

INTERCOM

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

FAA Aeronautical Center

63-36 November 6, 1963

HOUSE UNIT APPROVES PAY RAISES. Pay increases ranging from three to 22 per cent were approved October 30 by the House Post Office and Civil Service Committee. Affected are some 1.8 million classified and postal employees, members of Congress, Federal executives and the judiciary. The Bill must now be approved by the full House and Senate before being sent to the President for signature. Informed Washington opinion is that the bill will come under heavy fire in the weeks ahead.

CARI EMPLOYEE WINS FLIGHT SAFETY FOUNDATION AWARD. John Swearingen, Chief of the Protection and Survival Branch of the Civil Aeromedical Research Institute, is in Athens, Greece to receive a Special Award from the Flight Safety Foundation. The award will be presented Thursday.

PERSONNEL SAVE MILLIONS. FAA employees had saved more than \$2.6 million in U. S. Savings Bonds (maturity value \$3.5 million) through the payroll savings plan as of September 30, 1963. Since June 30 personnel participation in the payroll plan increased about 22 per cent, putting more than half our total employees - - 24,314 to be specific, inside the "Bond-Wagon." There is plenty of room left for those still on the outside. See your Payroll Savings Plan agent.

STATES TAP TOP AVIATION MECHANICS. Thirty-five states and Puerto Rico have singled out their top general aviation and air carrier mechanics in the FAA's Aviation Mechanic Safety Award Program. Each state winner is now eligible for a Regional award to be presented in November in each of the Agency's seven regions, including Alaska and Hawaii. The 49th and 50th states are naming regional winners rather than state winners. In December, two national winners, one a general aviation mechanic, the other an air carrier mechanic, will be chosen from the regional winners.

WANTED BY THE FBI. A Federal warrant has been issued for the arrest of Hubert D. Lee, alias H. D. Leo, holder of Mechanic Certificate 1406076, and Ground Instructor Certificate 1485026. Using his FAA certificate as identification, and sometimes representing himself as an FAA employee, Lee has left a trail of bad checks across the country from Florida to California; principal victims are motels and car-rental agencies. He is 27 years old; 5'8" in height; weight around 160 pounds; has dark hair and eyes that have been described as both gray and blue. Also he displays a convincing familiarity with FAA installations and personalities. No attempt should be made to apprehend him as the FBI considers him dangerous. However, any information concerning Lee coming to the attention of any Agency employee should be immediately reported to the Compliance and Security Division of the region concerned, or to CS-60 in Washington.

ADMINISTRATOR REITERATES POSITION REGARDING SETTLEMENT. In personal letters to Eastern Region controllers who were on duty three years ago when a United jet and a TWA Constellation collided over New York City, Administrator Halaby stated why he opposed the formula accepted by the Federal Government to settle law suits arising from the accident. His opposition to the formula (which requires the Federal Government to pay 24 per cent of settlement costs) was based on his fear that in the minds of many people, the agreement by the Government to accept this relatively large percentage of any financial settlement would indicate tacit admission of fault by the Government due to errors committed by the controllers involved, or failures of the procedures and practices under which the air traffic control system operated, even though in the agreement Justice expressly denied such fault or liability. "Let me assure you," the letter went on, "that the Department of Justice and TWA agreed to the settlement formula for one reason and one reason only: to avoid the risks and delays of litigating more than 100 law suits. I must impress upon you, in the strongest possible terms, that the formula was agreed to not because of any admission, tacit or otherwise, by the Government that the controllers were negligent in their duties...I assure you that as a result of my deliberations about the case, I do not have the slightest doubt that any controller should have any cause for self reproachment. I am satisfied that the manner in which the aircraft was handled with the equipment then available met every applicable requirement in the ATC procedures in use at the time of the accident....In closing, I wish to state that I have the greatest faith in the capabilities, knowledge and resourcefulness of our men. They---and you---have my strongest personal support in consideration of the past record of achievement and in anticipation of future ability to meet those air traffic control responsibilities with which we are charged...."

HALABY DEFENDS COST SHARING IN SST DEVELOPMENT. If the government spent more than its declared \$750 million to develop a supersonic air carrier it would be vulnerable to a "giveaway to industry" charge similar to that raised last year with the passage of the Communications Satellite Act, Administrator Halaby told the Senate Aviation Subcommittee last week. Mr. Halaby was replying to aviation industry charges that it could not risk the one-fourth of an estimated \$1 billion needed to develop the SST.

FOR GIRLS WHO WANT TO COME TO WASHINGTON. The Civil Service Commission has authorized Federal agencies to pay travel and transportation expenses for newly appointed clerk-stenographers (GS-3 and 4) and clerk-typists (GS-3) to the metropolitan area of Washington, D. C. and Fort Meade, Md. The ruling is effective January 1, 1964, under the authority of Public Law 860587.

MORE TOOLS. The personnel and functions of the Data Control Branch (FS-260) of the Flight Standards Flight Inspection and Procedures Division, were transferred to the National Flight Data Center at Bailey's Crossroads, Va. on October 30.

APTITUDE TESTS EFFECTIVE IN PREDICTING ATC PERFORMANCE. A study, conducted by CARI, of over 700 air traffic control trainees shows that selection of individuals for controller training can reliably be based on aptitude tests as well as previous experience. Until recently all controller trainees had to have an aviation background. This requirement has been revised in recent months to allow selection of applicants without aviation experience if the aptitude tests indicated they would be successful in becoming controllers. New qualification standards making the tests a prerequisite to hiring for all applicants will be implemented early next year.

JOURNALIST FROM ITALY. Guiseppe Stifani, Editor-in-Chief of Milan's "ALATA" which has the largest newspaper circulation in Italy, visited FAA Monday, November 4 to gather material for a series of articles on American aviation. Mr. Stifani was particularly interested in NAVAIDS and air traffic control, general aviation airports and Project Little Guy.

EMPLOYEE RELATIONS CONSULTANT. The mushrooming employee-management cooperation program has necessitated a beefing up of the Agency's employee relations staff. A first step OPT has retained Thomas Toberty, a former KLM airlines official, as a consultant on the program.

CAREER PLANNING. Present and future approaches and day to day operation of the Career Planning Program, and what must be done to keep in step with the program, will have been discussed with all of the Centers and Regions after OPT's Larry Bott visits the Eastern Region sometime this month. Regions are currently training supervisors in the process of evaluating employee performance against standards which the supervisors have formulated and which outline to employees what is expected of them on the job. Actual evaluation will begin January 1.

SECURITY HANDBOOK. Compliance and Security (CS-50) is preparing a handbook covering the physical protection of FAA facilities and property. Chapter I, on Air Route Traffic Control Centers (ARTCC's) has already been distributed throughout the Agency and copies are available from Washington and regional distribution offices. Scheduled for early issuances are Chapters II and III, Towers and International Flight Service Stations (IFSS).

KILL DEVIL HILL 'AIRPORT' REACTIVATED. After a lapse of 60 years, flying activities will resume at Kill Devil Hill, scene of the Wright brothers' first powered flight in 1903. The dedication of the "First Flight Airport" on December 17 will coincide with the 60th anniversary of the Wright flight. The FAA, the National Park Service (which owns the land and operates the Wright Brothers National Memorial at Kill Devil), and North Carolina, each contributed \$44,444 to build the airport.

FIRST NAAIS CLASS TO GRADUATE FRIDAY. The initial class of 15 students in the National Aircraft Accident Investigation School will graduate Friday, November 8. Presenting the certificates will be Mr. Whitney Gilliland, a Civil Aeronautics Board member.

PROMOTION PLAN ANNOUNCEMENTS FOR AERONAUTICAL CENTER EMPLOYEES ONLY 11-4-63

Closing Date: 11-13-63. The best qualified applicants will be selected for these positions regardless of race, color, creed or national origin. APPLICATIONS RECEIVED IN THE PERSONNEL OFFICE (AC-14) AFTER 4:30 P.M. ON CLOSING DATE WILL BE RETURNED.

ACPP Number	Position Title, Grade & Series	Position Location	Key Number
ACPP-1029	Nav. Aids Analyst, GS-301-9	FS-930	*On File
ACPP-1030	Digital Computer Systems Oper., GS-332-7	FS-950	186
ACPP-1031	Supv. Conveyances Examiner, GS-963-8	FS-965	264
FPP-AC-63-1032	Jet Navigation Specialist, GS-301-13	FS-920	*On File
FPP-AC-63-1033	Facilities Flt Check Pilot, GS-1681-12	FS-940	*On File
ACPP-1034	Production Controller (Gen), GS-1152-11	FS-995.3	250
ACPP-1035	Automotive Mechanic Helper, WB-5823-05	AC-56	221
ACPP-1036	Automotive Mechanic, WB-5823-08	AC-56	221
ACPP-1037	Air Cond. & Htg. Equip. Mech. Helper, WB-5301-05	AC-55	276
ACPP-1038	Labor Lead Foreman, WS-3502-01	AC-57	231
FPP-AC-63-1039	Supv. Facilities Flt Chk Pilot, GS-1681-14	FS-920	283
ACPP-1040	Education Specialist, GS-1710-9	PT-910	279
ACPP-1041	Simulated Instr. Operns. Instr. GS-301-11	PT-959	*On File
FPP-AC-63-1043	Supv. Air Carrier Operns. Spec. GS-1825-14	PT-956	283
FPP-AC-63-1044	Manufacturing Specialist, GS-1825-13	FS-968	206
ACPP-1042	Personnel Staffing Assistant, GS-212-7	AC-10	*On File

(*) Requirements on file Room 102, Headquarters Building.

PLEASE NOTE: The above positions are restricted to the "Normal Area of Consideration" according to AC-3330.3, Par. 7 a., dated 9/27/63. Applications (bid forms) from employees outside the area of consideration will be returned without action.

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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

FAA Aeronautical Center

NOV 18 1963

63-37 November 13, 1963

RECOGNITION AND AWARDS PROGRAM. Sixty-three Aeronautical Center employees were paid a total of \$6,395.00 in cash awards under the Agency's Recognition and Awards Program during the months of July, August and September of this year. According to the Personnel & Training Division, these cash awards were given for adopted suggestions, sustained superior Performance, and for special acts or services. In addition; six Aeronautical Center employees were granted quality within-grade pay increase awards during the quarter ending September 30, 1963.

ON-THE-JOB MANAGEMENT TRAINING COURSE. An On-the-Job Management Training Course, conducted by Henry Christiansen from Aircraft Services Base's Administrative Management Branch, is designed to provide the first and second levels of supervision with some management techniques for improving their own operations. The following employees completed the first class on November 7: Warren Norris, Donald Schein, Warren Thompson, Robert Gaylord, Clarence Schrock, George Harbeson, Earl Stevens, and Joseph Terry. This training is one part of the Aircraft Services Base plan for management improvement.

LIKE MONEY IN THE BANK. Reports for the three months ending September 30 show that FAA employees who traveled by air in "less than first-class" accommodations saved the Agency almost \$70,000. The figure is conservative since reports from some areas were not available when the arithmetic was worked out. Hq. saved about \$33,000; Pacific Region, \$19,000; and Southern, \$16,800.

TYMCZYSZYN WINS MAJOR AVIATION AWARD. The Flight Safety Foundation announced today that the first annual Richard Hansford Burroughs Trophy will go to Joseph J. Tymczyszyn, FAA head of SST activity in the Western Region. "Tym" will receive his award next Wednesday evening in New York City from Mr. Halaby at the annual dinner of the Wings Club. The Burroughs Trophy recognizes test pilots for significant contributions to the safety and efficiency of flight testing. It is sponsored by the United Aircraft Corporation.

ENGINEER EQUIVALENCY EXAM. The Civil Service Commission has set June 30, 1964, as the final day on which technicians who do not have college degrees may take either the Engineer Equivalency Exam, administered by the CSC, or the Engineer in Training Exam, given by the various states, to gain certification as engineers. After that date only the Engineer in Training Exam may be used. New standards incorporating this change are now being printed and will be distributed by the CSC as soon as they are available. Either of the tests is accepted as evidence that the candidate's education and experience are equivalent to an engineering degree.

HOW MUCH IS THAT IN DOLLARS? A system for measuring the cost of Agency aircraft operations is being developed on a phased basis. Regional accountants are now installing cost systems for hangar and flight inspection operations, with first reports for most of the Regions covering October. Meanwhile, additional segments of the Agency-wide system are being developed for Washington's Hangar 6 and Oklahoma City's Aircraft Services Base. The design and installation team is ready to start work on the Hangar 6 project, while the Aircraft Services Base is nearing the half-way mark.

EXCESS PROPERTY. Procedures for utilization-screening and disposal of Agency properties have been revised under Order IM 4830.1. Among other changes, the order increases the field authority in these areas and lists some 1,000 items of equipment which can be disposed of as soon as they are removed from service. It also transfers the responsibility for national program screening from Washington to the I&M Depot, Oklahoma City.

PLANNING AHEAD. The Office of Policy Development is putting the finishing touches on its critical, detailed statement of Agency goals. A seven-man ad hoc committee of Headquarters executives representing MS, BU, AT, SM, RD, AP, and GA and under the direction of Jack Schroeter, senior planning officer, is assisting in drafting a comprehensive report which will analyze present FAA planning efforts and their relationships to each other.

200- $\frac{1}{2}$. The Administrator has concurred with the approval of eight additional airports for turbojet landing minimums of 200- $\frac{1}{2}$ ---a visibility of 200 feet below and $\frac{1}{2}$ mile ahead. Four are in the U. S.: Atlanta, Oakland, Greater Pittsburgh, and Seattle. The remaining four are abroad: Schipol, Amsterdam; Kastrup, Copenhagen; Fiumicino, Rome; and Shannon, Ireland. This brings the total to 18 for airports approved for turobjet mimimums of 200- $\frac{1}{2}$.

INTERNATIONAL CROSSROADS. Seventeen representatives of 11 emerging nations have finished one week of air traffic control orientation in Washington and are en route to the Aeronautical Center for further training. The young men, brought to the United States under the State Department's AID (Agency for International Development) program will be under FAA supervision for the next several weeks as they learn air traffic control procedures at the Center and later practice their techniques in on-the-job training at various FAA facilities throughout the country.

RABB EXPLAINS 'ARTS'. The November issue of the Journal of Air Traffic Control carried the article, "An Advanced Radar Traffic Control System (ARTS)", authored by Jay W. Rabb, RD-3042, Project Manager for ARTS, and a recognized authority in the field. According to the article "...the new electronic system known as ARTS will provide the controller with a more effective tool for handling air traffic."

ALKIRE NAMED BAC-111 SPECIALIST - TO GET TRAINING IN ENGLAND. Ted J. Alkire, formerly Boeing 720 Section Chief in the Flight Standards Training Division has transferred to the Southwest Region and will be based at Dallas as lead specialist in the BAC-111 program. Mr. Alkire will go to England for several months completing training for the BAC-111. Mr. Alkire came to the FAA Academy four and one half years ago, and was instrumental in setting up the Academy training program for the heavy jets.

SAFETY PROGRAM MANAGEMENT. The Agency's pacesetting method of managing its Safety Program was outlined to representatives of industry and government organizations at the request of the Federal Fire Council. Agency Safety Engineer Thomas J. Creswell discussed safety management as a staff function and its relationship to other functions of the organization. He emphasized the need for closer coordination of safety managers with other activities of the organization and the need for better communication of objectives. The Council plans to disseminate his remarks throughout the government and industry as an aid to other groups in adopting FAA methods.

AVIONIC REPAIRS. During the summer a team from the Flight Standards Service, I&M's Materiel Management Division and the IM Depot in Oklahoma City, completed a study which resulted in an improved program for handling avionic repairable items. The study recommended establishment of maintenance echelons, definitions of maintenance responsibilities, identification of repairable stock items and publication of this data for field use. Under the new policy, repairable avionic spares valued at more than \$75,000 have been redistributed throughout the regions to date. A similar study will be undertaken in FY 1965 to consider maintenance and supply support of aircraft repairables.

ACADEMY EMPLOYEE RECEIVES CASH AWARD. Mr. Bob Brown, Chief of the Radar Section in the Air Navigation Facilities Training Division, was presented an award of \$250.00 for his suggestion on "Target Generator Drawers of the Servionics Radar Simulator Control Console", by FAA Academy Director, E. B. Olson. This suggestion has been adopted by the Air Traffic Training Division, and is now being reviewed by PT-30 in Washington. It is believed the suggestion will have Agency-wide application.

PROMOTION PLAN ANNOUNCEMENTS FOR AERONAUTICAL CENTER EMPLOYEES ONLY 11-12-63

Closing Date: 11-18-63. The best qualified applicants will be selected for these positions regardless of race, color, creed or national origin. APPLICATIONS RECEIVED IN THE PERSONNEL OFFICE (AC-14) AFTER 4:30 P.M. ON CLOSING DATE WILL BE RETURNED.

PLEASE NOTE: Employees interested in the following positions must submit a Personnel Data Summary (FAA Form 2062) with application if this form has NOT been forwarded to the Personnel Office.

ACPP Number	Position Title, Grade & Series	Position Location	Key Number
ACPP-1012	Digital Computer Systems Operator, GS-332-5	CANCELED	
ACPP-1013	Statistical Clerk, GS-1531-5	CANCELED	
ACPP-1030	(CORRECTION) Digital Computer Systems Opr. GS332-9	FS-950	186
ACPP-1045	Industrial Engineer, GS-896-11	AC-53	292
ACPP-1046	Production Controller (Electronic) GS-1152-11	FS-995.3	250
ACPP-1047	Production Controller (Aircraft) GS-1152-11	FS-995.3	250
ACPP-1048	Supv. Production Controller A/C GS-1152-11	FS-980.5	250
ACPP-1049	Electronic Technician (Gen), GS-856-8	FS-995.8	295
ACPP-1050	Electronic Technician (Gen), GS-856-9	FS-995.8	295
ACPP-1051	A/C Propeller Mechanic, WB-8554-10	FS-995.4	98
ACPP-1052	Aircraft Painter Leader, WL-4152-10	FS-995.5	225
ACPP-1053	Aircraft Mechanic, WB-8852-11	FS-980.3	91
ACPP-1054	Appointment Clerk (Typing), GS-211-4	AC-10	99
ACPP-1055	Aircraft Piston Engine Mechanic, WB-8663-08	FS-995.4	253
ACPP-1056	Budget Analyst, GS-560-7	AM-113	152
FPP-AC-63-1057	Aerospace Engineer, GS-861-12	FS-968	*On File
FPP-AC-63-1058	Aerospace Engineer, GS-861-13	FS-968	*On File
FPP-AC-63-1059	Aerospace Engineer, GS-861-13	PT-957	*On File

(Note: Consideration will be given GS-12's with less than year in grade on FPP-AC-63-1059).

The above positions are restricted to the "Normal Area of Consideration" according to AC-3330.3, Par. 7a., dated 9/27/63. Applications (bid forms) from employees outside the area of consideration will be returned without action.

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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

FAA Aeronautical Center

NOV 20 1963

63-38 November 20, 1963

SST "SALES" CLIMBING. The total number of United States supersonic transports reserved by domestic and foreign carriers reached 34 on November 13, when Trans World Airlines increased its order from six to ten. The carrier submitted a check for \$400,000, raising the total of advance royalty money deposited in the U. S. Treasury by TWA to an even \$1 million. TWA was the first carrier to request deliveries of the American produced SST on October 14, when it formally sought priority delivery on six aircraft. Four other carriers have also requested delivery of the airplane when it becomes available by the middle of 1970. Pan Am has ordered 15, American Airlines 6, and Alitalia 3. Cash accompanying these bids totaled \$3.4 million. Alitalia became the first foreign carrier to enter this picture formally on November 1. A news report from Tokyo on November 15 indicated that Japan Air Lines had determined that it would place orders for 5 aircraft, with accompanying check for five hundred thousand dollars deposit, which would bring the overall total to 39 but no formal action had yet been taken. Flying Tiger Line has indicated an intent to order two aircraft; an advance royalty payment, however, has not been submitted. Braniff has indicated an intent to order the United States SST in the future. Six United States and foreign airlines were understood to have placed orders for 29 of the British-French Concorde supersonic transport, scheduled to enter service at about the same time as the United States plane.

DIA NEW PORT OF CALL FOR AIR FRANCE. Air France will become the third international air carrier to use Dulles International Airport on a regular scheduled basis when it inaugurates its first DIA flight to Paris, via N. Y., April 1, '64. First carrier was Pan Am which started regular flights Jan. 7, '63 and now operates 14 flights per week -- daily departures to London and Paris, both via N. Y. BOAC, second to use DIA, has three flights weekly to London. Also in the "international" category is Eastern which flies daily to Montreal, Canada.

OU EXTENSION CENTER WINTER SCHEDULE. The Training Branch, Room 108, Headquarters Building, has just received an advance copy of the winter schedule of the Midwest City Extension Center of the University of Oklahoma. For those interested, a wide variety of courses will be offered - thirty six courses in all. Because of the continued interest in Engineering courses, it should be noted that Engineering 104 (Thermodynamics), Engineering 142 (Electrical Circuits and Machinery), and Engineering 251 (Statistics), are being offered. For further information you may call the Training Branch, Ext. 156 or ACES, Ext. 230.

1964 CALENDARS. Assorted sizes of 1964 calendar pads are on hand in the Office Services Section, AC-47.1. The sizes and types of calendars are listed in Items 113 through 116 of the Administrative Supply Catalog (Order AC 1760.3A). Requisitions should be submitted in duplicate on Form FAA-542.

IMPERSONATOR APPREHENDED. Hubert D. Lee, mentioned in INTERCOM of November 5, 1963, as representing himself as an FAA employee and passing bad checks, was arrested by local police in Cleveland, Ohio, over the weekend of November 9 while wearing an Air Force uniform. He is being held by the Cleveland Police on an FBI warrant.

NEW CONTROL SYSTEMS DIVISION BRANCH. In line with the decentralization policy, Operations Data Branch became a part of the Control Systems Division at the Aeronautical Center early in November. This new Branch is headed by J. E. Griffin, and performs two chief functions. First, Mechanical Reliability Reports (MRR) involving major areas of mechanical malfunction of air carrier aircraft are received daily by TELEX from 14 Agency offices throughout the nation. Information derived serves as the basis for analytical studies of trends and for Airworthiness Directives. Second, the Branch receives some 5000 General Aviation Accident Reports annually. Data from these reports and the MRR's are coded, and the computer is used to analyze this information in the interest of promoting air safety. For example, the computer may compile MRR data by air carrier, by aircraft, by malfunction category, etc. General Aviation Accident Data may be compiled by cause, by activity (such as crop dusting), etc. Analysis of these data often serves as the basis for new or revised safety rules and regulations.

LONG, L-O-N-G DISTANCE CALL. William B. Hawthorne and Charles A. Brooks, Frequency Management Div., SRDS, are believed to be the first FAA officials to communicate with each other via satellite communications. Brooks, the Agency Member of the U. S. Delegation to the International Telecommunications Union Extraordinary Conference in Geneva, which met from Oct. 7 to Nov. 8 talked to Hawthorne in Washington over a special circuit which extended from NASA Hq.; D. C., via landline telephone to Lakehurst Naval Air Station, N.J., thence to the Syncom satellite which traverses a short figure-8 path back and forth across the equator at an altitude of 22,500 miles; thence to the USS KINGSPORT anchored near Rota, Spain, and finally, via landline to the ITU Hq. at Geneva, Switzerland.

C&S CONFERENCE. A four-day conference of Compliance and Security Chiefs from the Regions and the Aeronautical Center began in Washington on November 18 to discuss Agencywide programs, procedures and problems in the compliance and security field -- the first such meeting to be called since the Office of Compliance and Security was organized July 1, 1962. The Administrator opened the meeting, welcoming the group and emphasizing the importance of its work to the FAA. Representatives of the President's Committee on Equal Employment Opportunity and the heads of several FAA Offices and Services also addressed the group. New C&S elements were represented by Clarence E. Robison, recently appointed C&S representative at NAFEC and Joseph P.O'Hara, Chief, Compliance and Security Staff, Office of Headquarters Operations.

JIRIKOWIC HEADS NEW SM DIVISION. R. C. Jirikowic, for 27 years associated with building and maintenance activities in FAA and its predecessor agencies, has been named to head the Plant Engineering Division in the Systems Maintenance Service. The division will handle FAA's large and growing investment in structures, buildings, roads, utilities, etc.

ABSENTEE VOTING. A supply of 1964 voting information pamphlets prepared by the Department of Defense has been ordered for distribution to regions having employees in overseas areas. The pamphlet provides information on the voting procedures of each state. It tells how to apply for absentee or regular ballots. Employees are reminded to make arrangements for absentee voting at their earliest opportunity because the procedures of some states require weeks of processing before applications are approved.

EMPLOYEE-MANAGEMENT RELATIONS MEETING. Plans for familiarizing and orienting FAA managers and other officials in employee-management relations were outlined to personnel officers during a two-day meeting held by the Office of Personnel and Training in Washington last week. The meeting, centered around the Agency-wide Employee-Management Cooperation Program, also included the Headquarters Re-deployment Program and the Career Planning, and Performance Improvement Programs. Others attending included Harold H. Leich, Civil Service Commission, Louis Wallerstein, Department of Labor and consultants Thomas D. Toberty, William H. Kushnick and Dr. Charles M. Rehmus.

SMS TECHNICAL HANDBOOKS RELEASED. Systems Maintenance Service has recently released for Agency-wide distribution three additional technical handbooks. These are: SM P 6500.3, Maintenance of Multi-Channel Recorder Equipment; SM P 6310.1, Maintenance of Airport Surveillance Radar; and SM P 6750.2, Maintenance of ILS Glide Slope Equipment. These three bring to 28 the total issued in a series of SMS publications aimed at supplying field technicians with timely technical information on maintenance policies, procedures, standards and tolerances.

RADIO ALTIMETER IN CONTINUING TEST. TWA will join Pan Am in continued testing of the Agency sponsored Low Range Radio Altimeter developed by Minneapolis Honeywell Instrument Corp. Pan Am started its series of carefully controlled tests early this year after extensive testing aboard an Agency DC-7 at NAFEC and other points in the U. S. The device, which measures altitude from zero to 500 feet, enables pilots to make safe landings completely hooded.

PROMOTION PLAN ANNOUNCEMENTS FOR AERONAUTICAL CENTER EMPLOYEES ONLY 11-18-63

Closing Date: 11-27-63. The best qualified applicants will be selected for these positions regardless of race, color, creed or national origin. APPLICATIONS RECEIVED IN THE PERSONNEL OFFICE (AC-14) AFTER 4:30 P.M. ON CLOSING DATE WILL BE RETURNED.

Employees must submit Personnel Data Summary Form (FAA Form 2062) to his immediate supervisor at the time he first applies for a vacancy. A new form is needed only if the employee requests consideration for a position that differs significantly in the skills, qualifications and aptitudes that are required from any other position for which his supervisor has completed a Personnel Data Summary (Form 2062).

ACPP Number	Position Title, Grade & Series	Number of Vacancies	Position Location	Key Number
ACPP-1060	Applications Examiner GS-963-7	2	FS-960	264
ACPP-1061	Applications Clerk GS-963-5	1	AM-310	264
ACPP-1062	Budget Analyst GS-560-11	1	FS-974.2	152
ACPP-1063	Aircraft Mech. Leader WL8852-11	1	FS-980.3	91
ACPP-1064	Aircraft Propeller Mech. WB-8554-10	3	FS-995.4	98
ACPP-1065	Supv. Engrg. Techn (Drftg) GS-802-11	2	FS-985	256
ACPP-1066	Engineering Techn (Drftg) GS-802-9	2	FS-985	256
ACPP-1067	Illustrator (Tech.Equip) GS-1020-9	2	FS-985.3	291
ACPP-1068	Electronic Technician (Gen) GS-856-7	14	IM-974	192
ACPP-1069	Aircraft Brake Repairer Lead Foreman WS-8260-6	1	FS-995.5	***
FPP-AC-63-1070	Flight Test Pilot/Spec. GS-1681-13	7	PT-957	283
ACPP-1071	Electronic Technician (Gen) GS-856-11	2	PT-940	192

The following positions are reannounced:

FPP-AC-63-1040	Education Specialist, GS-1710-9	6	PT-910	***
FPP-AC-63-1041	Sim. Instru. Opers Instructor, GS-301-11	1	PT-959	***

The above positions are restricted to the "Normal Area of Consideration" according to AC-3330.3, Par. 7a., dated 9/27/63. Applications from employees outside the area of consideration will be returned without action. Area of Consideration is extended to all Aeronautical Center employees on "FPP-AC" announcements.

ACPP-1010 Aircraft Brake Repairer, WS-6 CANCELED

*** On file Room 103, Headquarters Building

INTERCOM

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

FAA Aeronautical Center

63-39 November 27, 1963

NOV 27 1963

EQUAL EMPLOYMENT OPPORTUNITY. Agency Practice PTP 3300.1 states the Agency's policy on implementing the President's equal employment-opportunity program, which is set forth in Executive Order 10925, dated March 6, 1961.

The policy of the Aeronautical Center is to assure that the highest possible standards of democracy are to be maintained in all official acts with equality of treatment and employment opportunity for all without regard to race, creed, color, or national origin. Every official, supervisor, representative and employee of the Aeronautical Center is responsible for complying with this policy and for observing the spirit and intent of the program. Management, however, is especially responsible and accountable for the continued active maintenance of the program.

FAA AND EMPLOYEE MANAGEMENT COOPERATION. Recently issued Agency Order PT 3710.4 identifies the responsibilities of both employee organizations and the FAA in employee management relations. The order assures the uniform and effective implementation of President Kennedy's Standards of Conduct and Code of Fair Labor Practices. Practices prohibited to employee organizations and management by the Executive Order are defined and procedures for enforcing compliance with the Code are prescribed. Any differences which arise are expected to be treated in an informal manner and in a spirit of cooperation and mutual responsibility. Executive Order 10988 recognizes the legitimate role of employee organizations in the formulation and implementation of Federal personnel policies and practices. Through this means, the Government expects to enlist the creative energies of its employees in matters which affect their working conditions.

As stated in Agency Order PT 3710.4, the FAA continues to affirm its willingness to meet and deal with those employee organizations which acquire recognition under the Employee-Management Cooperation Program. The Order further states that the FAA must and will maintain strict neutrality in such matters and that the Agency will neither prefer one organization to another, nor will it encourage or discourage employees from joining or not joining legitimate employee organizations. FAA will continue to listen to employees on an individual basis regardless of their memberships in such organizations. To comply with the spirit of the Executive Order, the FAA will not consult with any organization about matters affecting working conditions unless it has been granted formal or exclusive recognition under the Executive Order. As a matter of good management practice, however, FAA will accept suggestions and information from any source.

OPERATIONS AIRMAN EXAMINATION SECTION VISITED. George Moore, Director, Flight Standards Service, and Jim Rudolph, Chief, Flight Standards Operations Division, visited the Operations Airman Examination Section at the Staging Facilities on November 18. They received briefings on the Student Pilot Guide, the Basic Helicopter Handbook, and the Basic Instrument Manual, all of which are new publications under development by the Examination Section. Moore and Rudolph also took the opportunity to become better acquainted with all personnel of the Section.

RED CARPET OUT AGAIN. Two foreign aviation officials have accepted the Administrator's invitation to visit the FAA. The Director of Civil Aviation in Mauritania, Julian Pascual De Bielsa, plans to arrive in the U. S. on December 1 for a 2-3 week visit and the Director-General of Civil Aviation of Portugal, Vitor Veres, is scheduled to be in Washington on December 2.

REWARD FOR MERITORIOUS AND FAITHFUL SERVICE. Three top people have been assigned new duties which represent advancement. Clark Harper, now Director of the Office of the Budget, will become Assistant Administrator for Appraisal, a post recently vacated when Gordon Bain was named Deputy Administrator for Supersonic Transport Development. Budget's Deputy Director, Harold Alexander, moves up a notch to head the Office. David Munson, currently Deputy Director of the Office of Policy Development, will become Alexander's Deputy. Munson's post will be filled shortly. All changes will become effective December 1.

HILTON TO LOS ANGELES. John H. Hilton, formerly of AT-300 has been appointed Chief of the Air Traffic Division of the Western Region, effective Nov. 25. Hilton, who began his ATC career with the CAA/FAA at Louisville, Kentucky, in 1941, holds a degree in Political Science from the University of Michigan.

AGENCY SETS SST DELIVERY TIMETABLE. Gordon M. Bain, Deputy Administrator for Supersonic Transport Development, last week announced delivery positions for the first 70 SSTs to come off the production lines. In the first 70, 29 were assigned to U. S. international carriers; 26 to foreign carriers; and 15 to U. S. domestic carriers. Expected to be available by mid-1970, the first plane will go to TWA, which submitted the first bid. In establishing delivery positions, primary consideration was given both to (1) the order in which carriers have submitted requests for delivery priorities and (2) a sequence of market priorities based on the geographical area served by each U. S. and foreign carrier. This sequence was as follows: (a) U. S. flag carriers Atlantic, (b) foreign flag carriers Atlantic, (c) U. S. flag carriers Pacific, (d) foreign flag carriers Pacific, (e) U. S. domestic carriers.

NEW WAGE BOARD. Increases ranging from 3 cents to 10 cents went into effect November 10 for FAA wage board employees at the following locations; Anchorage, Juneau, Nome and Fairbanks, and Outlying Stations in Alaska; Charleston, South Carolina area; Chattanooga, Tennessee area; Mobile and Montgomery Alabama areas; San Diego, Lompoc-Santa Barbara, Riverside-San Bernardino, California area; Tulsa, Oklahoma area; Washington, D. C. area (Lithographic and Printing); Yuma, Arizona area.

PAN AM SEATING APPROVED. The FAA has approved an application by Pan American World Airways to operate certain Boeing 707 jets in scheduled "thrift-class" service with 187 passengers. Pan Am demonstrated its capability to evacuate safely a 707 jet with 187 passenger seats in a test at Idlewild Airport at the end of October. Pan Am had failed its original evacuation test because of inadequate seating configuration. When the deficiency was corrected and the 707 evacuated in accordance with FAA criteria, the Agency gave Pan Am the go-ahead. FAA previously approved an application by Trans-Caribbean Airways to operate the DC-8 jet with 187 passengers after the airline conducted a successful evacuation demonstration on December 11, 1961. Pan American previously was authorized to carry up to 177 passengers in the Boeing 707.

ACTION, REACTION. If the crash of the two-place, converted WW II P-51 Mustang didn't surprise the pilot and his passenger, the immediate arrival of professional medical assistance must have. Dr. Robert L. Wick, Jr., Chief, Standards Evaluation Board, Aeromedical Standards Division, D. C., and Dr. Peter V. Siegel, Chief, Aeromedical Certification Division (CARI), were waiting in their car at Coronada Airport, Albuquerque, November 15, idly watching air traffic when they saw the P-51 crash and disintegrate on takeoff. Before the dust had settled the doctors had extracted the slightly hurt flyers, moved them to a safe place, and took care of their injuries. The doctors were in Albuquerque chairing a three-day Advanced Aviation Medicine Seminar at Lovelace Clinic.

BOEING 707 MAKES GOOD IMPRESSION AT PARIS. The new U. S. short range transport was demonstrated to a host of French and European Airline and manufacturing officials on October 30. The smooth, on time, soft sell demonstration flights were highlighted by the obvious admiration of the European people for the spacious UAL interior, the advanced state of the art "Joe Sutter" wing, exceptional enroute quietness, the cool brakes following a surprisingly short landing and the calm confidence of the Boeing complement who were in their 44th day of a World Demonstration.

PROMOTION PLAN ANNOUNCEMENTS FOR AERONAUTICAL CENTER EMPLOYEES ONLY 11-26-63

Closing Date: 12-5-63. The best qualified applicants will be selected for these positions regardless of race, color, creed or national origin. APPLICATIONS RECEIVED IN THE PERSONNEL OFFICE (AC-14) AFTER 4:30 P. M. ON CLOSING DATE WILL BE RETURNED.

Employees must submit Personnel Data Summary Form (FAA Form 2062) to his immediate supervisor at the time he first applied for a vacancy. A new form is needed only if the employee requests consideration for a position that differs significantly in the skills, qualifications and aptitudes that are required from any other position for which his supervisor has completed a Personnel Data Summary (Form 2062).

ACPP Number	Position Title, Grade & Series	Position Location	Key Number
ACPP-1034	Production Controller (Gen) GS-1152-11	CANCELED	
ACPP-1072	Acrft Sheet Metal Worker, WB-3853-11	FS-995.5	176
ACPP-1073	Supv. Clerk, GS-301-5	AM-320	269
ACPP-1074	Cost Accountant, GS-510-11	AC-22	263
ACPP-1075	Conveyances Examiner, GS-963-5	FS-965	264
ACPP-1076	Forklift Operator, WB-5704-05	IM-972	***
ACPP-1077	Procurement Assistant, GS-1102-07	IM-990	267

ACPP-1079* Fiscal Program Analyst, GS-501-6 Center-Wide 262

* Employee selected will be required to go to Washington for a period of two or three weeks for training. This position is located in the Installation Materiel Project Management Field Office which recently transferred to the Aeronautical Center from Washington. This organization is assigned to the I & M Depot which will provide administrative services.

FPP-AC-63-1080	Supv. Elect. Engineer, GS-855-12	FS-985.2	292
FPP-AC-63-1081	Materiel Management Spec., GS-2001-11	PT-960	***

*** Requirements on file Room 103, Headquarters Building.

ACPP-1072 through ACPP-1077 are restricted to the "Normal Area of Consideration" according to AC-3330.3, Par. 7a. dated 9-27-63. Applications from employees outside the area of consideration will be returned without action. Area of Consideration is extended to all Aeronautical Center employees on FPP-AC announcements.