

news

NHTSA



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Editor M. J. Noll

December 1975

Dugoff Named Associate Administrator for P&E

Recently he received an outstanding performance rating.

His former secretary, Miss Frances Racoosin, MVP, said: "He was both a good boss and a good friend."

Comments from others, both in MVP's Handling and Stability Division, and throughout the Administration, describe him as "Competent technically and sensitive to the feelings of others." "Easy to work with." "Always fair in dealing with people." "A boss who is able to make the people in his office want to do their very best."

So it's not surprising that Howard Dugoff has been named as Associate Administrator for Planning and Evaluation.

Mr. Dugoff came to NHTSA in February 1974 as chief, Handling and Stability Division, MVP. Prior to that, from 1971 to 1974, he was chief of the Research and Analysis Branch of the U.S. Army Tank-Automotive Command. He has also served in a variety of research and management positions with the Highway Safety Research Institute of the University of Michigan and the Stevens Institute of Technology. The new Associate Administrator is the author of over 40 technical publications in vehicle dynamics and highway safety, and has lectured on these subjects at several universities. He holds both a



Howard Dugoff

Bachelor's degree in mechanical engineering and Master's in Physics from the Stevens Institute of Technology, and is active in a number of professional engineering and management organizations.

Mr. Dugoff lives in Potomac, Maryland, with his wife, Sandra, and his three children - Lorraine, 13, Richard, 10, and Julie, 6.

Case Settled

After five long years, the Kelsey-Hayes wheel case--between the federal government and General Motors--has finally been settled. Under the terms of the settlement, GM has agreed to recall and replace, free of charge, all 15 X 5.50 Kelsey-Hayes three-piece disc wheels installed on approximately 200,000 3/4 ton 1960-65 model year Chevrolet and GMC trucks. The wheels were manufactured by the Kelsey-Hayes Corporation of Romulus, Michigan and then sold to GM.

From the desk of

"What does your office do"? "What's its specific role"? These two questions are often raised of EEO staff members.



The Director of
Civil Rights

In contrast to its small size, the NHTSA Office of Civil Rights (OCR) has a rather large mission. Its basic role is to serve as the principal staff unit advising and assisting the Administrator in assuring full and affirmative implementation of Federal civil rights and equal opportunity precepts within the Administration as well as within the operations of its contractors and grantees.

Its work is divided generally into two broad areas--internal and external program responsibilities. "In-house" roles include efforts to assure that minority and female employees and job applicants are treated equally and fairly in all relevant aspects of personnel administration.

The Office is specifically concerned, in an EEO context, with such personnel involvement of managers and supervisors as recruitment, promotion, training, upward mobility, employee retention, discrimination complaints (both formal and informal), and the implementation of the EEO Affirmative Action Plan. Two special empha-

sis program coordinators in OCR promote the enhancement of opportunities for women and the Spanish speaking, as required by Government-wide policy.

In the discrimination complaint process (synonymous with EEO Counseling program), OCR serves as "Counselor to the EEO Counselors." In so doing, it seeks to assure that (1) the complaint system is available, without management restraints, to employees, or job applicants who may feel or believe they have been discriminated against on the basis of race, color, religion, sex, national origin, or age; and (2) that informal efforts are conscientiously carried out to resolve any difficulties before they are escalated to the "formal stage."

In the external area, OCR has responsibility for assuring that (1) all NHTSA service and supply contractors and subcontractors comply fully with Federal EEO requirements; (2) recipients of Administration-sponsored Federal assistance provide equal opportunity for minorities and women to "participate in and derive benefits from" programs supported with public dollars; (3) Minority Business Enterprise, including banking institutions, be assisted in meaningful financial relationships with NHTSA; and (4) that the Government-wide Youth Opportunity Campaign be promoted among States, private contractors, and other recipients of Administration funds

toward providing summer jobs for disadvantaged youth.

These NHTSA responsibilities are mandated in a variety of legal instruments, including Title VI of the Civil Rights Act of 1964, the EEO Act of 1972, and several significant Executive Orders.

The OCR staff's role as EEO professionals may best be viewed as a catalyst, an initiator, a provider of technical advice, guidance and assistance. Considerable responsibility for EEO results rests upon managers and supervisors. The CSC views support for EEO as an integral part of a manager's job and, therefore, requires that managers and supervisors be evaluated annually on the quality of their EEO performance.

In addition to reviewing the EEO compliance posture of external programs, OCR is likewise charged with ascertaining the EEO status of NHTSA sub-elements. When deficiencies are found in either the internal or external program area, it is obligated to assist the particular units in a positive manner toward achieving compliance.

The fulfillment of the Administration's EEO responsibilities, including achieving its FY 76 EEO goals, requires the full cooperation of all NHTSA in a spirit of dedication and teamwork.

Stanley J. Norman
Stanley J. Norman

OF SPECIAL INTEREST

Besides being merry, be safe this Christmas.

Here are some safe decorating hints from the Consumer Product Safety Commission.

If you are purchasing a natural tree, be sure it is fresh and very moist. One way to assure this is to cut the tree yourself (asking property owner's permission first, of course). If buying a cut tree, tap it lightly on the ground--if many needles fall off, the tree is too dry. Don't depend on a nice green color--trees may be sprayed green to improve their appearance.

When you bring a tree home, keep it outside (if possible) until you're ready to decorate it. Keep its base covered in water or snow. When the tree is brought in, cut the butt end diagonally one or two inches above the original cut. Place the tree in a sturdy, stable holder with a wide base. For additional stability for a large tree, fasten it to the wall or ceiling with thin wire.

Fill the holder with water until the cut line is covered and keep the water at this level while the tree is in use.

Set the tree up a good distance from any heat source.

Dispose of the tree when large quantities of needles begin to fall.

Metal trees can be the source of a serious shock hazard if electric lights

are attached. Sharp metal edges may cut the cord insulation. The metal needles might touch an electrically charged component. Either way, the whole tree can become electrically charged. The only safe way to illuminate a metal tree is to use colored floodlights. Since floodlights can become quite hot, keep them out of reach of children.

Plastic trees should be made of fire-resistant materials. As with natural trees, keep away from heat sources.

Purchase lights that have been checked for safety. Look for the UL label of Underwriters' Laboratories.

Check both your tree lights and outdoor lights each year before you use them. Look for frayed wires, loose connections, broken or cracked sockets and spots where bare wire is exposed. Any set that is damaged should be thrown out or repaired.

All lights should be fastened securely to tree. Bulbs should not come in direct contact with needles or branches, or flammable materials such as curtains.

Don't put more than three sets of lights on an extension cord. Keep the connection joints away from the water supply of a live tree.

Don't use indoor lights for outdoor lighting.

When you leave the house or retire, be sure that all lights are turned off by unplugging them from the wall outlet.

Never use wax candles on or near a tree. Deco-

rative candles should be kept away from children and flammable material.

Avoid placing breakable ornaments or ornaments with small, detachable parts on lower branches where small children and pets can reach them.

An often unrecognized hazard exists in the use of spun glass "angel hair" and spray-on artificial snow, both non-flammable if used alone. However, the dried combination burns rapidly.

Mistletoe and holly berries may be poisonous if more than a few are swallowed. These and other decorative plants should be kept out of the reach of children.

Use only tinsel or artificial icicles that do not contain lead. Discard old tinsel if you are not sure of its composition.

Before starting a fire in your fireplace, remove all decorations from the area and be sure the flue is open. Keep a screen in front of the fireplace any time a fire is burning.

Fire salts, which produce multicolors when thrown on a fire, contain metal. Eating them may cause gastrointestinal problems and vomiting.

Do not burn wrappings or evergreen boughs in the fireplace. These can burn suddenly, throwing off sparks and burning debris.

Dispose of wrapping paper immediately.

We hope you will carry such safety measures over into office decorating, as well. Without mishaps, the season will be that much merrier for us all.

Crash Recorder

by Steve Peirce
Research and Development

Laboratory crash tests and accident investigations do not provide sufficient, appropriate or accurate data on motor vehicle performance during accidents. The Automotive Recorder Research Program presents the opportunity for NHTSA and the entire automotive safety community to obtain a significant increase in quantitative real-world accident data.

In 1969, NHTSA took a step to increase the accuracy and amount of quantitative data obtainable from accidents by awarding a contract for development of a recorder to measure crash acceleration/time histories. During the following year, a similar contract was awarded for development of an automotive recorder which could measure pre-crash data (vehicle traveling speed, brake-line pressure, steering wheel angle of rotation, and acceleration/time histories) as well as crash acceleration/time histories. Because of their configuration and the manner in which these devices store accident data, they have been given the names disc recorders and tape recorders, respectively. By mid-1971, the results from these contracts had shown that reliable recorders could be produced for installation in vehi-

cles to obtain the required information. To date, the development and production engineering phases of both recorder systems have been completed, and disc and tape recorder units have been fabricated successfully.

As part of the disc recorder production engineering contract, 200 pre-production units were fabricated. After completion of the production



Steve Peirce studies a disc recorder from a GM fleet project. Since the start of this particular project in June 1973, over 100 of the 500 recorders installed in cars have been returned. About 20 of these contain accident data.

engineering phase, 1,500 units were built to production drawings and the NHTSA specifications. A Disc Recorder Pilot Project was initiated on October 24, 1972, upon signing the first agreement with Allstate Insurance Company for installing disc recorders in fleet vehicles. Since that time, recorders have also been installed in the following fleets: GSA, GMC, AMC, U.S. Park Police, Houston Police Department, Porsche

(police) and Audi vehicles in Germany, VWOA, Mercedes-Benz, Volvo and State Farm Insurance Company. As of June 1975, these recorder equipped vehicles have accumulated 50 million miles of travel. Of the numerous accidents which have been experienced, recorder records from 39 accidents have been analyzed. (Many minor accident records were not analyzed because of insignificant vehicle damage and no occupant injuries.) Vehicles in 20 of these accidents experienced a velocity change greater than 10 mph.

The first accident involving the deployment of a GM air cushion restraint system (ACRS) occurred on April 21, 1973. A 1973 Chevrolet Impala U.S. Park Police cruiser equipped with the ACRS and disc recorder was sideswiped by a 1972 Dodge Polara coming from the opposite direction. The only occupants were the drivers. The Impala's driver suffered several minor injuries, and the driver of the Polara was uninjured in the crash.

After data on the recorder was analyzed, it was calculated that the speeds at impact were 22 mph for the Impala and 34 mph for the Polara. However, prior to the data analysis, some investigators had inaccurately estimated impact speeds of 5 mph for the Impala and 45 mph for the Polara.

Such inconsistent data cannot be used to relate accident injuries and

fatalities; i.e., a crash severity index. The type of information provided by crash recorders is required to evaluate current and future safety standards with respect to consumer costs and benefits. The recorder furnishes accurate and reliable data that can be used to develop a crash severity index.

Now that the feasibility and value of automotive recorders have been established, plans are being formulated for applying the latest technology to develop, fabricate, and test a lower cost recorder. It is estimated that a fleet of 100,000 recorder-equipped vehicles would afford a statistically significant data base of 150 fatalities and serious injuries over a 3- to 5-year period.

Job Openings

For complete details, see the official vacancy announcements. Vacancy announcements are posted on the NHTSA Bulletin Boards at both the Nassif and Transpoint Buildings. They are also distributed to each Office Director.

Management Analyst,
GS-343-9, AD, Opens:
11-14, Closes: 12-5.
NHTSA 76-18.

Present: something which around Christmastime is more important than past or future.

EEO Awareness Training

Since the beginning of this fiscal year, approximately 70 NHTSA managers, including both headquarters and regional personnel, have participated in training seminars designed to aid them in better understanding and contributing to equal employment opportunity in the federal government. Thus far, four such three-day courses have been conducted. At the end of this series, it is projected that all headquarters managers, down through and including division heads, staff office directors, regional administrators, and financial managers will have participated in such training.

The three-day seminars have focused upon understanding equal employment opportunity, the history of civil rights legislation, affirmative action plan development, upward mobility, understanding employment problems of minorities and women, and the complaint system. The format of the program has included general discussions, film viewings,

small-group workshops, and role-playing exercises.

The Seminars have been conducted, on a contractual basis, by a team of instructors with the Personnel Relations Branch of National Oceanic and Atmospheric Administration (NOAA) of the Department of Commerce. The Offices of Civil Rights and Personnel Management agreed that NOAA was an appropriate training source because it, like NHTSA, is a highly technical organization which faces the same constraints imposed by operation within the Civil Service system.

Prior to the beginning of the Awareness Seminars, the NOAA training team consulted with representatives of the Civil Rights and Personnel Offices for assistance in gearing their presentation more specifically to the needs of NHTSA. Long range plans call for additional EEO Awareness Seminars in future years so that, eventually, all NHTSA personnel with supervisory responsibilities will have participated in such training.

Free for the Asking

Tax time is just around the corner. And to assist you in figuring out how much of your pie Uncle Sam gets, the Internal Revenue Service is offering free single copies of the 1975 edition of "Your Federal Income Tax." For multiple copies, you'll be charged 50¢ each. Still a good deal when you consider that the 1974 edition sold for \$1.

Copies of this publication (Number 17) will be available beginning mid-December. Washington employees can get their free copy by writing the Internal Revenue Service, 1111 Constitution Avenue, N.W., Washington, D.C. 20224, or calling 488-3100. Regional employees should call or write the IRS office nearest to them.

Who's Who in NHTSA

NHTSA Develops Unique Safety Booklet for Deaf Drivers

Hearing is something most of us take for granted. We hear and respond without really realizing why. But there are some who are unable to hear or can't hear very well. They must rely on other senses.

For them, many day-to-day activities, for which we use our hearing, become difficult, though far from impossible.

Bernie Ames, consumer affairs specialist in PACS, just recently completed a booklet to aid deaf drivers.

"I found that we did all sorts of things for all sorts of people, 'consumers.' Yet I felt we should do something for the people who are also 'consumers,' yet can't call us."

On November 5, the first copies of the booklet, Tips on Car Care and Safety: For Deaf Drivers, went to Dr. David Denton, Superintendent of the Maryland School of the Deaf. They were presented to him by Dr. Gregory.

Bernie is especially interested in the deaf because two of his three sons are deaf.

Dr. Denton received the first copies of this innovative publication partly because Bernie's sons attended the Maryland School of the Deaf, but primarily because Dr. Denton and his staff aided Bernie in development of the material.

Many of the pointers in the booklet were based on



Dr. David Denton, Superintendent of the Maryland School of the Deaf, points to the eye-catching cover design of the new NHTSA booklet, "Tips on Car Care & Safety for Deaf Drivers." Dr. Gregory presented first copies of the booklet to Dr. Denton on November 5. Looking on is Bernie Ames (PACS) who authored the booklet.

Bernie's personal observation and experiences of his two sons who learned to drive at the Maryland School for the Deaf, but who perfected their talents under Bernie's supervision.

The booklet itself is designed to permit the deaf driver to utilize one of his best assets, sensitivity to vibrations, to determine whether a vehicle is operating properly and to isolate and identify malfunctions. The author indicates that "while every driver's vehicle should be safe before he takes it on the highway, a well maintained and properly functioning vehicle is especially important to the deaf driver who cannot

go to a phone booth to call for help if he has a breakdown on the highway."

Additionally, the booklet discusses many different types of highway situations that will confront the deaf driver sometime during his lifetime--situations that other drivers take for granted and handle routinely, but which pose special problems to the deaf driver because of his difficulty in communicating with hearing persons. As but one example, it stresses the importance of carefully mapping a route before taking a long trip because of the difficulty in stopping and asking directions if the driver gets lost.

Before coming to NHTSA

last year, Bernie spent 18 years working for the Army where he wrote field manuals and studies on the maintenance of Army equipment and maintenance management. He has also written many free-lance articles for military publications.

A graduate of Penn State with a degree in Journalism, before going to work for the Army, he was editor of a weekly newspaper and, before that, program director of a small television station.

His interest in the deaf is understandable, since he has two sons who cannot hear. However, through his association with his sons and other deaf persons he has become extremely sensitive to the problems of the deaf in all phases of our society--problems aggravated because many hearing persons don't understand the deaf, and because of the inability of the deaf to voice their problems and grievances. Recalling the old axiom "the squeaky wheel gets the grease," Bernie decided to do some squeaking for those who cannot do it for themselves. In fact, he has made himself available to fraternal organizations, college groups, and other organizations in Harford County, Maryland as a speaker on "Problems of the Deaf."

If you would like to look over a copy of the booklet, you may pick one up in the Office of Public Affairs and Consumer Services.

Personnel

Welcome Aboard

Karla D. Byrd, Student-Aid, AD, 11-3.

Susan M. Fletcher, Clerk-Typist, AD, 10-26.

Lois A. Gray, Clerk-Steno, Region III, 11-3.

Eunice M. McKoy, Student-Aid, AD, 11-3.

Wendy Miller, Tech. Info. Spec., AD, 10-26.

Sheila B. Pearson, Student-Aid, TSP, 11-3.

Colette Staten, Student-Aid, TSP, 11-3.

Brenda V. Taylor, Student-Aid, TSP, 11-3.

James A. Usual, Clerk-Typist, AD, 11-9.

'Bye and Good Luck

Denise A. Johnson, Clerk-Typist, Exec. Sec., 11-8.

Diane Lombardo, Secretary Steno, RD, 11-8.

Janice Martin, Student-Aid, TSP, 10-22.

Karen Shaw, Voucher-Examiner, AD, 11-8.

Denise T. Torregano, Student-Aid, AD, 10-24.

Congrats on Promotion

Charlene G. Bennett, Clerk-Steno, MVP, 11-9.

Wayne S. Frazier, Financial Manager, Region VI, 11-9.

Suzanne Hobson, Senior Corres. (Analyst), Exec. Sec., 11-9.

Karen Kreshover, Attorney-Adviser, OCC, 11-9.

Gail S. Roshong, Clerk-Steno, Region VIII, 11-9.

'Round About NHTSA

It's good to see Dana Scott, Associate Administrator for Administration, and Dr. Leroy Dunn, Chief of the Driver and Pedestrian Education Division, TSP, back in the office. Both were out for extended periods for reasons of health.

Dr. Gregory recently awarded a certificate of appreciation to Dr. George Hartman, director of the Office of Program Planning, P&E, for serving as Acting Associate Administrator for Planning and Evaluation, in addition to carrying out the duties of his own position, from October 1973 to November 1975.

Tennis Champ



Carolyn Thompson, administrative office of TSP, won the Women's Singles Championship in the 5th Annual DOT Tennis Tournament. She defeated Carla Gest (FHWA) in the finals 5-7, 6-4, 6-2. In the semifinals, she dethroned the defending champion, Jane Braucher (FAA), winner of the tournament for the past 3 years, in straight sets 7-6, 6-1. Carolyn also won her quarterfinal match in straight sets against Edna Dextradeur (FAA) 6-4, 6-1.

To Keep the Season Merry

Few things can dampen our Christmas spirit quicker than having a purse, coat or other personal belongings stolen.

To help prevent this, NHTSA employees are asked to be especially careful during the holiday season.

Never leave your purse unattended on or near a desk. When you leave the room, take it with you.

Coats should be hung on a rack out of view from the outside corridor. Make sure the rack is placed in an area where someone in the office can keep an eye on it.

Don't leave packages in the office overnight.

Don't keep money in a desk.

Have unfamiliar persons identify themselves when they enter an office. Make sure he or she has a reason to be there.

Christmas decorations are fun, but costly ones are sometimes stolen. Best to stick to the inexpensive ones, or if you must use more expensive items, take them down overnight.

Caution is a keyword in keeping the season a merry one for you.

graffiti

Arrested for speeding in California, a driver explained he had just come out of a car wash and was attempting to dry his car.

Thanks for Giving Blood



NHTSA ranked as one of the outstanding blood donor groups for Fiscal Year 1974-75. An informal luncheon was held on October 22, at the Red Cross Chapter House in honor of the Blood Recruiters.

A letter of Appreciation was sent to Dr. James B. Gregory, NHTSA Administrator, to convey thanks and gratitude to the NHTSA employees for their outstanding effort.

Earleen Hughes (right), chief blood recruiter, attended the luncheon on behalf of NHTSA, and accepted a Certificate of Appreciation for her efforts in administering the program. Standing with Earleen is Red Cross Nurse Kay Drury.

Twelve Receive Awards

Twelve NHTSA employees have recently received awards for especially noteworthy contributions on the job.

Outstanding performance ratings were given to Deborah McAfee, TSP, and Sandra Napier, Region VI.

Receiving special achievement awards were: Joseph E. Cameron, PE; Arturo Y. Casanova, MVP; Donna Howard, TSP; Charles G. Keiper, Region VIII; William Kingman, Region X; Stephen A. Levy, PE; Janice I. Losey, Region VIII; Stan Scheiner, MVP; and Willie Wilson, Office of the Administrator.

A Quality Increase was awarded to May Dean Hardy, Region VII.