

INTERCOM

FEDERAL AVIATION AGENCY

66-5 February 1, 1966

W. Lloyd Lane
Director, Aeronautical Center

FAA GETS PRESIDENTIAL NOD. In his budget message to Congress, President Johnson paid tribute to FAA when he said, "One of the most gratifying developments to come to my attention is the remarkable progress of Government agencies in improving productivity. With workloads increasing in nearly every category of Government activity, the only way to restrain mounting Federal employment is by persistent management improvement and higher productivity." Citing examples of changes in productivity reflected in the budget, the President said, "The Federal Aviation Agency is increasing productivity by 5 per cent in airways facilities operation and maintenance, thus absorbing nearly all the workload increase resulting from the growth in aviation activity, with a budget saving of almost \$4 million." He further stated, "These actions are the result of tireless effort by many officials and employees of the Federal Government. It is often harder work to save money than to find productive ways to spend it. But it is equally important to the public interest."

EMPLOYEE DEFENSE READINESS HANDBOOK REVISED. The Aeronautical Center Employee Defense Readiness Handbook has been revised and is in the process of being distributed to each employee. The Handbook constitutes one means of individual orientation regarding Center plans for a national emergency. Agency DEFCON concepts are covered as well as the identification of key-critical employees. Concepts for occupying Center Fallout Shelters are also covered. In addition to receiving the Handbook, an employee orientation course is under development which is designed to completely familiarize all employees with FAA defense readiness policy and planning.

FIRST AIRPORTS CLASS TO COMPLETE TRAINING THIS WEEK. The first class of airport engineers to complete the newly established course in Airport Design and Construction will complete their training this week. The 15 students who come from throughout the Agency have studied such subjects as paving, grading, lighting of airports, and others during the two-week class. Airport engineers are charged with administering the FAAP program at their area of jurisdiction. Five of the two-week courses will be offered during the next few months. Later two additional courses will be conducted at the FAA Academy...one in Airport Planning and another in Airport Program Administration.

LOGAN ACCEPTS POSITION WITH MARITIME ADMINISTRATION. W. G. Logan, Chief of the Audit Division since May, 1965 has accepted an offer to join the Los Angeles office of the Maritime Administration. He reports to San Francisco February 14 to assume the duties of Comptroller of the Pacific Division.

BLOOD BANK GAINS. The FAA Reserve account at the local Blood Bank gained 51 units of whole blood during the drive last Wednesday morning. Marie Davis, coordinator for the Center's Blood Bank efforts stated 56 individuals showed up but that 5 were turned away because of colds, other illness or because they were taking some undesirable form of medication. Individuals who wish to donate blood before the next drive at the Aeronautical Center can contact the downtown office at any time. Remember to specify that your blood should be placed in the FAA reserve account. The next planned drive at the Center will be approximately the middle of March.

GRADE CONTROL TO BE BASED ON AUTHORIZED STAFFING. Authorized rather than actual staffing will serve as the basis for grade control within the Agency as required by the Bureau of the Budget. Year-end full-time permanent positions will be the basis for controlling average general schedule grades. Once ceilings have been set on this basis, the quarterly review process will be used to monitor and adjust ceilings. This use of authorized rather than actual staffing for regions, centers, and Washington Headquarters will provide greater stability in the program and will allow more opportunity for management to respond immediately to earned promotions without having an adverse effect on the grade control program.

FLIGHT SAFETY FOUNDATION HOLDS RALLY. Over 100 area pilots attended a flying safety rally January 29 conducted by the Flight Safety Foundation of New York City. Foundation director General Joseph Caldera headed a number of informative speakers. U.S. Senator A. S. Mike Monroney delivered a short address to the group early Saturday morning. The meeting was termed highly successful by Caldera and his associates.

PROUD SAFETY AWARDS PRESENTED TO DEPOT. Two branches of the FAA Depot have been presented special PROUD safety plaques for their outstanding achievement in the reduction of on-the-job injuries during the first quarter of fiscal year 1966. The Equipment Services Branch and the Storage Management Branch were honored for their reduction of injuries by over 50% from the previous reporting period. W. Lloyd Lane, Aeronautical Center Director, presented the awards and congratulated Depot employees for their PROUD accomplishment.

MILLION DOLLAR YEAR PROGRESS REPORT. The Agency has suggested a "Million Dollar Year" for 1966 -- that is, a million dollars worth of employee suggestion benefits. Reports from the field for the first month of the program show substantial increases. Pacific Region leads the pack at this time and attributes this early success to a well-planned effort and interest in the savings that can result from suggestions. Employees are urged to put those good ideas on paper. It pays off.

PUT YOUR TAX REFUND TO WORK. Thousands of Americans took their income-tax refunds in U. S. Savings Bonds last year -- some \$20 million worth. This year, follow their example, make your refund grow in Savings Bonds.

ALL-HAZARD INSURANCE NOW AVAILABLE. Employees engaged in hazardous work areas will be interested in a new Agency-sponsored all-hazard insurance program which guarantees a stated indemnity for death, dismemberment or disability from all except natural causes. This insurance provides protection against accidents, war risks, riot, insurgency, guerrilla activity, disaster, endemic disease and environmental hazards. Group coverage costs to the employee run from \$50 annually for single-person \$25,000 coverage to \$200 annually for family coverage of \$50,000 to the employee, \$25,000 for spouse and \$12,500 for each dependent child. Information brochures are being sent to all offices and facilities for distribution.

GENERAL AVIATION BUSY SETTING RECORDS. General aviation activity surpassed all other aviation categories in proportionate gains in air traffic activity during calendar year 1965. IFR traffic handled increased 34 per cent and totaled 1.5 million. Landings and takeoffs at FAA controlled airports peaked at 26.6 million, up 3.6 million over 1964. Itinerant aircraft operations totaled 14.7 million, up 13 per cent and local operations were 11.9 million, up 18 per cent.

TRAVEL DURING DUTY HOURS URGED. Existing law encourages all Government agencies to schedule official travel of their employees within the regularly scheduled workweek to the maximum extent practicable. Agency policy contained in Order 1501.1 says, "The FAA intends that its managers comply with the intent and spirit of the law (PL 89-301) by scheduling travel and planning activities so that, to the maximum extent practicable, employees perform necessary travel during normal duty hours." Guidance for the scheduling of travel under a variety of circumstances is included in the order.

GROUND RULES FOR SUMMER JOBS ANNOUNCED. The Civil Service Commission has announced that competitive examinations for temporary summer employment in a number of larger post offices are to be given. Applicants must be at least 18 years old at time of appointment, except for high school graduates who must be at least 16. Period of employment is between May 1 and September 30, 1966. Applications for the positions, which pay \$2.37 an hour, will be accepted through February 24. Examination information is available at your local post offices. This is for employment at the Post office only.

AC MAN PRAISED BY OKLAHOMA GOVERNOR FOR MENTAL HEALTH WORK. Charles W. Mueller, Chief, Air Navigation Facilities Training Branch, FAA Academy, received a certificate commending him for his work with the Oklahoma Mental Health Planning Committee. In a letter with the certificate, Governor Henry Bellmon praised Mueller's efforts in helping to develop a long range State Mental Health Plan. Mueller has been active in helping with the mentally retarded and in general Mental Health Services for some years.

INTERCOM

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

66-6 February 8, 1966

W. Lloyd Lane
Director, Aeronautical Center

JOHN R. CRANAGE SELECTED NEW P & T CHIEF. John R. Cranage, Chief of the Manpower and Training Branch in Washington since March 1964 has been selected as Chief of the Personnel and Training Division, AC-10. His appointment will be effective February 28. Cranage joined the FAA in 1961 in Headquarters Office of Personnel and Training. He is married and the father of two boys. Cranage replaces Kent Fendler whose reassignment as Chief, Budget Division, took place earlier this year.

ACADEMY DUO WINS PRAISE FROM ADMINISTRATOR. C. A. Davidson and E. L. Maulding of the FAA Academy's General Aviation Unit of the Flight Standards Training Branch received praise from Administrator McKee recently for their participation in an FAA sponsored meeting in Houston, Texas. The commendation was the result of a letter written to General McKee by Mr. James C. Spraggins, National Safety Officer of the Civil Air Patrol who attended the meeting. Said McKee, "It is gratifying to know the manner in which you represented the Agency was so outstanding as to move Mr. Spraggins to commend your performance.....I am pleased to add my own expression of appreciation for your splendid contribution." Formal presentation of the letters of commendation will be made to the two men later this week.

CONGRESSIONAL COMMENTS GOOD ON AREA OFFICES. The Administrator is receiving almost daily letters from Congressmen expressing their constituents' praise for services being rendered by area offices. Correspondence has centered around the immediate and effective response which the users are getting from the Agency through the sub-regional organization. A primary purpose of the area manager plan was to make the Agency more responsive to the local needs and, as evidenced by public reaction, the Agency is achieving its purpose.

ACCENT ON ACHIEVEMENT. The Recognition and Awards Officer, AC-13, reports that during the calendar quarter ending 12/31/65, a total of 167 Aeronautical Center employees received recognition under the program. Included in this number are 28 Quality Within-Grade Pay Increase awards; 50 Sustained Superior Performance awards; 6 Special Act or Service Awards; 42 written commendations, and 41 awards for beneficial suggestions. A total of \$13,810 in lump sum cash awards was paid to 97 employees not including quality increases. Estimated first year savings from employee suggestions amounted to \$35,172. Superior job performance and the contribution of worthwhile suggestions can pay off for YOU in 1966. Set a goal for yourself -- improve your job performance and submit frequent beneficial suggestions.

CSC BRIEFED ON MAJOR AGENCY PROGRAMS. Last Friday, Agency officials met with top Civil Service Commission managers to discuss SST, NAS, subregional organization and other major service and PT programs for fiscal year 1967.

EMPLOYEE APPRAISAL CONSOLIDATION. Agency Handbook 3430.2 Employee Appraisal Consolidation has been distributed to all supervisors at the Aeronautical Center. This handbook introduces the Employee Appraisal Record to be used in consolidating the annual documentation of various appraisals for each Agency employee. It also provides guidelines for completing the employee appraisal record. The new Record will be used at the Aeronautical Center after March 1, 1966. Supervisory training sessions are being planned for February 23rd, 24th and 25th. Supervisors will be notified later as to times of attendance. Part of the Record requires the use of performance standards as a basis for evaluating the employee's performance. If not previously established, performance standards must be established before completing this part of the Record.

FREE MATERIALS. The Aeronautical Center Library, Room 101, Academy Headquarters Building, has duplicate copies of reports, periodicals, and miscellaneous printed items that are available to personnel on "first come - first serve" basis. Personnel are invited to visit the library and help themselves to the publications. The excess items will be disposed of soon.

ROBERT L. WALLING NAMED EQUAL OPPORTUNITY OFFICER. An FAA employee since 1959 was recently named Equal Opportunity Officer at the Aeronautical Center. Robert L. Walling, formerly assigned to the P & T Division, assumed his new duties January 30th. Father of two teen age boys, Walling and his wife have lived in Oklahoma City area since 1948.

REQUIREMENTS FOR LIFE PRESERVERS BROADENED. A requirement that air carriers and commercial operators of large aircraft provide survival equipment within easy reach of each passenger when the aircraft is operating over virtually any body of water was announced last week. The new Agency rule allows an exception if an operator can show that the water over which the aircraft will be flown "...is not of such size and depth that life preservers or flotation means would be required for the survival of occupants..." The current rule requires such equipment in "extended" over-water operations. This was generally accepted as applying only over water areas which were 50 miles from shore to shore. The new rule becomes effective February 27, 1966, with a deadline of March 1, 1967, for equipping aircraft. Flotation seat cushions or similar devices will be required for operations covering takeoffs, landings, approaches, holding or en route operations over inland bodies of water such as lakes and rivers as well as coastal waters. The new rules are based on a Notice of Proposed Rule-Making issued June 19, 1965, and it amends Part 121 of the Federal Air Regulations.

MORGAN NAMED AIR TRAFFIC DEPUTY. A veteran pilot and air traffic controller, William E. Morgan, was named Deputy Director of the Agency's Air Traffic Service, a position vacated by Clifford P. Burton who retired in December. Morgan moves to Washington from Memphis, Tenn., where he has been Area Manager since August 1965. Prior to the Area Manager position, he was in Southern Region's Atlanta Office where he served as chief of the Operations Branch and later as assistant chief of the Air Traffic Division. Morgan joined the Agency in 1946 as an air traffic controller following World War II service as a pilot.

FAA GIVES CERTIFICATES OF APPRECIATION TO OKLAHOMANS. In a ceremony and reception given by the International Liaison Office of the FAA Aeronautical Center... 57 Certificates of Appreciation for their help in handling the International Students at the Aeronautical Center were given to civic organizations, the news media, Oklahoma City, and the Governor of Oklahoma. The ceremony was held in the Oklahoma-Sheraton Hotel Ballroom the night of Friday, February 4. More than 450 persons, representing the 57 organizations and "host families", were present for the ceremony. Accepting a certificate for Governor Henry Bellmon was Secretary of State James Bullard. City councilman James Johnson accepted for Oklahoma City Mayor George Shirk. Fifty students from 23 nations were present. Following the reception and ceremony, visitors were given a look at the housing provided for the International Students at the Sheraton-Oklahoma. Presiding as emcee and host was Darwin Maurer, International Liaison Officer at the Aeronautical Center.

AIRCRAFT SERVICES BASE RECORDS 'PROUD' ACCOMPLISHMENT. Line Operations Branch personnel of the ASB were recently pleased to discover that determination to achieve error-free workmanship has rewards. After undergoing inspection and maintenance in the Line Operations Hangar, the Agency's Lockheed Electra, N-111, was test flown by pilot, Otis Ferrell. After four hours in the air, pilot Ferrell's only log entry read, "Zero Defects." This is a real tribute to the efforts of the concerned maintenance personnel to do their job right the first time. They have good reason to be PROUD.

FAA SERVICE GAINS CONGRESSIONAL ATTENTION. William T. Clark of Columbus, Ohio, was hesitant on his first trip to the GADO at Port Columbus for his student pilot permit, but in writing about it to Congressman Samuel L. Devine he described it this way. "I was warmly greeted by the receptionist, given more assistance than anyone could reasonably expect, met the gentleman in charge -- who actually made time to answer my questions -- and left convinced that the FAA could not possibly be a Government Agency..." Clark had equally glowing praise for the tower controllers and the FAA check pilot and concluded with, "Every person I asked for assistance, information, or just wanted a question answered, went out of their way to help and did it with interest." He confessed that most of the people are "nameless for the most part," but he singled out William Hubbard as the man "who offered to give up his Christmas Eve to give a flight test to a total stranger." Congressman Devine had the letter inserted in the Congressional Record with the comment that "...other agencies of our Government would do well to emulate the practices of the FAA personnel in Columbus."

BUILDING DESIGNS TO CONSIDER THE HANDICAPPED. Design standards for making accommodations in Government buildings more accessible to persons with physical handicaps are available under an Agency program adopted in cooperation with The President's Committee on Employment of the Handicapped. Design standards are included in Agency Order 4600.11.

PROMOTION PLAN ANNOUNCEMENTS FOR AERONAUTICAL CENTER EMPLOYEES ONLY

Closing Date: 2-23-66. The best qualified applicant will be selected for these positions regardless of race, color, creed, sex or national origin.

APPLICATIONS SHOULD BE SENT TO PLACEMENT BRANCH, AC-14. Those received after 4:30 p.m. on closing date will be returned.

A Personnel Data Summary (FAA Form 2062) must be initiated the first time an employee requests consideration for a vacancy. A new PDS should not be submitted for future requests unless the employee's supervisor or the Placement Branch determines that a new rating is needed.

Applications are also solicited from employees on a Center-Wide basis who wish to be considered for REASSIGNMENT to announced positions.

ACPP NUMBER	POSITION TITLE, SERIES & GRADE	AREA OF CONSIDERATION	KEY NUMBER
Position Location: FPP-AC-66-1800	Audit Division Supervisory Auditor, GS-510-14	Agency Wide	263
Position Location: FPP-AC-66-1801	Accounting Division Systems Accountant, GS-510-12	Agency Wide	263

Promotion lists established as a result of these announcements may be used for a period of 90 days to fill additional vacancies in the same tenant organizations and/or the same area of consideration at the Aeronautical Center.

* * * * * * PLEASE USE YOUR ROUTING SYMBOL * * * * *

PROMOTION PLAN SELECTION LIST - Selections for January 1966

ACPP NUMBER	POSITION TITLE, SERIES & GRADE	SELECTED
PP Bulletin #2 ACPP-1681A	General Supply Series, GS-2040-03 Air Cond. Htg. Equip. Mech., WB-5301-10	Herman L. Lester Charles M. Tuell
ACPP-1712B	File Clerk (Typing), GS-305-03	Richard H. Rice
ACPP-1717C	Preservation-Packing Spec., GS-2032-11	James R. DeAngelo
FPP-AC-65-1721	Equal Opportunity Officer, GS-301-12	Robert L. Walling
ACPP-1723	Procurement Agent, GS-1102-11	Francis J. Gravino
ACPP-1728	Mathematician, GS-1520-12	Ted O. McCarley
ACPP-1729	Digital Computer Programmer, GS-331-12	Ray E. Drechsler Donald E. Hilbern Donald Lee Long
ACPP-1730	Digital Computer Systems Analyst, GS-334-12	Paul H. Dykes Wayne E. Schooley Daniel J. Sykora
PP Bulletin #2	Clerk, GS-301-05	Robert P. Aten
PP Bulletin #2	Coding Clerk, GS-357-04	William R. Owen
PP Bulletin #1	Clerk-Typist, GS-322-03	Dorothy Lee Canary Janet A. LaMotte Barbara J. Spear

INTERCOM

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

66-7 February 15, 1966

W. Lloyd Lane
Director, Aeronautical Center

MOBILE TOWER GETS EMERGENCY TRIAL. The portable control tower outfitted by the FAA Depot and currently being evaluated in a joint FAA/USAF program was called to an actual emergency Monday, February 14. The previous night the terminal and control tower at Burbank, California airport was gutted by fire leaving no air traffic control facility. The tower had already been tested once by the FAA at Wiley Post and by the Air Force at Ardmore, Oklahoma. At the time of the call, the FAA had just completed final testing at Oklahoma City. Following the rush call, it was placed aboard a C-124 of the 937th Military Airlift Group and flown to Burbank.

FLIGHT TEST COURSE HAS SEAPLANE. The current Engineering Flight Test Indoctrination course being conducted by the Engineering and Manufacturing Section of the FAA Academy has a seaplane for the first time. A Cessna 185 on amphibian floats, the plane can land on either land or water. Five students comprise the first six-weeks class. Others are scheduled to follow through the summer months. Purpose of the course is to show FAA inspectors how to properly test all types of planes after they have been manufactured or modified so they will pass certification requirements. The city council recently gave the FAA permission to use Lake Hefner as a seaplane test area.

ALASKAN FAA MODERNIZATION PROGRAM UPDATED. Continued study and analysis of the Alaskan Region's flight service station modernization program has resulted in further improvements to the original program. The number of part-time operated stations has been increased from nine to 19 compared with the original plan announced last August. Fourteen stations will be operated full-time. The revised plan provides for new manned stations at Haines, Palmer, Dillingham and Kodiak Municipal Airport. Moses Point, Yakataga and Gustavus will provide 24-hour service through remote control.

DO YOU OPERATE GOVERNMENT CARS? If so, you need to become familiar with changes in the operators identification card. All cards issued after December 31, 1965, must contain the operator's place of birth and social security number. This is needed to improve accuracy in identifying the operator's driving record on a national basis. The Bureau of Public Roads, through the National Driver Register Service, maintains such data for the use of Federal, state and local governments. Details in Agency Order 1790.2.

SCHULZE RETURNS FROM OVERSEAS. Van V. Schulze, former chief of the FAA's Civil Aviation Assistance Group (CAAG) in Tunis, has returned to the Office of International Aviation Affairs as aviation advisor to the Agency for International Development (AID). This assignment is a continuing reimbursable detail to assist in coordinating Agency matters with AID.

BUTLER GETS DOUBLE BARRELLED AWARD. Charles F. Butler, Senior instructor in the Academy's Instructor Training Section received both a Quality Within-Grade Pay Increase and a 20-year Service Award. Both awards were presented by E. H. Malone, Chief, Instructor Training Section, General Training Branch. Butler has spent the past 5½ years of his 20 years at the FAA Academy.

WHIRLYBIRD HANDBOOK AVAILABLE. A technical manual for applicants preparing for private, commercial and flight instructor pilot certificates with a helicopter rating is available for 75¢ from the U. S. Government Printing Office. Currently certificated helicopter flight instructors will also find the manual valuable as an aid in training students since it gives detailed coverage of helicopter aerodynamics, performance and flight maneuvers.

MANAGEMENT TRAINING OPPORTUNITIES ANNOUNCED. Interested employees are invited to apply for training in two specialized programs, Air Transportation Systems Specialist Development (ATSS) and Administrative Management Development (AMD). The AMD Program, now in its second year, is designed to provide administrative training to employees who have experience in FAA technical areas. Applicants must be experienced in one or more major operational fields, be in grades 13 through 15, and be recommended by their supervisors. Employees have until March 11, 1966, to apply. Candidates volunteer to spend a year in concentrated study, during which time they will be away from their regular duty station for a considerable portion of time. A third group of 20 will be selected to participate in this program, to be provided in part by University graduate training and partly in Washington Headquarters. Further information is in Agency Notice 3110.16 due to reach the field within the next ten days. This will be the third group of 20 employees to receive this training. The first ones, who completed training June 1965, are now working in various management assignments throughout the Agency. The second group is now about midway through the total program.

Up to ten employees will be selected for the ATSS program which is designed to develop a group of air transportation systems specialists to advise top management in this critical field. Courses of study cover one year and may be augmented by special training within the Agency. Candidates need at least three years FAA experience (GS-11 or above) in technical or administrative work and a bachelor's degree with a high scholastic average in a field that will provide background for graduate study in transportation, operation research, aerodynamics, economics, operation management, or similar technical and business administration topics. Complete details are in Notice 3110.15 due to reach the field in the next ten days. The first group of six are now in training. They are James Moreland from EA, Airports Division, at M.I.T.; Thomas Messier, from Fairbanks, Alaska, Maintenance Sector and Arthur Webster, from Systems Analysis, SRDS, both at Stanford University; and Donald Geoffrion, from Aircraft Development Service, Robert Paullin, Flight Standards Service, and Jesse Tanner, Systems Maintenance Service, from Washington, at the University of California. Nominations for these two programs should be coordinated by the Aeronautical Center Training Program Management Officer, AC-11.

FAA EMPLOYEES CREDIT UNION SELECTS NEW MANAGER. Mr. Everett Swearingin's employment as Manager of our Credit Union was approved by the Board of Directors in their regular monthly meeting on February 10. Mr. Swearingin has served as Assistant Manager of the Credit Union for two and one half years. Prior to this time, he had five years experience in cost accounting and has served several years as a volunteer credit union officer. Everett and his wife Helen reside at 2728 S. W. 64 with their two children, J. Scott 6 and Stacy 4. Everett is completing his studies this term on a BS degree in Accounting at Oklahoma City University. Mr. Sage resigned from the position of manager on February 10. Incident to this change in management, the regular annual audit by the State Banking Commission was completed last week, and all accounts, records, and operating procedures were found to be satisfactory.

ROBERT J. CANNON NAMED DEPUTY DIRECTOR OF NAFEC. A career civil servant with 25 years experience as an electrical and electronics engineer was named last week to be Deputy Director of the National Aviation Facilities Experimental Center (NAFEC), Atlantic City. Robert J. Cannon goes to the new assignment from Atlanta where he is chief, Plans and Programs Branch, Airway Facilities Division in the Southern Regional Office. With FAA since 1959, Cannon served as assistant chief of the Systems Maintenance Division in Atlanta and, from 1962 to 1964, he was detailed to NAFEC from Boston where he was chief, Boston Experimentation Branch, a unit which tested ways of adapting computers to air traffic control work. From 1959 to 1962, he served in FAA Headquarters in electronic engineering assignments. After earning his Bachelor of Science degree in electronic engineering from Worchester Polytechnic Institute, Cannon worked in various engineering capacities with the Army Air Force, the U.S. Army and the Continental Electronics Manufacturing Co., Dallas, Texas.

PROMOTION PLAN ANNOUNCEMENTS FOR AERONAUTICAL CENTER EMPLOYEES ONLY CONTINUED

ACCP NUMBER	POSITION TITLE, SERIES & GRADE	AREA OF CONSIDERATION	KEY NUMBER
Position Location: ACPP-66-1815	Data Services Division Card Punch Operator GS-356-4	Center Wide	***

*** See requirements on file room 104 HQ. Bldg.

Qualifications PES 1980 on file room 102 HQ. Bldg. 1 year, 3 months general experience; 3 months specialized.

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ACPP NUMBER	POSITION TITLE, SERIES & GRADE	AREA OF CONSIDERATION	KEY NUMBER
Position Location: ACPP-66-1802	Personnel & Training Division Supv. Position Classification Spec., GS-221-13	Center Wide	*
ACPP-66-1803	Employee Development Officer GS-235-11	Center Wide	155
Position Location: ACPP-66-1804	Administrative Services Div. Librarian (Adm-Med.) & Biologi- cal Sciences, GS-1410-11	Center Wide	*
ACPP-66-1805	Management Technician, GS-344-5	Center Wide	271
Position Location: FPP-AC-66-1806	FAA Academy Gen. Aviation Oper. Spec. GS-1825-12	Agency Wide	**
Position Location: ACPP-66-1807	FAA Depot Tool, Stock & Parts Keeper WB-6904-06	Center Wide	275
ACPP-66-1808	Packer, WB-7002-07	FAADepot	200
ACPP-66-1809	Packer, WB-7002-06	Center Wide	200
ACPP-66-1810	Forklift Operator, WB-5704-05	Center Wide	***
ACPP-66-1811	Property Disposal Officer GS-1104-11	Storage Mgt. Br.	160
Position Location: ACPP-66-1812	CAMI, Aero. Research Br. Animal Caretaker Leader WL-7706-05	CAMI	#
Position Location: ACPP-66-1813	CAMI, Aero. Cert. Br. Applications Examiner, GS-963-5 (3 vacancies)	Aviation Med. Ser.	264
ACPP-66-1814	Coding Clerk, GS-357-4	Aviation Med. Ser.	X-118

* X-118 on file room 103, HQ. Bldg.

** Single Agency Qualifications on file room 103 HQ. Bldg.

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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

66-8 February 23, 1966

W Lloyd Lane
Director, Aeronautical Center

AIRCRAFT SERVICES BASE ANNOUNCES ORGANIZATIONAL CHANGES. A letter to all employees of the Aircraft Services Base from ASB Chief George J. Harlow announced last Friday some forthcoming organizational changes within the Base. The principal change announced involves dividing the functions now performed in the Standards Branch so they will be more closely associated with companion functions being performed in other branches. Also announced was the future creation of a new Planning and Control Branch to streamline both long range workload planning and production control work which up to now has been functionally divided between the Program Branch, the Overhaul and Modification Branch and the Line Operations Branch. Certain shops within the Line Operations Branch will also be moved to the Overhaul and Modification Branch. It is expected the announced changes will contribute to greater overall effectiveness of the Aircraft Services Base and will be in keeping with the program of the President and the Administrator to use manpower resources as productively as possible. Also announced was a plan for accomplishing some reductions in staffing over an extended period of time in order to increase productivity and utilization of manpower resources. Necessary reductions will be planned gradually over a period of time extending through fiscal year 1967.

ENGINEERS HONORED THIS WEEK. This week of February 20 was designated by President Johnson as "National Engineers' Week" to "acknowledge the important role played by the engineers as agents of change and as prime movers in the process of progress." The FAA was honored this year by having Rex P. Merilatt, AC-470, selected as Chairman of the National Engineers' Week Committee. Merilatt, a member of the National Society of Professional Engineers, is one of some 2800 engineers employed by the FAA. He has been with the FAA since 1939 and at the Aeronautical Center since 1958. The theme of this year's Engineers' Week is "Engineering...Creative Resource of Progress." INTERCOM salutes FAA's engineers.

ALBERT THOMAS DIES. The Agency was saddened at the news Tuesday morning, February 15, of the death of Albert Thomas, one of the most respected men in the Congress and representative of Houston, Texas, for 30 years. In his capacity as Chairman of the House Appropriations Subcommittee on Independent Offices, Albert Thomas played a leading role in the review of FAA programs and budgets since the establishment of the Agency in 1958. Much of the progress which the FAA has made over the past several years has been due to the understanding and support which Congressman Thomas and his colleagues have given the Agency and its programs. Administrator McKee along with other Federal officials and members of Congress attended the funeral of Congressman Thomas at Houston on Friday, February 18.

CYROCKI NOMINATED FOR JUMP AWARD. John M. Cyrocki, chief, Flight Standards Division, Pacific Region, has been nominated by the Administrator as the Agency candidate for the William A. Jump Meritorious Award for Exemplary Achievement in Public Service. One or two such awards are made each year to Federal employees, under 37 years of age, in recognition of outstanding service in the field of public administration.

REPORTING AND TREATMENT OF INJURIES...SOME GOOD ADVICE. Early treatment of an injury can sometimes prevent it from becoming more serious by ensuing complications. All employees are reminded to comply with existing Agency regulations by reporting all accidents immediately and obtaining prompt medical attention. This is particularly important where an employee sustains a back or hernia injury, even if he feels it is minor. Prompt reporting will also insure that medical expenses and any loss of pay benefits are preserved.

SAFETY PAYS. A safety brochure, "The Big Pay Off", will be distributed to all Aeronautical Center employees within the next few days. You'll find the answers to questions like: "Why so much talk and activity about safety?" "What's in it for me?" Reading this brochure should help you better understand the reasons for and benefits of a safety program.

AREA OFFICES NEED DIRECTIVES TOO. Although area offices were provided with appropriate directives prior to their establishment, since then originators of directives have failed to add the "m" code (area office distribution) when new directives or changes to the existing ones are issued. Agency manual MS P 1720.7 describes such distribution. For instance, directives sent to field offices which report to area offices must also include distribution to the appropriate area branch or section level.

ALLOW ROOM FOR EXPANSION. The Minneapolis Area Office has run across a potentially dangerous situation in filling gasoline storage tanks for standby engine generators. One facility had its tanks filled with very cold gasoline and when the fuel was later warmed underground it expanded and backed up through the generator, spilling on the floor. Luckily, an employee went into the building and noticed it. When the filler cap was taken off, gas surged out of the tank onto the ground outside. If the generator had automatically started while gas and fumes were in the building it would have probably exploded. Lesson: Never fill tanks more than 90 per cent of capacity and watch them closely after they are filled.

COOPERATION SAVES FAA \$4,500. The Installation and Materiel Service's Reliability and Product Control Branch, IM-770, recently provided assistance to the Aeronautical Center's Equipment Services Branch, AC-470, which resulted in a minimum savings of \$4,500 for the FAA. Having a requirement for a hydraulic/electronic governor test stand, AC-470 personnel discovered that one of these instruments had been declared surplus by the Experimental Laboratory, U. S. Naval Academy. Prompt action on the part of IM resulted in obtaining the stand and thus the savings.

AC SPECIAL COURSE IN SUPERVISORY TRAINING PRAISED. A special course designed by the Training Branch of the Personnel and Training Division was recently offered a number of technicians, transferred to the FAA Depot in supervisory positions. The newly assigned positions required a significant amount of supervision, particularly in the area of human relations, motivation and discipline. William J. Howse of the Training Branch acting as co-ordinator, prepared the special course. Warren E. Nauman, Chief, FAA Depot, says an evaluation of the course by the participants indicated the training was of great value in the supervisory positions. Nauman praised the Training Branch for "the spirit and cooperation in which this urgent requirement was met.... in this well planned and effective course."

MANAGEMENT TRAINING OPPORTUNITIES. An article in the February 15 issue of "INTERCOM" announced two specialized programs, Air Transportation Systems Specialist Development (ATSS) and Administrative Management Development (AMD). Qualified employees have until March 11, 1966, to apply for either program. Agency Notices 3110.15 and 3110.16, which provide detailed information about these programs, are to be distributed within the next few days. Nominations for these two programs should be coordinated by the Aeronautical Center Training Program Management Officer, AC-11.

NAAIS TAKES ON INTERNATIONAL FLAVOR. The National Aircraft Accident Investigation School at the Aeronautical Center is becoming internationally known. The School, a joint Civil Aeronautics Board - Federal Aviation Agency venture, trains in all areas of accident investigation techniques. Six students from five countries comprise one third of the class of 18 which starts Monday, February 28. Represented are: Canada, W. J. Dick; Ireland, Captain P. G. McCabe; Mexico, C. Jose Chavez Mungia; Sweden, L. Bergstroem, and two from Colombia, Major Marceliano Canrijo and Captain Jorge Enrique Daza. The course runs four weeks.

FSEE EXAMS SCHEDULE ANNOUNCED. Federal-Service Entrance Examinations will be given at more than 800 examining points throughout the country on April 16 and May 21. The FSEE is one of the Federal Government's primary means for recruiting new graduates for careers in Government. The exam is open to college seniors and graduates, as well as to others with a combination of experience and training equivalent to a bachelor's degree. It is used to fill a variety of career-entry positions at the GS-5 or GS-7 level, depending on qualifications of the candidate. Those interested must submit applications by March 16 for the written exam on April 16, and by April 19 for the test on May 21.

SAVINGS BONDS INTEREST RATE INCREASED. President Johnson last week increased the interest rate on savings bonds from 3.75 per cent to 4.15 per cent. The increase was done to make the savings bonds more competitive with other forms of savings and applies to all outstanding bonds purchased since December 1, 1965, as well as those bought in the future. The way it works is this: With the new 4.15 per cent rate, \$18.75 invested for only seven years will earn \$25. When the rate was 3.75 per cent, a savings bond holder had to wait seven years and nine months in order to get his \$25. In other words, the Government is raising the interest rate by shortening the length of time they must be held in order to earn their face value.

PROMOTION PLAN ANNOUNCEMENTS FOR AERONAUTICAL CENTER EMPLOYEES ONLY

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Applications are also solicited from employees on a Center-Wide basis who wish to be considered for REASSIGNMENT to announced positions.

ACPP NUMBER	POSITION TITLE, SERIES & GRADE	AREA OF CONSIDERATION	KEY NUMBER
Position Location: ACPP-66-1816	Data Services Divison Digital Computer Systems Operations Supervisor, GS-332-11	Center Wide	186
ACPP-66-1817	Digital Computer Systems Operator, GS-332-7 (4 POSITIONS)	Center Wide	186
Position Locations: ACPP-66-1818	Administrative Services Division Bindery Worker, WB-4402-10	Center Wide	243
Position Locations: ACPP-66-1819	FAA Depot Supply Inspector, WB6965-07 (2 POSITIONS)	FAA Depot	304

Promotion lists established as a result of these announcements may be used for a period of 90 days to fill additional vacancies in the same area of consideration at the Aeronautical Center.

* * * * * PLEASE USE YOUR ROUTING SYMBOL * * * * *

INTERCOM

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

66-9 February 28, 1966

W Lloyd Lane
Director, *(Aeronautical Center)*

AGENCY ASSURES PASSENGERS ON SAFETY OF NORTH ATLANTIC OPERATIONS. Last Thursday, the Air Line Pilots Association, in an ad in the New York Times, charged that the recent international ruling narrowing the flight corridors over the North Atlantic had endangered the flying public because of "the increased risk of midair collisions." The following is the Agency's reply to this charge from the ALPA:

For some years aircraft flying the North Atlantic were laterally separated by 120 nautical miles. This standard was adopted when pilots flew by celestial navigation. Now with electronic navigation equipment, both airborne and surface, more precise navigation is possible. It is practical, therefore, to reduce the separation standard from 120 to 90 nautical miles.

This separation standard is safe. The 90-mile separation is far greater than is provided virtually anywhere else in the world. By comparison, aircraft flying over the United States fly on tracts 10 to 20 miles apart.

The new standard, which was adopted at a meeting of the U.N. International Civil Aviation Organization, resulted from studies of over 7,000 flight records backed up by pilots' logs and radar sightings. Moreover, the safety of the new standard was confirmed by Government and industry technical experts during many actual in-flight, in-cockpit observations.

The 90-mile separation has been utilized for two years in flights between New York and Puerto Rico without derogation to safety.

Before adopting the 90-mile separation standard over the Atlantic Ocean, it was carefully considered and approved by representatives of 22 nations.

The Air Line Pilots Association was invited in August 1964 to comment on the study on which the U. S. position was later developed. The Association did not reply. In September 1964, the FAA invited the Air Line Pilots Association to comment on the U. S. advance documentation prepared for a special North Atlantic meeting on the reduction in horizontal separation. The Association did not reply. In February 1965, the FAA solicited comment from the Air Line Pilots Association on the U. S. position to be presented to the International Civil Aviation Organization (ICAO). The Association did not reply. In the development of the U. S. position, ALPA did not participate. Only after presentation of the U. S. position to ICAO, did the pilots present their point of view. And even then, it was through the International Federation of ALPA.

(MORE)

Despite the broad support for the establishment of the present standard, the Administrator of the FAA wrote on February 23 to the President of the Air Line Pilots Association inviting the Association to meet with the FAA. The Administrator wrote: "We will analyze the data promptly to determine if there is a basis to attempt to convince the other international parties to reconsider their decision."

The FAA will support any change that can be justified by accurate and meaningful data. Under no circumstances will the FAA permit any derogation in aviation safety over the North Atlantic or any other place in its jurisdiction.

ACADEMY ANNOUNCES ORGANIZATIONAL CHANGES. In a letter to all employees of the FAA Academy delivered Monday morning, February 28, C. D. Rea, Superintendent, announced a realignment in organization and some planned reductions in overall staffing in order to meet projected training requirements of the Agency. Briefly the principal changes are: Creation of an Admissions Branch to provide for centralization of all student records. Activation of an Evaluation and Standards Branch to provide surveillance and the determination of effectiveness of the training programs as related to job performance, curriculum, methods and procedures. Distribution of the present program of directed study among the resident training branches with the new Admissions Branch assuming responsibility for administering the program. Identification of course development and instructional duties will also be made. This separation will permit specialization and concentration of efforts in each area. Other changes include consolidation of the out-of-agency training function, transfer of illustrator functions to the Administrative Services Division, and incorporation of the library function into the Academy. This is in keeping with the Aeronautical Center's efforts to centralize responsibility. Full implementation of the plans will reduce current staffing levels but goals established will not be reached until well into fiscal year 1967. Initial actions will begin on March 13 when certain employees will be assigned to different branches. Other changes will be made as soon as practical. No change will effect an individual employee's grade, salary, or competitive standing.

PURCELL NEW ASSISTANT CHIEF OF AIRCRAFT SERVICES BASE. James E. Purcell, Chief of the Quality Control Branch of the Aircraft Services Base since March 1964 has been named to replace Norman R. Hodkinson as Assistant Chief of ASB. Hodkinson recently reported to the Washington Office of Appraisal. Purcell joined the FAA in November 1958 as an Operations Inspector in the Fargo, North Dakota General Aviation District Office. He went to Washington as Aircraft Rental Officer and was later promoted to Chief of the Aircraft Management Branch where he held the title of Chief Pilot to former Administrator Najeeb Halaby.

TRAVEL TIME CAN BE WORK TIME. In response to a request by the FAA, a recent Comptroller General decision will permit, under certain conditions, the crediting of travel time, after regular duty hours, as time worked. Such credit is generally associated with call-back overtime. The decision applies to travel time between headquarters duty post and outlying locations. The largest group of employees affected by the decision are among the 9,000 Airway Facilities technicians in the field who are required to travel in performing normal maintenance work. The impact of the decision is being studied to assure maximum benefit to all employees. Necessary regulations and guidance for placing the decision into effect are being developed.

POST ATTACK REGISTRATION OF EMPLOYEES. According to regulations, all employees are to be reminded periodically of the established nation-wide system of registration for use by Federal employees following an enemy attack. In the event of an attack an employee who is prevented from reporting to his assigned place of work should take the following steps: (1) Go to the nearest Post Office as soon as it is safe to do so. (2) Obtain a Federal Employee Emergency Registration Card (CSC Form 600). (3) Complete the card and mail it at the Post Office.

DIRECTOR PRESENTS PROUD GROUP AWARD. Aeronautical Center Director, W. Lloyd Lane, made presentation of the first PROUD Group Award honoring the first organization to record a sustained error-free performance record. The Aeronautical Center's Teletype Unit received the PROUD plaque for group excellence denoting their 30-day perfect operating record during the month of October, 1965. The Center processed 2403 Teletype messages without a single error or procedural violation. The Teletype Unit has since continued for an additional 30 days of perfect operation and is striving to establish a 3-month perfect performance standing. A Proud accomplishment.

CALVIN H. DAVENPORT SELECTED CHIEF OF AUDIT DIVISION. Calvin H. Davenport, Chief of the General Accounting Branch, has been selected as Chief of the Audit Division, Aeronautical Center. Mr. Davenport came to the Aeronautical Center from the Internal Revenue Service in 1959. Davenport replaces W. G. Logan who recently accepted a position with the Maritime Administration in Los Angeles.

VON ROSENBERG JOINS LEAR JET. C. W. Von Rosenberg, Chief, Flight Standards Technical Division, Aeronautical Center, retires this week from the Federal Aviation Agency to become a vice-president with Lear Jet. Von Rosenberg's official title will be Vice-President of Engineering, Lear Jet Corporation. His new position is on the corporate level with Lear. Von Rosenberg began his service with the Agency in May, 1940, as an Assistant Aeronautical Inspector at Santa Monica, California, the area that now is the Western Region. He is an Associate Fellow in the American Institute for Aeronautics and Astronautics. Ray Brown has been named Acting Chief, Flight Standards Technical Division at the Aeronautical Center.

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ACPP NUMBER	POSITION TITLE, SERIES & GRADE	AREA OF CONSIDERATION	KEY NUMBER
Position Location: Accounting Division			
ACPP-66-1820	Systems Accountant, GS-510-11	Center Wide	263

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PROMOTION PLAN SELECTION LIST - Selections for February 1966

ACPP NUMBER	POSITION TITLE, SERIES & GRADE	SELECTED
PP Buletin #1	Clerk-Stenographer	Donna G. Rogers
PP Buletin #1	Clerk Typist, GS-322-3	Nathella D. Brooks
PP Buletin #2	Supply Clerk, GS-2040-4	Marjorie O. Couch
FPP-AC-1715	Assistant Chief, GS-301-14	William D. Crawford
ACPP-1725	Warehouseman-Forklift Operator, WB-6908-06	Boby E. Holman
ACPP-1726	Parts Expediter, WB-6958-07	Charles E. Clampitt Gerald E. Howerton
ACPP-1727	Crater, WB-4621-07	Cleo G. Mashburn
ACPP-1736	Auditor, GS-510-11	Robert L. Hines
ACPP-1737	General Communications Equipment Operator, GS-392-5	Betty C. Lane Gary L. Carpenter
ACPP-1738	General Communications Equipment Operator, Supervisor, GS-392-6	Albert R. May
ACPP-1813	Applications Examiner, GS-963-5	Jo H. Canada Owen W. Crouch, Jr. Florence M. Weber
ACPP-1814	Coding Clerk, GS-357-4	Quenton T. Duren