

INTERCOM

F E D E R A L A V I A T I O N A G E N C Y

63-14 June 5, 1963

JUN 5

FAA Aeronautical Center

TRAINING OF TERMINAL AND FLIGHT SERVICE STATION PERSONNEL TO CONTINUE AT THE FAA ACADEMY. The Agency has no plans to discontinue the training of Terminal and FSS personnel at the Academy, contrary to the statement contained in the May 31, 1963 edition of Aviation Daily. Similar training of enroute controllers at the Academy was recently suspended due to the backlog of trained personnel created by Center consolidations, and to inaugurate a policy of providing "try out" period in flight data work for new enroute controllers before approving them for Academy training. Academy enroute training is designed to provide basic instruction in fundamental principles, rules and procedures necessary to prepare trainees to absorb quickly and effectively supplementary on-the-job training in the conditions of terrain, etc., peculiar to the locality to which they are assigned. In order to meet the requirements for the new ATS facility administration, training administration, and coordinator courses, workload will probably not permit re-programming of the enroute courses for at least 18 to 24 months.

FIRST TRUSTEE MEETING SCHEDULED. The first trustee meeting of the FAA/CAB Accident Investigation School has been set for June 21 at the Aeronautical Center. In addition to governmental representatives, two other trustees also will be at the meeting. They are Carl Schmidt, Engineering Director, Flight Safety Foundation, New York, and Dr. Pete McCarter, representing Dr. George Cross and the University of Oklahoma.

ELECTRONIC TECHNICIAN CLASSIFICATION STANDARDS. Aeronautical Center 856-type positions are not specifically covered by the new standards. The classification standards announced in late April for Electronic Technicians cover only Systems Maintenance positions in the Regions. Development of classification standards for all 856's in the FAA is a long range project and, therefore, must be covered one part at a time. Regional Systems Maintenance positions were the first covered. FAA will later develop standards to cover Electronic Technicians involved in Avionics, Installation, and "Shop Type" work. Most of the Aeronautical Center positions in the 856 series will be covered by the standards or guides to be developed at a later date. In the meantime, Aeronautical Center positions in this series will be classified in keeping with general classification principles by reference to standards most nearly applicable, and by job comparisons.

1963 SAVINGS BOND CAMPAIGN. Final results of the Aeronautical Center campaign are not yet tabulated. We now stand at 88.4% participation-- just 1.6% (60 employees) short of our goal of 90%. If you are not presently participating, ask your supervisor for information regarding enrollment. Let's not fail in our effort to fly the Treasury Flag for the sixth consecutive year! Let SAVINGS BONDS help you save.

HALABY TESTIFIES BEFORE HOUSE ON FAAP. On May 27, the Administrator appeared before the House Subcommittee on Transportation and Aeronautics to urge a three-year extension of the Federal Aid to Airports Act (FAAP). Halaby recommended that the Act be continued at its present \$75,000,000 annual level through fiscal year 1967. He urged changes in the Act to permit better use of airport funds by increasing the amount available as discretionary funds to be used without regard to state boundaries. He also urged that FAA be permitted to make advanced planning grants and that the Act be changed to require airport owners to take appropriate action to restrict use of land near airports to minimize noise problems.

FAA GOES TO PARIS -- A LA FRANCAISE AND IN CINEMASCOPE. The FAA exhibit at the Paris Air Show from June 6-16 will not only inform its audience of aviation leaders from all over the world, but it will mark a significant "first". A seven-minute color film made by the FAA to describe Alpha Numerics as an improved technique of using radar equipment is the first movie to be produced and exhibited by the U. S. Government in cinemascope. The film sound track carries a French narration, but the projector is synchronized with a $\frac{1}{4}$ " magnetic tape repeater so that, with headphones, the audience can also pick up simultaneous English narration. Part of the Cinemascope film was taken here at the Aeronautical Center with members of the CARI Audio/Visual staff making the local films.

NEW CHIEF OF AIRCRAFT SERVICES DIVISION. Charles Robert Springer, former Vice-President of Operations for Eastern Air Line, has been named Chief of the Aircraft Services Division of the Flight Standards Service. Springer's assistant will be Leonard J. Miraldi who has been serving as Acting Chief of the Division.

FLIGHT INSPECTION PERSONNEL TO HOLD CONFERENCE. The Southern Region will be host to Flight Inspection personnel from the Regions, Washington Headquarters, and the Aeronautical Center when they meet June 4-6. The conference will emphasize Washington programs in the FAA/DOD work program, Type III all-weather flight inspection system, a special communications system for flight inspections, Systems Surveillance, and Jet Operations programs.

REIGHARD NAMED ACTING CIVIL AIR SURGEON. Homer L. Reighard, M.D., has been named Acting Civil Air Surgeon, replacing Hilliard D. Estes, M.D., who has been assigned, following hospitalization, to Special Assistant for Professional Programs in the Aviation Medical Service.

SENATE BUDGET HEARINGS TO BEGIN JULY 10. FAA '64 budget hearings before the Senate Appropriations Subcommittee for Independent Offices are scheduled to begin July 10th. There has been no House action as a result of the hearing in March before that committee. Delay caused by prior need to pass legislation authorizing '64 NASA program.

REVIEW OF OVERSEAS OFFICES AND MISSIONS REPORT TO BOB. FAA, on Monday, submitted to the Bureau of the Budget a review of the Agency offices and missions abroad. Purpose of the study directed by the BOB is a critical evaluation of the need for, and size and cost of, each office and mission abroad, taking into account the objectives and purposes of the Agency and the importance of minimizing net payments abroad.

DAVID D. THOMAS ELECTED ONE OF FIVE FEDERAL OFFICERS TO RECEIVE THE 1963 PRESIDENT'S AWARD FOR DISTINGUISHED CIVILIAN SERVICE. The 50-year old Director of Air Traffic Service is the first FAA employee to receive the highest honor paid career Government employees. President Kennedy will present gold medals and citations to the five men at a White House Ceremony on June 12.

OFFICE OF HEADQUARTERS OPERATIONS ESTABLISHED. To provide administrative support to Washington Headquarters, the Administrator has approved the establishment of a Headquarters Operations Office which will function under the Deputy Administrator for Administration. The new office, to begin its services in July, will be managed by John B. Hogan, who currently is the Acting Assistant Chief of the Materiel Management Division in the Installation and Materiel Services. The office will assume the responsibility for most Headquarters Administrative Services, including the operation of the Library, Motor Vehicle, Publishing and Graphics, Printing and Data Processing. In addition, it will perform most of the functions of the Central Accounting Branch of the Accounting Division of Management Services and the Personnel Operations Division in the Office of Personnel and Training.

PROPOSED CLASSIFICATION STANDARDS FOR AIR TRAFFIC CONTROL SPECIALISTS. Positions in field facilities are being put in final form by the Civil Service Commission and are expected to be issued in June or August. Implementation of the standards is expected in the early fall.

PROMOTION PLAN ANNOUNCEMENTS FOR AERONAUTICAL CENTER EMPLOYEES ONLY 6-3-63

The following ACPP Announcements will close June 11, 1963. The best qualified applicants will be selected for these positions regardless of race, color, creed or national origin.

<u>ACPP Number</u>	<u>Position, Title, Series & Grade</u>	<u>Number of Vacancies</u>	<u>Position Location</u>	<u>Key Number</u>
1671	Clerk (Typing), GS-301-4	1	PT-950	269
* 1672	Clerk (Typing), GS-301-4	1	PT-970	269
1673	Adm. Asst, GS-341-9	1	PT-950	236
* 1672, Must be a qualified typist. Preference given to applicants with experience or training that shows knowledge, interest or aptitude in mechanical and/or electrical skills.				
2221	Freight Rate Asst, GS-2131-5	1	IM-976	233
2222	Elec. Engr. (Electro-Mag) GS-855-12	1	IM-974	292
2223	Storage Officer, GS-2030-9	1	IM-985	121
2224	Warehouseman, WB-6907-06	1	IM-985	274
3573	Act. Systems Elec., WB-2892-11	1	FS-980.3	258
3575	Supv. Elec. Tech. (Gen) GS-856-11	1	FS-980.3	295
3574	Elec. Tech. (Gen) GS-856-11	1	FS-980.3	295
3576	Clerk-Typist, GS-322-4	1	FS-995.7	254
NPP-AC-63-54-1,	Supv. Avia. Maint. Spec., GS-1825-14	1	PT-950	206 (f)
NPP-AC-63-55-1,	Simulated Instrument Oprns. Instructor, GS-301-11	1	PT-950	180
NPP-AC-63-56-3,	Supv. Avia. Opers. Spec., GS-1825-14 *	1	FS-917	AC-13 On File
NPP-AC-63-57-3,	Avia. Opers. Spec., GS-1825-13 *	1	FS-917	"
NPP-AC-63-58-3,	Aerospace Engineer (Prop. * & Power) GS-0861-13	1	FS-968	292
NPP-AC-63-59-3,	Aerospace Engineer (Fluid & Flt. Mech) GS-0861-13 *	1	FS-968	292
NPP-AC-63-60-3,	Aerospace Engineer (Materials & Structures) GS-0861-13 *	1	FS-968	292
NPP-AC-63-61-3,	Statistical Asst., GS-1531-7 *	1	FS-968	179
NPP-AC-63-62-3,	Supv. Prod. Contr. (Gen) GS-1152-13	1	FS-980.5	250
NPP-AC-63-63-3,	Supv. Elec Tech (Gen) GS-856-12 *	1	FS-980.3	295
NPP-AC-63-64-3,	Tech. Asst (Avionics) GS-301-13 *	1	FS-980	236

* The NPP announcement will close June 17, 1963

INTERCOM

F E D E R A L A V I A T I O N A G E N C Y

JUN 12 1963

FAA Aeronautical Center

63-15 June 12, 1963

PRESIDENT'S MEMORANDUM OF MAY 21, 1963. The President has issued a memorandum to the Heads of Executive Departments and Agencies prescribing Standards of Conduct for Employee Organizations and a Code of Fair Labor Practices. The principal features of the standards and codes are that Employee Organizations must:

- Maintain democratic procedures and practices;
- Accord their members fair and equal treatment;
- Assure their members fair process in disciplinary proceedings within the organization.
- Exclude from office persons affiliated with Communist or other totalitarian movements, and persons identified with corrupt influences;
- Prohibit business or financial interest on the part of officers or agents which conflict with their duty to the organization and its members;
- Maintain fiscal integrity in the conduct of their affairs, including provision for accounting and financial controls and regular financial reports or summaries to be made available to members.

In addition Employee Organizations are prohibited from:

- Interfering with restraining, or coercing any employee in the exercise of the rights assured by Executive Order No. 10988;
- Attempting to induce Agency management to coerce any employee in the enjoyment of his rights under the Order;
- Coercing, attempting to coerce, or disciplining any members of the organization as punishment or reprisal for, or for the purpose of hindering or impeding his discharge of his duties owed as an officer or employee of the United States;
- Calling or engaging in any strike, work stoppage, slowdown, or related picketing engaged in as a substitute for a strike, work stoppage, or slowdown, against the Government of the United States;
- Discriminating against any employee who is a member or wishes to become a member because of race, color, creed, or national origin.

Agency management also is required to adhere to a code of fair practices. The specific prohibitions are:

- Interfering with any employee in the exercise or rights pertaining to membership in an employee organization;
- Encouraging or discouraging membership in any employee organization;
- Sponsoring, controlling, or otherwise assisting an employee organization;
- Disciplining or discriminating against an employee because he has filed a complaint or given testimony under the Executive Order or President's Memorandum;
- Refusing to accord recognition to an employee organization qualified for recognition;
- Refusing to hear, consult, confer, or negotiate with an employee organization as required by the Executive Order.

6TH NAS COURSE UNDERWAY AT ACADEMY. The FAA Academy presented the sixth National Aviation System Course the week of June 9th. Among the 34 participants were representatives of airlines, airport managers, aeronautics commissions, industrial firms such as Ling-Temco-Vaught, Union Carbide, Boeing, Lockheed, Douglas, North American, Curtis-Wright, Bendix, Aerojet-General and Radio Corporation of America. Also represented were Smithsonian Museum, Department of Agriculture, U-S Weather Bureau, Defense Department, Civil Air Patrol and Port Authorities, including the Commonwealth of Puerto Rico.

DEPOT REORGANIZATION. The Installation and Materiel Depot has been reorganized on an interim basis, with overall functions remaining unchanged and continuing in accordance with existing Orders and other directives. The essential change involved in IM Order 1100.9 is to abolish the Materiel Division and to elevate the branches of that Division to Division status. Functions and responsibilities of the Office of the Manager and the Plans and Administration Division remain unchanged. All routing symbols remain unchanged except those associated with the Materiel Division Office and these are discontinued. Personnel formerly assigned to the Materiel Division are being reassigned to other segments of the Depot. W. E. Godfrey, formerly Materiel Division Chief, has become Acting Assistant Depot Manager, and C. V. Hannan, Assistant Materiel Division Chief, was named Acting Technical Assistant to the Depot Manager, R. W. Pulling. Except for minor realignment at the section level, which has been approved temporarily by the Depot Manager, the substructure of the previous Program Materiel Branch, Operating Materiel Branch, and the Procurement Branch remain unchanged. Sections have become Branches, Units became Sections and Groups became Units.

28 DEPOT EMPLOYEES GET OUTSTANDING RATINGS. Twenty-eight Depot employees have received Outstanding Performance Ratings for their performance covering the rating period from February 1, 1962 to January 31, 1963. They are Ralph Stolhand, Louis H. Jacobsen; Billy G. Bowers, Frieda G. Ditto, Elaine E. Beebe, Wanda B. Caldwell, Irma W. Miles, James R. Allen, Patsy J. Smith, Richard R. Gamel, Cosmo P. Bowlin, Georgia Dominguez, Kenneth E. Baker, L. J. Weissenberger, Thomas F. Thompson, Donald A. Brown, Will C. Gipple, Henry T. Shaw, Jr., Leo C. Smith, Yvonne T. Bush, Donald Gilleland, Douglas Michaels, Jr., Fannie C. Emanuel, Homer F. Cones, Jimmie R. Lyon, Jr., Marcellous C. Capps, Vernon R. Robertson, and William E. Thompson.

CONGRESSMEN ABOARD FAA'S C-135. Administrator Halaby accompanied six Congressional guests, all high-ranking members of two House Committees dealing with FAA programs, to Paris Friday night aboard the Agency's flight inspection C-135. The Congressmen were left in Paris to attend the International Air Show, but the aircraft, after being on display Sunday, went on and performed its required flight check of the AF high altitude navigational aids in Europe. The high altitude checking is done under the FAA obligations of Operation Checkup, a part of Project Friendship. The invited Congressmen were: Rep. Oren Harris, (D.Ark.) Chairman of the House Interstate and Foreign Commerce Committee; Rep. John Bell Williams, (D.Miss.) Chairman of the House Subcommittee on Transportation and Aeronautics; Rep. Edward P. Boland, (D.Mass.) member of the House Appropriations Committee, Subcommittee on Independent Offices; Rep. William L. Springer, (R.Ill.) ranking Republican member of the House Subcommittee on Transportation and Aeronautics; Rep. Robert W. Hemphill (D. S.C.), member of the House Subcommittee on Transportation and Aeronautics, and Rep. Harold C. Ostertag (R. N.Y.), ranking Republican member on the House Appropriations Subcommittee. The group returned from Paris on Tuesday, June 11.

FAA PARTICIPATES IN THE 14th ANNUAL READING AVIATION SHOW. In line with the Administrator's designation of 1963 as "Maintenance Year," a new exhibit was shown last weekend at the Reading Air Show in Reading, Pa. The exhibit displays through sound and animation the basic aircraft systems common to all aircraft, describes their functions and the need for their proper maintenance. The exhibit also contains an animated display for VOR-DME, which shows how these FAA facilities can provide general aviation pilots accurate tracking guidance and a means of determining their exact distance from the transmitting station. The Agency plans to display the exhibit at public conventions and fairs, as well as general aviation meetings throughout the year.

FOUR FAA OFFICIALS NOMINATED FOR 1963 ROCKEFELLER PUBLIC SERVICE AWARDS. Administrator Halaby has nominated Alan L. Dean, Deputy Administrator for Administration; Joseph D. Blatt, Director, Systems Research and Development Service; Raymond B. Maloy, Director, International Aviation Service; and George S. Moore, Director, Flight Standards Service for this high honor for Federal Career Service. From among several hundred nominees from all Federal Agencies, five awards are presented each year. The recognition includes a \$5,000 cash award.

FAA ISSUES SUPPLEMENT TO NATIONAL AIRPORT PLAN. The Agency has amended the National Airport Plan for fiscal years 1963-1967 to include 171 more airports. The updated Plan now lists 3,559 airports which must be built or improved to provide a system of public airports adequate to meet the needs of civil aviation. Included in the total are 2,495 general aviation fields and 1,064 for both general aviation and the airlines. No funds are provided by the Plan, but the total cost of the recommended projects over the five-year period is estimated at \$1,082,439,000.

FAA MANAGEMENT ANALYSIS CONFERENCE TO BE HELD IN FORT WORTH. An FAA-wide Management Analysis Conference will be held June 11-14 in the Fort Worth area. Meetings will be held at Regional Headquarters, the Fort Worth Center and the Western Hills Inn. Several representatives from the Washington Office, plus management analysts from all regions will attend.

TERMINAL RADAR SERVICE (TRS). The test program at Atlanta, Georgia, to evaluate the concept of providing a positive separation service at a high activity airport was concluded on June 1, 1963. The Atlanta facility has been authorized to continue providing the separation service to all participating aircraft for an indefinite period. A report is being written on this program which will include Agency conclusions and recommendations.

GEN. GRANT DEDICATES NEW SOUTHERN REGION HEADQUARTERS BUILDING. Deputy Administrator Grant dedicated the new Regional Headquarters building in Atlanta last Friday, June 7th. This is the first Regional Headquarters to exhibit the modern concept of space arrangement that eventually will be reflected in all new FAA buildings. This building, as well as the other Regional Headquarters scheduled to occupy new quarters, is an example of the Agency's effort to provide more efficient and attractive working areas for all employees. Under construction already is the new headquarters building in the Pacific Region; the Western Region is now working on the conversion of an existing building into modern and attractive quarters, and the Central Region will establish its new offices sometime next year in the Federal Building in Kansas City. Washington is scheduled to move its headquarters to the FAA's new location near Capitol Hill in October. The Alaskan Region has already moved into its new offices in Anchorage.

PROMOTION PLAN ANNOUNCEMENTS FOR AERONAUTICAL CENTER EMPLOYEES ONLY 6-10-63

The following ACPD Announcements will close June 18, 1963. The best qualified applicants will be selected for these positions regardless of race, color, creed or national origin.

<u>ACPD Number</u>	<u>Position, Title, Series & Grade</u>	<u>Number of Vacancies</u>	<u>Position Location</u>	<u>Key Number</u>
1674	Med. Exam. Prog. Asst. GS-301-7	1	AM-330	236
1675	Elec. Tech. (Gen) GS-856-9	1	PT-959	295
1676	Elec. Tech. (Gen) GS-856-11	1	PT-954	295
1677	Secretary (Steno) GS-318-5	1	AM-330	234
1678	Tape Library Asst. GS-301-4	1	FS-950	236
1679	Airman Exam. Spec. GS-301-13	1	FS-905	On File AC-11
2225	* Equip. Specialist (Aircraft & Acft. Propulsion Systems) GS-1670-11	1	IM-987	171
2226	Equip. Spec. (Acft. Instruments & Electrical Systems) GS-1670-11	1	IM-987	171
2227	Equip. Spec. (Electronic) GS-1670-11	1	IM-987	171
2228	Supv. Equip. Spec. (Gen) GS-1670-11	1	IM-982	171
2229	Tool, Stock & Parts Keeper, WB-6904-6	1	AC-50	275
2230	Airways Engineer, GS-862-12	1	IM-972	292
2231	Electronic Engineer (Electro-Mag) GS-855-13	1	IM-974	292
2233	Airways Engineer, GS-862-13	1	IM-970	292
2234	Industrial Engineer, GS-896-9	1	IM-985	292
2235	Air Cond. & Htg. Equip. Mech., WB-5301-08	1	AC-50	276

* Area of specialization in this position encompasses aircraft, aircraft propulsion systems, airframe and airframe equipments and other specializations in the aircraft field.

3577	Fac. Flt. Check Pilot, FS-1681-12	1	FS-940	283
NPP-AC-63-65-3,	Manufacturing Specialist, GS-1825-13 *	1	FS-968	206
NPP-AC-63-66-3,	Production Controller (A/C) GS-1152-12 *	1	FS-980.5	250
NPP-AC-63-64-3,	Tech. Asst. GS-301-13 (Extended closing date to 6-25-63)			
NPP-AC-63-17-3,	RE-ADVERTISED Flt. Insp. Sys. Dev. Spec., GS-301-12	1	FS-930	On File AC-13

* Closing Date 6-25-63 for NPP Announcements

INTERCOM

F E D E R A L A V I A T I O N A G E N C Y

63-16 June 19, 1963

JUN 21 1963

FAA Aeronautical Center

PRESIDENT KENNEDY ANNOUNCES SST PROGRAM. In a letter to the President of the Senate and the Speaker of the House last Friday, President Kennedy proposed the start of a national program, to be the responsibility of the FAA, for development of a commercial supersonic transport aircraft which, he said, "is safe for the passenger, economically sound for the world's airlines, and whose operating performance is superior to that of any comparable aircraft."

His six factors significant in a determination that the national interest required such a program were:

- (1) A successful supersonic transport can be an efficient, productive commercial vehicle, provides swift travel for the passenger and shows promise of developing a market which will prove profitable to the manufacturer and operator.
- (2) It will advance the frontiers of technical knowledge -- not as a by-product of military procurement, but in the pursuit of commercial objectives.
- (3) It will maintain the historic United States leadership in aircraft development.
- (4) It will enable this country to demonstrate the technological accomplishments which can be achieved under a democratic, free enterprise system.
- (5) Its manufacture and operation will expand our international trade.
- (6) It will strengthen the United States aircraft manufacturing industry--a valuable national asset--and provide employment to thousands of Americans.

The President described the costs as large, and could be as great as one billion dollars for development over six years. In order to permit this participation, the U. S. through the FAA must proceed at once with a program of assistance to industry to develop an aircraft. The program calls for a government investment ceiling of \$750 million and manufacturers of the aircraft to pay a minimum of 25% of the development costs and the airlines that purchase the aircraft to pay a further portion of the government development costs through royalty payments.

The President emphasized the temporary need, due to costs involved, for government entry into a normally private enterprise effort and stated the objective to build a commercially sound aircraft with superior performance standards and one that will find a commercial market. A cautionary word was injected when the President said, "If at any point in the development program,

it appears that the aircraft will not be economically sound, or if there is not adequate financial participation by industry in this venture, we must be prepared to postpone, terminate, or substantially redirect this program." The next step is for the President to submit to Congress a request for funds to meet the immediate requirements of this program, such as the detailed design competition.

BUZZ, BUZZ, BUZZ -- FROM BEYOND THE FRINGE. Rumors present a problem: To deny them brings them to the attention of those too busy to gossip; to ignore them makes the gossips busier. So, with knowledge that its a losing game, the facts are: The Administrator isn't departing for greener, or any other kind of pastures; no Defense Department official is taking over August 1, or any other date; the situation remains unchanged, and there is absolutely no truth in the rumor.

HALL ELECTED PRESIDENT FGAA. John K. Hall, Chief of the Accounting Division at the Aeronautical Center, has been elected President of the Oklahoma City Chapter of the Federal Government Accountants Association for the fiscal year beginning July 1, 1963. Mr. Hall, a charter member of the Oklahoma City Chapter, was very instrumental in getting the local FGAA Chapter established, and guiding it through its initial year of operation. This well-deserved honor will be bestowed upon Mr. Hall in installation ceremonies to be conducted June 20, 1963.

DAVID D. THOMAS NEW DEPUTY ADMINISTRATOR FOR PROGRAMS. Concurrent with the Presidential Award conferred upon David D. Thomas at the White House last week, Administrator Halaby announced the assignment of Thomas as Deputy Administrator for Programs. Thomas will have management responsibilities for planning and coordinating the operating programs of Air Traffic Service, Flight Standards Service, Airports Service and Systems Maintenance Service. Thomas, like Alan L. Dean, Deputy Administrator for Administration and Robert J. Shank, Deputy Administrator for Development, reports to the Administrator through General Grant. At the same time, Halaby named Lee E. Warren to succeed Thomas as Director of Air Traffic Service and Clifford P. Burton as Deputy Director. Warren, who helped organize the first Federal air traffic control service 27 years ago at Newark and Chicago, has been Deputy Director of ATS since June 1961. Burton has been Chief of the Airspace Utilization Division in ATS since January 1962. All three assignments became effective June 12. In making the announcement Halaby said, "The activities of the FAA have been growing so rapidly in scope and complexity, that it has become necessary to supplement our top management levels for administration, operations, and development with expert practical knowledge of the Agency's day-to-day and near term operating programs..."

ASSISTANT ADMINISTRATORS TO MEET IN WASHINGTON. Regional Assistant Administrators and the Managers, Aeronautical Center and NAFEC, will hold their semi-annual meeting in Washington June 24-26. Under the Agency's decentralization system these semi-annual meetings provide a key way for the heads of the regions to evaluate field program problems through coordinated efforts.

HULEN AND ROGERS NAMED TO NEW POSTS. Allen D. Hulen, Assistant Administrator of the Alaskan Region, has been named Deputy Assistant Administrator for the strategically located Europe-Africa-Middle East (EAME) Region by Administrator Halaby. George Prill earlier was named Assistant Administrator of the new region. Halaby also named James Rogers, presently chief of the Air Traffic Control Division in the Southern Region, as Assistant Administrator of the Alaskan Region. Both assignments are effective in August, 1963. The transfers are part of the Agency's continuing program to effectively use the talents, experience and ability of FAA career employees.

CARF AND NFDC TO RELOCATE. Plans for combining the Central Altitude Reservation Facility (CARF) and the National Flight Data Center (NFDC) in the FAA Headquarters Public Building 10-A are being developed. CARF, located in Kansas City, Mo., and NFDC, located in Arlington, Va., will be moved into the new FAA Headquarters building. Combining these two facilities of the ATS into a common facility at the FAA Headquarters will result in a more economical operation.

FAA ACADEMY PROGRAM TO BE EVALUATED. Two teams composed of Agency personnel and selected outside experts have begun surveying instructional programs and student personnel at the FAA Academy. Of the 220 courses offered in residence, 35 will be examined to see if they meet Agency requirements as to kind, amount and quality. Examination will also be made of the origin, selection, in-residence handling and post-graduate assignment of students. These teams will complete their work in September. Two other teams will, at a later date, begin looking at requirements for training and internal administration of the Academy. The purpose of the survey is to examine the administrative and educational aspects of the Academy to determine its present effectiveness and to define its role for the foreseeable future.

BOB RECONSIDERS EMERGENCY AND CALL-BACK OVERTIME PAY. A proposal concerning payment for time spent in traveling made necessary by emergency duty or call-back overtime is again being considered by the Bureau of the Budget for possible legislation. A similar proposal made last year met with Civil Service Commission objections. The new proposal was jointly developed by the FAA and the Department of the Interior as a result of discussion concerning these objections.

SEMINAR ON AGENCY DECENTRALIZATION. Concepts of decentralization in accordance with the Administrator's philosophy, and the mechanics of their implementation, were clarified during five days of seminars which concluded in Washington Monday. Dr. Ernest Dale of Cornell University assisted FAA staff members and was the principal speaker. Directed by Management Services and the Office of Personnel and Training, the seminars involved all Headquarters personnel starting with branch chiefs through Office or Service heads. A similar program is scheduled for presentation to regional headquarters personnel in the near future.

PROMOTION PLAN ANNOUNCEMENTS FOR AERONAUTICAL CENTER EMPLOYEES ONLY 6-17-63

The following ACPP Announcements will close June 25, 1963. The best qualified applicants will be selected for these positions regardless of race, color, creed or national origin.

<u>ACPP Number</u>	<u>Position, Title, Series & Grade</u>	<u>Number of Vacancies</u>	<u>Position Location</u>	<u>Key Number</u>
1674	Med. Exam. Prog. Asst., GS-7	Canceled		
1680	Education Specialist, GS-1710-9	1	AM-330	279
1681	Mail & File Clerk, GS-305-3	1	FS-965	269
1682	Supv. Conveyances Exam., GS-963-8	1	FS-965	264
*NPP-AC-63-67-1	ATC Spec (Sta), GS-2152-10	1	PT-933	280
1683	EAM Project Planner, GS-362-7	1	FS-950	272

* Closing date 7-3-63 for NPP Announcements.

2236	Purchasing Agent, GS-2020-05	1	IM-990	268
2237	Carpenter Leader, WL-4607-9	1	AC-50	227
3578	Production Controller (Aircraft) GS-1152-09	1	FS-980.5	250
3579	Cost Accountant, GS-510-11	1	AC-22	263
3580	Office Machine Operator, GS-350-3	1	FS-985.12	213
3581	Acct. Tech., GS-525-6	1	AC-23	187
NPP-AC-63-68-3,	Admin. Officer, GS-341-14 *	1	FS-974	236
NPP-AC-63-69-3,	Chief, Line Operns. Div., GS-301-14 *	1	FS-980	On File AC-13

*NPP Announcements will close July 9, 1963

CORRECTION - NPP-AC-63-57-3,	Aviation Operns. Spec. GS-1825-13	2	FS-917	On File AC-13
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Bids will be accepted from candidates with less than one year in grade.

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F E D E R A L A V I A T I O N A G E N C Y

63-17 June 26, 1963

FAA Aeronautical Center

JUL 1 1963

HALABY PRESENTS FAA VIEWS ON SST. The Administrator, in a June 20 appearance before the House Committee on Interstate and Foreign Commerce on the Supersonic Transport Development Program, said as part of his nine-point presentation that "for its part, the Agency will organize a management staff of less than 100 administrative and technical personnel. They will function as an independent unit within the Agency under the direct supervision of a Deputy who will be appointed by the Administrator and report to him on the conduct of this program. This group and the cost of the development of the program will be budgeted for separately from the regular Federal Aviation Agency budget, so as to be able to more particularly identify the cost of this program and isolate it from the regular FAA budget."

25 CANDLES FOR THE CAB. The FAA joins in the chorus of "Happy Birthday" to the Civil Aeronautics Board which celebrates its 25th anniversary this week. As part of the silver anniversary, a Ford Tri-Motor "Tin Goose" will fly on its original TWA schedule from Los Angeles to Newark, operate via 11 intermediate cities and take 36 hours of flying time. It is one of only ten known to be still airworthy and in FAA-certificated condition. Originally there were 199, built between 1926 and 1932, costing about \$50,000. Today's jets cost approximately \$6 million.

SENATE APPROPRIATIONS HEARING. The Agency's 1964 regular appropriation is scheduled to be heard in independent offices during the Senate Appropriations Hearing scheduled for July 10. Senator Warren G. Magnuson will chair the subcommittee.

CONTROLLER'S PROCEDURES MANUAL TO BE CLARIFIED. The Agency is hiring F. Reed Dickerson, Professor of Law at the University of Indiana's Law School, as a consultant to simplify and restate the Controller's Procedures Manual. Mr. Dickerson, who was hired as a consultant for comparable projects in other technical fields by the Agency in the summers of 1961 and 1962, is the author of many books and is a leader in the field of codification and simplification of rules and procedures. The result of this summer's project will be reviewed by the General Counsel and the Deputy Administrator for Programs.

CLOSED CIRCUIT TV-PILOT PREFLIGHT BRIEFING. The FAA is installing closed circuit TV on a test basis at the Lambert Field, St. Louis, Mo., Flight Service Station to remotely brief pilots planning local or cross-country flights who require current weather information. The equipment will be ready for official testing August 1, 1963. The test will run through November 1, 1963. An improvement over present methods of briefing pilots

on aviation weather for preflight planning is being tested. The closed circuit television system will supplement the present telephone briefing facility with a pictorial display of appropriate weather data. The visual/aural briefing facility will operate between the respective pilot's briefing room of the various aircraft service organizations and the Pilot Briefer in the FSS.

FAA ADOPTS NEW CONTRACT APPEALS PROCEDURES. The Agency has adopted new contract appeals procedures that are designed to benefit both small and large contractors. Under the new procedures, which were effective June 19, contractors wishing to appeal the decision of a contracting officer now have the choice of an informal or a formal hearing. Previous procedures provided only for the informal type of hearing. The informal procedure will be used whenever the contractor does not file a formal complaint. This will provide, automatically, a stream-lined, non-technical hearing more suited to the smaller contractor. The formal procedure, where the complaint is filed, will provide a full hearing to any contractor who wants one.

AERONAUTICAL CENTER AIRCRAFT SERVICES BASE FORMALLY RECOGNIZES IAM

A charter granting formal recognition to the International Association of Machinists, Local Lodge 960, was presented to Aircraft Services Base members of IAM Tuesday, June 25. Among those present were Robert Sicard, Chief, Aircraft Services Base; William Jackson, Assistant Manager, Aeronautical Center; Robert J. Brackin, Special Representative IAM; and Leo C. Sammon, Washington Representative IAM.

FAA NOW REGULATES UPS AND DOWNS OF PARACHUTISTS. At the request of the Parachute Club of America, a meeting was held recently in Washington among PCA, FAA, and parachute manufacturer representatives. The operations, engineering, and maintenance aspects of parachute jumping, including the effect of the new Federal Aviation Regulation, Part 105, which regulates parachute jumping and establishes the operating rules, were discussed. Also considered was the possibility of certificating the parachutist, inasmuch as the Federal Aviation Act does not at present designate the parachutist, inasmuch as the Federal Aviation Act does not at present designate the parachutist as an "airman". The FAA plans to clarify such questioned areas and invites the PCA, as well as other interests, to submit their recommendations.

FAA TEAM REPRESENTS THE U.S. AT INTERNATIONAL MEETING IN LONDON. Aviation authorities of the North Atlantic provider states are convening in London this week to discuss a recommendation made at the North Atlantic Air Navigation Meeting in Paris in 1961. This recommendation concerns the application of a systems planning approach to the provision of air traffic control and those related services in the North Atlantic. Claude H. Smith, Chief of the FAA's International Organization Division is heading the 6-man FAA team representing the U.S. at the meetings being held from June 24 through July 1. Other participants are from the United Kingdom, Canada, Denmark, Iceland, and Ireland. The U.S. team was joined in London by John Meadows, Air Attache of the United States Embassy.

HALABY GREETES FLOW OF FOREIGN GUESTS. At the invitation of the Administrator, a large group of foreign aviation officials, arriving separately, visited both Washington and FAA field facilities in June. Among them were: Chief of Civil Aviation in Korea; Director of the Korean Bureau of International Relations in the Ministry of Aviation; Chief Aeronautical Officer, Ireland; Deputy Chief of the Civil Aviation Office, Austria; Director of Civil Aviation, the Philippines; Director-General, Administration of Aeronautics, Belgium; Air Minister, Indonesia; and two representatives of Euro-Control, an air traffic organization of European countries.

GROUP MEETS TO DISCUSS SYSTEM OF USER CHARGES FOR INTERNATIONAL AIR OPERATORS. IGIA -- Interagency Group on International Aviation -- is meeting this week to consider a proposal submitted to IGIA by the FAA. This proposal would establish the framework for the preparation of a study to be the basis of U.S. policy and action for a system of charges applied to international air operators who use U.S.-provided en route facilities and services.

NEW PROCEDURE FOR ACCIDENT REPORTING. A new telephone procedure for reporting aircraft accidents from the field will provide greater availability of communications and assure callers the fastest means of getting through to headquarters. All field contacts made to or by the Accident Branch duty officer shall be made through the Executive Communication staff telephone number WO 7-4564. It also has "patching" ability so that should a call come into Headquarters, the Executive Communications Staff Officer will connect the reporting inspector with the Accident Branch duty officer and any other Agency officials as required.

AIRPORT REPORT PREVIEW. Tabulation of "hard" figures on the number of civil, private, and joint use airports reported as of Dec. 31, '62, has been made and is now on the presses, scheduled for distribution within the next two weeks. A preview lists 8025, an increase of 310 over last year; rule-of-thumb figuring shows a steady growth rate of approximately 400 per year since 1958. New in '62 were 481 airports in various categories; 171 were abandoned during the year. At the start of '62 there were 285 sea-plane bases; 245 heliports, a category that includes helipads and helistops.

NASA ASKS FAA FOR HELP IN RECRUITING ASTRONAUTS. Agency assistance in locating outstanding pilots to participate in the Astronaut Training Program has been requested by the Manned Spacecraft Center of NASA. In addition to meeting citizenship, age, and physical requirements, Agency candidates must have 1000 hours of jet pilot time or attained experimental flight test status, a degree in engineering or physical science, and be recommended by the FAA. Applications must be submitted to PT-24 at Washington Headquarters by June 28, 1963.

NEW AWARDS PROGRAM TO GO INTO EFFECT NEXT WEEK. Authority for the delegation of approval of awards down to operating levels and the elimination of reviewing committees is provided in the Agency's revised Recognition and Awards Program which goes into effect Monday, July 1. This major innovation will greatly speed up the processing of award recommendations.

FAA MEETS WITH CANADIAN DEPARTMENT OF TRANSPORT. The FAA was host to a Canadian delegation of 17 which came to Washington last week for the 6th meeting of the FAA/DOT committee. This committee is organized for the purpose of effecting coordination and cooperation on civil aviation problems of mutual concern and falling within the respective jurisdiction of both agencies. Lt. Gen. Grant, Deputy Administrator, led the two-day conference in a successful discussion of 23 items of agenda which included such matters of interest as general and business aviation, border crossings, message and weather data, and exchange and coordination of air traffic control procedures.

AERO CENTER PLAYS HOST. The Aeronautical Center continues to be the focal point for many tours. Last week, members of the Aviation and Established Industries Committees of the Oklahoma City Chamber of Commerce; Bert Vogler, Director General, Civil Aviation, Austria; Eric McNae, Civil Aviation Director, New Zealand; the Fleming Scholars of the Oklahoma Medical Research Institute; 80 elementary school teachers and several small groups were given extensive information about the Center.

ACADEMY HOSTS CAP CADETS FOR WORKSHOP. Civil Air Patrol cadets from all 50 states and Puerto Rico are taking a one-week workshop at the FAA Academy. This is the third annual five-day study course. It's designed to acquaint the cadets with the operations of the Federal Aviation Agency. The cadets get an introduction to air traffic control, use and maintenance of air nav aids, and become familiar with the organization of the FAA.

PROMOTION PLAN ANNOUNCEMENTS FOR AERO CENTER EMPLOYEES ONLY 6-24-63. The following ACPA Announcements will close July 2, 1963. The best qualified applicants will be selected for these positions regardless of race, color, creed or national origin.

<u>ACPP No.</u>	<u>Position, Title, Series & Grade</u>	<u>No. of Vacancies</u>	<u>Position Location</u>	<u>Key No.</u>
1684	Control Clerk, GS-301-5	1	FS-950	269
1685	Supv ATC Spec. (Sta) GS-2152-11	1	PT-937	280
1686	Supv Elec Engr (Gen) GS-855-13, Chief, Data Interchange Equip. Section	1	PT-944.6	
1687	Supv Elec Engr (Gen) GS-855-13, Chief, UHF Equipment Section	1	PT-944.3	
1688	Supv Elec Engr (Gen) GS-855-13, Chief, Telecommunications Equip. Section	1	PT-944.5	
2238	Production Controller (Electronics) GS-1152-9	1	IM-974	250
#*NPP-AC-63-71-1	Materiel Mgmt Tng Spec. GS-2001-13	1	PT-960	X-118
3582	Gen Aviation Maint Inspr, GS-1825-11	1	FS-975.4	206
3583	Equipment Specialist (Gen) GS-1670-9	1	FS-990.2	171
3584	Clerk (Typing) GS-301-5	1	FS-995.5	269
*NPP-AC-63-72-3	Supv Elec Engr (Gen) (Group Chief) GS-855-13	1	FS-985.4	292
*NPP-AC-63-73-3	Supv Elec Engr (Gen) (Chief, Avionic Systems Engr. Br.) GS-855-13	1	FS-985.3	292
*NPP-AC-63-74-3	Supv Elec Engr (Gen) (Chief, Avionic Equip. Br.) GS-855-13	1	FS-985.4	292
1689	Tech. Pub. Editor (Med. Science) GS-1083-9	1	AM-330	287

Person selected on this position will spend the first 6 to 9 months in Wash. DC., working on initial development & presentation of materiel management courses (Supply, Procurement, etc.). He will then return to Aero. Center. X-118 on file AC-11, Room 110, Headquarters Bldg.

* NPP-AC Announcements will close July 10, 1963.

INTERCOM

F E D E R A L A V I A T I O N A G E N C Y

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FAA Aeronautical Center

HEADQUARTERS STAFF LEVEL ESTABLISHED. The importance of placing responsibility and authority to act close to problems and opportunity is a well established management principle, both in industry and government. For want of a better word, it is often called "decentralization." The Federal Aviation Agency was decentralized by Administrator Halaby after it was clear that the agency must have its authority -- its operational decision-makers -- close to problems of aviation, which so often demand knowledgeable, quick decisions. The decentralization process was begun in June 1961. Assistant Administrators to carry out this proven principle of management were appointed for all the regions by January 1962.

As the strengthened regional organizations take over more and more operational responsibilities, the Washington Headquarters should relinquish them or time-consuming operation results. It is also clear that as workload shifts from Washington Headquarters to the Regional organizations, there should be a corresponding shift in the concentration of personnel doing the work.

However, the number of authorized positions in the Headquarters offices as of July 1, 1961, was 3,486. A year later it was 3,562. At this time, although decentralization has been underway nearly two years, there are 3,680 positions, with even more projected for fiscal year 1964. The size of the Headquarters staff does not reflect decentralization.

The problem of getting the proper talent, the proper functions into the field of action and out from the Washington Headquarters where policy making is the principal business, is obviously difficult to achieve, although a great deal of time and thought has been given to it. Last fall the Administrator asked the heads of Washington Offices and Services to advise him on the best way of proceeding. This collective advice was analyzed and did provide a basis for an evaluation of future Headquarters staffing. Late last year and during the winter months of 1963, the Administrator and the Deputy Administrator visited each of the Offices and Services, many of them on several occasions, to discuss with the Directors and their key personnel, their work and their organizations. These visits provided an additional basis for evaluation of future Headquarters staffing. After careful study the Executive Committee has developed guidelines for Office and Service Directors in re-deploying and reducing Headquarters staffing and to make decentralization more effective and efficient.

Directors of Headquarters Services and Offices have been given these guidelines by the Administrator. Functions which might be moved from Washington Headquarters to the field, including NAFEC and the Aeronautical Center, were outlined as were the number of positions in each of the affected Services and Offices which should be reduced.

Some Headquarters organizations are affected by the plan more than others and some are not affected at all. It is not an across the board reduction. Further, several of the Services, in anticipation of future Headquarters staff requirements have been leaving positions vacant the past several months and are therefore able to meet the proposed new staff levels with relatively few personnel adjustments. The number of positions -- as contrasted to people -- that will either be transferred with functions, or which are duplicative and will be eliminated from the Washington Headquarters, totals about 500 with the possibility of more being added, depending on how Service and Office Directors work out their plans with the Administrator and the Executive Committee. The number of persons affected will again depend on how plans are developed. Positions to be eliminated or transferred from the Washington Headquarters will be identified with care and selectivity by the Office and Service Heads.

The timing of this program is just as important as the selectivity. The Administrator has, therefore, determined that one-half of the reduction must be effected by October 1; the other half by January 1. By so scheduling this action, it is expected that the Office and Service Directors can manage the program with a minimum of disruption either to the Agency's work or other personnel involved. It is the Agency's basic policy to insure the best utilization of the skills and talents of its dedicated and effective personnel, to absorb necessary reduction by not filling vacancies, when this is possible, and to re-deploy skill and talent where new demands require them. Therefore, the Agency will undertake a special placement program to see that any personnel excess to the needs of this Headquarters are reassigned elsewhere with the Agency.

The above efforts, plus the natural attrition by retirement, resignations and transfers, should enable the Headquarters to reach the new staff levels with an absolute minimum of reduction in force. For those limited number of individuals who might become adversely affected the Agency will also provide positive help in locating other positions for them elsewhere within the Government. Where appropriate or necessary, personalized out-placement assistance will be provided to other employment opportunities in the industrial and academic world. Employees reduced in grade will be afforded maximum possible salary savings. Employees having to take such a down-grading would also be given automatic consideration, if they desire, for promotion to their old grade as future opportunities develop. Employees who are separated would be placed on a re-employment register and would be given priority rights in the event of an FAA need for their services in the future. Further, names of employees so affected would be furnished to the Civil Service Commission which will give them priority considerations for future new appointments elsewhere in the Federal Government.

The Administrator's determination to complete the first phase of this program October 1 and to have it completed by January 1, 1964, springs from two principal goals. The first one is to have agency staffing reflect the proper number of people to conduct the public business efficiently and intelligently. This parallels President Kennedy's outlook as expressed last October when he wrote to all Department and Agency Heads emphasizing the importance of keeping the number of Federal employees to the absolute minimum. Congress has also made itself clear on the subject many times.

The second reason for the Administrator's decision to carry out this program is based on a broader determination to achieve the most efficient, most effective organization possible to meet the demand of Air Commerce and Air Safety. Reduction of work duplication is in itself an important objective and in this case comes as a natural corollary to strengthen FAA's service to aviation and the nation.