

### GREETINGS FROM THE COMMISSIONER

The past year has been one of highly satisfactory accomplishment by the Bureau of Public Roads. The work has been on a broader front and on a larger scale than at any time in our history.

Each of you is familiar with what the Bureau is doing in your particular area but, from the nature of things, you have only a restricted viewpoint. To appreciate the full scope and benefits of our work one would have to travel widely throughout the United States, visiting highway projects in both the largest cities and most remote areas. One would have to attend the meetings of committees of technical societies and associations and of legislative bodies to appreciate the impact of data developed by the Bureau. One would even have to visit countries such as Turkey, Ethiopia, and the Philippines to see the results of assistance given in carrying out certain foreign policies of the United States.

I came to the Bureau with a high regard for its past accomplishments and place in national affairs. The

organization has continued its competent performance of public service in 1954.

During the year there has been widespread discussion of a greatly enlarged highway program. It has been most gratifying to me to observe the extent to which the Bureau is asked to assist in studying the problem and the general assumption that it will play a key role in effecting a solution.

The position of the Bureau in national affairs is not the result of brilliant achievement by a few individuals but rather that of efficient and competent performance throughout the entire organization. I wish to thank each employee of Public Roads for his or her contribution to our success in 1954. The new year begins with far greater opportunities for improvement of highway transportation than ever before and I am confident that we will continue our high standard of performance in this field.

I extend to each of you greetings of the season with my personal best wishes for the coming year.

### MODERN TRAILBLAZERS

In this day and age, there has appeared a new specimen of the human race called a "Trainee." These strange creatures have been roaming in and out of Bureau sanctuaries for some time now, but still it is a mystery to some old line employees how a trainee with a wife and two children can be in California in November, Washington, D. C. in December, Idaho in January and who knows where in February.

Well, the closely guarded secret of mobility is the housetrailer. To the salesman it is the answer to every trainee's problems. To the trainee it is the beginning of a new series of problems that he never knew existed.

Let's follow a trainee while he recreates the days of the covered wagon. When we first find our subject, his trailer is parked in Washington, D. C. He has just received the "good" news that he is being moved to Idaho. Of course, our trainee has no problem—he has a trailer—so would say the salesman. But life being what it is, the trailer is parked on an icy hill, the top of which must be reached with the trailer in order to get out of the trailer park and down to the highway. After 4 hours of labor with the help of his fellow trainees, the ice is chipped away for a distance of a hundred feet so a tractor can get in to hook on. Another hour later, with much shouting, the "monster" is deposited next to the highway. By this time, it is late afternoon and even a green trainee doesn't crave pulling a 36-foot housetrailer through the streets of D. C. during the rush traffic. Therefore, to insure clearing rush traffic, the trainee starts rolling about 3 a.m. While the bitter winds blow off the Poto-mac, he loads his wife, who is 7 months pregnant, his son, who is cutting his first teeth, and himself into the car and away they go.

But pulling a trailer is not like taking a pleasure trip. Even so, things go pretty good (200 miles a day) until the caravan

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### Malad City

A September issue of the "Idaho Enterprise," Malad City, carries a highly complimentary article saying farewell to the well-liked WASHO road test crew and their families.

It speaks well for the Bureau and the career service to have employees and their families enter into community life in their various assignments. Several of the employees and their wives were singled out for their praiseworthy activities in schools, hospitals, churches, and civic groups.

A city of Malad's size has little opportunity to observe the Federal employee, and certainly this small group was watched closely. To leave a lasting favorable impression does much to enhance the status of the career service.

### Uranium Haul Roads

A study of trunk-line uranium haul roads is being made in Colorado and Utah under the direct supervision of Division 9. This study is being financed with defense access funds. The development of uranium mining activities on the Colorado Plateau in the four-corners area of Arizona, Colorado, New Mexico, and Utah has created boom activity quite comparable to gold rush conditions of the last century. The Colorado Plateau is sparsely settled, with few adequate roads, so that the boom has resulted in a tremendous demand for road improvement with attendant problems as to who should pay for the construction. The study is being made to obtain pertinent data to aid in the solution of these problems.



## Commissioner to Devote Time to President's Program

Commissioner du Pont announced that he will resign his present position early in January and become a special assistant to the Secretary of Commerce, in order to devote his time more completely to the President's highway program. The announcement was made at the meeting of the American Association of State Highway Officials in Seattle in November.



F. V. du Pont

The Commissioner told highway officials that the organizational structure of the Bureau imposes such a heavy burden of administrative detail that it is difficult for him to find the time that he would like to give toward advancement of the President's highway program.

He said that Secretary Weeks will designate C. D. Curtiss, Deputy Commissioner in charge of the Division of Finance and Management, to assume the administrative duties of the office.

Upon his return to Washington, Mr. du Pont gave assurance that there would be no lessening of his interest in the work of the Bureau, and that he would continue to occu-



C. D. Curtiss

py his present office space with the Bureau. He indicated that the arrangement is one for the transition period while legislation is being considered and that his "responsibilities thereafter will be predicated on the outcome of this (the next) Congressional session."

### Temporary Duty Ends

Engineers loaned to Division 8 this past summer to assist on Federal highway projects were released at the end of November to return to their former headquarters or to various district offices for the Federal-aid phase of their training. The assistance of these 32 engineers was invaluable in conducting the largest Federal road-building program to date in the four northwestern States.

### Combined Charities Campaign

Under the Department of Commerce single campaign in the Washington metropolitan area for welfare and charitable organizations, Public Roads was assigned a quota of \$12,900. As of November 19, pledges totaled \$13,242.60 from 795 employees or 102.7 percent of quota. The average contribution was \$16.66. Indications are that the campaign within the Department will also be successful.

### New Assignments

LAUCHLIN D. BYRD and LEONARD W. SMILEY, former employees of the Bureau, were reinstated and assigned to the Gatlinburg, Tenn., District of Division 15.

Miss ANNE CUNNINGHAM was recently assigned to the Financial and Administrative Research Branch. She came to the Bureau from the Naval Ordnance Laboratory, White Oak, Md.

JOHN B. DALHOUSE, highway engineer, was appointed Head of the Construction Section of the Raleigh District Office. Mr. Dalhouse joined the Bureau in 1929 with an assignment to the Division of Management, Washington, D. C.

Mrs. ERMA DAVIS rejoined the Financial and Administrative Research Branch. The former Erma Curley and her husband, Sgt. Davis, have been living at Fort Knox, Ky. Upon Sgt. Davis' transfer to Fort Belvoir, Va., in October, Mrs. Davis returned to her former position.

WILLIAM B. DYER, junior engineer, returned to Public Roads after completion of his military service. He is now assigned to the Gatlinburg, Tenn., District of Division 15 for the first phase of his junior engineer training.

GORDON B. ENGLISH, highway engineer for the Indiana District Office, transferred to the Virginia District during October.

HORACE L. HENDERSON of the New Jersey District Office succeeded J. E. Mincher as District Engineer on December 1, upon the latter's retirement. Mr. Henderson has been with the District Office since 1935 serving as staff assistant in charge of construction and maintenance and, in the absence of Mr. Mincher, acting District Engineer.

CHARLES S. MONNIER, former Chicago metropolitan area engineer for the Illinois District, transferred to Division 4 as division design engineer during October.

CLELL H. MORTON, JOSEPH D. LAROCHE, and P. R. LEE, JR., recently joined Division 15, Alabama District. Messrs. Morton and LaRoche are presently located at Eupora, Miss., and Mr. Lee is assigned to the District Office at Florence, Ala.

WILLIAM L. NORMAN, fiscal accountant for Division 2, transferred to the Washington Office, Audits and Accounts Branch, during October.

ALBERT R. PURCHASE, highway engineer, was appointed District

Engineer for Vermont, effective November 1. Mr. Purchase is a graduate of George Washington University and has been with the Bureau since 1935.

Mrs. CLARA V. ROTTMUND, stenographer, and Messrs. S. W. ROSS LANGDON, ARMISTEAD B. ROOD, T. BRADLEY FOOTE, attorneys, recently joined the staff of the Legal Division.

EMERY SHAW, junior engineer, completed the Federal-aid phase of his training program in Division 6 the early part of November. The next phase of his training is in the Physical Research Branch at Arlington, Va.

JOSEPH A. TODD, J. FRANK MILLER, and JOHN F. MORRIS returned to the Gatlinburg, Tenn., District of Division 15. These men were formerly assigned to the St. Paul, Minn., District on forest highway projects in Michigan, Minnesota, and Wisconsin.

GEORGE S. VINCENT, engineer for the Physical Research Branch, who for the past 11 years has been assigned to cooperative research on the aerodynamic stability of suspension bridges at the University of Washington, has been transferred to Washington. He will continue his work on special bridge research problems.

RALPH A. WAKEMAN, bridge engineer, transferred to the Florida District Office in September. Mr. Wakeman was formerly assigned to Division 15 in Arlington, Va. He also served for 3 1/2 years in the Philippines and 2 years in Bolivia with the Bureau.

L. STERLING HEDGPETH, Acting Chief of the Specifications and Materials Section, Construction Branch, has been made Chief of the section. Mr. Hedgpeth returned to Washington from Turkey in July.

The following junior engineers were recently assigned to the district and division offices indicated to begin the Federal-aid phase of their training: MILTON P. CRISWELL, Tallahassee, Fla.; EDWARD JOHNSON, Augusta, Me.; CHARLES M. MOFFAT, Trenton, N. J.; ROBERT A. QUIST, Pierre, S. Dak.; RALPH T. SEGAWA, Concord, N. H.; FRED C. SOLTERO, Atlanta, Ga.; WILLIAM H. WHITE, Raleigh, N. C.; and DANIEL WATT, Oklahoma City, Okla. Some of these men completed temporary assignments in Division 8 in connection with the enlarged Federal highway program in that area.

### Retirements

L. A. ADAMS, property and equipment officer for the Division 8 Office, retired in November. He had been with the Bureau since 1923, serving in Washington, D. C., Alaska, and Costa Rica in addition to his assignment in Division 8.

LEVANT R. BROWN retired from Public Roads in November after 46 years' service. He had been in the Division 7 Office for the past 35 years, serving as engineer in charge of forest and park work.

ROSE M. GROURKE, clerk-stenographer for the Massachusetts District Office since 1933, retired in November. In addition to her service with the Bureau, Miss Grouke had approximately 11 years of employment with other Government agencies.

ELIZABETH B. HARDESTY, statistician for the Highway Transport Branch, retired in October after more than 30 years of service in the Government. She transferred to the Bureau from the Department of Agriculture in 1931. In recent years Miss Hardesty worked on the development of sampling schedules for traffic counting. She returned to her home in Lexington, Ky.

A. E. MCCLURE, Chief of the Construction and Maintenance Section of Division 2, announced his intention to retire at the end of this year. Mr. McClure will have completed 43 years of Federal service, 30 of which have been with Public Roads in the Division 2 Office. He received his engineering degree from Ohio Northern University in 1910. Prior to his appointment with Public Roads, Mr. McClure spent 3 years with the Isthmian Canal Commission and 9 years with the Interstate Commerce Commission on railroad valuation. He had also worked for the Southern Pacific and the Oregon Short Line Railroads in Texas, Louisiana, and Utah, and for the Milwaukee Railroad in Montana.

J. EDWARD MINCHER, District Engineer for New Jersey, retired in November after completing 36 1/2 years of service with Public Roads. Mr. Mincher graduated from Rensselaer Polytechnic Institute in 1909. From 1906 to 1918, he worked for the Delaware and Hudson River Railroad, the New York Central Railroad, and the New York Department of Public Works in various engineering capacities. For a period of 1 1/2 years, concurrent with his work with the New York Department of Public Works, Mr. Mincher served as city engineer for Cohoes,

N. Y. In 1918 Mr. Mincher was appointed highway engineer for the Bureau with headquarters at Troy, N. Y. Shortly thereafter, he was given supervision over Federal-aid work in Connecticut and New Jersey. Since 1924 Mr. Mincher has served as senior highway engineer and district engineer for the New Jersey District Office. He will continue to reside in Trenton.

### Resignations and Transfers

Mrs. GEORGIA BOSWELL, fiscal accounting clerk for the Division 5 Office, resigned in October.

WILLIAM G. CARTER, administrative manager for the Nebraska District Office, transferred to the Federal Civil Defense Administration.

Mrs. VELVA FILLING (Wash. D. C.), secretary to the Chief of the Construction Branch, resigned in October and is now employed by a national association representing one of the manufacturing industries.

MARY E. OWEN, secretary to the Division Engineer at Fort Worth, Tex., resigned to assume the duties of housewife. She had been with the Division Office since 1946.

A. T. SONNENBERG, transportation economist for the Financial and Administrative Research Branch, left Public Roads to accept a position with the Public Utilities Commission of the District of Columbia. There he will head a new transit bureau to study the mass transit problems of the Washington area. Mr. Sonnenberg joined Public Roads in 1951.

### Former Employees

ROLAND E. ANTHONY, former bridge engineer for the Kentucky District Office, suffered a slight paralytic stroke recently while working on his lawn. Mr. Anthony retired in September and is living in Bradenton, Fla.

WILLIAM P. BUTLER, who retired from Division 2 in January, is recuperating at his Annapolis, Md., home from a 7 weeks' illness.

VERE FIEDLER, former Public Roads employee on the Alaska Highway and in the Philippines, was recently appointed district engineer for the La Crosse District of the Wisconsin State Highway Commission.

W. H. LYNCH, former Division Engineer for Division 8, visited

his old office recently. He was in fine spirits, had made several trips, and, as always, was most interested in what his friends were doing.

Mrs. E. M. MURPHY and O. H. LINCOLN, former employees residing in Santa Fe, N. Mex., appreciated greatly the news of other long-time employees circulated in this publication.

## Personals

Public Roads employees completing short tours of active duty with the military in recent months were as follows: Col. W. B. HUFFINE, Division 1, Fort Monmouth, N. J.; Lt. Col. WILBUR B. KING, Georgia District Office, Ft. Jackson, S.C.; Lt. Col. L. M. MARKS, Division 2, U. S. Corps of Engineers, Wash., D. C.; Major C. W. UTLEY, Vermont District Office, USAF School at Southern Pines, N. C.

Miss MARGARET M. BIGGAR, New York District Office, became the bride of Frank E. Dirolf on October 2. Mr. and Mrs. Dirolf are residing in their new home in Colonie, a suburb of Albany.

MYRTLE GROHE, clerk-stenographer for the Massachusetts District Office, was married to Aidan Marshall on October 16. Mrs. Marshall will continue her employment in the District Office.

DAVID H. HUNTER, engineer for the Tennessee District Office, and Miss Katherine Stockton of Decatur, Ala., were married on October 9.

FREDERIC J. VERITY, production cost engineer for the Financial and Administrative Research Branch, was married November 11 to Miss Virgil Fort, an employee of Georgetown University.

Proud parents of new offspring are the following:

Mrs. THURLEY A. BOSTICK, Financial and Administrative Research Branch: a daughter, Dianne Lynn, born in October.

GEORGE W. JOHNSON, fiscal accountant for Division 2: a son, Jeffrey Edward, born in October.

LLOYD A. RIVARD, former trainee now with the D. C. Department of Highways: a son, Richard Lloyd, born in November.

PAUL E. CONRAD, New York District Office: a daughter, Robin Sue, born in October.

MICHAEL LASH, Connecticut District Office: a son, John Edward, born in September.

## Illnesses

HAROLD G. BEST, an employee of the Division 7 Equipment Depot for the past 34 years, is recuperating from a serious eye operation.

J. H. BRANNAN, highway engineer, and W. P. WESCH, bridge engineer, for the Arizona District Office, are recuperating after serious illnesses. Mr. Brannan has been ill since July but is expected to return to work soon. Mr. Wesch, still in the hospital following a heart attack early in October, is scheduled to go home soon for a further period of recuperation.

JOHN H. EDWARDS, engineering aid, for the New Mexico District Office, suffered a heart attack in September. His condition is much improved and he is now convalescing at Reserve, N. Mex.

J. A. ELLIOTT, Division Engineer for Division 6, was taken ill during his attendance at the AASHO meeting at Seattle. He is expected to be confined to the hospital for a period of several weeks.

FRANK A. NICKOLS, Chief of the Federal Projects Branch, was hospitalized in November. He is now recuperating at home, and is making fine progress.

C. W. PHILLIPS, Chief of the Real Estate and Right-of-Way Branch, returned to work in October following an illness incurred in August.

WARREN G. WHITE, Iowa District Planning and Programing Engineer, underwent surgery in October. The District Office is pleased to report that he is recovering favorably.

Mrs. B. E. WILSON, wife of the Wisconsin District Design Engineer, is recovering from a major operation performed in October.

JOHN T. LYNCH, Highway Transport Research Branch, is on extended leave as a result of a heart condition. He expects to be confined to his home for at least a month.

## Obituaries

EDWIN FRIESE, design engineer for the Indiana District Office, passed away on October 7 at Allentown, Pa. Mr. Friese came with the Bureau in 1935 after spending 20 years with the Maryland State Roads Commission. His first assignment was with the Illinois District of Division 4. In 1948 he transferred to the Indiana District as engineer in charge of design. Mr. Friese

was a graduate of Cornell University. Survivors include two sons, both of Allentown.

JOHN ZOSS, age 67, died November 9 following a brief illness. Mr. Zoss had been a bridge engineer for Division 8 since 1933. He was resident engineer on the unusual Blue Creek Bay Bridge near Coeur d'Alene, Idaho. This project utilized a design, employed for the first time, of small concrete-filled steel towers sunk into some 300 feet of water and mud.

The many friends of F. THAYER STODDARD were saddened by his death on November 7, in Prescott, Ariz.

Mr. Stoddard was born in Missoula, Montana, January 28, 1888. Following his graduation from the University of Montana in 1910, he became County Engineer of Missoula County. His engineering career with Public Roads began in 1922, when he reported to our Fort Worth Office. The greater part of his service was performed in various assignments in that Division. Early in 1947, he went to Manila in connection with the highway program. Returning in 1951, he was assigned to Division 1; but November of 1953 found him again on overseas assignment, this time in connection with our Point IV work in Liberia. He became ill with a lung condition in Liberia and returned for hospitalization at Bethesda, Md. As his health did not improve, he applied for retirement on September 30, and went to Arizona with Mrs. Stoddard in the hope that the climate might be of benefit to his condition.

Mr. Stoddard was always active in community affairs, but worthy of special note was his fine service to the Philippines and to the American community while he was stationed in Manila.

*The Bureau of Public Roads extends its sympathy to the bereaved families.*

## Foreign Assignees

JEROME FRANKLIN, highway engineer for the Division of Engineering, has been assigned to Ecuador.

J. M. PAGE, District Engineer for Texas, was detailed to make a preliminary survey of engineering services required to rehabilitate the streets of Seoul, Korea.

JUSTUS C. ADAMS, equipment specialist, reported to Liberia.

FRANK J. BUNDSCHUH, Division 7, was temporarily assigned to Katmandu, Nepal, as construction superintendent.

HERBERT A. SPRINGER, bridge engineer, reported to Nicaragua.

PERCY L. BLACKWELL, Maintenance Branch, is now in East Pakistan consulting with Foreign Operations Administration officials concerning the proposed highway program in that country.

GEORGE A. HAYBERGER, ERNEST L. MOONEYHAN, JOHN L. LANE, P. RADFORD LEE, and JAMES G. PATRAM, equipment specialists, were assigned to the Philippine Division.

D. K. SHEPARD, Nicaragua, and W.C.A. PALMER, Panama, were called to Washington in November for consultation in connection with the Inter-American Highway program.

F. H. MCELFRISH, Jr., highway engineer, was reassigned to the Division Office in Denver following completion of assignment in Ethiopia.

CHARLES H. SPAMER, bridge engineer, completed his assignment in Turkey and returned to San Francisco.

Other employees who returned to the United States after completing overseas duty were as follows: KEVORK AGLAGANIAN, HOWARD T. BROCK, HENRY R. CHRISTOPHERSON, CHARLES O. CLINE, THOMAS M. FAGAN, EDWARD O. KRICHBAUM, BILLY B. LONDON, JAMES K. RICHARDS, and JAMES W. RYAN, from Ethiopia; WALTER D. SQUIRES, from Liberia.

## Professional Activities

J. C. COBB, District Engineer for West Virginia, was elected president of the West Virginia Section of the American Society of Civil Engineers at their annual meeting in November. Active in ASCE affairs since 1946, Mr. Cobb has served at various times on internal committees of the local chapter, and during the past year was vice president of the West Virginia Section.

Guest speaker at one of the sessions was LAWRENCE S. TUTTLE, former Public Roads employee, now supervising engineer for the Automotive Safety Foundation.

ADRIAN C. TAYLOR, district design engineer in North Dakota, serves Bismarck as president of its planning commission. In the latter capacity, Mr. Taylor attended the American Society of Planning Officials' conference in Philadelphia during September. While at the conference he was elected to the board of directors of the Society.

## FRINGE BENEFITS

The principal provisions of the fringe benefits law for Federal employees are as follows:

1. Prescribes longevity step-increases for employees in grades GS-11 through GS-15. (Such increases were previously limited to employees in grades not higher than GS-10).

2. Provides time-and-a-half pay for authorized overtime on all salaries up through the minimum rate of GS-9. For salaries higher than the minimum rate of GS-9, the overtime rate is one-and-one-half times the minimum rate for GS-9. Employees may request compensatory leave instead of overtime payment; however, employees whose rate of basic compensation exceeds the maximum step of grade GS-9 may be required to accept compensatory leave instead of overtime pay.

3. Centralizes administration of Federal Employees Incentive Awards Program in the Civil Service Commission with a maximum limitation of \$25,000 for a single award.

4. Provides that employees who now have more than 30 days accumulated annual leave will not be forced to reduce the accumulation in excess of 30 days. This does not change the regulation that leave earned during the calendar year which exceeds the 30 days brought over at the beginning of the year, must be used before December 31. Also provides that survivors of deceased employees will receive lump sum payments for current earned annual leave as well as accumulated annual leave even though the total exceeds 30 days.

5. Modifies the Whitten Amendment to permit permanent status employees to retain such status when promoted or reassigned, except when the promotion or reassignment is to a position vacated by a permanent employee with statutory re-employment rights.

## Highway Capacity School

Jack E. Leisch, Urban Highway Branch, and O. K. Normann and W. P. Walker, Highway Transport Research Branch, conducted highway capacity schools in Denver, Colo., and Portland, Oreg., during October. One week was devoted to each school at which attendance consisted of traffic, planning, and design engineers from the State highway departments, the larger cities in the two areas, and Public Roads division and district offices.

## Revised Awards Program

The employee incentive awards program will be revised throughout the Federal Government on December 1, in accordance with legislation passed by the last Congress. Greater employee participation in improving Government operations is the key objective of the program. The Civil Service Commission has responsibility for the overall direction of the program.

During fiscal year 1953 the Federal Government saved \$44,000,000 by adopting employee suggestions. For this, the employees received approximately \$1,400,000 in cash awards. If the Government had done as well as private industry in the same period, which is a hope under the new program, the saving to the taxpayers could have been around \$200,000,000 and the amount paid employees approximately \$6,000,000.

Principal improvements under the new program are the following:

1. Coverage under the old system was spotty and uneven. Now all civilian officers and employees in the executive branch will be covered, except for employees of the Tennessee Valley Authority. Many legislative and judicial employees also will be included, as well as employees of the District of Columbia.

2. The old legislation gave no special recognition to contributions which benefited the whole Government or more than one of its agencies. The new law makes it possible for all benefiting agencies to reward employees according to benefits received.

3. Under the old system, most agencies could not pay more than \$1,000 for a single suggestion regardless of its value; nor could they exceed \$25,000 a year in total amount of awards granted. These ceilings are now removed, although an individual award of over \$5,000 must be approved in advance by the Civil Service Commission.

4. The new program wipes out salary increase awards, substituting cash payments. Thus the size of the award is determined by the value of the contribution, rather than by the rank of the employee.

5. Additional recognition through Presidential award to Federal employees who render superior service is also authorized by the new law.

The major changes in the incentive awards program in the Department under the new legislation will be presented specifically in future issues of this publication.

## CAREER-CONDITIONAL APPOINTMENT SYSTEM

The President has signed an Executive Order which will authorize a new appointment system for the competitive civil service. The new system will provide greater job security for hundreds of thousands of indefinite employees and will put the Federal appointment system back on a stable basis. Since 1950 practically no career appointments have been made, and the ranks of career workers have become seriously depleted. Last September new legislation made it possible to resume career appointments within a certain ceiling. This new program, which is the result of careful planning on the part of the Civil Service Commission and Federal agencies, represents a new approach to the rights, privileges, and obligations of career civil servants. It will also provide the needed flexibility to adjust to changing conditions, since it has built-in machinery to handle expansions of the Federal service during emergency periods.

The principal features of the new system are as follows:

Effective January 23, 1955, most new appointments from lists made up of people who have taken and passed civil-service examinations will be made on a "career-conditional basis." This means that appointees become full-fledged career employees after they have served 3 years. This service has to be substantially continuous. In general, if a break of more than 30 days occurs, the employee begins to serve a new 3-year conditional period.

Not all kinds of Federal service counts toward the 3-year period. In general, the 3-year period must begin with a nontemporary appointment to a position in the competitive service. An indefinite appointment, for instance, is a nontemporary appointment.

There are no circumstances under which a career employee who has served his 3-year conditional period will have to serve another conditional period.

A career-conditional employee serves a 1-year probationary period, during which he can be dismissed if he does not learn how to do his job. A probationary period has always been a feature of career appointment and is considered part of the examination. After completing his probation, the employee cannot be removed except for cause.

A career-conditional employee can be reinstated if he leaves the Federal service. A nonveteran has 3 years during which he can be re-

instated to a Federal position for which he is qualified without again competing in an examination. A veteran may be reinstated without time limit. An employee who left the service while serving a probationary period will be required to serve a new probationary period after he is reinstated. Under most conditions, a career-conditional employee who is reinstated will have to begin a new 3-year conditional period.

In a reduction in force, a career-conditional employee is placed in Group II. The employee has lower tenure rights and is dismissed ahead of a career employee. The Civil Service Commission will allow him to file applications for 2 jobs for which he is qualified, and will give him priority certification when requests are received from agencies to fill vacancies. The Commission will not order the displacement of any Federal employee in order to place him.

Career-conditional employees are under the retirement system from date of appointment and 6 percent of their salaries will be deducted for this purpose. If they leave the Government before completing 20 years of service, they can get their deductions back plus interest for the time the money was in the retirement fund.

Career-conditional employees become career employees automatically after 3 years of continuous service with the exception of field service postal employees and veterans with compensable disabilities. The latter group who hold Federal jobs for one year or more may become career employees if they pass civil-service examinations and are recommended for career appointments by their agencies.

Other types of appointments which can be made under the new appointment system are temporary for job employment and temporary pending establishment of a register. Neither of them can lead to a career appointment except in the case of a compensably disabled veteran, as described above.

The career-conditional program has very little effect upon present career employees. They continue to be career employees and the last to be affected in reductions in force. Their transfer and promotion privileges remain the same. After 3 years of service, nonveterans may be reinstated without time limit. Career employees who are veterans continue to have reinstatement privileges without time limit.

The relatively few employees who were given probational appointments since 1950 will become career employees. The 3-year conditional period will not apply to them.

Of the 673,000 indefinite employees who are expected to be in the Federal service on January 1, 1955, it is estimated that 220,000 will become career employees, 235,000 will become career-conditional, and 218,000 will remain indefinites.

The main groups of indefinite employees are: (1) Employees serving under indefinite appointment in lieu of reinstatement. (2) Employees who were appointed from civil-service lists of eligibles, and (3) employees who were hired directly by agencies. In addition, there is a special category for veterans with compensable disabilities.

Employees given indefinite appointments in lieu of reinstatement will be entitled to career appointments, if they have completed 3 years of substantially continuous service. If they have not yet completed these 3 years, they will be given career-conditional appointments. Indefinite employees who were appointed from civil-service lists of eligibles will be given either career or career-conditional appointments, depending upon whether they have completed 3 years of substantially continuous service.

An employee who is not sure whether he was appointed from a register can get an idea of whether his appointment can be converted by looking at the Standard Form 50 he received upon appointment. If the item 7, "Civil service or other legal authority," refers to a numbered civil-service certificate, and does not refer to Regulation 2.115(a), his appointment can probably be converted. If the Standard Form 50 refers to Regulation 2.115(b), he is probably not eligible for conversion. In any case, however, all the facts will have to be taken into consideration before a decision can be made, and the employee will be notified by his personnel office.

An indefinite employee who was appointed from a civil-service list, but who is serving in a job other than the one to which he was originally appointed, is entitled to career or career-conditional appointment if the current job is in the competitive service and is not a temporary appointment for a limited period. This is true regardless of whether he got the job he is holding on January 23 by reassignment within the agency, by promotion, by movement to another agency, or by reemployment after resignation, reduction in force, or displacement.

Indefinite employees who were hired directly by agencies will not be entitled to conversion. Since they were not selected from civil-

service lists of eligibles, they cannot be given career or career-conditional appointments. Most of them, however, will be given a chance to qualify for these appointments through taking civil-service examinations. These employees should file application for civil-service examinations. If the examinations he is interested in are open, he can file without further formality. If they are closed, he has the privilege of filing for not more than two examinations, provided the eligible lists are still in active use and would be used to fill jobs where he works.

In addition, there is a special provision permitting a veteran with a compensable disability to qualify for a career appointment by taking a noncompetitive examination.

If an indefinite employee fails to pass an examination for which he filed a late application, he will not be permitted to take it again. If he passes an examination appropriate for his job his indefinite appointment will be converted to career or career-conditional according to the 3-year formula, provided he is within reach for appointment and is selected by his agency. If he is not within reach for appointment, no conversion can be made. An indefinite employee who continues to hold his job and is later reached for appointment will be eligible for conversion at that time.

A veteran with a compensable disability who holds an appointment not limited to a specific period may be recommended by the head of his agency to take a noncompetitive examination. If he passes it, he will receive career appointment as soon as he completes a 1-year probationary period. The 3-year conditional period will not apply to him.

A veteran with a compensable disability, even though serving under an appointment limited to a specific period, has this privilege if he stays on Government rolls in the job for more than a year through extensions of his appointment.

Indefinites who left their jobs to perform military service, will upon their return from military service, have the same privileges to have their appointments converted to career or career-conditional that they would have had if they had been on the job on January 23, 1955.

Former indefinite employees who are not working for the Government on January 23, 1955, but who may later return to the Federal service, will not be entitled to conversion. Except for indefinites in the military service, they must

be on Government rolls on January 23, 1955, the effective date of the new system, in order to be entitled to any conversion features provided.

An indefinite employee who was appointed to an excepted position in regular order from a civil-service eligible list will be eligible for competitive status. This will permit him to move to positions in the competitive civil-service without again taking an open competitive civil-service examination.

## Awards

Efficiency awards totaling \$1,500 were recently presented to six Montana District Office employees in recognition of their work on the emergency road program for control of spruce bark beetle infestation in western Montana and northern Idaho. M. M. Flint, District Engineer, presented awards to highway engineers L. E. DODSON, B. B. GORDON, A. M. LEWIS, M. E. MARTIN, and P. B. BLEAKMAN and Miss AGNES PALM, clerk-stenographer.

Suggestion awards were made to Mrs. GRACE L. HERRING, pay roll clerk in Wash., D.C., and to HARRY SUBKOWSKY, New York District Office. Mrs. Herring received her award for a revision in procedures. Her suggestion was that pay roll expenditure distribution coding be transferred from the pay roll section to the accounts section coding unit where all other expenditure distribution coding is performed. Mr. Subkowsky received his award for a suggestion that "Memorandum Construction Inspection Reports" be discontinued.

ARNOLD H. CARVER, California Division of Highways communications supervisor, has been voted an award and a \$500 prize for outstanding contributions to highway development. Mr. Carver was given the Dr. L. I. Hewes award by the Western Association of State Highway Officials for his leading role in developing a statewide highway communications system. The award was established in 1951 as a memorial to the late Dr. Hewes, Bureau of Public Roads. The prize money was given by a highway construction magazine.

WILLIAM T. KELLERMAN, son of Wm. F. Kellerman (deceased), was awarded a scholarship prize by the District of Columbia chapter of the American Society of Civil Engineers. Mr. Kellerman is a student at Catholic University, Wash., D.C. His father was employed for many years by the Physical Research Branch of the Washington Office.

Forty-eight Public Roads employees were presented the Twenty-Five Year Award of Merit by the American Association of State Highway Officials at their November meeting in Seattle, Wash.

Recipients of the award were: Thomas A. Apple, Arthur F. Bester, Percy L. Blackwell, Bertram S. Bottomley, Harry D. Cashell, Harold L. Clausen, John W. Courter, Frederick W. Cron, Ralph Dale, John B. Dalhouse, Hiram E. Dalton, Harry R. Davenport, Dwight M. Emrich, O. Louise Evans, Frederick B. Farrell, Morton M. Flint, Raymond C. Floyd, Baird M. French, Herman L. Gaines, Norbert A. Gurell, Walter R. Hardisty, Stedman T. Hitchcock, Vernon F. Hobbs, Carl F. Izzard, Perry L. Leaming, Ray E. Lloyd, Bertram J. McClarty, Joel P. Melvin, R. Woodward Moore, Thomas D. Peppard, George D. Potterton, William E. Reed, Carl W. Riesley, Roe P. Rodgers, Clifford R. Salmen, Ramon M. Schwegler, Kelley F. Shippey, Wilbur H. Simonson, Chester C. Stallings, John F. Sullivan, Francis C. Turner, Neil Van Eenam, Leon F. Walker, J. York Welborn, Galy A. Wilkins, Allen H. Wilson, Eldon E. Wolfe, and Norman B. Wood.

Quick thinking on the part of Charles R. Clements, Public Roads maintenance employee, saved the life of a truck driver whose vehicle crashed into a bridge on the Seward-Anchorage Highway in Alaska. Upon impact the truck burst into flames and ignited the timber structure. The driver had leaped from the truck and was lying in a semi-conscious condition within a few feet of the burning vehicle. Mr. Clements moved the driver to safety and then drove to a railroad section house and called the Seward ambulance corps and fire department. Through their quick response, the driver survived, although severely burned, and the bridge was saved from complete destruction.

## Motion Picture Sales

The motion picture films "Road Test One—Md" and "Highway Soil Engineering" have been popular according to sales figures. Fifty prints of "Road Test One—Md" (24 of the long version and 26 of the short) and 13 prints of "Highway Soil Engineering" have been sold to various organizations. These films represent a part of the work of the Motion Picture Section, Research Reports Branch.

## Conferences

Conferences on Interstate System problems were held in all nine Division Offices during October and November. Representatives of the Division of Engineering conducted informal discussion sessions to obtain the views of the division staff and district engineers on the known problems regarding final system location, standards, and current project approvals. The policy of the Bureau of Public Roads, as established by Policy and Procedure Memorandum No. 20-4, has led to a series of questions as to interpretations and procedures, and these conferences were arranged so that a consistent operating basis could be established. Joseph Barnett, A. G. Siegle, C. E. Mannerow, D. W. Loutzenheiser, A. L. Smith, and J. L. Shotwell at various times were the Washington representatives in these conferences. In general, widespread support was indicated for design of the Interstate System for ultimate full control of access.

## Traffic Counter Sleuthing

When two of the Bureau's traffic counters and a pole on which one was mounted were damaged by a hit-and-run-driver on the Shirley Highway recently, local police were unable to find a suspect. It was then that the Bureau's William D. "Sherlock" Whitby stepped into the case. Noting that the time the counter stopped was in the wee small hours and knowing from his experience as a taxi driver the garages open at such hours, "Sherlock" discovered the suspect vehicle awaiting repair in a local garage. Evidence consisted of a wrecked fender scarred with aluminum paint at the same level as matching fender paint on the counter pole, counter tubing caught around a shock absorber mounting, and a length of tubing in the rear seat which had been dragged away from the counter. Owner and driver of the vehicle subsequently admitted guilt and a replacement and repair claim of more than \$300 was saved by the sleuthing Mr. Whitby.

## New Mexico Office Moves

The New Mexico District Office is moving in December to new quarters in the National Park Service Building in another part of Santa Fe, after having been in the U. S. Court House since 1932. The change is being made in conjunction with a general reassignment of space in the several Federal buildings.

## Secondary Road Plan

The Federal-aid Highway Act of 1954 provides that the Secretary of Commerce may, upon the request of any State, permit the construction of projects on the Federal-aid Secondary Road System to be performed under what has been termed the 1954 Secondary Road Plan.

Under this plan, through delegated authority, the Commissioner of Public Roads may, upon the request of any State, approve certain standards and procedures applicable to the construction for such projects and may in other ways discharge his responsibility relative to the plans, specifications, estimates, surveys, contract awards, design, and inspection of such projects.

Any State requesting approval to operate under this plan must present a request prior to the 15th of any month to become effective the first of the following month provided approval is given. As of December 1, the following States were given this approval: Alabama, Georgia, Iowa, Kansas, Louisiana, Maine, Maryland, Mississippi, Missouri, North Carolina, Oregon, Pennsylvania, South Carolina, Tennessee, Texas, Utah, and Wisconsin.

## Motor Vehicle Accidents

During the fiscal year ending June 30, 1954, Public Roads motor vehicles were involved in 102 accidents compared to 78 for the previous year, an increase of approximately 31 percent. Let's change the trend in 1955.

## Commerce Department Orchestra

The Commerce Department has a newly organized symphony orchestra which meets every Monday evening at 8 p.m. in the Commerce Auditorium.

Although intended primarily as a cultural and social outlet for employees of the Department, the membership is open to all who play an orchestra instrument.

The present membership is about 40 players. It is planned to build it up to about 100, a full major symphony orchestra. To do this the orchestra needs players in all departments—especially violins, violas, cellos, basses, French horns, oboes and bassoons.

The conductor, Nicholas Pappas, is a graduate of Peabody Institute, and is head of the music department of Eastern High School.

Public Roads employees desiring information about the orchestra may contact Stryker T. Linnard, Finance and Management Division.

## Library Notes

The library is being surveyed as part of a study of the organizational structure and operations of the Department of Commerce libraries. A committee of three librarians has been appointed to make the study and make recommendations.

All field offices have been furnished with copies of Highway Engineering, by L. I. Hewes and C. H. Oglesby. Copies are also available in the library for loan. Career women in the Bureau may be interested in a new book available in the library, The Young Woman in Business, by Beth McLean.

It is a matter of concern to the library that its facilities are not used extensively by the field offices. Services available to the Washington Office are also available to field people.

## New Filing Manual

Following a survey of Washington Office filing procedures by the Records Management Division, National Archives and Records Service, and General Services Administration and a similar survey in our Division Office at San Francisco, a draft of a proposed classification and filing manual was prepared. It has been decided to prepare a new classification and filing manual in the Washington Office in such form that would also serve the needs of the field offices. The new system to be adopted is known as "subject-numeric."

A copy of the proposed guide developed for Division 7 is being sent to each Division Office for review and comment.

**TRAILBLAZERS**—Con. from p.1 reaches Wyoming. Once there, things become almost impossible. The strong winter wind whips the trailer around on the sheet of ice called a road until, for safety's sake, it is necessary to park at the nearest town. Fortunately, next day the wind is mild until about 2 p.m., permitting the caravan to move another 50 miles closer to the new assignment. Through good luck and enough 50-mile days, the Great Salt Lake Valley is finally reached after only 16 days on the road. Thus ends another beautiful cross country vacation trip.

Although the house trailer does have its disadvantages, it is probably the best way to keep the family happy while trying to amaze the old Bureau employees with the mobility of the trainees. Such is life as experienced by Jack R. Hutchins, whose "monster" now safely reposes on the flat lands of central Illinois.