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CIVIL AERONAUTICS ADMINISTRATION, LOS ANGELES, CALIFORNIA

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AIRPORT TERMINAL BUILDINGS

by

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Airport Architect

The ever increasing standards in public transportation services reveal themselves in a most striking manner in Airport Terminal Building design. Almost everyone has had some opportunity to observe the changes and the evolution in design of these buildings since the early days of scheduled airline transportation. Definitions, at their best, leave a lot to the imagination. However, in defining terminal buildings as, "...the service center for the transition of passengers and their property between surface vehicles and aircraft", you have the all-inclusive in respect to airline transportation. This definition is just as accurate today as it was twenty years ago, and the implications of that single word, "service" can be attributed to all of these changes.

The scheduled airlines used existing space available on airports for initiating airline operations. In many places, a corner of a hangar, or a lean-to was altered to serve as a terminal building and, unfortunately, some of them still exist today. As business increased, some airlines built their own buildings when that particular airline was the only one serving the community. With the development of airline competition, many communities were forced to provide their first terminal building and because the service problem was still relatively simple, the resulting buildings were nothing more than shelters or enclosures of space. The architects for these space enclosures worried about proportion, mass, and the "esthetic" arrangement of windows, doors, and other elements. Generally, the result was a good building, a credit to the community, and perhaps sometimes even a monument to the architect's name, but very little thought was given to functions carried on in the building or the possibility for expansion to take care of the ever changing needs - or service.

The early-day user of airline transportation probably did not mind the many inconveniences experienced through lack of service as it was new and interesting. He was perhaps more apt to adjust himself to his environment than the traveler of today. If a meal was missed, it did not matter so much because the trip was not an everyday occurrence. If he lingered a little longer waiting for a delayed flight, he did not mind so much because usually there was a possibility of some saving in time. (Continued on next page)

Where yesterday the trip was a novelty, today it is a necessity - whether for business or pleasure. In many instances, the traveler's home has practically changed to the airlines and their terminals. The problem now is how to supply the environment the traveler needs to carry on his daily activities.

Result - a very complex problem in building design with service no longer a tangible problem in itself, but complicated by the ever increasing demand by the public. The real design problem varies in direct proportion with the size of the terminal. Along with services by the air carriers and the services rendered by governmental agencies, there must be eating facilities, ranging from the heavily patronized coffee shop to the exclusive dining room; hair dressing facilities; barber shop; news stand and novelty shop; shops dealing in the usual everyday needs in wearing apparel; hotel accommodations; garages; amusement facilities for the "lingering" traveler and many more services too numerous to mention.

In almost every type of building design whether it be commercial, industrial, residential or institutional, the practicing architect has been able to secure information and criteria from research publications, scientific reports, standard practice, etc. While the old CAA publication, "Airport Buildings", published in 1946, was a well-prepared handbook outlining the basic and broad concepts of design, it did not give any factual information to help designers determine functional space requirement. The Office of Airports, recognizing the need for some sort of "yardstick" to determine the actual space requirements in a terminal building, set up a project in 1950 to assemble factual data that could be reduced to some form of "instrument" useful to both Airport Management and the professional architect. Needless to say, this was no small task. After months of research and evaluation based on information furnished by airlines, restaurateurs, and concessionaires, as well as field surveys of existing buildings conducted by airport management and the Office of Airports, the new booklet, "Airport Terminal Buildings" was published in April, 1953, and made available to the public.

This booklet, with its 20 carefully drawn figures that graphically illustrate the elements of the entire building area on an airport, graphs showing the proper flow of passenger and baggage through the terminal area, graphical scales that will determine at a glance the estimated space requirements for the basic services in the building and space relationships of all functions related to airline service, should be welcomed by the Architectural Profession.

While the booklet represents a very creditable effort, some differences in opinion among practising architects might be expected. Many architects will not agree in the basic concepts of the operational systems favored by the authors. But that is good, because just as music and art need critics to determine success or failure, so does the architect require constructive criticism to mold the multitude of activities in a terminal building into a unified and workable mass.

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REGIONAL ADMINISTRATOR'S COLUMN

The present level of our 1954 Fiscal Year appropriation to defray the cost of our regular Salaries and Expenses is \$105,882,000. The 1955 figure as submitted to the Bureau of the Budget is \$97,805,000. There are one or two other items added to this figure so that the actual annual rate reduction required is in the order of six and one-half million dollars. Last month in discussing the freeze situation, I commented that knowing that our '55 expenditure level would be lowered, it would be wise to defer filling vacancies and make adjustments to be at our 1955 base level by June 30. The Bureau of the Budget now asks all Federal agencies this question: "If you know you are going to make a reduction of five to ten percent next July 1, why not do it January 1, thereby saving additional funds and assisting to prevent an overall Government deficiency?"

In line with this thinking, the CAA has been directed to save \$2,584,000, between now and June 30. Knowing we will have to make this reduction in expenditures, the sooner we do it the less adverse effect it will have on individuals. Plans and reprogramming are, therefore, being implemented in the Washington and Regional Offices to make these changes effective January 1. As you can realize, the longer we wait to start our operation at the lower level, the more people would have to be separated in order to make up the total required savings. As a matter of fact, taking into account existing vacancies, very few people will have to be separated from the service. Admittedly a number of people will be affected because of the chain reaction caused by reduction in force procedures. Personally, I do not believe this readjustment will be nearly so rugged as the Regional consolidation which we went through last July. Of course, I realize that to the individual who is directly affected, it will seem plenty rugged. For a few individuals it can be advantageous because a person with over 25 years of service whose job is eliminated can elect to retire without waiting to reach age sixty or completing thirty years.

The total reduction will not be applied against field activities. A proportionate share will be absorbed in the Washington and Regional Offices. Those kinds of activities which are least essential under an austerity program will be discontinued. As Mr. Murray, Undersecretary of Commerce for Transportation, expressed it, "We now have to take the lace off the skirt." We will take a critical look at all our levels of supervision. It is the thought of our top officials to delegate as much of the decision making to the first line supervisor nearest the job being done in order that any layers of supervision which may possibly be unnecessary can then be eliminated.

In Airways, we will accept something less than 100% preventative maintenance. Under this theory, we will dispose of a number of standby engine generators. Frequency of meter readings and service checks will be further reduced. We will discontinue or consolidate stations, towers, and centers that are not fully justified. Some of this program, as you know, is already under way. In the investigation of all possible methods of effecting savings, a suggestion was made that municipalities be requested to defray the expense of handling VFR traffic at locations where we operate airport control towers. Under this policy, CAA would continue to handle only IFR traffic, including approach control. Careful study disclosed that such action was inadvisable at this time and funds for this service were included in the budget. (Continued on page 13)

MEET THE BOSSES

H. Arthur Hook
Chief, Airports Division

As Chief, Airports Division, the Region has someone who truly merits the descriptive title of "suave and dapper." Now 52, H. Arthur Hook has had as solid a vocational career as one will normally find. Born at Baltimore, Maryland, he was educated at Baltimore Polytechnic Institute, Johns Hopkins University, and Cornell University.

His first bluish experience as a young civil engineer was on highway and railroad construction. He first entered Federal Service in 1923 with the Interstate Commerce Commission and later with the Corps of Engineers of the War Department. In September 1928 he came with the Airways Division, Bureau of Lighthouses, and since that time, has devoted his efforts to work in this agency.

Art came to Southern California in 1942 as Superintendent of Airways. During Mr. Marriott's military furlough in World War II, he was the Acting Regional Administrator. During the war years, he was acclaimed for his service as an Aviation Consultant for the Staffs of the Western Sea Frontier and the Western Defense Command. While the "boss man" in the Region, he assisted in the development of the first system of trans-oceanic air traffic control in the Pacific Theater.

Upon Mr. Marriott's return from military service, Mr. Hook was assigned as the Director of Airports in the Washington Office. In that assignment, he was in charge of CAA's \$500,000,000 Federal Aid Airport Program. After three trying years of administering the Nation's mammoth Airport Program, he applied for transfer back to the then Sixth Region in 1949. He was named as the Airports Division Chief at the time the Sixth and Seventh Regions were consolidated.

Mr. Hook is married to the former Olive Charlotte Winslow - a native of Iowa - and is the father of four children. His oldest son, William, was recently graduated from the University of Maryland with Bacteriology as his major, and is currently employed in a bacteriological laboratory in Washington, D. C.

As for hobbies, Art admits that virtually all of his leisure time is taken up by following his nearly-four-year-old twins around and repairing what they break up. He has a workshop where he is a "demon with the power saw" and prides himself on a lot of furniture which he has made for the kids' rooms.

He is listed in "Who's Who", is a member of a Masonic Order, and is Deputy Sheriff of the Los Angeles County Sheriff's Aero Squadron. He was commissioned a Second Lieutenant in the organized Reserve Corps of Engineers in 1923 and is a member of the American Society for Military Engineers.

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Bryan M. Jacobs
Chief, Aviation Safety Division

The Chief of the Aviation Safety Division can boast of a solid 25 years in which he has contributed a lot for the foundation of safe flying standards for the Nation.

Mr. Bryan M. Jacobs had his initial exposure to aviation via the "textbook method." He received a Bachelor's Degree in Mechanical Engineering at the University of Washington in 1924. After he discovered that airplanes were sound on paper, he began his flight training at Brooks Field in San Antonio, Texas, immediately after his graduation and wound it up at Kelly Field.

In August, 1925, he took a job as an Engineering Draftsman with the Boeing Aircraft Company in Seattle. In April of 1928, he decided to get away from the drafting board and went back into aviation as a pilot with Inland Airways, Portland, Oregon. He began Federal Service in June, 1929, as an Airplane and Engine Inspector with the Aeronautics Branch of the Department of Commerce. By September, 1937, he had worked in various Airline Inspector jobs at which time he was named as Chief, Certificate and Inspection Division, Washington, D. C. In April, 1938, he was promoted to Assistant Inspector of the Bureau of Air Commerce under the supervision of Fred Fagg, then Director of the Bureau of Air Commerce, and presently President of U.S.C. At the time that he was ordered to active duty in September, 1941, he was the Superintendent of Safety Regulations for the Seventh Region in Seattle.

While in the service, Jake was in various air inspection assignments, and at the time of his discharge, was the Field Air Inspector commanding one of the Four Field Offices of the Air Inspector Headquarters, with a rank of full Colonel. At the time of his release from military service, Jake was named Assistant Regional Administrator in Anchorage. He returned to the continental United States in June, 1949, in the same capacity in the former Region Three. Since assignment in Los Angeles, he has been Deputy Chief, Safety Operations; Chief, Safety Operations; Chief, Air Carrier Branch; and was named to his current job as Chief, Aviation Safety Division in the recent regional consolidation.

As for sideline interests, Jake always twinkles when one mentions his "grape" ranch down in the Imperial Valley. Jake has in mind hibernating with his grape layout when he reaches retirement age.

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CAA VII CREDIT UNION NEWS

We are pleased to report that the liquidation of the CAA VII Federal Credit Union is progressing very well. At the present time, the liquidation is 80% complete. It is hoped that final distribution can be made to shareholders the early part of 1954. We ask all members having loan balances still outstanding to please cooperate in paying their loans in full by January 1, 1954.

All members who are presently employed by the CAA 4th Region are eligible for membership in the CAA Region 4 Federal Credit Union and may apply to that Credit Union for a loan to pay off their CAA VII Federal Credit Union loan. We sincerely request that eligible members make such application to CAA Region 4 Federal Credit Union at their very earliest convenience.

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DAD MONTEE'S BIRTHDAY FLIGHT

October 22nd was James W. "Dad" Montee's 91st birthday and this year, as usual, he made a "birthday flight". It was a beautiful day for the celebration, and there was a crowd on hand - family and friends - as well as a battery of reporters and cameramen. But, of course, having his picture in the newspapers and being heard on radio and seen on television are not new to Dad, because he's quite a celebrity.

Dad Montee has the distinction of being the world's oldest licensed pilot, having soloed at the age of 60. The birthday flight took place, very fittingly, at Clover Field, Santa Monica, California, where Dad built the first hangar, designed the first monoplane, and pioneered in aviation safety. In the past thirty-one years, he has flown 41 types of aircraft, including the Jenny and the Jet, and he says he expects to live long enough to fly a rocket!

The plane he flew this year was a two-engine twelve-passenger Grumman amphibian, owned by 20th Century Fox. He took his wife, Margaret, 83; members of his family representing four generations; and friends for an hour-long ride out to Catalina and back by way of Long Beach. His physician, Dr. Nelson, who was aboard, accredits Dad's longevity to his interest - in life and in aviation.

To Dad Montee, CAA extends a sincere wish for many more "birthday flights".

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SEARCH FOR AIR MAIL PIONEERS

The principal difficulty in the formation of The Air Mail Pioneers has been in locating the former employees of the U. S. Air Mail Service, Post Office Department. This organization was in existence from August 12, 1918 until August 31, 1927. To date there are verified addresses of a little more than 400 of the more than 2700 eligible members. Every former employee of the U. S. Air Mail Service is automatically a life-time member of the Air Mail Pioneers and will receive copies of the newsletter just as soon as he can be located. There are no dues or other obligations to membership in this organization.

For the past four years, the Air Mail Pioneers have held annual conventions with an ever-increasing attendance, and the thrill of renewing acquaintance with former co-workers of thirty or more years ago is beyond the power of mere words to describe.

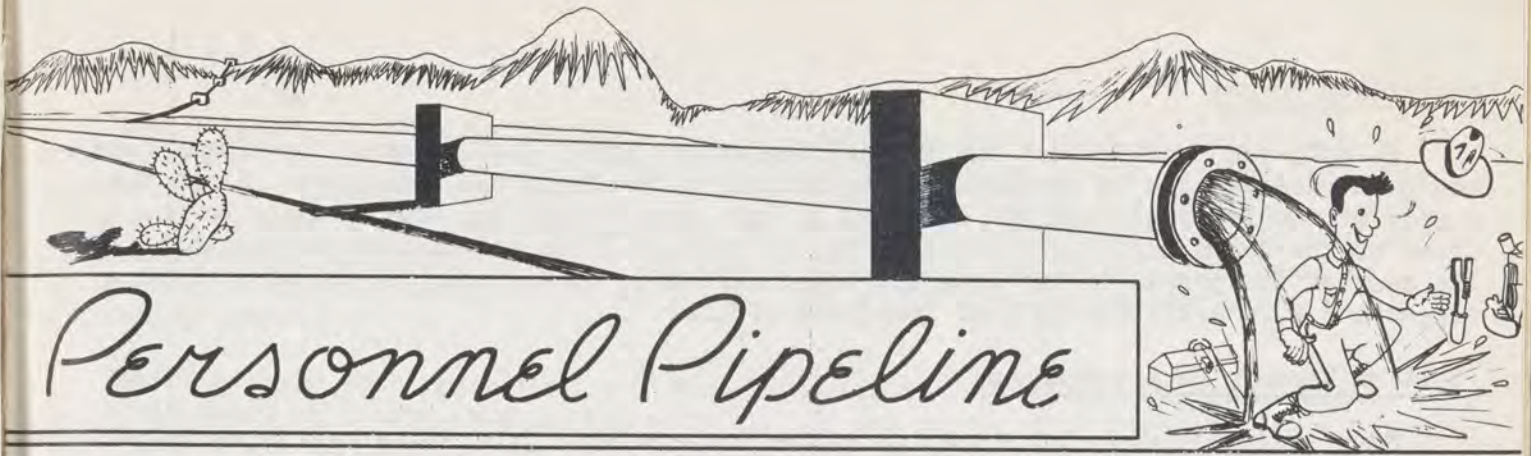
The roster of members, known as "The Roll Call," is more than ten years old, and, in most cases, the addresses contained therein are no longer current. A new roster is to be published in February, 1954, and in it they hope to list the names and present addresses of nearly 1,000 of the 1700 believed to be still alive, together with names and last address of as many of the deceased as they are able to obtain.

It will be sincerely appreciated if anyone reading this who knows of the present location of a former employee of the U. S. Air Mail Service, or who knows of a former employee of the Air Mail who is now deceased, will notify one of the undersigned so that record of his present address, or of his demise, may be included in the new Roll Call

Joel P. Grover, LA-363C
Regional Office

Philip L. Coupland
P. O. Box 69
Ft. Worth 1, Texas

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Personnel Pipeline

Changes in the Veterans' Preference Act:

On October 13, certain changes were made in the Veterans' Preference Act. These changes only affect veterans applying for employment or civil service examinations. They are:

1. All preference applicants must attain a rating of 70 excluding veterans' preference in order to make a passing grade in a civil service examination. Five or ten points are then added to this score if the person is otherwise entitled to the points. Formerly, the five or ten points were included in determining the passing grade.
2. Only veterans with compensable service-connected disability of 10% or more will be "floated" to the head of the register. Other ten point preference eligibles will not go to the head of the list as heretofore.
3. For professional positions at GS-9 and above, ten point eligibles will be entered on the registers in regular order.

Separated Career Employee (SCE) Program:

There has been a lot of literature on this program and naturally a lot of questions have been received concerning some of the details about it.

Briefly, this is an effort to retain those "career" RIF Group I and Group II employees in the Federal Service who face reduction in force. This is done by placing these "career" people in positions now occupied by non-career indefinite employees. The responsibility for placing SCE's is shared by the Civil Service Commission and the operating Federal agencies. Currently, the Commission is taking inventory with the various agencies of the government to see how many Group III indefinites there are and in what categories. As yet, we have not been required to displace any of our personnel. The Commission is authorized to order such displacement whenever there are qualified SCE's who can displace our employees. Since the majority of our employees with indefinite status occupy positions peculiar to CAA or are in shortage categories, displacement appears remote.

Longevity Pay Increases:

Concerning longevity pay increases, there is still the restriction that GS-11's and higher are not eligible. If we misled you in any way on this point in last month's issue, we apologize. (Continued on next page)

Suggestion Forms:

We hollered "Wolf" about the revised Suggestion Forms once before. The forms have now been received and an automatic distribution to the field has been made. Since the supply of the forms was not too liberal, we have sent an initial small supply to the Chief of the Communications Stations. He, in turn, will be responsible to see that the rest of the people in the area are taken care of. Contact him if you don't have a suggestion form available in your immediate office.

Position Vacancy Advertisements:

Many employees wondered why we continued to advertise jobs and submit lists of eligible with the employment and promotion freeze still on. The advertising was geared to get the primary red tape out of the way so that when the freeze was lifted we could immediately promote the employees.

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"AERIAL TRAFFIC COP" C.A.A. Polices Airplanes and Checks on Safety

by Frederick B. Lee
Administrator of Civil Aeronautics

"Civil aviation as we know it in the United States today would be impossible without the services provided by the Civil Aeronautics Administration.

"Let us assume we are traveling by air from New York to Washington. It may be as an airline passenger, or in one of the growing fleet of business aircraft. In either case, our safe and speedy passage will get a lot of behind-the-scenes assistance from CAA. Before we ever get aboard, the pilot will have submitted a flight plan to the CAA Air Route Traffic Control Center in New York.

"The plan might call for the flight to be made 'via Amber 7 at 6,000.' Amber 7 is the route number of a Federal airway, one of the more than 100,000 miles of highways in the sky established and maintained by CAA. Radio beams, rather than asphalt or concrete, are the materials from which these aerial roads are built.

Air Traffic Precautions

"The control center makes sure that no other plane has asked to fly this particular route, at this particular altitude, at this particular time. It then issues our pilot a traffic clearance, and writes up a posting slip to use in following progress of his flight, until he is half-way to Washington, when the center there takes over.

"In addition, our pilot must get a take-off clearance from the CAA tower, one of which controls all landings, departures and ground traffic at this and 165 other busy airports.

"Our pilot is confidently following one of the CAA radio range beams which assure him he is on course. At intervals along his route, he will report his position to a CAA communications station which passes the information on to the New York or Washington control center. The communications station, in turn, may advise the pilot of any significant weather or traffic conditions. Periodically, it broadcasts, on the radio range frequency, weather reports which are transmitted on the CAA communications network from Weather Bureau and CAA observers. (Continued on next page)

'Built-In' Safety:

"Our engines are humming smoothly, the wing surfaces gleam brightly in the sunlight. No need to worry about this vehicle's ability to get us to our destination. CAA engineers worked closely with those of the manufacturer to achieve the 'built-in' safety required by the Civil Air Regulations (which the Civil Aeronautics Board enacts and the CAA administers). Likewise, either a CAA safety agent or a designated pilot examiner has checked on the competency of our pilot, and the mechanics who keep our plane in top running order.

"We're nearing Washington now, and the weather is rather thick. Our pilot knew this in advance, of course, and is not worried. He can count on double-barreled electronic help from the CAA in piercing the overcast to an on-schedule landing. The twin aids are the Instrument Landing System, which CAA has installed at 128 terminals, and Precision Approach Radar, operating at ten airports.

"The Instrument Landing System, or ILS, as it is known in aviation alphabetese, is, in essence, two radio beams emanating from the airport. One, the pilot uses to line up with the center of the runway. The other gives him his proper angle of glide to the touchdown point.

"Meanwhile, a CAA controller in the Washington tower is watching our plane's progress on the Precision Approach Radar, which gives a close-up of planes on a landing path, compared to the Surveillance Radar's panoramic view of area traffic. If we get substantially off the proper landing course, the controller will radio our pilot suggested corrections.

"If our plane does not have an ILS receiver, the controller could talk us down.

Far-Flung Service

"We flew from New York to Washington, but we would have met helpful CAA personnel had our itinerary taken us to Bangkok or Nome. In the Alaska location we would have found airways personnel offering the same kind of service as on Amber 7. At Bangkok we might have met a CAA safety advisor, inspecting United States overseas carriers and meeting requests for technical assistance in setting up aviation services similar to those operated by the CAA at home. For CAA is a world-wide organization, dedicated to the goals set forth by Congress in the Civil Aeronautics Act of 1938: 'To encourage and foster the development of civil aeronautics and air commerce in the United States, and abroad, and to encourage the establishment of civil airways, landing areas, and other navigation facilities.'

"To carry out this far-reaching assignment requires a total CAA staff of 15,800 and a budget this year of \$138,785,000. The biggest part of this sum is devoted to building and operating the airways network.

"The airways network that ties together the metropolitan areas necessarily also includes facilities along the desert, oceanic and mountainous stretches of air routes. Quite a few of the 426 CAA communications stations and other airways aids are located at remote, lonely points in the United States and Alaska, and CAA is proud of the uninterrupted service in all weather offered by the public servants who man these isolated stations. (Continued on next page)

"A smaller but very important group are the 1,700 workers in CAA's Office of Aviation Safety. Among these are the specialists in aircraft design, operation and maintenance, who are responsible for inspecting and certifying to the air-worthiness and the safe operation of America's 52,000 active civil aircraft."

...Reprinted from New York Times, 10/11/53

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With the authority of the Regional Administrator, there is also a serious responsibility. Some of the things he must do in carrying out his responsibility are not pleasant. Sometimes it is necessary to take action that hurts people who have given long and faithful service to CAA and to the Region. When budget cuts are involved, the action may cause a separation, demotion, or family move from long established ties.

The following letter was written to the Regional Administrator by T. N. Barber, Aviation Safety Agent, and is self-explanatory. In passing it on, included in the Regional Administrator's comment was this, "It sure gave me a lift."

"This is to acknowledge receipt of your memorandum reassigning my post of duty to the Burbank office (presently stationed in San Francisco). The memorandum copy has been signed indicating acceptance of the transfer and mailed to the Regional Personnel Officer.

"As you know, moving presents personal problems with respect to housing and family relocation, however, I want to assure you that I am also cognizant of the overall problems you must face in handling the Region during this period of readjustment. I intend to make a career of Government service and the necessary adjustments to be made are regarded by me as part of the procedure.

"You may consider this letter a note of confidence in your administration of this Region, but regardless of the category in which you may place it, I wanted you to know my personal feelings about the situation". (Parenthetical information in first paragraph added)

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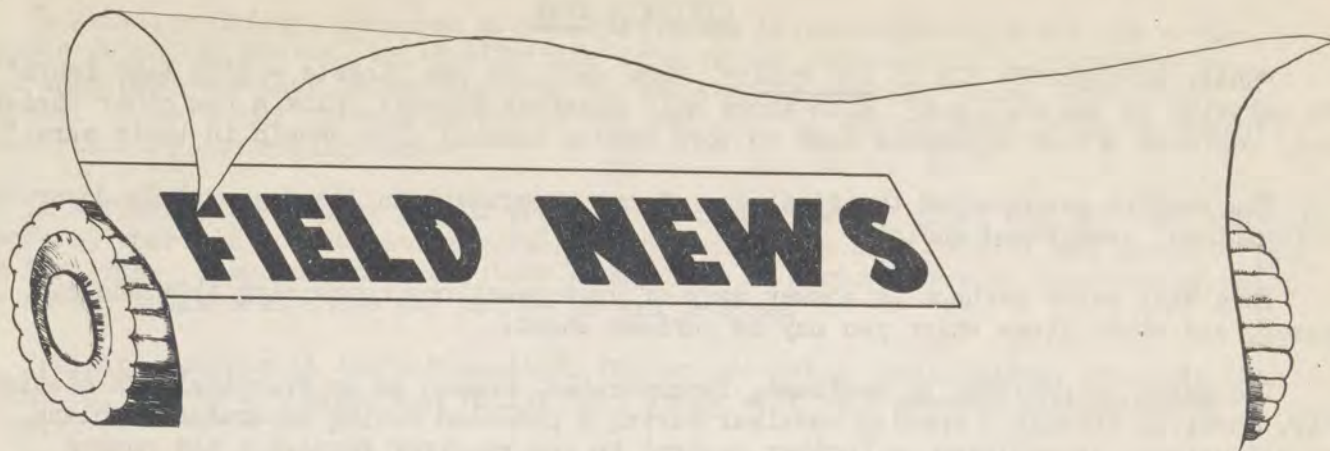
IN MEMORIAM

It was with deepest regret that we learned of the death of Mr. George L. Engelman, Communicator at Douglas, Arizona. Mr. Engelman was returning from the airport at approximately 12:05 AM October 28 when he apparently lost control of his automobile, left the highway and crashed through a fence, killing him instantly.

Mr. Engelman leaves two children, ages two and six, and his mother, Mrs. Theresa Blair, 340 South Third Street, San Jose, California, and a brother, Richard William Smith of Nogales, Arizona. His wife passed away approximately one year ago.

Internment will be at San Jose, California.

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WALLA WALLA, WASHINGTON:

INSAC: Well, Walla Walla's Air Fair in celebration of the 50th Anniversary of Powered Flight is over and we can get our breath back and relax a little. It started with an Air Education Day for teachers, of which there were about 124, on Saturday, September 26; various courses of instruction, along with movies, were given on how they could bring aviation into their classrooms; they were told where they could get material for their classes, along with any help they desired. Following this, they were given a luncheon where they also heard talks by various aviation officials, one of whom was Mr. Charles Chester, director of Washington State Aeronautics and other personalities. After lunch, they were given free airplane rides and spent the balance of the day viewing static displays. It was a highly successful day!

On Sunday, September 27, the people, about 10,000 strong, of the surrounding country really showed up for the big day. The static display consisted of one T-33 Jet trainer, one F84 jet, both Air Force, six Navy planes, two TBM, one Privateer, one Bearcat, one C-45 and one attack bomber. Inside a large hangar were one cutaway jet engine, a J-47, one cutaway B-36 engine, survival equipment, both land and water, 20 MM cannon used in the B-36 and 50 caliber machine gun (also cutaway), life rafts and survival equipment, submarine detection equipment, Holy Moses rockets, parachutes along with pilots flight suits and helmets. There was also a Civil Air Patrol exhibit consisting of Ground Observer Corp display, a team of Husky dogs and Sled used in mountain rescue work and several walkie-talkies. Also on display was a large assortment of airplane models, some of which had taken many prizes in competitions around the country. The Navy had a large sound truck on the field which housed many items of Navy gear and was equipped with a radar scope, which was open for public view.

During the day, approximately forty private aircraft flew in from various parts of the country, the pilots, together with local pilots, taking part in various contests such as ribbon cutting, balloon busting, flour sack bombing and spot landings. There was also a rocket run and two bombing runs made by a Navy aircraft, a flyover by three jets that gave the folks quite a thrill, a parachute jump made by a local boy, a flyover of several Navy planes and, last, but not least, a crowning of a Miss Air Power.

It was a very full day starting at 8:00 a.m. and ending about 6:00 p.m.; the crowd came and stayed and was thrilled by it all. Walla Walla really did it up in a big way and we went home very tired and happy with the tremendous success of our celebration of the 50th Anniversary of Powered Flight.

CIVILAIR NEWS

"Shall we dance?" "Is it for real?" "How much are the tickets - I'll take four!" "No waltzing in the bull pen" With these half humorous remarks, plus a few other choice ones, regional office employees came to work Monday morning with "music in their ears."

The remarks accompanied the first day of our experiment in the Regional Headquarters of functional background music.

This will serve perhaps to answer many of your questions concerning this music, pauses, and other items which you may be curious about.

The music is provided by Musicast, Incorporated, beamed to us from their FM station, KRKD, received through a special receiver having a patented muting apparatus to blank out all voice. In addition, a further control in the receiver regulates the number and type of selections heard. For example, while Musicast plays two waltzes or slow tunes, three regular tempo and two faster tempo records every 24 minutes, our receiver is set for the "office program" of music which mutes the two faster tempo records, thus we receive $16\frac{1}{2}$ minutes of music in every 24.

At the present time, 18 speakers have been installed. We are now experimenting to obtain the most favorable results.

With regard to the selections heard, it is axiomatic that you cannot please everyone at the same time with any given musical selection. Much of the music played has been especially arranged and recorded by artists hired by Musicast, Inc., and is not available on the open market.

We are not pioneering a new novation. During the past few years, the application of background music to work situations has undergone a considerable boom based upon studies conducted by the War Production Board and the Sound Research Department at Stevens Institute of Technology with these conclusions: Background music (1) disspeils work monoton (2) improves work conditions, (3) reduces job fatigue, (4) relieves nervous tension. Banks and insurance companies were the first to utilize functional music and it spread remarkably fast to factories, office and business houses. Comparable offices nearby using background music are Rand Corporation (Scientific and Engineering) and the U. S. Post Office Department.

So - as the strains of a harmony come wafting more or less dulcetly from the nearest speaker, remember the music is trying to take the "irk" out of your work.

EMPLOYEE INCENTIVE AWARDS BOARD

The Employee Incentive Awards Board had its organization meeting on October 21. Mr. Art Aldrich, Chief, Airport Operations Branch, was elected as Chairman and Bryan M. Jacobs, Chief, Aviation Safety Division, was named as Vice-Chairman. Other members are William Larsen, Deputy Chief, Airways Operations Division; Vaughn Clayton, Deputy Chief, Facilities Maintenance Branch; Wm. Slade Hardee, Executive Assistant; and Glyndon M. Riley, Deputy Chief, Personnel Branch is the Program Secretary.

The Board has a mammoth task ahead in evaluating many of your suggestions which have been held pending Committee action. The Board has vowed to meet consistently until the entire program is completely current. If you have suggestions you haven't heard from, you'll be getting word about them right away. The Region has been allotted \$600 for financing the Employee Incentive Program.

In Aviation Safety, proposed amendments to the Civil Aeronautics Act are being prepared which, if passed, would eliminate some of the responsibility presently imposed upon CAA -- either delegating them to industry or possibly local Government agencies. Some things in this direction can and will be accomplished prior to changes in the statutes and regulations.

In Airports, the report of the independent investigating group has not been submitted. Therefore, there is no decision regarding the possibility of a Federal Aid Airport Program for 1955. Preparations for future reductions in Airports are of a necessity being made on the basis that there may not be an aid program.

Training courses at the Aeronautical Center are being consolidated, reduced, or eliminated, and in all areas and activities, there will be a general tightening of the belt.

I have given you all of the facts immediately available, and perhaps have pictured the worst side of the story. I do not mean to be pessimistic -- quite the contrary -- I am optimistic about CAA's future -- it is a bright one. Aviation is a dynamic, growing, expanding industry and we are a part of it. Once we have consolidated our forces on a solid realistic program, we will advance with industry and probably be forced to expand with it. We will do everything we can to keep each of you aboard to take part in this future program.

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"SOMEBODY ACTS"

The following is reproduced from an Oakland, California, newspaper:

"Mark Twain, they've finally done something about it. The weather.

"New radar equipment installed at Oakland Municipal Airport, October 1, can reach out sixty miles, detect aircraft AND rain, squalls and storms. Chief Controller Lee Housman, operating the detection device, noted that the day was clear when Sunday's Oakland Air Show and Air Fair opened at the airport at 11 a.m.

"About 12:30 he noted a storm approaching at thirty miles per hour. When it was over the Bay Bridge, Housman went onto the public address system. 'Ladies and Gentlemen,' intoned Housman, 'rain will start over this field in about five minutes. Don't leave the airshow. The rain will stop after six minutes.'

"Housman hit it almost on the nose. Rain began in five minutes, ended in another five."

* * * * *



QUESTION BOX ?



- Q. Is it necessary that a suggestion which is made through the suggestion system be placed into operation before a cash award can be made?
- A. Yes, Public Law 600, 79th Congress provides that cash awards can only be made for those suggestions which have been adopted for use. Often, the cash payment may be delayed for several months until there is actual verification by the Awards Committee that the idea has been actually adopted.
- Q. I am serving under an Indefinite appointment and have been for over two years now. When can I expect to be changed to a permanent appointment?
- A. We do not know. It is improbable that the Federal government will resume permanent or competitive type appointments within the next few months. Since many permanent employees have been displaced by many agencies, the primary efforts of the Civil Service Commission are concerned with placing these employees.
- Q. I understand that there is a classification survey going on in the Region. Briefly, what is a classification survey and is it something new?
- A. There is such a survey underway and while it is not new, it is being conducted with a different approach. A survey is a review of all positions to determine and assure that the jobs are properly described and properly classified or graded. This survey is being conducted on a nationwide basis simultaneously. The findings and recommendations of the survey will be reviewed from all Regions and acted upon uniformly. If a position in one region is essentially the same as in another, the Washington Office will see that the grades are uniform. Field positions or those not attached to the Regional Office will not be included in this survey. The Headquarters positions of Airways Operations have been studied and the final report is virtually complete.
- Q. Can an indefinite-appointee put money into the retirement fund for future retirement?
- A. No. Only status employees are eligible for retirement. However, after conversion to competitive status an employee may then pay into his retirement fund for the period of employment for which deductions were not made from his salary.

VPP

The Voluntary Pledge Plan fund on deposit is \$7,760. Most of the members who dropped out were transferred out of the Region or resigned. A few felt they could not afford the \$5.00, especially when we had several deaths in a short period of time.

We have received many suggestions, either written or verbal, for changing our method of operation. At a board meeting held August 15, all suggestions were carefully considered. It was agreed that no change was appropriate at this time. At a later date, the most prevalent suggestions will be submitted to a vote of all members and any changes desired by a majority will be made provided such changes do not complicate recording or bookkeeping.

At the board meeting some minor changes were made in the rules. Rule 9(d) now reads "Transfer out of the Region." This is to correct a technicality since a member being transferred to Washington would, under the old language, not be transferred to "another region."

Rule 12 was changed to accommodate those few cases where an individual has been a member and conscientiously wanted to remain a member but, through no fault of his own, through a series of unusual circumstances has failed to receive notice of one or more deaths and has been dropped from the membership. One such case recently occurred.

The new rule 12 reads, "Failure to renew a pledge within sixteen days of the date of notice of death of a member shall constitute automatic separation from the plan and such member shall not be eligible for reinstatement except upon presentation of satisfactory physical condition as covered in Rule 8, together with evidence, acceptable to the administrative group, that failure to renew the pledge was through no fault of the separated member. Approval of reinstatement shall require unanimous affirmation of the administrative group.

In this connection, we cannot stress too highly the necessity for members to assure payment of pledges in the event a death occurs during leave or extended absence. Several methods are possible: (1) Arrange for a friend to pay in your absence, (2) Leave cash or check with your Chairman; (3) Arrange with your Chairman to write or wire you when a death occurs. If you fail to renew a pledge it will be expensive and difficult to join again.

In our board meeting, we made a change in making disbursements. Suppose John Doe dies on the 15th. Under the old plan, the full amount on deposit would be immediately sent to the beneficiary. If then, on the 17th another member died, we would be unable to provide immediate cash assistance to his beneficiary. To correct this situation, we will only send \$2500 to the first beneficiary immediately, holding the balance for a possible second death before the 16 day grace period is up and a new fund is established. At the end of sixteen days, the balance will be forwarded. With the amount we have on hand we can provide a substantial immediate fund to the beneficiaries of three members should such a situation arise.

The original pledge plan was open to all Sixth Region employees without physical examination until December 1, 1952. After that date, only new employees or those transferring into the Region were eligible for membership. When the Regions were consolidated, similar plans in other regions were dropped or members became ineligible.

(Continued on next page)

The administrative group agreed to take in all members of plans in States not included in the old Sixth Region until July 15, 1953. It was then decided that we might be penalizing some employees of the former Sixth Region, so it was agreed to once more (and for the last time) open the plan to all members of the new Region IV without physical examination, until August 15, 1953. On page 7, August, 1953, issue of Region IV News is a statement - "After August 15, 1953, physical examinations will be required," which apparently has been interpreted by some persons to mean that membership is open to all employees provided they furnish a physical. Such is not the case. Read Rule 8 carefully -- substituting the date of August 15, 1953 as the final effective date, as stated in Rule 17. The statement above referred to new employees or transferees requiring a physical.

All employees have been given ample opportunity to join without physicals. The membership is closed to all present employees of Region IV.

Some comments (very few) have criticised our method of operation. It may be enlightening to know that keeping the records of over 1500 members in 152 groups and balancing our records with the Credit Union is not done with a "flip of the wrist". Many hours are devoted to the operation of the plan, many of them after hours, in keeping records, answering questions and returning cards or other papers improperly prepared by Chairmen or members. It will be sincerely appreciated if you will read the rules before you take any action, and follow them carefully. It will assist us materially in administering the plan. It would also be appreciated if only one check or money order from a group be forwarded, if possible. When a deposit is made, the Credit Union must list each check or money order individually. One from a group will be of great help. Please make check payable to CAA, Region IV Credit Union - not to V.P.P.

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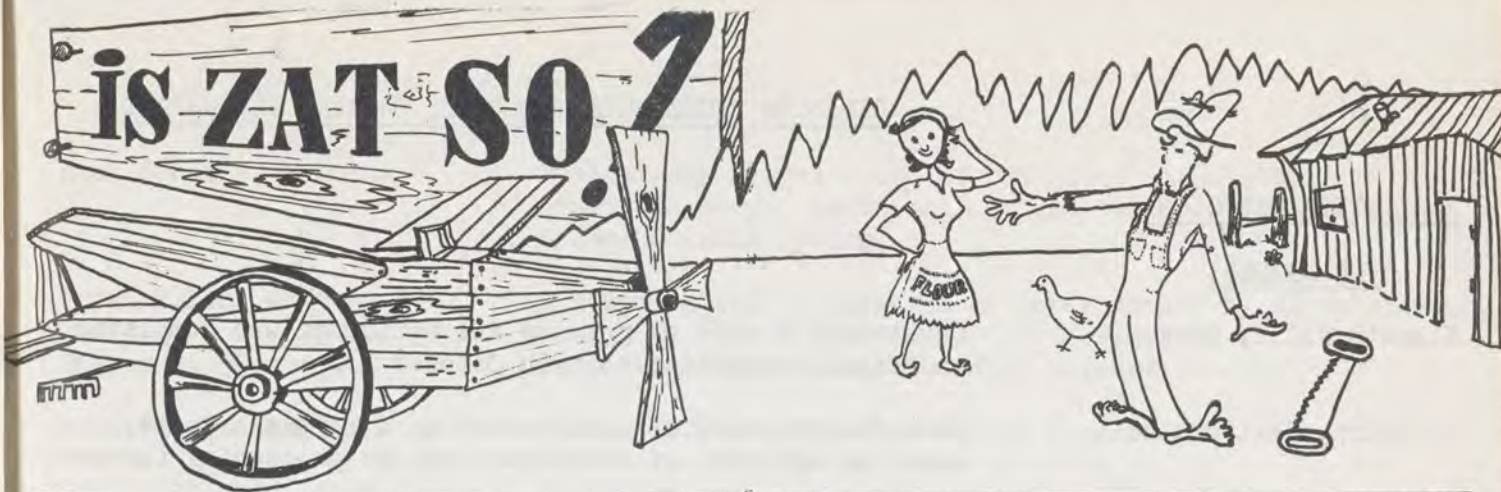
NEWS FROM CAA TOASTMASTERS CLUB

The following new officers were elected for the ensuing term at our last meeting:

President	Reese Clark
Vice President	Fred Wild
Deputy Governor	Ed Hill
Secretary	Gaylord Strehl
Treasurer	Virgil Holden
Sgt. at Arms.....	Richard Bache

An interesting array of speeches was presented by Richard Bache, Charley Grosh, Hal Smith, Walt Lammi and Joe Marriott.

All male personnel who may be interested in joining are invited to attend one of the dinner meetings. The next one will be held November 25. This is our installation dinner and the time and place will be announced later.



1. According to the Insurance Underwriters, there are more innocent bystanders killed by bicycles than by aircraft.
2. A Los Angeles baker now ships bread twice daily to the desert towns of Twenty Nine Palms, Palm Springs and San Bernardino, California, by air.
3. Hiller Helicopters 500th production helicopter came off the assembly line at Palo Alto, California, plant recently to mark an important milestone in company history and in the rotary wing industry.
4. One modern transport aircraft can carry cargo equal to the weight of more than 140 Wright Airplanes.
5. Official attendance at the Los Angeles International Airport's 6th Annual Air Fair, which was held on October 18, was estimated to be 225,000 and approximately 9,000 of these people visited the Los Angeles INSACS.
6. It's cheaper to license your airplane than your automobile and the whole operation doesn't cost the taxpayers a cent.
7. A group of Carmel Valley, California, people have banded together in an effort to save their airstrip which is due to be taken over by the mortgage holders next month. Most of the help is coming from people with no direct interest in flying who realize that the airport is an asset to the community.
8. Veteran Pilot Max Conrad, wound up his Operation Paul Revere, after visiting all 48 states, logging 15,000 miles in 140 flying hours and a non-stop flight from San Francisco to New York in 22 hours, 24 minutes.
9. The high strength wing of a typical jet bomber contains 14,698 rivets or bolts.
10. Forty million acres were sprayed by U. S. utility aircraft in a single year of agricultural flying.

DIVISION HIGHLIGHTS

FACILITIES DIVISION:

VOR RANGES:

Klamath Falls, Oregon: Construction work on grounds and buildings was completed and final inspection made on October 13.

Fillmore, California: Made flight check of site operating a portable range. Awaiting approval of Washington before proceeding further.

Williams, California: Flight checked a tentative site with portable equipment and found it to be unsatisfactory. Expect to check a second site before November 1.

Stockton, California: Making preliminary survey of site and secured permit to flight check with portable.

Kiowa, Colorado (replacing Cherry Creek) Preliminary survey is underway preparatory for flight check with portable range.

Los Alamitos, California (Long Beach relocation) Notice to proceed with the construction contract was issued effective October 13.

Delta, Utah Completed modernization of VOR and installation of DME.

Milford, Utah Start modernization of VOR and installation of DME

Red Bluff, California Modernization of VOR range and installation of DME to be completed shortly.

VHF CONTROL LINK AND RECEIVER:

Malad City, Idaho Started installation of electronic equipment.

Albuquerque, New Mexico Started preliminary survey for remote receiver and transmitter sites on Sandia Mountain.

"H" FACILITY AND FAN MARKER:

Vail Lake, California Missing electronic equipment has finally been delivered. Installation will be completed as soon as a crew is available, approximately November 1.

Pine City, Washington Equipment for the fan marker, after a long delay, has been received and installation is in progress.

(Continued on next page)

INSTRUMENT LANDING SYSTEMS:

Rock Springs, Wyoming Preliminary flight check of TUS glide slope site unsatisfactory. Additional flight check will be deferred until spring.

Great Falls, Montana Proceeding with relocation of outer marker by force account.

Cheyenne, Wyoming TUS glide slope commissioned on October 7.

Seattle, Washington Modernization of Seattle ILS in progress.

Salt Lake City, Utah Completed survey for relocation of ILS and Approach Light Lane to new runway.

San Francisco, California Started installation of new monitor equipment and DME.

INSAC RELOCATION:

Eugene, Oregon Completed installation and held final inspection week ending October 23.

Montague, California Completed installation and held final inspection week ending October 30.

Arcata, California INSAC modification. Completed installation work October 30.

MISCELLANEOUS:

Grand Junction, Colorado Central Standby Plant Installation completed and final inspection made on Oct. 6.

Long Beach, California ATC Tower. Temporary tower contract completed.

Dueblo, Colorado ATC Tower Relocation of tower into temporary quarters completed during last week of October.

Beacon Site #40, Conversion to Engine Site Completed October 13.

The following Maintenance Branch personnel are attending ILS/VOR Class at Oklahoma City: Delbert G. Walmer, James G. Maddox.

AIRWAYS OPERATIONS DIVISION:

Mr. W. A. Breniman, Chief, Technical Services and Planning Branch, spent the week of September 28 visiting facilities in Colorado and Wyoming.

Airport surveillance radar was commissioned at the Oakland Tower October 1.

A letter has been received from Mr. Gregg, Ontario, California, Airport Manager, expressing appreciation for CAA assistance in establishing a combined facility at that location. District Supervisor Fielder is among those complimented. (Continued on next page)

Messrs. Carmody and Marcum, Airways Operations Washington, visited the Regional Office October 5 and 6 to study District Supervisor functions.

ADLO Firebaugh attended a Department of Transport meeting at Winnipeg, October 14, held in order to clarify flight data requirements from Winnipeg and Edmonton to associated CAA ARTC centers.

Mr. R. C. Stevens, representing our Washington Office, conferred with Division personnel October 21 and 22 regarding Service "B" teletype circuit rearrangements and economies.

Deputy Division Chief C. W. Larsen visited field facilities in southeastern California during the week of October 19.

AVIATION SAFETY DIVISION:

Several months ago, there was a distribution of a circular and approved drawings on shoulder harness installations in agricultural type aircraft. The Boise Aviation Safety District Office now reports that this year's dusting and spraying season has been completed in their district with no serious injuries to any pilot. They attribute this to the increased interest in the use of shoulder harness in this type aircraft.

A combined group, including TWA and Weather Bureau, have requested approval for ascending a small helium balloon in the vicinity of the Los Angeles International Airport. This captive balloon is known as a "Kytoon" and will carry an electrical thermometer weighing approximately 1 lb. It is expected that, by measuring the altitude of the temperature inversions, more accurate forecasts of fog can be made.

Overseas National Airlines is bidding on an Army contract courier service utilizing helicopters for transportation of mail and passengers between U. S. Army establishments in Northern California.

Flight testing of the Douglas DC-7 is continuing. The Company is attempting to complete type certification flight tests and functional and reliability test programs in time for the issuance of the Type Certificate prior to November 29th. American Airlines has widely advertised the start of scheduled operation of the DC-7 on this date.

The Long Beach Aviation Safety District Office reports that a new ultra-modern building with 17,000 square feet of floor space and equipment of all kinds for modern maintenance operations is being built by the Long Beach City College to house what is expected to be one of the best mechanic schools in the West.

AIRPORTS DIVISION:

An extensive program of airport terminal building construction is in progress under the Federal Airport Act of 1946. Buildings at Eugene (\$96,000), Medford (\$175,000) and Pendleton (\$175,000), Oregon, have been practically completed. Total cost is shown in parentheses.

At Stapleton Field, Denver, Colorado, various units of the terminal building group consisting of the Administration Building, Post Office and Cargo Building, Control Tower, Central Steam Plant and distribution service and utilities have been recently completed at a total cost of \$2,574,000. Plans for the final unit, consisting of the central section and covered ways estimated to cost \$400,000 are now being reviewed and it is expected that bids will be called for this work within a few weeks. (Continued on next page)

The Cheyenne, Wyoming Control Tower, being constructed at a cost of \$110,000 is now 80% complete. At Colorado Springs, Colorado, a new terminal building, now under construction at a cost of \$285,000, is 85% complete. Work will soon be started for the new Pueblo, Colorado Municipal Airport Administration Building, Control Tower and Weather Bureau Building which is estimated to cost \$150,000. At San Francisco good progress is being made on the construction of a new terminal building which is now about 65% completed. This building will cost \$7,500,000 and is one of the finest in the world. At Las Vegas, Nevada, an addition to the terminal building, estimated to cost \$64,000, will be started in the near future. The main portion of the building, which was recently completed, cost \$356,000.

All of these buildings provide improved and enlarged space for the CAA and Weather Bureau airport traffic control and weather reporting activities.

In addition, small buildings are under construction at San Luis Obispo, California, (\$38,000), Visalia, California (\$38,000), Fallon, Nevada (\$15,000) and Worland, Wyoming (\$48,000) for use of the airport administration and for airline operation.