

"THE CITY OF LIGHT"

**

TEXT FOR DIORAMA PRESENTATION
AT NEW YORK WORLD'S FAIR 1939

**

CONSOLIDATED EDISON COMPANY OF NEW YORK, INC.
AND AFFILIATED COMPANIES

**

**

FOR IMMEDIATE RELEASE

~~CONFIDENTIAL~~

THE CITY OF LIGHT

By Walter Dorwin Teague and Edward Mabley

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Text For The Diorama Presentation at the New York
World's Fair 1939 by the Consolidated Edison
Company of New York, Inc., and Affiliated
Companies

* *

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CONSOLIDATED EDISON COMPANY OF NEW YORK, INC.

Thunderstorm clears.

Twilight.

Slowly growing darker.

Sunlight on tops of tallest buildings.

Darker.

A few lights appear in the lower buildings of the
skyscraper section.

Darker

Street lights on Fifth Avenue.
Lights on street locations: Lexington, 3rd, 2nd, 1st Aves.

Many lights in office buildings.

Darker.

Some lights in residential area.

Another day draws to its close.

Over the Atlantic
A tide of darkness rolls,
Fast on the heels of twilight.

And in the great metropolis
Where eager men build upward
Toward the sky,
The soaring towers, tipped with gold,
Cling to the last rays of the melting sun
As if they too loved light.

The westward-speeding dusk
Sweeps over a thousand hills,
Engulfs a thousand valleys.

Night falls -
But not in the City of Light.

For on this island-studded coast
Man has reared an island in the night.

This is
The City of Light,
Where night never comes.

As the golden day flows from the City's canyons
Into the west,
A switch is thrown
And silver floods the streets.

In thrusting towers,
A honeycomb of steel against the sky,
A million stars are born
In shimmering splendor.

Night falls -
But not on the City of Light.

Proud and beautiful it stands,
An island
In the night

Sky growing still darker.

Increase lights in buildings.

Consolidated Edison properties illuminated.

Steam distribution system illuminated.

Gas distribution system illuminated.

Electric distribution system illuminated.

Moon.

The lifeblood of the City
Is Power.

Day and night,
Year in, Year out,
The throbbing turbines spin,
Restless,
Tireless,
And Power surges through a labyrinth of copper
Into every corner of the City,
As blood pulses through the arteries and veins.

Energy at the fingertips,
A world of Power at a motion of the hand.

Only a few feet underground
Are fifty-two miles of steam mains,
Thirty-eight hundred miles of gas mains,
Thirty-three thousand miles of electric cable.

And men walk unaware
Of the pulsing energy
Hidden beneath their feet.

More people live in the metropolis than in
many nations.
More people in a single city
Than in all of Switzerland or Ireland,
More than in Sweden, Chile, Scotland or Peru,
More than in any one of forty-five states,
More people in these few square miles
Than on the vast continent of Australia.

Such a city Power alone makes possible.
Electricity to drive its elevators and its trains,
Gas and steam to heat its homes and buildings,
Power for ten thousand varied uses.

Night falls -
But not on the City of Light.

Buzzing of telephone dial.

Sound effect of telephone exchange:

Number please -
Calling London - calling London -
Caledonia 5-0656
Calling Shanghai -
Hello - hello -
Special operator -
Calling Melbourne -
Gramercy 3-6712

Sound effect of radios:

Music
"All the world's a stage --"
"Giants win - 7-0"

Clicking telegraph.

Voices of newsboys shouting "Extra".
Sub-diorama - newspaper plant.

Alive and powerful it stands,
An island
In the night.

Power to turn a million wheels in factories,
Power to light a hundred million lamps.

Power to transmit thought,
Like thought, as swift.

A man manipulates the dial of a phone.
Miles away another answers, and they converse,
Across the City or across the sea,
As though across the room.

A hundred thousand voices speeding underground,
Eight million calls a day,
A miracle of order
In a network of incredible complexity.

In the broadcasting studios,
Power fills the air with music, drama, news,
Inaudible
Until a switch is pressed,
And Power, in a million receiving sets,
Plucks them from the air again like magic.

Power for the endless miles of wire -
The clicking telegraphs that transmit the City's
messages,
And bring the world's news to its giant, power-
driven presses.

Night comes -
But not to the City of Light.

Awake and quick and keen it stands,
An island
In the night.

Cut down lights in office buildings, stores, factories,
Increase lights in residential area.

Elevators.

Automobile traffic, stop and start with traffic lights.(?)

Sound of auto horns.

Speed up trains.

All lights in residential section on.

Lights in tall buildings going out.

The day's work done,
The wheels in factories cease to turn.
Lights go out, as one by one
Stores and offices are closed,
And Power carries a million workers
Down the shafts of the towers
Into the busy hum of traffic.

Traffic directed by electric signals,
Traffic which uncontrolled would straightway
lead to chaos.

Power again,
Contributing to order in a modern world.

Vast armies of workers pour into the subways,
Where the trains,
Plunging through the rock-ribbed dark,
Carry them swiftly and safely to their homes.

The City's transit lines
Carry eight million passengers a day.

From the railway terminals
Hundreds of trains speed to the suburbs,
Carrying the half-million
Who live outside the City.

Seven million people to be fed:

By land and sea,
By train and truck and ship,
The mountains of food pour into the metropolis.

Twenty-one million meals a day:

From the orchards and the farms,
The dairies and the ranges of the west,
Comes a bewildering variety of foodstuffs,
Kept cool and fresh by the magic of refrigeration.

Dinnertime for the seven million:

Flashing lights on buildings - HOTEL, RESTAURANT, CAFE.

Times Square effect on full.

Sub-diorama (Music Hall)
Very few lights in office buildings.

Sub-diorama (Ebbet's Field)
Sound of cheering crowds.
Radio effect: "Rangers leading in half"
"They're sparring around the ring"

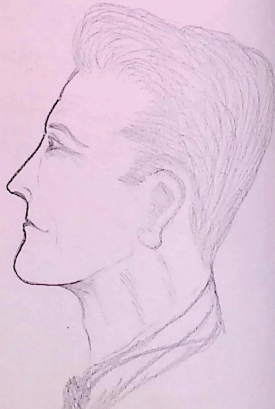
Coney Island wheel turns, sound of callope.

Fair strongly illuminated, fireworks effect,

Sub-diorama (School)

Sub-diorama (Home)

Lights in homes going out.
Sky very dark.



Electricity and gas, in countless homes,
In restaurants and hotels,
Are preparing these millions of dinners.

In the evening, the City's millions seek relaxation
In the theatres, parks, museums, libraries.

And what a wealth of entertainment the City offers:

The fame of the Great White Way,
Whose very name means Light,
Has spread to the ends of the earth.
The millions of visitors every year
Who come to see its brilliant plays,
Its opera, concerts, theatre-restaurants,
Have earned it yet another name -
The cross-roads of the world.

Hundreds of thousands enjoy the dramas of the screen,
Made and seen and heard only by electricity.

Others attend a sports event,
Vivid under floodlights;
Reported across the land, as well, by radio.

Still other thousands frolic at the amusement parks,
Where Power plays a part in creating a hundred
new enjoyments,
Or at the Fair, blazing in a glory
That outshines the Great White Way ten-fold.

Great numbers study at the night schools,
Read in the libraries,
Seek knowledge in a hundred ways
Under the helpful lights.

Power serves even those who stay at home to read
or play,
Or listen to the radio.

The evening hours pass.
The outer tides of darkness
Press closer on the island.

Stars at brightest.

Sound of fire engines, clanging bells.

Sub-diorama (Operating Room).

Practically all residence and office lights off.

Sound of trains clicking over rails.

And infinite stars gleam bright
Across the gulfs of endless time and space,
Geometry of night.

The City sleeps, but never Power.

Like a beating heart,
The Power-stations pump the lifestream
Through the silent City.
The generators' rhythm is so steady, so unfailling,
That time is measured by its beat,
Clocks are kept accurate
Within a fraction of a second.

Somewhere a baby cries,
And Mother switches on the light
And comforts him.

Somewhere a thief unconsciously signals the police
Of his intrusion
Sped by radio,
Cruising patrol cars quickly surround him.

Somewhere a fire breaks out.
Power sounds the alarm
And the fire-fighters are on the way.

Somewhere a man is taken to a hospital,
And Power, at the operating table,
Helps to save his life.
The doctor and the surgeon
Call on Power in a hundred ways
To diagnose and cure the body's ills.

Midnight is past, but Power never sleeps.

The subways are still running,
The Street lamps lit,
The traffic signals operating.

Through deep tunnels
Power speeds the trains
That nightly radiate from the metropolis
To the other distant cities of the continent.

Sound of lapping water.

Ship near Brooklyn Bridge leaves pier, whistles.
Effect of tugboats, moving lights on river.

Drone of plane.

Crackling of radio beacon.
Light beacon swinging on top of RCA building.
Airport illuminated, also rotating beacon at airport.

Very few lights in buildings, subways practically stopped.

Vision of City of Tomorrow.

At the waterfront,
The lights of the piers are reflected
In the lapping waters of the harbor,
As great liners cast off at high tide
For the far places of the earth.

Overhead drone the transport planes.
Like the homing pigeon
These giant metal birds have a sixth sense too -
The radio beacons
That guide them straight
To the flood-lit airports.

All roads lead to the City of Light,
Host to four hundred thousand visitors every day.

To supply this electricity and gas and steam,
The responsibility rests chiefly on one group of companies,
And the many thousands of men and women they employ.

It is they who keep these lamps lighted,
These wheels turning,
These elevators running,
It is they who see that this Power never fails.

Very few lights on

Sky begins to grow lighter.

Sunlight on tops of buildings.

Daylight

Street lamps cut,
No lights in buildings.

Subways start.

Sound of machinery starting

Intensify lights in underground distribution system.

(Music up. City of Tomorrow projected on sky,
fades as daylight comes.)

Night nears its end.

Over the sea
A penciled radiance
Etches a golden pattern on the mist,
And heralds the enrushing flood of light
That soon will bathe the City.

The towers,
Last to surrender the paling shafts of sunset,
Are first to catch the flushed rays of the dawn.

In slanting streams
The warm sunlight
Dips lower in the canyons.
Street lamps are extinguished
Amid dissolving shadows.

And the City of Light
Begins another day.

(Music up for a moment, then sound of
machinery starting.)

Power to turn a million wheels in factories.
Power to drive the humming motors of the City's
myriad workshops,
The thousands of factories in tall left buildings
The great outlying industrial plants.

Half a million workers
Draw their wages from these industries,
For this is the greatest manufacturing center
in the world.

Electricity and gas and steam,
Running underground,
Are what make possible,
This vast industrial center.

Distant rumble of thunder.

Sky overcast

Lights coming on in buildings all over city.

Sub-diorama (Pilot Board).

Suppose that every factory had to make its own electricity,
And every office building had its own heating plant:

Thousands more chimneys would smother the City
In a blanket of soot and smoke and grime.

Thousands of trucks,
Delivering fuel,
Removing ashes,
Would paralyze the City's traffic.

The paradox is this:
That with all its industry,
Its crowds,
Its myriad activities,
The City of Light is one of the cleanest of the world's great cities.

The City's electricity cannot be stored,
It must be made, as much as needed,
At the very instant of its use.

Often, in midafternoon,
A storm will overcast the sky.
Lights in millions of homes and offices
Are suddenly turned on,
And far more Power is required
Than the generators are producing.

What happens?

The nerve center of the City's Power supply
Is the System Operator's Pilot Board
This shows the exact amount of electricity
Being made at the City's scattered power-stations.

A sensitive needle quivers on a dial
Eight hundred thousand kilowatts -
Fifty thousand more are needed.

The operator signals the far flung stations of the
system,
And more generators go into action.

Stations named light up.

Intensify lights in distribution system.

Effect of rain?
Thunder and lightning.

Storm at its height, continues for a few moments,
then clears.

Music up for a few moments before show is repeated.

Up creeps the needle -
Nine hundred thousand, nine fifty,
One million kilowatts!

From Hell Gate, Waterside and Hudson Avenue,
From the East River Station and the Sherman Creek,
The flood of Power rushes on
Through the copper network.

Up, up it goes - more Power!
A million and one hundred thousand,
Two hundred - three - four - five -
One and a half million kilowatts for the City of Light!
Power enough to light one home in four
Throughout the nation.

This is the peak
To meet it,
Millions of dollars worth of extra generators
Must be maintained in instant readiness for use.

(Music up, storm at its height. As it clears,
the program continues without interruption -
"Another day draws to its close", etc.)

CONSOLIDATED EDISON COMPANY OF NEW YORK, INC
AND AFFILIATED COMPANIES
TRAINING PROGRAM
1938-39

COURSE FOR RECEPTIONISTS AND GUIDES (2501A)

WORLD'S FAIR EXHIBIT OF CONSOLIDATED EDISON COMPANY OF NEW YORK, INC

VISIT TO CUSTOMER SERVICE DEPARTMENT
(408 East 111th Street)

1. What are the functions of the Customer Service Department and how is the Department subdivided into bureaus for handling its activities? *3 bureaus. Metering, Residential, & Commercial.*
2. What services are rendered to customers by the service bureaus of the Customer Service Department? *Take care of something related to gas inside of the building. Also take electrician on call.*
3. How are the services rendered classified according to types of customers?
4. How are customers' telephone calls for service received by the service bureaus of the Customer Service Department?
5. Describe briefly how each service bureau is organized to handle service work for the customers.
6. What service records are kept that make possible a scientific study of customers' complaints? *Trunk cards.*
7. Name the major gas appliances in the order of their revenue producing importance. *Truergen & refrigerators*
8. Name other gas appliances. *Heaters, toasters*
9. How are gas appliances rated?
10. Name some automatic protective devices used in connection with gas appliances and state the purpose of each.
11. Name some of the more common forms of service troubles.
12. What means are used to clear
 - a. a frost stoppage in a service pipe? *caused by condensation. Heat it, blow CO₂ in it, pour alcohol into it.*
 - b. a rust stoppage in a house pipe?

Plant and Efficiency Division 16 engineers.

This Division prepares technical studies in which the overall cost of both existing and proposed isolated electric generating plants, and isolated engine installations, are compared with the cost of Central Station electric service. These studies are made for the purpose of assisting the Business Representative in showing the advantages of Central Station Service over such private plants. This Division maintains a complete file of all such installations in the territory of the System Companies. This Division also makes efficiency studies of the operation of customers' mechanical equipment, such as elevators and pumps, for the purpose of recommending improvements in the method of operation where possible.

Contract Service Division 13 people -

This Division is charged with the distribution of rate schedules and rate schedule leaves throughout the System. It obtains all rulings and interpretations regarding the application of the terms and conditions of our rate schedules from the Committee on Revision, Interpretation and Application of the Rate Schedules. This Division makes numerous studies of customers' accounts at the request of the Business Representatives to determine if the customers are receiving service under the proper rate classifications.

Cooking Division 10

This Division furnishes technical information relating to the use of both gas and electricity for all cooking operations. It prepares recommendations for new equipment and makes estimates of operating costs, both in cases of commercial and residential installations. It also makes studies for the purpose of determining how improvements in operating economies and other improvements may be effected in existing commercial cooking installations.

Heating Division 16

This Division recommends the proper equipment and estimates operating cost for all gas heating prospects. It also prepares recommendations for new heating applications, both gas and electrical, for new plants and recommendations for improving the heating applications in existing plants.

Laboratory Division 6-5-10 -

This Division tests appliances, principally gas, for the purpose of determining their suitability for promotion by the Company. It assists manufacturers in approving appliances, and makes tests for the purpose of determining the best means of applying heat to industrial processes. *Helps efforts to improve appliances.*

Drafting & Statistical Division

All drafting for the Sales Department is done by this Division as well as the preparation of graphs and charts for statistical purposes.

Clerical Division

This Division performs clerical work for the entire Bureau, including typing, filing, follow-up work and keeping the Bureau records.

His condition.

Derating the Jerrit.

Talks from air moisture + heat

1. Summer condition
cools + dehumidifies

2. Winter - heating

Heats and adds moisture

Warmer from people and lamps.

Scramble heat

Let out heat

70 gal's water per hour removed by coils

200 tons capacity - (tonnage of melting 1 ton of ice in 24 hours)

Will melt 200 tons every hour -
2 1/2 tons by weight of condensed air mixed per unit

73,000 cu ft per minute of air

Normal person generates about 400 BTU per hour

No Troux!

4-10-39

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CONSOLIDATED EDISON COMPANY OF NEW YORK, INC
AND AFFILIATED COMPANIES
TRAINING PROGRAM
1938-39

COURSE FOR RECEPTIONISTS AND GUIDES (2501A)

WORLD'S FAIR EXHIBIT OF CONSOLIDATED EDISON COMPANY OF NEW YORK, INC

OPERATIONS OF THE COMMERCIAL RELATIONS DEPARTMENT

1. What is the purpose of the Telephone Service Division?
Answer telephones (when they ring)
2. Through what means are orders transmitted from the Telephone Service Division to the Customer Service Department?
Usually by form system, but sometimes through transference.
3. Are electric and gas meters read by the same meter reader?
Yes.
4. What is elapsed number of days in a regular reading period?
28-33
5. When are payments posted to customers' accounts?
Before 10 a.m.
6. What are the main functions of the Delinquent Accounts Division?
*PREPARE DISCOUNTS
5000 a day*
7. What steps are taken to insure the prompt recording on the ledger record of accounts which have been turned off for non-payment?
8. Under what conditions do routine collectors call on customers?
9. What are the functions of the Personal Service Division?
*Request only
Handle Company call papers: 15000 per month.
New York accounts, 100 a day, 1000 a month.*
10. What are the functions of an accounting unit?
Not read out in geographic order - reading papers.
11. How do district office and telephone service clerks know what unit to contact?
By intuition. That's why they're mostly women.
12. How much time is allowed before credit action is taken?
Five minutes (in extreme cases)
13. Are bills delivered or mailed?
Both - 40% delivered -
14. What action is taken by the accounting units to verify questionable meter readings and consumptions?

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COURSE FOR RECEPTIONISTS AND GUIDES (2501A)

WORLD'S FAIR EXHIBIT OF CONSOLIDATED EDISON COMPANY OF NEW YORK, INC

GAS PRODUCTION

1. What kinds of manufactured gas are made by the Company?
Coal gas; manufactured water gas.
2. What is the total rated generating capacity of all of the Companies' gas manufacturing plants?
275 million ft³
3. Name the seven gas manufacturing plants belonging to our Company.
Hutchinson; Astoria; Council Bluffs; Greenwood; The City; Tolson; Ossining
4. Name the two largest gas manufacturing plants and state where they are located.
Hutchinson; Astoria
5. What must be the heating value of all gas sold to customers and by whom was this figure established?
537° Public Service Commission
6. Explain briefly how coke oven gas is made.
Properly blended coking bituminous coal is heated in ovens
7. What are some of the valuable by-products of coke oven gas manufacture?
Ammonium sulfate fertilizer; coke; Tar; Fuel + secondary oils.
8. Explain briefly how carbureted water gas is made.
First air then steam is blown over burning coke. → blue gas which is then sprayed on gas to bring it up to standard heating requirements. "Blow" + "make" = ?
9. Is there any water in carbureted water gas?
Nix.

GAS DISTRIBUTION

10. What areas within the City of New York are supplied with gas by the Consolidated Edison Company of New York, Inc.?
Manhattan, 75 miles, Queens (143) Westchester County (450 sq. miles) 4 1/2 million people.
11. How many miles of gas main are included in our Companies' gas distribution system?
3,800
12. Approximately how many gas services are installed at present from our Companies' gas distribution system?
275,000

2 - 6 inches with column.
P.B. 500. Conner.

13. At what pressure is gas supplied to the customers' appliances and by whom were these pressure limits established?

Not more than 6 or less than 2 inch water column.

14. What have been the maximum and minimum daily gas sendouts to date?

1926 - 22.2 million cf. in 24 hours - 6.2 million -

15. On what days of the week does the Company generally experience its maximum and minimum gas sendouts for the week?

Friday Sat. or Sunday

Thanksgiving & Xmas highest daily sendout.

16. Who supplies gas to the World's Fair?

Chicago Board of Gas Edison (Sister act)

Rockwell. He also has the hot air concession.

17. Give the sources of gas supplied to the World's Fair by our Company; trace the route of the gas supplied; and describe what pumping facilities are used.

Transfer system at Astoria - 24 inch line from Astoria to Trucking. Piston pumps - 12 inch diam -

18. At what pressure is gas supplied to the World's Fair and what is the maximum anticipated hourly consumption of gas?

15 lbs. from Trucking; pumps lift it to 60.

19. What additional gas distribution facilities were made necessary by the World's Fair?

New pumps at Astoria.

Chicago - 1823

at gas supply - 1825

Watts gas co.

A Y Mutual

Watts

Knickerbocker

Cons. Gas Co.

46 -

390 million cf for Fair 9277.
Cons Edison's part
(65000 KW estimated demand) electricity
115 million KWH "

Watts. Tator.
6 of them existing cos.
Mason
Ronnau

10. What are the requirements to display appliances in the Showroom?

Approved, standard, domestic appliances only

11. Do we extend Deferred Payment Plans to customers?

quizzes. (12" 2 don't count.)

12. What special promotional activities are carried on by the Company?

contests and such.

4-10-39

Schwartz - Personnel Dept.
343-5 - Ext. 143 (minutes)

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CONSOLIDATED EDISON COMPANY OF NEW YORK, INC
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COURSE FOR RECEPTIONISTS AND GUIDES (2501A)

WORLD'S FAIR EXHIBIT OF CONSOLIDATED EDISON COMPANY OF NEW YORK, INC

RETAIL SALES PROBLEMS AND DISTRICT OFFICE SET-UP

1. What is the general function of a District Sales Office?
Handles retail customers (up to 300 bills per month); religious and charitable rates.
2. What are the duties of a Business Representative?
Company's representative in the field and the customer's representative in the Company. Usually a salesman. Takes application from new customers. Follows through. Approves orders.
3. What are the duties of the Inside Force?
(Always) Handle all paper work; make P.M. call to do field work. Interview customers. Prepare reports on sales activities etc. Filing etc.
4. Does the District Sales Force handle all cases in its territory, or are special cases segregated, and if so, how?
Special cases are strictly segregated and sent to the West for Contagious Diseases.
5. How are consumers' bill complaints adjusted?
Dist. rep.
6. How does the District Office advise consumers of:
 - a. advantageous rates?
 - b. modern or improved lighting?
 - c. efficient operation of equipment?*By suggestion by bus. reps. (Special permission of the appropriate manager)*

SALES PROMOTION

7. What is the general purpose of the Showroom?
Show.
8. How are customers' orders filled?
Orders are sent to approved dealer nearest customer. He delivers purchase and collects money.
9. What is meant by "direct selling"?
Selling directly to the customer, of course. What? Just a dumb question.
10. What are the requirements to display appliances in the Showroom?
Approved, standard, domestic appliances only
11. Do we extend Deferred Payment Plans to customers?
3 guesses. (1st 2 don't count.)
12. What special promotional activities are carried on by the Company?
Campaigns and such.

SALES TECHNICAL PROBLEMS

- 13. What is the proper objective of the Company in preparing information for the technical guidance of a customer?
To make informed they - give customer best service. Improve operations without keeping books as usual.
- 14. What attitude does the Sales Technical Bureau assume when making studies where competitive services are involved?
D.M., Tests.
- 15. State approximately what percentage of gas sold by the Company to the following classes of customers is Residential, Commercial, Industrial.
60 - 25 - 15
- 16. State the principal uses of gas in the home and restaurants.
Cooking, Heating - (water & space) refrigeration. Provide heat.
- 17. State some industrial uses of gas.
Process with a Dept. of business & industry. Mining, steam generation, metal melting & smelting.

OPERATIONS OF THE WHOLESALE BUSINESS BUREAU

- 18. What is the general function of the Wholesale Business Bureau?
Retain business and get more. Meet competition.
- 19. What are the duties of the Wholesale Business Representative?
Keep accounts, keep customers satisfied.
- 20. Who is responsible for the selection of a proper service classification - the customer or the Company?
The former -

in:
or own (El.)
C/ " " (gas)
ans -
5 RW)

G. S. ...

22 District Offices.

Manhattan - 7

Brooklyn - 5

Queens - 7

Richmond - 8

Each borough has a S.M.; each office has a District

1. District Office

2. Bus. rep.

3. Division

4. Showroom

D. ...

A - Will be a good boy.

B - can't use ... but will report in campaign.

C - Can't do anything but use seal and financing.

4-13-39

CONSOLIDATED EDISON COMPANY OF NEW YORK, INC
AND AFFILIATED COMPANIES
TRAINING PROGRAM
1938-39

COURSE FOR RECEPTIONISTS AND GUIDES (2501A)

WORLD'S FAIR EXHIBIT OF CONSOLIDATED EDISON COMPANY OF NEW YORK, INC

PERSONNEL AND RELATED ACTIVITIES

- Why is a Personnel Department essential to a well organized company?
- Mention the services performed by the Personnel Department in relation to the following:
 - the employee - *time, advice*
 - other departments *Training, Insurance, etc. lines*
 - outside companies and organizations - *recruitment other companies*
 - the general public - *tell public how we'd address a lot in hand*
- What is the Company's employment policy relative to the following?
 - general qualifications of new applicants - *education, health, ability*
 - attitude of the Company toward former employees - *first choice*
 - kinds of employment, such as
 - temporary - *100 to 6 months*
 - on trial - *10 to 30 permanent*
 - on loan - *hand out*
- What are the personnel policies relative to the following?
 - job analysis and job standardization
 - schedule of working hours for office and field employees - *3 1/2 hours of 4 1/2 full*
 - overtime - *time and a half*
 - time off with pay - *1/2*
 - time off without pay - *4/4*
- What steps are taken in the training of an employee?

Tell what is required teach for 3 months
- How and by whom is the advancement of employees supervised and rated and what use is made of these ratings?

Recommended by supervisor
 - How may an employee initiate advancement?

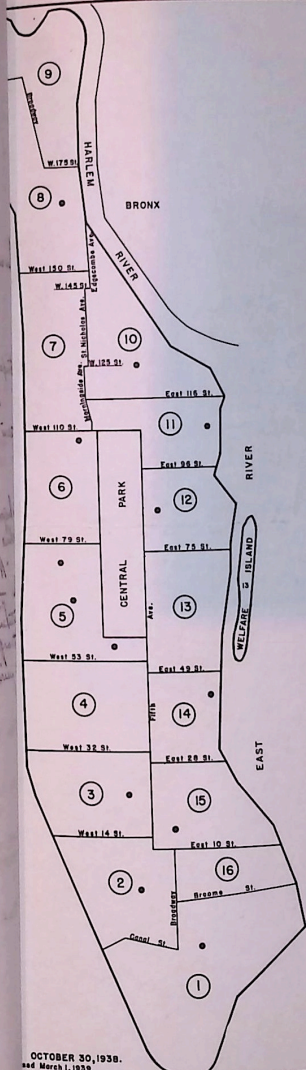
Taking courses + watching better board

8 medical nurses -
 33 doctors -
 13 nurses
 15 *doctors*
 2 mass nurses -

16 first-aid stations.
 small group will *trained to handle emergencies.*
 District office - } no x-ray therapy
 Hospital *no plastic surgery*
 competent adequate medical care to working people
 low salaries.
 \$3000 bucks. If over, you can't belong to M.A.

Ship, nose throat, eye, radio-urinary specialists. Physiotherapy
 dental service
 Work is seasonal. BULK work falls on five dates.
 Diagnostic Clinic Training Place. Trained for thorough
 Chest cases - Test clinic.

Pre-employment physical exam. Now includes Wasserman.
 Don't reject individuals whose physical defects make them a
 potential id, who'd be sure as it has to do. Also poor health
 possible continued absence. After 3 months he can join M.A.
 Accident on duty - Law says any individual injured on duty
 furnished adequate hospital care; must be paid certain percentage
 wages. (Workmen's Compensation Law) Developed safe working
 conditions. Amended in 1935 - Employer is responsible for
 but cannot select doctor or hospital.



DISTRICT BOUNDARIES
 CUSTOMER SERVICE DEPARTMENT
 MANHATTAN BUREAU
 408 E. III ST.
 F.E. VILAS, SUPERINTENDENT

DIST. NO.	DISTRICT FOREMAN	ADDRESS MEETING PLACE	LEHIGH-4 0800 EXT.
1	J. McDONNELL	157 HESTER ST.	81
2	H. KOHL	120 SULLIVAN ST.	80
3	G. REID	168 W. 23 ST.	98
4	F. HALE	212 W. 57 ST.	97
5	C. MONTURO	200 W. 66 ST.	90
6	H. KOERNER	236 W. 72 ST.	186
7	A. MCGONNELL	171 W. 107 ST.	92
8	F. SCHENCK	21 AUDUBON AVE.	91
9	G. WIEMER	21 AUDUBON AVE.	47
10	F. STOKEM	32 W. 125 ST.	48
11	V. NUNZIATO	408 E. III ST.	94
12	J. SHOCK	1292 LEXINGTON AVE	93
13	G. DALY	1292 LEXINGTON AVE	51
14	W. PURDY	708 FIRST AVE.	50
15	J. STEWART	111 E. 16 ST.	181
16	M. TAYLOR	111 E. 16 ST.	99

KEY
 • MEETING PLACE
 — DISTRICT LINES

Plain Language from Trivial Games -

Which I wish to remark, and my language is plain
That for ways that are dark and for tricks that are vain
The heathen Chinese is peculiar: which the same I would wish to explain.

His name was Ah Sin and I would not dream
With regard to the same, what that name might imply:
But his smile it was former and childlike
As I frequent remarked to Tom Nye.

It was April the third, and quite soft was the skies
Which it might be inferred that Ah Sin was likewise
Yet he played it that day upon William
And me in a way I despise.

Which we had a small game, and Ah Sin took a hand.
I was poker: the same he did not understand.
But he smiled as he sat by the table
With a smile that was childlike and bland.

But the hands that were held by that heathen Chinese
And the points that he made were quite frightful to see
Till at last he put down a night Dozore
Which the same Nye had heart unto me.

Then I looked up at Nye, and he gazed upon me,
And he rose with a sigh, and he said "Can this be?
"We are ruined by cheap Chinese labour."
And he went for that heathen Chinese.

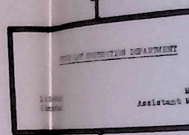
In the same that ruined I did not take a hand,
But the floor it was strewn like the leaves on the strand
With the cards that Ah Sin had been hiding
In the game he "did not understand".

In his sleeves, which were long, he had twenty-four packs
Which is coming it strong: yet I state but the facts:
And he had on his nails, which were taper
What is common in tapers - that's wax.

Which I wish to remark, and my language is plain
That for ways that are dark and for tricks that are vain
The heathen Chinese is peculiar:
Which the same I am free to maintain.

- Tom Harte

Asst. Dir.
 Chief Engineer
 Chief Inspector
 Chief Inspector of Construction



SERVICE INSPECTION AND RECORDS BUREAU 960
 E Gallagher General Superintendent

5
WAR AND SERVICES
 Division Engineer

NEGOTIATIONS AND COMPLAINTS DIVISION 42
 G H Boyd Superintendent
 E Reinbridge Asst Superintendent

NEGOTIATIONS
 B F Toole Asst Engineer

COMPLAINTS
 J D Lowy Assistant Engineer

PLAN AND ESTIMATION 275
 J S Hart Superintendent
 E J Ross Asst Superintendent

LANDS OFFICERS
 V B Melin Supervisor

MANSYATT & BROOK
 J P Joo Section Engineer

BROOKLYN
 J B Mallin Section Engineer

QUEENS
 R V Mohr Section Engineer

MATERIALS CONTROLLERS
 Supervisor
 Asst Supervisor

MATERIALS
 Section Engineer

INSPECTION
 Section Engineer

SERVICE INSPECTION DIVISION 300
 J D O'Connell Superintendent
 G A Hughes Asst Superintendent

INSPECTION
 R E Sebrah Supervisor

MANSYATT & BROOK
 A P Dettner Section Engineer

BROOKLYN
 I T Impelle Section Engineer

QUEENS
 L Corson Section Engineer

SURVEYS
 W R Allen Supervisor

WIRING
 A J Seala Section Engineer

VALVE
 R A Phair Section Engineer

STREET
 A J Bennett Section Engineer

DRAFTING AND RECORDS DIVISION 296
 C H Chase Superintendent
 M Spring Asst Superintendent

MAPS AND RECORDS
 H E Kresler Supervisor

MANSYATT, BRUM AND BROOKLYN
 A P Murray Asst Engineer

QUEENS
 W W Poti Asst Engineer

DRAFTING AND BLUEPRINTS
 O C Meyer Clerk in Charge

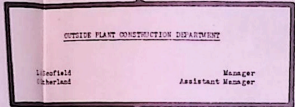
MAPS
 W W Morrill Asst Engineer

VALVE
 J Birnie Jr Asst Engineer

BLUEPRINTS
 F B Byington Clerk in Charge

GENERAL SERVICE 41
 W B Supervisor

A. H. Lahn
Vice President
Ch. L. Knight
Asst. Engineer of Construction



~~10/10/52~~
~~10/10/52~~

