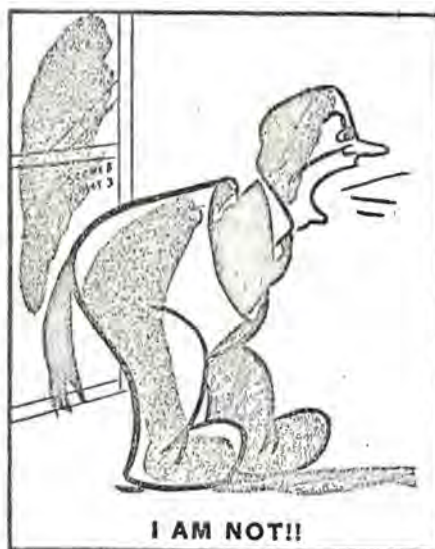
## Class No. 27, April 4 - April 15

Aldrich, K. R.	CAA	Wash.
Burroughs, G. F.	Capt.	Carswell
Biscayart, J. D.	Maj.	Maxwell
Daniels, C. L.	CAA	Okla. City
D'Amario, A. J.	1st Lt.	McConnell
Lewellyn, H. R.	Capt.	Bedford
Magill, L. W.	Civ.	Keesler
Maxwell, G. A.	Capt.	Smoky Hill

Mueller, C. W.	CAA	Okla. City
Ratcliff, R.	Lt(RCN)	Canada
Stevens, B. V.	CAA	Wash.
Symonds, T. E.	Capt.	McChord
Tapp, C. J.	Capt.	Lockbourne
Wilt, P. C.	Capt.	Ardmore
Williams, N. W.	Maj.	Connally
Winn, R. M.	Maj.	Ellington

## Class No. 28, April 18 - April 29

Bishop, G. E.	Capt.	Bakalar
DeSilva, J. A.	AT&T	Wash.
Franklin, C. S.	Civ.	Wright-Pat.
Jamieson, J. F.	Capt.	Nellis
Kosobucki, A. M.	CAA	Wash.
Lee, Z. O.	Capt.	Gary
Levandoski, S. A.	Maj.	Chanute
Mihelish, P. A.	Capt.	Larson
Miles, J. H.	Maj.	Lincoln
Odom, P. S.	Capt.	Brookley
Payne, R. D.	Maj.	Barksdale
Petrie, F. A.	CAA	Wash.
Potter, E. H.	Maj.	Carswell
Watkins, H. N.	Capt.	O'Hare



The Don Hilterbrans, A&E Shops, are the proud parents of a baby boy -- Congratulations!

The Henry Hardees had twins -- boy and girl chinchillas. They don't eat much and will make a nice coat soon.

Eugenia Olsen is sporting a new tri-color Buick Riviera: Cameo Beige, Cherokee Red & Black. WOW!



## PMD ACTIVITIES



The above picture reflects the daily activities in the shipping room of the Electronics Materiel Operations Section of PMD. Here we see several shipments of equipment in the process of being prepared for shipment for the Military UHF Program. Proper marking, proper packing methods, and the use of proper packing materials will help to safely speed these shipments on their way to various destinations scattered throughout the Regions of the CAA.

During the first three months of the 1955 calendar year, a total of 565 shipments of electronic equipment have been made to fill Washington requisitions. These shipments had a total weight of 616,336 pounds and a value of \$3,083,925.70.

We might also state that during this same period, personnel in Electronics receiving and warehousing departments experienced no idle time. They received a total of 249 shipments which had a weight of 738,934 pounds and a total value of \$5,453,807.90.

Howard Wilson and Willis Williams are the PMD employees shown in the picture.

## AIR CARRIER MEETING HELD AT OKC

CAA Air Carrier Safety officials from the continental regions, Alaska and Hawaii met at the Biltmore Hotel April 12 thru April 14 for a conference on air carrier safety.

Heading the group were A. S. Koch, Director of the Office of Aviation Safety and E. B. Franklin, Chief of the Air Carrier Safety Division, both of the Washington office.

Mr. Franklin stated that the meeting was one of a routine nature, held twice a year for discussion of current problems and agreement on policy to be in effect until the next session.

Oklahoma City was chosen for the meeting because of its central location and because the Aeronautical Center is here.

## CARGO HANDLING



Shown is a system of handling large and unwieldy crates with two forklifts. This method was devised by personnel of PMD. An exceptional amount of coordination and skill is required by both men to maneuver the forklifts so as to clear the opening in the warehouse. Shown are C. Philpot, 1., and Ray Humphreys.



Beginning with this issue, we will highlight the activities of a Section, Branch or Division, as a regular feature of your publication.

.....Ed.

## OFFICE SERVICES SECTION

The Office Services Section is a function of the Procurement and Services Branch. It has a wide variety of responsibilities in furnishing services to all operating units of the CAA Aero Center. The services furnished by the Section can be summed up briefly, in the following:



Chief, Office Services Section - Beverly Goudelock; you are likely to find him opening and throwing mail, making Xerox copies for reproduction, running the mimeograph machine, sorting and packing records for shipment, conferring with records clerks on the disposition of records, conferring with branch heads about printing problems or typing out a message on the teletype machine, or being just plain lazy and supervising the various functions, "for all employees are so well versed in their jobs and do such a good job that actually supervision is the easiest part of it".

Communications: This is divided into three types: telephone, dispatches, (commonly called teletype and wires), and mail. The telephone service is furnished through an automatic switchboard, which is manned by Mrs. Eunice Milton, pictured below.



Although the board is located in the headquarters building 217, while the office of the Chief, Office Services is located in building 216, the operation is under the supervision of the Office Services Section. Dispatches are classified in two categories, delayed and priority. All delayed messages are accumulated throughout the day and relayed to the CAA Communications Center at the Municipal Airport over our own teletype machine at 3:30 PM. All priority messages are immediately dispatched to the GSA Communications Center in the Federal Building downtown, over a Telephone Company teletype machine, for transmission to destination. Mrs. Jeanette Horn from the office of Contracts and Orders comes to the office of Office Services each day at 3:30 PM to send the delayed dispatches, and many times during the day for transmission of priority messages. Many priorities are also sent over the Telephone Company



machine by the Chief, Office Services, during the day. Volume of messages handled is increasing all the time, for instance, in March of 1954, 492 messages were handled while in March of 1955, 617 were handled.

Mail is obviously the largest item of volume in the communications field, and this unit is commanded by Louis P. Dombek, pictured below, commonly called "Duke".



His helper, Jack A. Tisby, a new employee of the Section, is rapidly absorbing his new duties. The picture below shows Jack sorting packages for his first mail run.



Although we maintain a Post Office box at the main post office downtown, we have an arrangement with the post office to send all of our mail to substation 18, which is located here on the field, where we pick it up each morning for incoming, and take all of our outgoing mail there each afternoon at 4:00 PM. The mail usually arrives at Station 18 between 8:00 AM and 8:15 AM. It is picked up and brought to the mail room where it is opened and processed for distribution. This is where the day really begins. Since the volume of mail and parcel post on Mondays is so much larger than on other days of the week, it has been necessary to have a schedule of mail deliveries and pickups for Mondays only, and a different schedule for Tuesdays through Fridays. Immediately upon completion of the opening and processing of the mail, we begin to distribute it to the operating units around the field and to the headquarters offices. On Mondays we make four headquarters runs and two field runs, while on other week days we make five headquarters runs and five field runs. The last runs on any day are scheduled to end in the mail room at 3:30 PM, in order to give the personnel time to process the mail and get it to the substation by 4:00 PM, where it is picked up and taken to the downtown post office. In addition to the above, the mail unit furnishes messenger service pick up of local purchases for operating units, most of which are downtown, and at the same time pick up any mail at the post office which has arrived since the morning mail was sent to the substation. This last service is each week day except Monday. Each mail run around the field involves 21 stops for pick-ups and delivery, as well as three "on call" for outgoing parcel post.

**Print Shop:** Our print shop has been designated as a Class "A" print shop, and is under the direct supervision of Ivan O. (Sandy) Sanderson, with one additional Multigraph machine operator by the name of William H. "Bill" Murray. The print shop is equipped with two model 1250 Multigraph machines, one Mimeograph, Paper Cutter and



and Paper Drill, as well as a complete setup of Xerox equipment for the making of paper plates from original copy, photographically. From prepared copy of direct image to plates, photo negatives to sensitized plates, zinc plates or Xerox to paper plates, reproductions are run on the Multigraph machines. These machines can each run approximately 6000 copies per hour each, however, we seldom have runs of that volume and then, much time must be consumed in the preparation of the plate for running, inking of machine, adjustment to sizes of paper, etc.



Left to right: Bill Murray and Sandy Sanderson.

Accordingly, our production cannot match the maximum output capable of the machines. The exception, of course would be a run of more than 6000 copies from the same plate on the same size of paper. Much volume is handled through the print shop in many different jobs involving both black and white, as well as multicolor jobs. As a comparison, for the period ending June 30, 1954, for the six months previous, we ran a total of 575,227 impressions, while for the six months ending December 31, 1954, we ran a total of 853,688 impressions. Also, in addition to this workload, we made 111 sen-

sitized plates from negatives and 1199 Xerox plates for this same six month period. Much help is given and appreciated by the operating units in this work. If it were not for their assistance, we could not handle such a volume with the personnel assigned.

**Records Management:** This is a function performed mainly by the Chief of the Office Services Section, in that he lends assistance and consultation on the problem of records maintenance and retirement, and disposition. We are now busily engaged in every operating unit at the Center in disposing of records from our files in accordance with the disposal schedule developed by the Washington office for the Center. Each unit is cleaning out their files and disposition of non-record material, which has no further value, is progressing at a very favorable rate. Many boxes of records have been packed and are awaiting shipment to the Records Center at Fort Worth, Texas.



Note the picture of record boxes ready for shipment being examined by Leona Rickman, secretary to the Chief of Procurement and Services Branch. We hope to have this part of the record program completed by May 30, 1955, so that vacation schedules will not be interrupted.



## COMMUNICATIONS ASSOCIATION TOURS CENTER

The Oklahoma City Branch of the Armed Forces Communications Associations held its February meeting at the offices of the Air Traffic Control Branch of the Aeronautical Center. Mr. Jack Grewell, Chief, Air Traffic Control Branch, was host for the evening and the featured speaker of the program. This meeting was concerned with the communications necessary and peculiar to air navigation and the control of air traffic. Personnel of the ATC staff were also present and gave demonstrations of air traffic control procedures and equipments.



L to R: Colonel Christiansen, Tinker AFB; D. F. Cravens and G. M. Dill, Southwestern Bell Telephone Co., and Chester J. Sobczyk, ATC staff member, pointing out the communications features of a control tower mock-up.

Following the ATC tour, the group assembled at the Facilities Maintenance Branch of the Aeronautical Center. Mr. C. W. Mueller and Mr. K. A. Jenkins demonstrated DME (Distance Measuring Equipments) to the group. Each month the meetings are scheduled to a different location, so as to familiarize the members with as many types and

forms of communications as possible.

The group completed the tour with a stop at the Boeing C-97 Stratocruiser Dehmel Trainer where Mr. John Hann below right, Instructor, Air Carrier Operations Branch, outlined the training programs and equipments of the Branch.



## CENTER INSTRUCTORS LISTED IN UNIVERSITY GRADUATING CLASS

T. M. Barrett and A. W. Schmitt, Facilities Branch instructors, are listed on the roster of senior class members expected to obtain degrees from Oklahoma City University on May 27.

Both men have attended classes during off-duty hours in courses leading toward a Bachelor's Degree in Arts, with Major in Physics.

Mr. Barrett is assigned to the Directed Study Section, and Mr. Schmitt is Glide Path instructor in the ILS/VOR Section of the resident schools.

Ted DeWitte got a new Chev - Pot Metal 8, Bel Aire two-door.





The Structural Materiel Operations Section of PMD has established a high speed production line method for packing and crating a large order of structural materials which were fabricated in the PMD Machine Shop. 2,219 boxes containing 52,000 board feet of lumber will be required to complete the preparation of these materials for shipment. By using this method, packing and crating time is reduced to approximately one-half of that required in employing conventional methods.

### ATC FLIES JETS

Five more of the instructor personnel of the ATC Branch have completed the familiarization course in jet aircraft instrument flying at the McConnell Air Force Base at Wichita, Kansas. They are:

McNulty, Edward B.  
Morgan, William E.  
Maurer, Darwin T.  
Riedel, Robert A.  
Sullivan, John L.

This makes a total of 15 personnel of the ATC Branch to have received this training.

### SUGGESTION AWARDS

Continued interest in the improvement and efficiency in the activities of the Aeronautical Center is evidenced by the suggestion awards recently presented to several employees.



L to R: Mr. Eugene J. Hill, Electronic Materiel Engineering, received a certificate and a cash award for the adoption of a suggestion concerning the cleaning of pads for teletypewriter tables. Mr. Ray A. Maxwell, Facilities Flight Inspection, received a certificate and cash award for his suggestion concerning access to circuit breakers in Main-J Box of Douglas aircraft. Mr. A. E. Horning, Deputy Director, who made the presentations. Mr. Robert A. Reidel, Air Traffic Control Branch, who received a certificate of commendation for his suggestion for a standard format for Aeronautical Center printed material.

Their interest in improving the operations of the Aeronautical Center is greatly appreciated, and we hope that all employees will participate by submitting their worthwhile suggestions which will speed up production, improve administrative routine, conserve supplies, improve working conditions, better service to the public, better the functions of the Department.



## FOREIGN OFFICIALS VISIT CENTER

A group of foreign airlines officials visited the Aeronautical Center March 14 and 15. The tour was conducted by Mr. Lincoln F. Stock, International Region Aviation Safety Advisor, and coordinated at the Center by Mr. L. E. Shedenhelm, assisted by Mr. Hope Biggers and Mr. John Kempf. As the identification lines under the picture show, these men represented an important cross section of administrative personnel of airlines of the world.



Left to Right: Mr. Harold Hansen, Route Supervisor, SAS; Capt. W. R. Bell, Check Pilot Trans-Canada Airlines; Mr. A. Grimes-Graeme, Tech. Manager, BOAC; Mr. R. M. Martin, Chief, Aviation Division, Bureau Veritas, France; Mr. Carl Agostini, Director, Civil Aviation, Trinidad & Tobago; Mr. Horst Berg, Manager of Communications, Swissair; Capt. H. Groeneveld, North Atlantic Chief Pilot, KLM; Capt. Toni von Tscherner, Chief, Flight Operations, Swissair; Mr. Lincoln F. Stock, Aviation Safety Advisor, N. Y. - IR.

A welcome to the Center was extended the group by the Director who also introduced them to the Division Chiefs. Their tour of Center operations included

Facilities Branch, Jet Propulsion Laboratory, Dehmel and Jet Simulator Building, Air Traffic Control Branch, Link Trainer and Simulator Laboratories, and Facilities Flight Inspection Branch.



Mr. J. W. Grewell, Chief, ATC Branch is shown discussing the Radar Simulators used in ATC training.

During their stay in the City the group visited the state capitol and were introduced to Lt. Governor Cowboy Pink Williams and the State Senate.

At the conclusion of their visit here a general review and discussion was conducted in the Director's office by Mr. Warren W. Smith, Chief of Aviation Safety Standardization Division.



"Good morning! — What's new?"



## CIVIL SERVICE RETIREMENT SYSTEM

The new "Career-conditional" appointment system was effective in January of this year and many employees have been converted to competitive Civil Service status. When converted, membership in the Civil Service retirement system becomes automatic and, as a result, new members are receiving slightly less take home pay. Under Social Security only 1-1/2% of the first \$3600.00 of annual salary is deductible but under the retirement system the rate of deduction is 6% of the employee's basic salary. It seems timely, therefore, to give a brief description of the Federal Civil Service Retirement System for the benefit of new members and also for older members, some of whom know so little about it that they do not realize its true value.

The retirement system is designed primarily to provide protection and insurance against the loss of earning power brought about by old age, death or disability, but it is also a painless way of saving money at a good rate of return. All the money that you deposit with the retirement fund will be returned to you, your heirs, or your estate either in the form of annuities or as a lump sum payment, plus interest accruing at the rate of 3% compounded annually. There are those who consider this rate of interest as a good return for a non-risk investment. The retirement system can pay you interest on your money and also pay annuities, refunds, and death benefits to persons who are entitled to them because the accumulation of money held in trust by the U. S. Treasury is, in turn, invested in Government securities. Furthermore, the Congress makes appropriation annually as needed on the basis of recommendation by the Civil Service Commission.

Five years of civilian service are required before annuity benefits may be paid in any case. If this minimum civilian service is met, then Military service is creditable as "free" service provided it was active duty, terminated under honorable conditions, and rendered before separation from a civilian position under the Retirement Act. Full credit is given for Military service without deposit to the retirement fund. Of course this credit is for annuity computation purposes only. Your lump sum refund, in case of separation, is not increased by having performed active Military duty, because a refund is merely the return of your money that has been deposited in the retirement fund, plus interest. The lump sum refund is payable at any time upon absolute separation from a position under the Retirement Act unless you have completed 20 years of civilian service. The restriction on withdrawal after 20 years of civilian service is really for the employee's protection. It is hard to conceive of any conditions under which it would be advantageous to withdraw after earning so much annuity protection.

There are five kinds of retirement provided for in the retirement law. They are known as age, optional, disability, 25-year discontinued-service, and 5-year discontinued-service retirement. No attempt will be made here to explain these various kinds of retirement in detail. We will, however, give the basic formula used in computing annuities:

(a) One percent of the annual basic salary for any 5 consecutive years, plus \$25.00, multiplied by the years of service; or

(b) One and one-half percent of the average annual basic salary for any 5 consecutive years, multiplied by the years of service.

The first formula is used when the average annual basic salary is less than \$5,000.00. The second formula

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# KWITCHERBELLIKIN



is used when the average salary is 5,000.00 or more.

By using the above formula, it is easy to compute your earned annuity to date. You may determine your 5-year average salary by adding the basic salary for each of your 5 highest consecutive years and dividing this total by five.

The 5 highest consecutive years do not mean calendar years and need not be continuous as far as breaks in service are concerned.

One of the most common questions asked about retirement is "Should I make a deposit for periods of service for which no retirement deductions were taken? Deposit is required in order to receive the maximum annuity, but not to receive time credit. It may or may not be to the employee's advantage to make a deposit depending on the circumstances in the individual case. Each employee must decide this question for himself and should discuss it with someone in the Personnel Office. He should remember that the longer the payment is delayed, the more it will cost, because of the running of interest during periods of employment.

The re-deposit of a refund is a difficult question indeed. Very emphatically, it is to the employee's advantage to make a re-deposit if he has at sometime been paid a refund of his deductions. He must make a re-deposit in order to receive any credit for the time covered by the refund. A typical employee retiring after the completion of 15 years service may gain as much as 700.00 annuity each year by re-depositing 600.00. Here again, the longer he waits the more it will cost. Deposits or re-deposits may be made in a lump sum or, if the employee so desires, in installments of not less than 10.00 each



"You guys want marshmallow in your cocoa?"

..... courtesy TRUE Mag.

during active employment. He must make payments directly to the Civil Service Commission and may not elect to have them deducted from his salary.

There is much information about retirement not included in this brief article. Space does not permit a detailed description of the various kinds of retirement, the advantages of voluntary contributions, survivorship benefits, etc.. Such information is available in your Personnel Office.

Of one thing we can be sure, the Civil Service Retirement System is very important and beneficial to the economic welfare of its members.

Carl Appling has transferred to W. N. A. Aircraft Service Branch and we regret his leaving as he was a very capable engine man. We wish him the best of luck in his new position.



## DIRECTED STUDY PROGRAM

More students than ever before are taking advantage of the Directed Study Program of the Facilities Branch. Besides the increase in Course 100 participation, interest in the 200-series is on the upgrade, even though Course 202 is the only course in the series currently complete. Work on the other courses is progressing so that the series should be completed soon. A listing of recent graduates is provided below:

### DS-100 GRADUATES

B. B. Borckardt	Reg. 3
John P. Johnson	Reg. 4
George Noble	Reg. 4
Woodrow J. Welling	Reg. 5
Alfred R. Dearing	Reg. 2
Charles W. Mitchell	Reg. 3
John W. Ranspot	Reg. 2
Jerome L. Tonkin	Reg. 4

### DS-202 GRADUATES

Talmadge M. Lawliss	Reg. 4
Ben Kirkley	Reg. 2
Clarence M. Orton	Reg. 4
C. R. Kantenwein	Reg. 1
A. E. Elliott	Reg. 2
F. H. Horn	Reg. 4
Henry J. Finley	Reg. 4
Charles J. Perricone	Reg. 5
George W. Perdew	Reg. 6
E. E. Thompson	Reg. 3
Frank A. Platner	Reg. 3
Valgene Ebeling	Reg. 2
Claud A. Eldridge	Reg. 4
Quentin W. Kuether	Reg. 3
J. F. Mosser	Reg. 4
Troy L. Lindsey	Reg. 2
C. J. Oleksak	Reg. 1
George B. Jones	Reg. 4
John Wichels, Jr.	Reg. 5
Harry C. Proctor	Reg. 4
Roland M. Frame	Reg. 5

### DS-300 GRADUATES

Henry Kester	Reg. 2
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## AERO-MAIDS

Since April 24-30 was "Secretaries' Week" we'd like to mention a group at the Aeronautical Center, predominately 'secretarial'--the Aero Maids.

For several months, back in 1953, Mary Rhodes had talked up a club she had belonged to as an employee in private industry. Two or three of the girls sort of got a "bee in their bonnets" and in March, 1954, a group of the gals got together over a plate of Mexican food, elected Mary as president, Jessica Cook as secretary, and Louise Bode as treasurer and called themselves the "Aero Maids". There isn't a lot of business transacted (their biggest project being the Boss' dinner last fall) and the dues are only 25 cents a month, and that only if you attend the dinner, but they've kept it going, and have had a lot of fun.

Now in their second year, they've elected - and reelected - Daisy Dovell, Lois Bodine and Louise Bode to serve as president, secretary and treasurer respectively. They've sort of taken over the giving of showers, going-away parties, etc. If a girl is a participating Aero Maid and leaves the Center, they buy her dinner, and having the "showers" at this already scheduled dinner makes it a lot easier on the wives and mothers who have meals to prepare, baby-sitters to get, etc., for those extra nights out.

There's sort of a tentative program in the offing, but even if it doesn't actually materialize, there's a lot of good old hen-party-sessions in these monthly get-togethers, and in an organization as scattered as the Center is, geographically, getting together socially with the other girls of CAA makes for a pretty friendly feeling.

George Ross and Arlie Kelly made a trip in the G.M.C. truck to change both engines in a C.A.A. Beechcraft at Thermal, California.



# BULLETIN BOARD

## FOR SALE OR RENT

Anyone living in the vicinity of 3214 North Young who has room for one passenger, please contact Nan Jenkins at AC-260, Extension 217

Two-bedroom home, buff brk. fenced, patio, central ht. Near St. Patrick's and Buchanan schools. 3809 N.W. 20th Street, WT 3-1018

Want passengers living between 10th and 16th Streets, and Indiana west to McArthur. Call "Pop" Nuckolls, Ext. 222 or 223.

## CREDIT UNION NEWS

Got any loose cash around the house???

If you have, why not open an account at the Credit Union, and put this cash to work for you. Don't forget, last year the Credit Union dividend was 5% on deposits, in addition to a 10% rebate on interest paid by the borrowers. Last year, \$4,160.40 was paid out in dividends and \$1037.10 was paid out in interest rebates. YOUR Credit Union is a growing organization, and you can help it grow more by getting that loose cash together and deposit it in the Credit Union. We had 385 members to March, 1955. Let's talk about the Union to our fellow employees and see if we can't increase the number of members, depositors, and borrowers.

## RESIDENT TRAINING COURSES AT FACILITIES BRANCH ARE EXTENDED

As a result of the conference of Maintenance Branch Chiefs held at the Center recently, resident training courses in the ILS/VOR, DME and ASR/PAR schools will be made longer to improve and extend the scope of study of these facilities.

The DME course will encompass eight instead of the present six weeks beginning with Class 110 on July 18. On the same date the convening of Class 111 in the ILS/VOR school will mark an extension from a seven to a nine-week training period.

For the ASR/PAR school the period of training will be 12 weeks as compared to the present nine weeks beginning with Class 107 which is expected to convene Aug. 8.



"It's a hit! ...  
A long one! ..."



"... It may be an inside-the-park home run! ..."



"... Foster rounds second and races to third! ..."



"... He's streaking for home! Here comes the throw! He slides! ..."



"... He's out!"



# ATC STUDENTS

The following students are attending the various courses now in progress in the Air Traffic Control Branch.

## FOREIGN NATIONAL CLASS TF-15

Argos Antillon	Costa Rica
Victoriano Carcedo	Madrid, Spain
Francisco Carmona	Madrid, Spain
Enrique Esteban	Madrid, Spain
Hugo Diaz Torres	Lima, Peru
Jorge E. Zapata	Honduras

## AIR FORCE LONG COURSE TU-37, 8, 9

2d Lt. Milton W. Anderson  
 2d Lt. George T. Beckman  
 2d Lt. Robert J. Berg  
 2d Lt. Arthur R. Betts  
 Capt. George (NMN) Bowen  
 2d Lt. Don B. Burnham  
 Maj. Richard J. Campbell  
 Maj. Ivan L. Carwell  
 2d Lt. William D. Conner  
 2d Lt. Kenneth J. Delano  
 2d Lt. Lowell J. Dirksen  
 2d Lt. Charles H. Empey  
 2d Lt. Clyde M. Ford  
 2d Lt. John T. Golding  
 2d Lt. Alan N. Good  
 2d Lt. Robert E. Gregory  
 2d Lt. Richard J. Harrington  
 2d Lt. Robert P. Hettema  
 2d Lt. Charles R. Horstman  
 2d Lt. John W. Hoover  
 2d Lt. Stephen H. Jackson  
 2d Lt. Theodore D. Johnson  
 2d Lt. John L. Kimm  
 2d Lt. Robert B. Kuenzel  
 2d Lt. Alfred A. Lee  
 2d Lt. Robert J. Lis  
 2d Lt. Jerry F. Moore  
 2d Lt. Bert E. Pekarek  
 2d Lt. Joe E. Poe  
 2d Lt. Michael M. Rice  
 2d Lt. Robert D. Riley  
 2d Lt. Warren P. Savignano  
 Maj. Maxie B. Seale  
 2d Lt. John T. Schwappach  
 2d Lt. Ronald R. Stauffer  
 2d Lt. Lowell D. Stewart  
 2d Lt. Richard S. Swift  
 2d Lt. Gerald J. Theunissen

2d Lt. Terrence R. Titus  
 2d Lt. Warren P. Tomsett  
 2d Lt. Arden A. Wigness  
 Capt. Virgil T. Wood, Jr.  
 2d Lt. William E. York  
 1st Lt. David A. Zillmer

Mr. and Mrs. Norman R. Hodkinson announce the arrival of a 6-pound 8 oz. tax exemption, Steven Jay Hodkinson, at St. Anthony's Hospital, April 19, 1955. Congratulations!

## OPERATION AIRLIFT

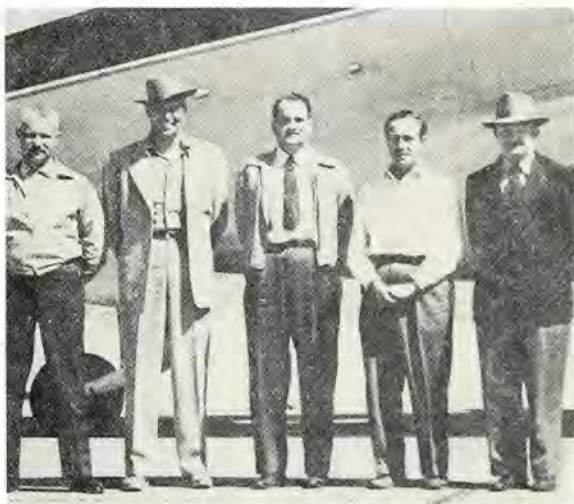
In connection with shipments of Aircraft Stock and Stores items to the Regional Hangars as well as shipments of excess Stock and Stores items from Aircraft Service Branches to AC-180 at Oklahoma City, considerable use has been made of CAA aircraft moving between these two points. It has also been possible to arrange for transportation of materials via CAA aircraft in connection with flight testing after overhaul. The largest shipment of this type consisted of approximately 2200 pounds of materials required by Kansas City to bring all "Allowed Aircraft Stock and Stores items" to approved stock levels, which was moved in connection with flight tests after overhaul of Alaska's cargo C-47, N-19.

As well as being more convenient, shipments via CAA aircraft are accomplished with less packing and crating costs, less paper work, and with no direct transportation costs.

During a recent high windstorm in this area, Jack Cole of PMD reports that he was awakened by intruders in his back yard. Upon investigation, he found new occupants had moved in suddenly; namely, one chicken house complete with chickens.

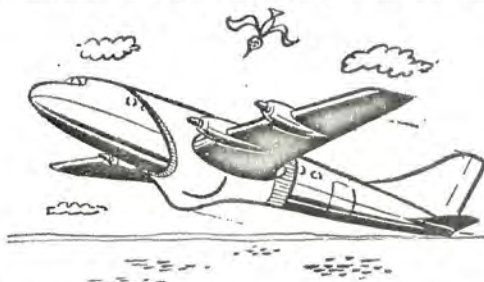


## BORDER PATROL COMPLETES TRAINING



Border Patrol personnel recently completed the C-46 course training. From left to right: Messrs. J. Wright, J. E. Parker, Phillip Pring, Instructor N. H. Rudasill, and R. A. Proctor.

When the first shipment of Christian Dior's famous new sweaters arrived in New York, they won the additional



distinction of being the largest sweater lift in air transport history. BOAC's "Royal Scot" unloaded a record 5,000 of them at International Airport.

Scotty Sell is a grandpappy now since his daughter just had a baby boy. Scotty says he went right down and bought a new tricycle for him--must be quite a boy.

## ATC TAKES REFRESHER TRAINING

Personnel of the ATC Branch are required to take at least two weeks on-the job refresher training each year. Those who have recently completed their training are:

Darwin T. Maurer at Kansas City, Mo.  
Robert A. Riedel at Tacoma, Wash.  
Miles Ullman at Seattle, Washington

Charlie Meyers returned from a mission with ICAO overseas in February and is presently in the process of obtaining ten weeks refresher training at Kansas City, Missouri.

## NEW AIRCRAFT STOCK AND STORES REPLENISHMENT PLAN

Although the heavy work load connected with getting started in the new Aircraft Stock and Stores Program is still "riding the peak", encouraging amounts of light are beginning to break through here and there. AC-180 is looking forward to more nearly normal operations in Fiscal Year 1956.



Aircraft Maintenance personnel examine right engine of Border Patrol C-46 to determine extent of damage to aircraft engine failure.



## FACILITIES BRANCH TRAINING --

Training classes now in attendance at Facilities Branch are as follows:

### Communications Equipment Class 62 April 4 - June 24, 1955

Ahlstrom, Kurt	Anchorage, Ala.
Ferreira, Sergio	Brazil
Lasniewski, R.	Milwaukie, Ore.
Rittmeister, H.	Brazil
Sampson, Gilbert	Washougal, Wash.
Silvera, Jose Elias	Panama
Theno, John Wm.	Tacoma, Wash.
Urrutia, Anibal E.	Panama

### ILS/VOR Class 109 April 11 - May 27, 1955

Camara, Jose R. deLa	Spain
DeMerritt, Lorin G.	Toledo, Wash.
Ebeling, Valgene	Midland, Tex.
Gonzalez, Julio	Spain
Hagen, John A.	Bismarck, N. D.
Jones, W. L.	Tulsa, Okla.
Kernagham, Warren	Kauai, T. H.
Kohn, Arthur	Toledo, Ohio
Lanphear, Charles A.	Waterloo, NY
Meier, Karl E.	Hastings, Neb.
Owens, R. A.	Wlt. Rdg. Ark.
Penland, Robert S.	King Salmon
Severinsen, Edward	USN, Calif. Md.

### DME Class 108 April 11 - May 20, 1955

Corn, Paul	Pulaski, Va.
Elliott, Adams E.	Memphis, Tenn.
Hahn, Leland C.	Gypsum, Colo.
Hawk, Harold A.	Des Moines, Iowa
Herrick, Vernon T.	Tampa, Florida
Marquez, Joe F.	Columbus, N. M.
Martin, Donald D.	Claymont, Del.
Morgan, G. F. 9	Pine Bluff, Ark.
Park, John Robert	Spenard, Alaska
Platner, Frank A.	Rockford, Ill.
Schell, Nicholas R.	San Rafael, Cal.
Schneider, Francis	Morgantown, WV.

### ASR/PAR Class 105 March 14 - May 13, 1955

Beller, Arnold	Brooklyn, N. Y.
Byram, Richard S.	Los Angeles, Cal.
Durham, Forest V.	Ypsilanti, Mich.

## ASR/PAR Class 105 (continued)

Garsombke, Henry	Milwaukee, Wis.
Goodlive, Frank E.	Denver, Colo.
Greenamy, Glenn	Birmingham, Al.
Kelsey, Donald L.	Seattle, Wash.
Mackinder, John O.	Los Angeles, Cal.
Newland, Ralph	Anchorage, Ala.
Rickard, John R.	McKenzie, Tenn.
Saunders, Robert C.	Roanoke, Va.
Sharp, Warren C.	Denver, Colo.
Shaw, Paul W.	Louisville, Ky.
Widmayer, Lloyd B.	Cudahy, Wisc.
Wiley, Burton	Fort Worth, Tex.

## WASHINGTON VISITORS



Recent visitors from the Washington Office were left to right: Ray Scott, Airways Operations Specialist; Harold Earp, International Training Officer; and Fred Reed, Foreign National Training Officer, accompanied by J. W. Grewell, Chief, ATC Branch, Aeronautical Center. The visit was made to confer with Center personnel on training functions and programs.

We wish to extend our sympathy to Leonard Hobson of the PMD Electronic Shops and to his family. Leonard's father passed away, and was buried at Drumright, Oklahoma, on April 12,





Alvin Roberts of PMD recently embarked on the sea of matrimony, thereby forfeiting all rights of bachelorship. The bride was Miss Margie Davis of Oklahoma City. The marriage took place on April 7. We sincerely wish them every happiness and success.

John Von Runnen and Russ Frick of the ATC staff, recently purchased new automobiles. A few days later, John signed the papers on his new home. Them's that got it, etc.....

A recent fishing safari to Corpus Christi, Texas by Clyde Daniels and Howard Wilson of PMD, and Joe Bailey of the Personnel Office proved to be quite an experience for all. The weather failed to cooperate as well as the fish, and as a climax, Joe became very ill, necessitating hospitalization which, for a time, caused quite some concern for the patient. After recovering sufficiently, he returned home, but is still on the ailing list. We wish him a speedy and complete recovery.

### THERE'S ALWAYS A BETTER WAY....

A prim old Quaker lady was driving her shiny new car in Philadelphia the other day. Suddenly at a cross street, a heavy truck was unable to stop until it had collided, crumpling a fender, breaking a window and gouging a hole in the side of the car.

Infuriated, the little old lady managed to control herself only by remembering her Quaker upbringing. She got out and walked over to the truck driver. "When thee gets home to thy kennel tonight," she said, "I hope thy Mother bites thee".

DIPLOMACY.....the art of saying "nice doggie" until you can find a rock.

U. S. Private business planes now greatly outnumber airlines planes- 21,500 to 1,269. U. S. firms own almost twice as many multi-engine transports as do airlines.



.....courtesy TRUE Mag.





#### MEETING OF FACILITIES MAINTENANCE BRANCH CHIEFS SEE NEED FOR EXTENSION OF SPECIALIZED TRAINING AND MAP PLANS FOR 1957

A training conference for representatives of all CAA Regions except International, concerning maintenance of Federal Airways was held at the Aeronautical Center during the week of March 7-11. Reaffirming the need for training in the operation and maintenance of specialized CAA equipment, the Regional Maintenance Branch Chiefs took positive action to increase both the scope and quantity of training provided at the Facilities Branch school.

Under the guidance of Henry I. Metz from the Washington Office of Federal Airways, who prepared the program agenda and conducted the first meeting the conferees recommended lengthening ILS/VOR, DME, and ASR/PAR courses and increasing the number of maintenance personnel trained per year. These changes appear headed for implementation within the framework of budget limitations applying for fiscal 1956 beginning July 1.

Seated L to R; A. W. Schmitt, Center; Arthur Ashley, Reg. 1; Horace Frazier, Reg. 2; W. L. Higgason, Reg. 3; Jerry Melville, Reg. 4; Leon Hammarley, Reg. 5; Kenneth Kellner, Reg. 5; Norman Thompson, Reg. 6; Henry I. Metz, Wash.; C. W. Mueller, Center; Standing L to R; E. W. Foster, Center; John Straiton, Center; R. R. McClung, Center; Henry Peterson, Reg. 1; Louis Million, Reg. 2; W. H. Hill, Center; A. E. Horning, Center; Frank Cosgrove, Wash.; Nihle Frank, Wash.; Claude Gardner, Center; K. A. Jenkins, Center; Walter Hill, Center.

Looking ahead to future training needs, the conferees made specific recommendations to re-establish training for all Regions in the Communications Equipment school. Further extension of ILS/VOR and ASR/PAR courses to improve the scope of training was also recommended for inclusion in the fiscal 1957 program. C. W. Mueller, Facilities Branch Chief, arranged for administrative matters and the conference was closed with a dinner-meeting.



# *Federal Creed of Service*

We as members of the civil service accept our obligation and our opportunity to serve the American people well and in full measure, doing our best to further the free and democratic institutions of our country

We believe it is our duty to

Carry out loyally the will of the people as expressed in our laws

Serve the public with fairness, courtesy, integrity, and understanding

Help improve the efficiency, economy, and effectiveness of our work

. . . and thus do our part in performing the great services of the Government