



answers, please -

SEE PAGE 10

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August 1954

Washington, D.C.

No. 10

CUT-OFF DATES FOR GI SCHOOLING

All veterans separated from service after August 20, 1952 have until August 20, 1954 to enroll in the school of their choice under the GI Bill.

Veterans released from active service after that date have two years from date of separation in which to begin their training.

World War II veterans with service anywhere in the world since the start of the Korean conflict on June 27, 1950, who have had previous training under the original GI Bill may qualify for further training either under the old laws or under the new laws for post-Korean veterans.

Two classes of these veterans may return to training under the World War II GI Bill. They are:

Veterans who have taken a course of training some time between the effective date of the World War II GI Bill and the start of the Korean conflict and were in the armed forces on their individual training cut-off date which would be four years after discharge or on July 25, 1951, whichever was later.

Veterans whose training was interrupted by their return to active duty.

World War II veterans must meet three requirements in order to take post-cut-off training after military service since Korea:

Conduct and progress of their previous GI Bill courses must have been satisfactory.

The period of World War II GI Bill training they may get after such discharge will be limited by their remaining entitlement; and,

Their course may not extend beyond the end of the World War II Bill program on July 25, 1956.

A veteran should give special thought to choosing his training program. Once the cut-off date passes, VA tells us, the one-and-only free change-of-course provision no longer holds good. After that time, a veteran may change his course only under one of the following circumstances:

The course he wants to change to is a normal progression from the course he has already taken. For example, if he obtained his AB degree, he would be permitted to change to an MA degree.

He hasn't been making satisfactory progress in the course he was taking, due to no fault of his own. If this is the case, he will be required to undergo VA vocational counseling, to help him select a new course more in keeping with his aptitudes and abilities.

To be eligible for training under the Korean GI Bill, a veteran must have (1) been separated from active service under conditions other than dishonorable; (2) been on active duty in the armed forces anyplace in the world after June 27, 1950; and (3) had at least 90 days of active service unless he was discharged because of an actual service-connected disability.

Once a veteran has decided to train under the GI Bill, and has chosen the school and course, he must make certain that the course is GI approved. Any Regional Office can furnish him this informa-

tion. Then he must be sure the school will accept him. His next step is to obtain an application blank—VA Form 7-1990—at any VA office, fill it out completely, attach photostatic or certified copies of both sides of his discharge (Form DD 214), and send it to his nearest VA regional office. If the application is in order, VA will send him a Certificate for Education and Training, VA Form 7-1993, to be presented to his school or training establishment.

World War II veterans who did take training under the World War II GI Bill and who also served since June 27, 1950, may elect to *finish* their education under either the World War II or the Korean GI Bill. If they train under the latter law, they measure their entitlement by subtracting the time spent in training under the earlier programs from 48 months. However, the total amount of training under the Korean GI Bill may not exceed 36 months.

Post-Korean veterans will receive monthly education and training allowance from the Government to cover part of their training and living costs. Tuition, fees, books, supplies and equipment will not be paid for by the Government; instead, veterans will pay this out of the monthly allowance.

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PERS SPOTLIGHTS

OVERSEAS POSITIONS.—Questions on the establishment of overseas positions, the selection and assignment of persons to those positions, and travel in connection therewith, may be referred to Ensign Bert Williams or Mrs. Alberta Polley, Rm. 17203, NavSecSta, Ext. 60682.

CONSULTANTS AND EXPERTS.—The NSA Registry for Consultants was established in PERS with Ensign Bert Williams as chief, under authority of NSA Reg. No. 10-30, 12 July 1954. Questions on the employment and utilization of consultants and experts may also be referred to NavSecSta Ext. 60682.

CIVILIAN LEAVE.—A revision of NSA CPM Chapter L1, Leave, has been forwarded to the AG for publication. It will probably be available by the time this Newsletter reaches you. Check with your supervisor if you have questions about leave.

NSA MPPM.—The following revisions to the MPPM are also being printed and will probably be ready for release by Newsletter distribution date:

- Chapter XI — Officer and NCO Performance Reports
- Chapter XIV — Meals Missed Reports
- Chapter XVI — Training Programs

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ANGLERS from R&D, PERS, TNG, C/SEC, and P/P have been on several enjoyable bay fishing trips lately. Spot have been plentiful and the trout are biting.

This Newsletter is published, as required by the Personnel Division to provide information of interest to all Agency military and civilian personnel.

Suggestions and articles are welcomed and should be forwarded to the Editor, NSA Newsletter, PERS, Rm. 17-212, Tel. 60427.

POLITICAL ACTIVITY

In view of the primary and general elections being held this year certain prohibitions on political activities are being called to the attention of all government employees.

Questions concerning proper activities will be answered by the Personnel Division based on appropriate existing regulations. In any case, where doubt remains, the matter should be referred to PERS and the employee should refrain from the activity until an answer is received.

The following battery of questions and answers most commonly asked by employees has been prepared by the Civil Service Commission and is published for your information.

● May I serve as an election official?

Yes, but you must go about your duties in an impartial manner, as prescribed by state or local law. The laws in some states disqualify a Federal employee from serving as an election officer.

● May I serve in an unofficial capacity at the polls as a checker, challenger, distributor, or watcher, or in any other post?

No, you may not assist any candidate or party in any way at, or near, the polls. In brief, you may vote—that is all.

● Can I use my auto to take voters to the polls on election day, or lend it or rent it for this use?

No. Your auto may be used only to transport you and members of your immediate family to the polls.

● I am a part-time government employee and have no regular tour of duty. Does the Hatch Act apply to me since I work for the government only part-time?

Yes, part time and intermittent employees may not be politically active on any day or days they perform work or service for the government, and this includes the entire 24-hour period of any day worked.

● I am a state employee. Does the Hatch Act cover me?

An officer or employee of a state or local agency is subject to the Act, if, as a normal and foreseeable incident to his principal job or position, he performs duties in connection with an activity financed in whole or in part by Federal loans or grants; otherwise, he is not.

● Some of my friends are so afraid of the Hatch Act penalties that they will not even express an opinion on an election. Is it necessary to be so cautious?

No, Federal employees have the right to express political opinions. The prohibition is against taking an active part in political management or in political campaigns, not against the mere expression of an opinion.

● My wife wants to help a friend campaign for political office. I want to know whether it is all right for her to do that because I am a Government employee. We are both registered voters.

The Hatch Act does not restrict the activities of an employee's wife or other members of his family in any way, unless it appears that they are engaging in politics in behalf of the employee. If your wife is going to campaign in order to let you get around the Hatch Act, it is a violation and you will be held accountable for her actions.

● May I march in a political parade?

Generally, no. You may, however, as a member of a band or orchestra that takes part in parades or rallies, provided that it is generally available for hire as a musical organization.

● One of my neighbors, a Federal employee, has a political campaign picture displayed in the window of his home. Is this legal?

Yes.

● I would like to make a contribution to a certain campaign fund. Is this prohibited by the Hatch Act?

No, a voluntary contribution to a regularly constituted political or campaign organization or club is entirely lawful, provided the contribution is not made in a Federal building or to some other employee who is prohibited by Federal law from accepting contributions.

● I have been asked to distribute campaign literature for one of the political parties. Does the Hatch Act permit this?

No. The distribution of partisan campaign literature is prohibited.

● My political party held a dinner some time ago, and I was asked to sell tickets for it. I refused, because I wasn't sure whether the Hatch Act permitted such activity. Was I correct in being so cautious?

Yes. The sale of political-party dinner tickets is prohibited.

● May I join a political club?

Yes, you may join the club and vote on questions that arise. You may NOT, however, be active in organizing the club, or serve as an officer or committee member, or address the club on political matters.

● I have been thinking of writing a "letter to the editor," expressing my own private opinions concerning the candidate in my home State that I am particularly interested in. Is this permitted?

No. Writing for publication or publishing any letter or article in favor of or against any political party or candidate is prohibited.

Live only for today, and you ruin tomorrow.

—C. Simmons



Who's Who

IN EFFICIENCY AWARDS FOR

FISCAL YEAR 1954

ADOPTED SUGGESTIONS

Adams, Mary Olena
 Andrews, Florence A.
 Bandlow, George R.
 Berger, Jack
 Boggs, Gail E. (2)
 Bridges, Philip N.
 Broeg, Arthur E., M/Sgt.
 Broglie, Earl F.
 Brosnan, John Leo
 Bryant, Norman H.
 Caporaletti, Ruby
 Chavez, Joseph (2)
 Chumley, Horace
 Clark, Edward F.
 Conklin, Walter (3)
 Costello, Raymond A.
 Crooks, John E.
 Culbert, Robert A.
 Davis, Joseph H.
 Dean, Robert H., Major
 Dolbear, James P.
 Dugard, Robert E.
 Durkin, Helen C. (5)
 Durkowski, R. S.
 Dyke, Bruce R., USN
 Echanes, Ruth
 English, Loyd W., USN
 Ewell, Guy S., Jr.
 Faccione, Joseph A.
 Falcone, Joseph
 Farr, Burleigh M.
 Fox, Louise
 Finch, Jessie L. V. (3)
 Friel, James T., USN
 Fritsch, Norman F.
 Fulk, Estil E.
 Furnia, Arthur H.
 Gambardella, Anthony J.
 Gillis, Emma I.
 Goff, Harry
 Gordon, Kenneth W.
 Groseman, Robert M.
 Guccione, Joseph W. (4)
 Harity, Bernard, S/Sgt.
 Hekimian, Norris C. (2)
 Henry, Robert M.
 Hicks, Mary P.
 Hicks, William E.
 Holmes, Mildred
 Horan, Morton E.
 Houck, Jack C.
 Jaeger, Dorothy L. (2)
 James, Henry W.
 James, Wilbur G.
 Jobe, Walter F., A/2C
 Johansen, Fred W.
 Jones, Richard H.
 Joyce, Robert M.
 Kendricks, Catherine M.
 King, Carl E.
 Knickelbein, Earl E.
 Kolumber, F. M.
 Kriss, Helen S.
 Kuntz, Louise
 Lambert, Margaret G.
 Landing, Paul B.
 Long, Robert
 Lowrey, Robert L.
 Mathis, Clark, A., Capt.
 McDaniel, Howard T.
 McGohon, Reb J.
 McGinnis, Lee F., Jr.
 McKinney, Mary E.
 McMillan, William W.
 Meyers, Raymond R. (2)
 Mood, Raymond
 Moran, Eugene G.
 Miller, Jerry
 Mullin, George R. Capt.
 Nichols, William T.
 Nicholson, Dorothy, E. (2)
 Olds, Elizabeth
 Pappano, Joseph A. (3)
 Pearl, Eliot N., Major
 Persinger, Richard
 Pierre, Violet M. (2)
 Plame, Samuel, Major
 Poirrier, C. V.
 Porras, Frank J.
 Povie, Donald S.
 Provan, Nina T.
 Raper, Woodrow
 Reynolds, Gail E., USA
 Riffle, Frank H.
 Russell, John A., S/Sgt.
 Sanders, Kendall E.
 Schultz, Lillian M.
 Shields, Robert
 Shoppelrey, V. H.
 Singer, Alexander J.
 Smith, Mary K.
 Smyth, Constantine J.
 Soderberg, Elizabeth (2)
 Sperberg, F. R., Lt. USN
 Spriggs, Philip C. (2)
 Stocker, Florian (2)
 Thaler, Thomas J.
 Tierney, Daniel W., Lt.

Totten, Evelyn D.
 Veitenheimer, Aleene
 Voegtlin, Carl B., Major
 Walker, William D. (2)
 Walsh, John L., Jr. (3)
 Watkins, Ruth
 Waugb, Wayne
 Weigle, Daniel C., M/Sgt.
 White Marion E., Lt.
 White, Thelma

Whitfield, Charles B.
 Wiedemer, Edward L.
 Wilkerson, G. D., USN
 Wilson, G. B., Jr., Lt. (2)
 Witcher, Thomas E.
 Wolfe, Mary M.
 Wornough, John L., Capt.
 Worden, Herbert W.
 Wright, Alice B.
 Young, John W.

SUPERIOR ACCOMPLISHMENT STEP INCREASES

Anderson, Janice W.
 Bassols, Helene F.
 Bench, Katherine P.
 Banks, James A.
 Bevan, J. Wesley
 Brooks, Emma O.
 Bevan, Edith C.
 Bullock, Ethel A.
 Brister, L. Delois.
 Berger, Jack
 Bryant, Norman H.
 Blank, Frances G.
 Bumgarner, Delores
 Collins, Linea H.
 Cuthbertson, Emily
 Carpenter, Maczine W.
 Currey, Louise
 Donaghue, Hugh P.
 Deskins, Carrie M.
 Dey, Katherine A.
 Daly, Alice L.
 Edley, Theodore
 Edmond, Bertha N.
 Evans, Ruby F.
 Foster, Mary E.
 Freeman, Edna O.
 Francis, Carol Ann
 Foster, Earl D.
 Gamble, Chineta S.
 Gant, Lois W.
 Hirtzler, Berta
 Hunt, William
 Horton, Rosa Lee
 Hamrick, Helen D.
 Heffron, Eleanor M.
 Higgins, Mary T.
 Hixson, William D.
 Hall, Harriet M.
 Johnson, Alice C.
 Johnson, Harriet T.
 Johnson, Catherine M.
 Jones, Anna E.
 Jollensten, Ethel M.
 Kennedy, Madge
 Keyes, Gloria E.
 Layne, Merry V.
 Lee, Richard H.
 Lockwood, Louise E.
 Lyon, Harold
 Lowther, George M.
 Lindsey, Thomas L.
 Lyle, Marjorie A.
 Menhart, Charles H.
 Mood, Raymond F.
 Mawyer, Sybil
 Miles, Janet G.
 Marriott, Gilbert R.
 Murphy, John D.
 McCormick, Phyllis W.
 McDonald, Gertrude M.
 McGuire, Thomas B.
 Noel, Jean B.
 Osborne, Marion E.
 Perry, Erma G.
 Patt, Andrew J.
 Porras, Frank J.
 Ries, JoAnn M.
 Riggie, Lewis D.
 Seay, Elsie DeL.
 Shupe, Ella Ruth
 Singer, Alexander J.
 Simms, Margaret L.
 Skinner, Robert F.
 Sapp, James L.
 Sargent, Jean A.
 Spence, Hazel M.
 Segal, Carl G.
 Thomas, Joseph L.
 Trainor, Margaret D.
 Walther, Irma E.
 Wooten, John I.
 White, Sadie S.
 Wilson, Elizabeth K.
 Williams, Virginia H.
 Wright, William A.
 Young, Darrie R.
 Zeman, Jacqueline C.

OUTSTANDING PERFORMANCE RATINGS

- | | |
|-----------------------------|--------------------------|
| Atwood, Walter F. | Lawless, William J., Jr. |
| Beattie, Robert J. | Lockwood, Louise E. |
| - Bench, Katherine P. | - Lasley, Donald G. |
| Bezaire, Gloria | LaPointe, J. Claude |
| - Boardman, Norman | Lowrey, Robert L. |
| - Boucher, Melville J. | McLaughlin, James J. |
| Boulanger, Edmee | McNutt, Joan B. |
| Brister, L. DeLois | McGuire, Thomas B. |
| - Clark, Harry L. | McCullen, William R. |
| Collins, Linea H. | Menhart, Charles H. |
| Currey, Louise | Miles, Janet G. |
| Davis, Joseph H. | - Marriott, Gilbert |
| Dalley, Donald L. | Pierce, Lenore E. |
| - Estill, Alexander A., Jr. | Payne, James H. |
| Feeney, Alfred H. | - Patton, Philip J. |
| Fritsch, Norman E. | - Raymond, Gene |
| Gossard, William H. | - Robb, George M. |
| Griffin, Fred | - Seay, Elsie DeL. |
| - Guccione, Joseph W. | - Shinn, Lawrence E. |
| Herczog, Henry J. | - Steinmetz, Frank C. |
| Hammes, Mary | - Sommer, John G. |
| Hirtzler, Berta | - Sargent, Jean A. |
| - Henderson, Raymond L. | - Sawicki, Adele |
| Hunt, William | - Turner, Brice W. |
| Johnson, Catherine | Turner, Warren H. |
| Jones, Alfred M. | Zack, Robert J. |
| Kelly, Marie F. | |

CAPTAIN ROBERT DUNWIDDIE, ASSIGNED TO SECURITY DIVISION, WAS PROMOTED TO MAJOR 16 JULY.

DUCKPIN LEAGUE ELECTS OFFICERS

Members representing the sixteen teams of the NSA Duckpin Bowling League met on July 26 to elect the following officers for the 1954-55 season:

Cecil Corry, *president*; Jack Gray, *vice-president*; Ed Fulk, *secretary-treasurer*.

Entertainment Committee—Toby LaFever, *chairman*, Charles Ale, Frank Lewis.

Rules Committee—Bill Hawkins, *chairman*; Bill Lurwiniak, Walt Novotsky.

Prize Committee—Ren Ilgenfritz, *chairman*; Bernie Arnall, Joe Hannon.

The league hopes to add two more teams to its roster before 8 September, when competition begins at Colonial Village alleys.

The next league meeting will be held on 25 August.

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NSA BOWLING LEAGUE BEING ORGANIZED

Do you want to bowl? An NSA bowling league is now being organized. Men and women, civilian and military are invited to participate.

Individuals may call Employee Relations, 131-60624 if they want to join a team. Teams already organized that would like to be in the league may call the same number and furnish this information: team name, team roster, and team captain's phone number.

Entry deadline is 23 August. An organizational meeting will be called when all entries are in.

HENLEY WINS NSA GOLF TOURNEY

Lt. T. W. Henley, PROD, topped the 52 participants in the semi-annual NSA Golf Tournament held 10 and 11 July at Anacostia Golf Course, capturing the championship flight trophy with a 139 gross and 122 net score. Henley led the field both days.

Runner-up Captain Ross Taylor, ASA, won the second place trophy, shooting 141 gross and 124 net.

A total of 16 trophies in the various classes were presented to the following winners at a banquet held 14 July at the Bethesda Naval Officers' club:

Lt. T. W. Henley, USN, PROD, Championship Flight; Capt. Ross H. Taylor, USA, ASA, Championship Flight Runner-up; Capt. Ross H. Taylor, USA, ASA, and A/2C Dean Radtke, PROD, Low net Runner-up; G. F. Wichelns, PROD, First Flight Championship; Ladan Rbyne, PROD, and C. Kennelly, PROD, First Flight Championship Runner-up; Ruth Osborne, PROD, Second Flight Championship Runner-up; A. W. Ullino, PERS, and A. W. Rose, PROD, Second Flight Championship Runner-up; Grace Berndt, PERS, and Bill Berndt, SEC, Low Family Score, Dorothy Arey and Bill Arey, PERS, Low Family Score Runner-up; Henrietta Youse, PERS, High Gross Crying Cup; A/2C Dean Radtke, PROD, Surprise Trophy.

Captain Holtwick, representing the Director, Colonel Marcy, PROD, and Mr. William Holleran, PERS, presented the trophies. Mr. John Richardson, PROD, emceed the program which was arranged by Mr. Miles Meadows, SEC, chairman of the golf tournament.

The next golf tournament will be played 11 and 12 September, so sharpen up your game.

Other sporting events currently being planned include a tennis tourney in early September and a mid-October horseshoe pitching.

MR. THOMAS F. O'BRIEN, CHIEF OF CIVILIAN PERSONNEL, HAS BEEN NAMED CHIEF OF PERSONNEL BRANCH AT FORT MEADE. HIS ASSISTANT WILL BE MAJOR MARCELLO J. ROSSANO.

COLLEGE TRAINING REGISTRATION DATES

Word has been received from the Training Division that the fifth straight semester of the NSA College Training Program, conducted in cooperation with local colleges and universities, will be held this fall. As usual, both on- and off-campus courses will be offered under the Program.

Off-campus registration will be held on Tuesday and Wednesday, 21 and 22 September; on-campus registration on Thursday and Friday, 23 and 24 September. Classes will begin the following Monday.

Detailed information concerning courses, eligibility requirements, and registration will be published in mid-August in the form of a training memorandum.

Mistakes occur when a man is over-worked or over-confident.
—William Feather.

**PROMOTION PANELS for
ENLISTED ARMY and AIR FORCE**

Division Screening Panels for the purpose of reviewing recommendations for promotion of Army and Air Force enlisted personnel have recently been established by PERS. It is the purpose of these panels to provide a means of insuring that recommendations are based on merit and seniority and not on eligibility alone.

A panel member from each branch within a division will be appointed by the division chief.

Army recommendations must be in the MILPERS Branch not later than the 3rd of every month, Air Force recommendations to M/Sgt., the 10th, and to all other grades, the 20th of every odd month.

WAVE UNIFORM REGULATIONS

Hats shall be worn as appropriate. The hat shall not be removed enroute to and from duty station in navy, private, or public conveyances.

Wave's black dress shoes shall be simple pumps, closed heels and toes, of plain black leather with black stitching. Heels shall be no higher than 2 in. nor lower than 1 in. measured at forward edge.

ALNAV 33-LINE SELECTION BOARDS to recommend male officers on the active list of the Navy and Naval Reserve Officers who reported for active duty prior to 1 July 1954 for temporary promotion pursuant to the Officer Personnel Act of 1947 will be convened as follows:

✓To the grade of Captain on 10 August. Eligible are Commanders whose dates of rank are 1 July 1950 and earlier. Promotion zone will terminate with *Charles F. Phillips*, signal number 2880 1954, regular register, and *Leland F. Noble*, register number 770 1953, reserve register.

✓To the grade of Commander on 17 August. Eligible are Line LCDRs except LDOs whose dates of rank are 1 July 1951 and earlier and LCDR LDOs in the promotion zone. Promotion zones will terminate with *John W. Sedwick*, signal number 9291 1954 regular register, *Charles M. Gore*, register number 30761 1953 reserve register and for LDOs with *William T. Davern*, signal number 8789, regular register. A selection board to recommend women line officers of the regular navy for permanent promotion to Commander pursuant to the Women's Armed Services Integration Act of 1948 will be convened on 17 August 1954. Line women LCDRs whose dates of ranks are 1 July 1951 and earlier are eligible. Each eligible officer and reporting senior should insure that regular fitness reports have been submitted.

PERSONNEL INSPECTIONS.—Article 0601 (2), U.S. Naval Security Station Regulation reads as follows:

"Personnel will muster at designated spaces at 0800.

Inspection will commence at 0815."

Personnel are reminded that they are to be in ranks ready for muster by 0800.

REENLISTMENT BONUSES.—Detailed information on the new reenlistment bonuses approved by Congress 16 July, may be obtained from NavSecSta Enlisted Personnel office, Ext. 60568. ALNAV 32-SecNavInst 1030 promulgates this information.

TRAVEL PAY TO MILITARY

COMP reports that special authorization has been received from Chief of Finance, Department of the Army, to make advances of travel pay to military personnel on the same basis as are now made to civilian employees.

NAVSECSTA PICNIC

The NavSecSta Picnic will be held 28 August at Bay Ridge Beach, Md. All Naval and Marine personnel and their families will be eligible to attend. The tickets will be on sale from 2 August through 20 August at the following offices:

Special Services, Rm. 2202, NavSecSta

Personnel Office, Rm. 1059, "B" Bldg., AHS

The price of tickets: Adults—50¢; Children (5-12)—25¢.

A picnic lunch, beer and soft drinks will be served. Activities for the day will be badminton, volleyball, softball, horseshoes, ping-pong and swimming. Transportation will be provided for those who need it. Buy your tickets early!

**CAPTAIN E. S. L. GOODWIN, USN, FORMERLY
CHIEF OF NSA-80, IS NOW INSPECTOR GENERAL
FOR THE AGENCY.**

NAVSECSTA THIRD IN BLOOD DONATIONS

The report of blood donations from 1 January to 30 June 1954 released by the National Naval Medical Center ranks Naval Security Station third in donations on the list of 32 installations. From 285 NSA and NavSecSta volunteers 203 donors were accepted, exceeding the quota by 23 pints.

SAFE DRIVING AWARDS PRESENTED TO FIVE

Five more drivers of the AHS Transportation Motor Pool received 10 thousand mile Safe Driving Awards from Colonel Ingraham, post commander, on 10 August.

Sgt. Harold E. Balboni, Pvt. E2 Irwin D. Mesler, Sgt. 1/C Hilario Navarrete, Sgt. Paul D. Burkley, and Sgt. 1/C Roland G. Messier received the awards.

The award certificates were presented in a ceremony at the Transportation Motor area with all motor pool personnel present.



It has frequently been said that training succeeds only where a change in behavior or attitude occurs. The significance of this observation is epitomized in an illustration used by Kilpatrick, philosopher and educator. Kilpatrick pointed out that memorizing the catechism doesn't necessarily make a consecrated Christian. Learning the right words to use in a given situation doesn't mean training has succeeded. Practice and application are needed in both cases.

Whatever the course content, training is intended to do one or a combination of three things: expand knowledge; increase skill; improve attitudes. The trainer can do none of these for the learner.

D/A Civilian Personnel Newsletter, April '54

TAKE A LOOK AT YOURSELF



Do you have the type of personality it takes to be a good supervisor? Here is your chance to find out. Answer the following questions YES or NO; then consult the KEY below:

- | | YES | NO |
|---|-------------------------------------|-------------------------------------|
| 1. Do you enjoy the companionship of the opposite sex? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Do you get excited in emergencies? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Are you really the person you hope others think you are? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Do you abhor the great outdoors? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 5. Do people come to you with their problems? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6. Have you ever thought you might have ulcers? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 7. Do you really care what happens to others? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8. Is it hard for you to make up your mind? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 9. Do you acknowledge the good ideas of others? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10. Does TV interfere with your sleep? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 11. Have any of your dreams come true? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12. Are you bothered with indigestion? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 13. Do you finish things that you start? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 14. Do you justify your past actions to yourself? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 15. Are in-laws welcomed in your home? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 16. Do you always correct people when they are wrong? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 17. Have you ever taken charge of a situation without being told? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 18. Do you frequently make the same mistakes twice? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 19. Can you take kidding? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 20. Do you dream about what might have been? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Correct answers: all ODD numbers, YES; all EVEN numbers, NO.
 Score 1-13: Need for improvement.
 Score 14-17: A wheel in the making. Also, an honest man.
 Score 18-19: Attention, Director.
 Score 20: When did you leave Heaven?

KNOW YOUR CREDIT UNION

What is the NSA Federal Credit Union?

The NSA Federal Credit Union is a cooperative organization which belongs to the members. You save money as you would in a savings account, and you may borrow money when it is needed.

How do I become a member?

To join the NSA Federal Credit Union you pay a 25 cent initial membership fee which goes to a delinquent loan fund, and purchase a \$5 share which may be paid in installments of 25 cents down and 25 cents a month.

What are the advantages of being a member?

You receive dividends which are paid once a year on your share balance. Last year a 2 per cent dividend was paid.

You can borrow money at the low interest rate of 1 per cent per month on your loan balance with payments arranged to suit your budget.

Savings and loan balances are insured.

Your savings and loan balances are insured by CUNA Mutual Insurance Society.

Your savings are insured up to \$1,000. You receive \$1 of insurance for each \$1 that you deposit before you reach the age of 55. In case of your death, your family receives double the amount of your share balance.

Your loan balance is insured up to \$10,000. In case of your death, your loan balance is paid up.

When can I join?

You may join Mondays through Thursdays from 9:30 to 11:45 A.M. and 1:00 to 3:30 P.M.; Fridays from 9:00 A.M. to 5:00 P.M. See Mrs. Thornton, treasurer, Room A-210 Headquarters Bldg.

EMPLOYEE SUGGESTION NOTES

Many suggestions received from employees contain two or more ideas, often unrelated. While in no way trying to limit the number of suggestions submitted, we urge employees to submit only one suggestion on each blank. This will speed up and simplify evaluation, and your chances of winning a cash award will be increased.

It is not surprising that a seemingly good suggestion pops up consistently from different people, yet is never approved. One example of such a perennial is the central typist pool idea. We offer here a brief paraphrase of the official reasons why this suggestion is not adopted. In a pool, the technical competence of a typist suffers. She loses efficiency through lack of familiarity with the personal quirks, handwriting, abbreviations, and special requirements of people with whom she is associated. Her morale suffers because she does work for a large number of individuals who have no responsibility toward her and are unaware of her personal interests.

Keep 'em coming, and remember—just one suggestion per blank.

MOVEMENT NEWS

CIVILIAN REIMBURSEMENT FOR MOVE APPROVED

The Comptroller General has approved reimbursement to civilians of the cost of moving dependents and household effects to the Fort Meade area, provided appropriate stipulations are met.

The following questions and answers outline the broad terms of reimbursement. Call or visit the Meademoobile, AHS, ext. 467, for detailed information.

Q. What evidence of shipment must the employee file for reimbursement?

► Original or certified copies of bills of lading, or if these are unavailable, other evidence of point of origin, destination, and weight.

Q. Is the distance limited for which the government will pay the shipping costs?

► No limit on distance. However, the move for which reimbursement is requested must enhance the location of residence with respect to employment at Fort Meade.

Q. May temporary storage of household goods be authorized?

► Yes, up to 60 days. Again, claim for reimbursement must be supported by the original or certified copy of the receipted warehouse bill.

Q. May an employee move after his effective date of transfer to the new location?

► Yes, within 2 years. The 2 year period is exclusive of time spent in military service.

Q. What is the maximum weight allowed for shipment of household effects?

► Employees with dependents—7000 lbs., employees without dependents—2500 lbs.

Q. How will travel costs be reimbursed?

► Per diem rates for actual travel time of the employee or one-fourth of a day (whichever is greater), or mileage rate of 7 cents a mile for authorized travel by privately owned automobile will be paid. Where private conveyance is not available, the employee and his dependents may be authorized to travel by common carrier at Government expense.

Q. May advance funds for transportation of household goods be granted to an employee?

► If his travel orders authorize transportation of household goods at Government expense, advance funds may be granted in exceptional circumstances of financial need.

* * *

SATURDAY TOURS FOR EMPLOYEES' FAMILIES

Families of NSA members scheduled for the interim move to Fort Meade should not miss the Saturday tours being conducted this month.

Each group sees housing developments, shopping centers, schools and churches in the Fort Meade area and inspects the new buildings and post facilities.

The tours, by chartered bus, leave AHS at 0900 on Saturday and return at about 1400. Space is limited, so contact the Meademoobile, 147/467 for your reservation.

MAJOR MARIETH T. CARDINAL, WAC, WHO HAS JUST COMPLETED A 3 YEAR TOUR OF DUTY IN EUROPE HAS RECENTLY BEEN ASSIGNED TO FROD.

HOW'S YOUR EYE-Q?

● Does fluorescent light contain harmful amounts of ultraviolet?

There are no more ultraviolet rays emitted from a fluorescent lamp than from an incandescent lamp. The early difficulties reported from use of fluorescent lighting were due to improper installation.

● Can ordinary visible light cause actual damage to eyes?

No. Advertising indicates that sunglasses are needed to protect one from excessive light. Visible light can do no actual damage. It can only produce ocular discomfort. Often, the use of a wide brimmed hat is a much wiser plan.

● What familiar first aid eye treatments are useless or dangerous?

Any red eye is a danger signal. Diagnosis is imperative before the proper type of medication is chosen. Argylol is obsolete. It covers up trouble and stains eye tissue, sometimes permanently. An eye cup is rarely indicated. Its use carries infection unless it is sterilized after each use. Hot or cold compresses on the outside of an eye are usually more effective. Yellow oxide is used promiscuously. It is indicated for only one or two minor conditions and it can be very irritating.

Chemical burns are among the great dangers to eyes and what is done at once means everything. Irrigate the eye immediately and copiously with any kind of water, or milk—just so it is not oil. The notion of neutralizing is obsolete. It is the mechanical washing of the eye itself at once that counts—and great haste in getting to an eye doctor. Remember, you can walk with a wooden leg, work with a splint in your back, run a lathe with a steel hand, but you can't see with a glass eye!

—Adapted from *Facts and Fallacies about Your Eyes* by Hedwig S. Kubn, M.D. National Safety News, July '54.

Much may be done in those little shreds and patches of time which every day produces and which most men throw away, but which, nevertheless, will make at the end of it no small deduction from the life of man. —Colton

THE COST OF ACCIDENTS: \$9 BILLION A YEAR

Accidents of all types claimed 95,000 lives and injured 9 million persons in 1953, according to the National Safety Council. The resulting economic loss, covering both fatal and non-fatal accidents, was \$9.1 billion, the Council estimates.

The Council noted that while the 1953 accident death toll was 1,000 below the 1952 total, it was still more than three times as great as the toll of American dead during the entire Korean War.

The motor vehicle held its place as the No. 1 accident killer. Traffic deaths numbered 36,300—a gain of 1 per cent over 1952. This total was the third largest in history, exceeded only in 1937 and 1941. Traffic accidents resulted in over 1.3 million non-fatal injuries.

Accidental deaths at work were unchanged at 15,000. Fatalities in home accidents numbered 28,000, a decline of 1,000.

—Adapted from *The Management Review*, July, 1954.



LIST OF SUBVERSIVE PUBLICATIONS

For the guidance of NSA personnel and in response to many questions regarding cited publications, the Security Division is publishing the following list of subversive publications re-

leased by the Committee on Un-American Activities, U. S. House of Representatives, Washington, D. C. The list is taken from House Document No. 137 82d Congress.

Action
 Action Bulletin
 Action for Today
 Action Now
 Allied Labor News Service
 Amerasia
 American Review on the Soviet Union
 Among Friends
 Anti-Nazi News
 Der Arbeiter
 Ayd in Action
 Black and White
 Book Union Bulletin
 California Eagle
 Cambridge People's Voice
 Challenge
 Champion Labor Monthly
 Champion of Youth (or Champion)
 The Chart
 Chicago Star
 China-Today
 Civil Rights News
 Clarity
 Clipper
 The Communist Congress
 Congress Views
 Daily People's World
 Daily Worker
 Dasteperea
 Direction
 District Champion
 Eastside Journal
 Economic Notes
 Empros
 Eñakopravnost (Equality, Slovene)
 Equality
 Equal Justice
 Eteenpain
 Facts for Farmers
 Facts for Women
 Fight
 Film News
 Focus on Youth
 For a Lasting Peace,
 For a People's Democracy
 Fraternal Outlook
 Freiheit
 Friday

German-American
 Glas Noroda (People Voice, Slovene)
 Glos Ludowy (People's Voice, Polish)
 Guild Lawyer
 Health and Hygiene
 Hollywood Independent
 Hollywood Quarterly
 Honolulu Record
 Hour
 Ija Monthly Bulletin
 In Defense of Peace
 Independent
 Indonesian Review
 Industrial Journal
 In Fact
 International Literature
 International Press Correspondence
 Jewish Life
 Jewish People's Voice
 Jewish Survey
 Jewish Voice
 Labor Action
 Labor Defender
 Labor Herald
 Labor Herald (California CIO)
 Labor News Bulletin
 Labor Notes
 Labor Unity
 Labors' News
 Laisve
 Lawyers Guild Review
 Letter
 Liberator
 Ludove Noviny (People's News, Slovak)
 Ludovy Dennik (People's Daily, Slovak)
 L'Unita Del Popolo
 L'Unita Operaia
 Mainstream
 Masses
 Masses and Mainstream
 Michigan Herald
 Midwest Daily Record
 Moming Freiheit
 Nalleben
 Narodna Volya
 Narodni Glasnik
 National Issues
 National Lawyers Guild Quarterly

Negro Champion
 Negro Digest
 Negro Quarterly
 New Africa
 New Currents
 New Masses
 New Order
 New Pioneer
 New Theatre
 New Times
 New World Review
 News of World Labor
 News On Spain
 Novy Mir
 Now
 Ny Tid
 Obrana
 Our World
 Pacific Weekly
 Pan Pacific Monthly
 Panvor
 Party Organizer
 People's Daily World
 People's Press
 People's Voice
 People's World
 Photo-History
 Picture Digest
 Picture Scoop
 Political Affairs
 Progressive Citizen
 Proletarec (Proletarian, Slovene)
 Protestant
 Protestant Digest
 Radnicki Glasnik
 Radnik
 Railroad Workers Link
 Reader's Scope
 Reporter
 Reporter From Washington
 Report on World Affairs
 Revolutionary Age
 Salute
 Saznanie
 Science and Society
 Scoop
 Slavic American
 Slobodna Rech (Free Expression, Serbian)
 Social Work Today
 Southern Patriot
 Southern Worker
 Soviet Culture
 Soviet Pictorial
 Soviet Russia Today
 Soviet Sports
 Spotlight
 Spotlight on the Far East

State of Affairs
 Student Advocate
 Student Outlook
 Student Review
 Tac
 T and T--Trend and Time
 Teacher-Worker
 Teener's Topics
 Teen Life
 Theatre Work Shop
 Toiler
 Toveri
 Trybuna Robotnicza
 Tyolaisnainen
 Tyomies
 Uj Elore
 Ukrainian Daily News
 U. S. Week
 United Farmer
 UUs Ilm
 Vanguarda
 Veteran News
 Vida Obrera
 Vilnis
 Vistnik (Messenger, Carpatho-Russian)
 Voice of Action
 Voice of Freedom
 Voice of Labor
 Voice of Working Women
 Volunteer for Liberty
 War and the Working Class
 Waterfront Worker
 Western Worker
 Winner
 Woman Power
 Woman Today
 Women Today
 Worcester Worker
 Work
 Workers Monthly
 Workers' Theatre
 Working Woman
 World for Peace and Democracy
 World News and Views
 Yankee Organizer
 Yiddisher Kultur Farband
 Young Communist Review
 Young Comrade
 Young Fraternalist
 Young Pioneer
 Young Worker
 Youth
 Zajednicar
 American Quarterly on the Soviet Union
 China Aid News
 New World
 News of the World

A notorious rabble-rouser once complained to Benjamin Franklin that the Constitution of the United States was a mockery. "Where is all the happiness it is supposed to guarantee us?" he demanded. "All the Constitution guarantees, my friend," Franklin answered, "is the pursuit of happiness. You have to catch up with it yourself."

AHS ADJUTANT CALLS ATTENTION TO UNIFORM VIOLATIONS

Laxity on the part of Military personnel at AHS, insofar as observing uniform regulations are concerned, has been increasing in the past few months, states the Station Adjutant. The following is a list of the most noted violations:

- Wearing of ill-fitting garments, particularly trousers—too tight or too short.
- Wearing of soiled and/or unpressed uniforms.
- Wearing of garments which are obviously worn-out.
- Garments which are non-standard in color or design, particularly footwear and socks.
- Wearing unshined leather and brass.
- Wearing unauthorized shoulder sleeve insignia, especially on the left sleeve.
- Wearing of branch, grade, cap and "US" insignia in unauthorized designs or improperly positioned.

The importance of personal appearance, military bearing, and proper discipline cannot be over stressed. All military personnel are requested to make individual effort to improve themselves in proper dress as prescribed by regulations.

BUCKINGHAM PARKING

WARNING! The manager of the Buckingham Community Apartments has enlisted the aid of the Commonwealth Attorney in invoking the statutory provisions of the Virginia Motor Vehicle Code which provides for **TOWING and STORAGE** of illegally parked vehicles on private property.

Buckingham Community is planning to swear out warrants and have those cars, parked illegally on private property, towed away and stored at the owner's expense.

COLONEL SAMUEL M. LANSING, USA, HAS RECENTLY BEEN ASSIGNED TO P/P REPLACING LT. COL. KENNETH FRY AS PENTAGON LIAISON OFFICER.

AHS OFFICERS' CLUB ACTIVITIES FOR AUGUST

CLUB HOUR—18 August—all refreshments half price from 1615 to 1730 hours.

BREW NITE—27 August—free beer and pretzels from 1615 to 1930 hours.

THE AHS LADIES CLUB—18 August (3rd Wednesday of each month). For further information call Mrs. Schwieker, TEmple 6-7531.

NEWSLETTER SURVEY

Since we cannot meet all our readers, we are trying through this means to find out specifically what material is interesting and beneficial to you, the reader. Please check the items listed below. The time required to jot down your answers will be negligible, and the help you give us will be extremely valuable. Be frank. We want to know if the job we are doing helps you and keeps you informed.

Simply tear off this page after you have checked all the items below and mail it:

TO: Editor, NEWSLETTER
NauSecSta, Bldg. 17, Rm. 212

1. How often do you receive a copy?
Every Issue Occasionally Never
2. How thoroughly do you read the Newsletter?
All Most Some None
3. Are the number of pages:
Too Many Too Few About Right
4. Is the material informative?
Yes No
5. Is the material beneficial?
Yes No
6. Are the articles which discuss various aspects of personnel practices:
Of Great Benefit Of Some Benefit Of No Benefit
7. Should articles be:
More detailed and longer Less detailed and shorter Unchanged
8. Is the present practice of printing two or three long articles OK?
Yes No
9. Do illustrations which accompany articles add interest?
Yes No