

Toward a National Personnel Program

*

Fifty-fifth Annual Report
of the
**United States
Civil Service Commission**

For the Fiscal Year Ended June 30

1938



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HISTORICAL REGISTER OF THE UNITED STATES CIVIL SERVICE COMMISSION

COMMISSIONERS

HARRY B. MITCHELL, President, Montana

LUCILLE FOSTER McMILLIN, Tennessee

SAMUEL H. ORDWAY, Jr., New York

LAWSON A. MOYER, Executive Director and Chief Examiner

List of commissioners, chief examiners, and secretaries since 1883

Name	Whence appointed	Date of oath of office	Date of retirement
COMMISSIONERS			
Dorman B. Eaton	New York	Mar. 9, 1883	Resigned Apr. 17, 1886.
John M. Gregory	Illinois	do	Resigned Nov. 9, 1885.
Leroy D. Thoman	Ohio	do	Do.
William L. Trenholm	South Carolina	Nov. 9, 1885	Resigned Apr. 17, 1886.
Alfred P. Edgerton	Indiana	do	Removed Feb. 9, 1889.
John H. Oberly	Illinois	Apr. 17, 1886	Resigned Oct. 10, 1888.
Charles Lyman	Connecticut	do	Resigned May 24, 1895.
Hugh S. Thompson	South Carolina	May 9, 1888	Resigned June 23, 1892.
Theodore Roosevelt	New York	May 13, 1889	Resigned May 5, 1895.
George D. Johnston	Louisiana	July 14, 1892	Removed Nov. 28, 1893.
John R. Procter	Kentucky	Dec. 2, 1893	Died Dec. 12, 1903.
William Gorham Rice	New York	May 16, 1895	Resigned Jan. 19, 1898.
John B. Harlow	Missouri	May 25, 1895	Resigned Nov. 14, 1901.
Mark S. Brewer	Michigan	Jan. 19, 1898	Died Mar. 18, 1901.
William A. Rodenberg	Illinois	Mar. 25, 1901	Resigned Mar. 31, 1902.
William Dudley Foulke	Indiana	Nov. 15, 1901	Resigned Apr. 30, 1903.
James Rudolph Garfield	Ohio	Apr. 24, 1902	Resigned Feb. 25, 1903.
Alford W. Cooley	New York	June 18, 1903	Resigned Nov. 6, 1906.
Henry F. Greene	Minnesota	June 20, 1903	Resigned Apr. 30, 1909.
John C. Black	Illinois	Jan. 16, 1904	Resigned June 10, 1913.
John A. McIlhenny	Louisiana	Nov. 30, 1904	Resigned Feb. 28, 1919.
James T. Williams, Jr.	North Carolina	May 5, 1909	Resigned May 25, 1909.
William S. Washburn	New York	May 26, 1909	Resigned June 30, 1913.
Charles M. Galloway	South Carolina	June 20, 1913	Resigned Sept. 7, 1919.
Hermon W. Craven	Washington	July 3, 1913	Resigned Mar. 16, 1919.
Martin A. Morrison	Indiana	Mar. 13, 1919	Resigned July 14, 1921.
George R. Wales	Vermont	Mar. 17, 1919	Died Sept. 16, 1933.
Mrs. Helen H. Gardener	District of Columbia	Apr. 13, 1920	Died July 26, 1925.
John H. Bartlett	New Hampshire	July 15, 1921	Resigned Mar. 12, 1922.
William C. Deming	Wyoming	Mar. 31, 1923	Resigned July 6, 1930.
Miss Jessie Dell	Georgia	Sept. 18, 1925	Resigned May 11, 1933.
Thomas E. Campbell	Arizona	July 7, 1930	Do.
Leonard D. White	Illinois	Mar. 26, 1934	Resigned June 15, 1937.
Harry B. Mitchell	Montana	May 12, 1933	
Lucille Foster McMillin (Mrs. Benton McMillin)	Tennessee	do	
Samuel H. Ordway, Jr.	New York	Sept. 15, 1937	
CHIEF EXAMINERS ¹			
Charles Lyman ²	Connecticut	May 11, 1883	Resigned Apr. 17, 1886.
William H. Webster	do	Aug. 28, 1886	Died Mar. 23, 1896.
A. Ralph Serven	New York	June 4, 1896	Resigned June 7, 1903.
Frank M. Kiggins	Tennessee	June 8, 1903	Died Oct. 26, 1908.
George R. Wales ²	Vermont	Dec. 16, 1908	Resigned Mar. 16, 1919.
Herbert A. Filer	Maryland	May 25, 1920	Died Feb. 10, 1927.
Fay C. Brown	Iowa	Mar. 14, 1927	Resigned Mar. 16, 1927.
Howard A. Edson	District of Columbia	Mar. 21, 1927	Resigned Aug. 27, 1933.
Lawson A. Moyer ³	South Carolina	Aug. 28, 1933	
SECRETARIES ⁴			
William S. Rouhae	North Carolina	June 11, 1883	Died Apr. 17, 1884.
Robert D. Graham	do	Apr. 25, 1884	Resigned Sept. 15, 1886.
John T. Doyle	New York	Sept. 15, 1886	Retired June 30, 1932.
E. Claude Babcock	Michigan	July 2, 1932	Resigned July 31, 1933.

¹ Title changed from Chief Examiner to Executive Director and Chief Examiner on June 29, 1938.

² Appointed Commissioner.

³ Mr. Moyer when promoted to chief examiner had served on the Commission's force for 19 years, during the last 14 years of which he held the position of district manager.

⁴ On Sept. 12, 1933, the Commission transferred the functions of the secretary to the chief examiner, and ruled that the position of secretary would not be filled.

LETTER OF TRANSMITTAL

WASHINGTON, D. C., November 14, 1938.

THE PRESIDENT OF THE UNITED STATES.

SIR: Among the challenging public statements of 1937 was your positive message:

The need for improvement in the process of selection of Government employees continues. The need for improvement in methods of assignment, training, transfer and promotion of employees within government service continues.

The civil-service rules had not been modernized for 35 years. There existed no mandate for organized or coordinated personnel supervision and management. There existed no adequate machinery for what you aptly termed the "continued development necessary to economic and efficient administration of government business."

Under your leadership, in the fiscal year ended June 30, 1938, a fundamental basis for overhauling and modernizing the Federal merit system was established.

We have the honor not only to report the accomplishments of the year in Federal personnel administration, but also to indicate how the changes sponsored by you make practicable the extension of the competitive classified service upward, outward, and downward in the aid of effective, economical administration of government.

Respectfully submitted.

HARRY B. MITCHELL,

LUCILLE FOSTER McMILLIN,

SAMUEL H. ORDWAY, JR.

Commissioners.

Section I

THE COMPETITIVE SYSTEM IN TRANSITION

(A) The Past and Future of the Federal Civil Service

The merit system is recognized as the only sound, democratic approach to the solution of the public personnel problem. In spite of all the inadequacies of Federal civil service administration in the past, due to limitations of its scope and inadequate appropriations, the belief has persisted and has grown that the competitive system is distinctly preferable to spoils. The continued extension of the merit system by the placing of large numbers of additional positions in the competitive service depends upon continued improvements in the practical working of the system.

Delay in filling vacancies, mistakes in selection, errors in placement, dissatisfied employees, dissatisfied administrators, dissatisfied taxpayers dealing with government, resultant inefficiency and waste, are costly items in a national economy.

By his Executive orders of June 24, 1938, President Roosevelt did two important things:

1. He rewrote the civil-service rules and provided the authority for effective administration both in the process of selection and in the processes of management; and

2. He extended the competitive service to all the positions heretofore exempt which he had power to include, reserving only the right to provide such limited special exceptions as recognized exigencies make necessary.

Congress long ago reserved the power to exclude from the competitive system such positions as it saw fit. Through the years it has reserved many positions for the patronage grab bag. There remain today some 200,000 out of 871,000 Federal positions so reserved, which can be included in the classified service only by new acts of Congress.

Congressional action in 1937, for the first time in some years, showed a trend toward including positions within the competitive classified service. Legislative action placed 408 positions of the National Archives in the competitive classified service, as well as a number of positions in five divisions of the Department of Justice. Most important, the Ramspeck-O'Mahoney Postmaster Act provided for the classification of the positions of 14,800 postmasters of the first, second, and third classes. Incumbents are not automatically classified or blanketed in; they must qualify by examination. The civil-

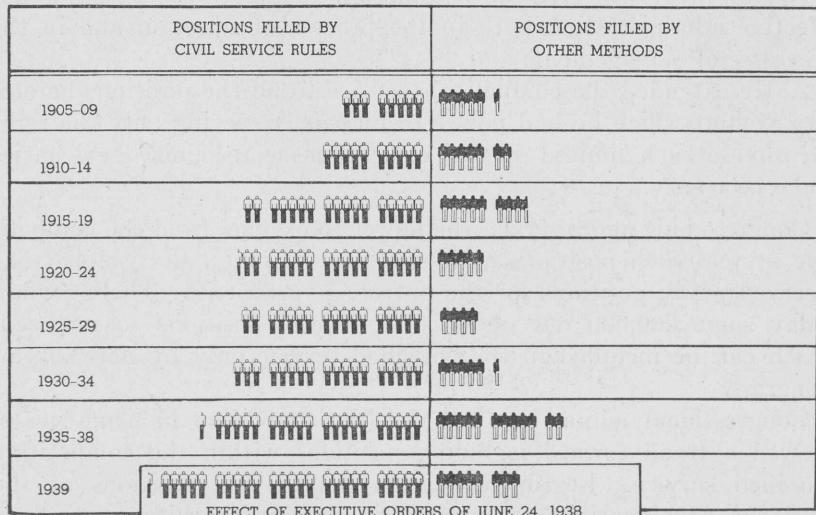
service rules can now be invoked in postmastership cases to eliminate the political activity heretofore surrounding appointments to these important posts.

Despite such legislative advances, however, the Congress, as of old, exempted a number of positions in some of the new and old agencies. A major setback to the merit system at the hands of Congress was the withdrawal from competition of approximately 6,000 administrative positions in emergency conservation work administered under the direction of the Soil Conservation Service of the Department of Agriculture.

The effectiveness of the new rules depends upon the continuing support and leadership of the Chief Executive, and upon the provision to the Commission of an adequate staff and funds to carry out the program authorized by the President. The merit system should be given a full and fair trial under its new auspices, and the Commission believes the Congress may be expected to utilize this opportunity to provide finances to establish effective service of intrinsic value to the nation.

It is reasonable to expect and hope that as the new rules effectuate administration of the competitive system, the Congress will authorize inclusion of the remaining excluded positions.

EXTENT OF CLASSIFIED AND UNCLASSIFIED SERVICE, 1905-38



 = 25,000 positions

 = 25,000 positions

THESE FIGURES ARE BASED ON 5-YEAR AVERAGES WITH THE EXCEPTION OF 1935-38, WHICH IS A 4-YEAR AVERAGE, AND 1939, WHICH IS AN ESTIMATE.

(B) Summary of Executive Orders of June 24, 1938

In addition to extending competitive classified status to all positions in the executive civil service not specifically exempted by legislation, Executive Order No. 7916 provided that all positions heretofore excepted from examination requirements by Executive action in schedules A and B should be reviewed prior to February 1, 1939, when new schedules, limited to policy-determining positions and other positions which special circumstances require should be exempted, will be promulgated.

Among the 81,000 positions brought under the Civil Service Act and rules are those of many high professional and administrative workers and certain officials and employees who administer relief functions. Project workers paid from emergency funds are not and should not be included, as made work for relief of the unemployed is not regular Government employment.

Incumbents of the 81,000 positions will not attain a classified status unless they demonstrate their qualifications by passing civil-service tests. These tests are not perfunctory as some critics assert. The order provides that all who fail to pass such tests, unless the appointing officer certifies he wishes to retain them without civil-service status, must be separated from the service. All vacancies occurring in these positions hereafter must be filled in accordance with the rules of the competitive classified system.

There have been some uninformed allegations that the inclusion of these 81,000 positions by the Executive order of June 24 will result in covering into the service a preponderance of appointees of the party in power. Among the positions affected are many to which the incumbents were appointed prior to 1933. It is agreed by practically all advocates of the merit system that the important consideration in extending the merit system is the placing of positions within the classified service rather than the question of how the untested incumbents were appointed. Without such extension, untested incumbents would continue to occupy the positions. Under the President's orders, those who cannot meet the real requirements of the positions—all those who are not qualified—will not acquire tenure; but the positions themselves when vacancies occur must be filled by the competitive method.

Executive Order No. 7916 also authorizes machinery for modernized personnel divisions and training of employees in the departments and larger agencies for the first time in history. These provisions are of outstanding importance in rounding out a full program of personnel administration. Training, competitive promotion, means for hearing and settling grievances are all necessary features of such a program, and are now for the first time required functions either of the Commis-

sion, the departments and agencies, or the coordinating Council of Personnel Administration.

Executive Order No. 7915 promulgated new civil-service rules. This is the first complete revision of the rules since 1903.

Among the outstanding provisions of the new rules are the following:

1. Examinations for professional and other positions for which experience, training, or education is a prerequisite may be expedited by the provision that the Commission need not carry through all stages of a thorough final examination all of the thousands of applicants who meet minimum prerequisites. Selection of the most likely candidates for final examination and personal investigation may be made on the basis of a preliminary competitive rating of education or experience. Only such numbers need be called for further testing as will be needed to establish adequate registers to meet the prospective needs of the service during the life of the register. Instead of having to give all tests necessary to hundreds of thousands of applicants throughout the nation and territorial possessions, it will be possible hereafter to test thoroughly a reasonably small number of the most likely candidates.

2. Such procedure will make possible the establishment of new registers at frequent intervals containing eligibles recently examined to meet current needs of the service. One of the great defects of the merit system in recent years has been the antiquity of registers.

3. Personal investigation of record and character after oral examinations can be given to a reasonably small number of the highest ranking eligibles under the new procedure, so that capacities such as initiative, judgment, and decisiveness in action, which can not be tested by written examinations, may be rated. Field investigation of the smaller number of eligibles resulting from the new procedure will be possible so that applicants who have a disqualifying record or character will not be certified.

4. In this way, delays in examining and in filling vacancies for professional and other positions for which experience, training, or education is a prerequisite will be largely eliminated, the expense of effective operation of the merit system reduced, and the quality of eligible registers substantially improved for the benefit of the departments.

5. A long-standing certification procedure, the object of which is flexibility, is given emphasis in the new rules. When a vacancy requires specialization beyond the general qualifications tested in an examination, the Commission may certify to the appointing officers the highest eligibles whose records show that they possess the additional qualifications needed. No authority is given to comb the registers in order to select a particular individual, but there is authority to certify individuals on any register who are fitted by reason of training or experience to fill an existing need. This practice makes it

unnecessary to conduct new examinations when qualified eligibles are available from general registers.

6. The importance of a probationary period as part of the examining process is strongly emphasized in the rules. The period was formerly 6 months, with a few exceptions requiring 1 year. The standard under the new rules will be 1 year, with a few exceptions of 6 months. The probationary period during which an eligible is examined on the job and can be studied and accepted or rejected affords a means of ascertaining the fitness of eligibles. The new rules authorize the Commission to require filing of periodic reports on the work of employees during the probationary period.

7. Competitive promotion procedures, a basic prerequisite for a competitive career service, is emphasized under the new rules. Latitude is given departments to establish their own competitive promotion procedures, so long as the Commission finds that the procedures provide open opportunity fairly to all, are sufficiently objective, and are in accord with accepted competitive methods.

8. The training of employees for the particular jobs they have to perform, the training of employees in the broad concept of the work of their agencies, and specialized training for advancement to specialized posts opened by competitive promotion procedures are made mandatory for the first time by the Executive orders.

Some departments and agencies have developed training programs, but many others have omitted this vital part of effective personnel administration. Many expensive specialized examinations can be eliminated by properly planned and organized training programs.

Adequate liaison between the departments and the central personnel agency may be established through the professional personnel divisions in the operating agencies. Prospective needs of the agencies for new personnel may be more fully anticipated, their requirements better understood, and less friction and fewer delays in the service which the central agency renders will result.

Finally, the orders direct the establishment in each department and certain agencies of procedures for the hearing and settlement of grievances of employees. Many proposals have been put forward in recent years for methods of arbitration and settlement of employee grievances. There has not been sufficient trial of any of the proposed procedures to determine the best machinery for this end. With the reorganization of the Council of Personnel Administration as a coordinating and research body to analyze the results of the several procedures, a reasonably prompt solution of this problem on an intelligent basis is probable.

There will eventually have to be established a central appeals body with final authority to settle those few disputes which cannot be adjusted by the internal process of conciliation and review which

will be established in the personnel divisions of each agency under the orders. However such central appellate authority may finally be established, the new orders provide some solution of the problem by preliminary conciliation and review procedures in the agencies themselves.

The new rules and the new provisions of the Executive orders are a landmark in Federal personnel progress. It must be remembered, however, that establishment of authority for effective and economical procedures is at most a base upon which the new program can be built. The orders are not self-executing. Cooperation on the part of administrators and continuing support by the Chief Executive and the Congress are essential to realization of the opportunities presented.

The expense of personnel administration includes not only those sums appropriated to the central agency and to the operating agencies for personnel work, but includes also the tremendous cost of inefficiency and waste where personnel practices are not in some degree perfected. Adequate initial financing of personnel administration, in the central agency and in the departments, is essential to accomplish the broader economies which will result for the first time in our history from the sound application of the national personnel program now provided.

(C) The Ramspeck-O'Mahoney Postmaster Act

The Ramspeck-O'Mahoney Postmaster Act (Public, No. 720), approved by the President on June 25, 1938, marked a victory for the Federal merit system second in importance only to the Executive orders issued by the President the day before. The inclusion of positions of postmasters of the first, second, and third classes within the classified service is a reform long urged by the Civil Service Commission and by organizations interested in the improvement of the Federal civil service.

Under the terms of the act, 14,800 Presidential postmaster positions will be brought under the merit system. The Ramspeck-O'Mahoney Act provides that these positions may be filled in one of three ways:

1. By reappointment of the present incumbent postmaster, after he has passed an appropriate noncompetitive examination.
2. By promotion of a classified postal employee in accordance with the provisions of the Civil Service Act and rules.
3. By an open competitive examination for which American citizens resident within the delivery area of the post office for one year may apply.

If an open competitive examination is held, the Civil Service Commission is required by law to certify the names of the three highest eligibles on the register to the Post Office Department. At that point the selecting function of the Commission ends. One of the

three may then be appointed by the President, by and with the consent of the Senate.

Persons appointed as a result of the new examinations will receive appointment without term. Like other classified employees, postmasters are subject to the political activity rules and may not be politically active. They are protected against removal for political or religious reasons. Appointees will acquire a classified civil-service status but will not by reason of such appointment be subject to the Retirement Act unless they have been in a position subject to that act before and up to the time of promotion or appointment to the position of Presidential postmaster.

The Ramspeck-O'Mahoney Postmaster Act marks an important advance in the operation of the merit system. Its ultimate effect will be reflected in increased efficiency in the postal service, with resultant economy in the expenditure of public funds and improvement in the morale of postal employees. Presidential postmaster positions will hereafter be filled through civil-service procedure and qualified postal employees may hereafter aspire to promotion to the position of postmaster.

Section II

ACTIVITIES OF THE COMMISSION DURING THE FISCAL YEAR

(A) Position Classification

The task of allocating positions in the departmental service to their proper grades under the Classification Act on the basis of the duties of each position, the responsibilities entailed, and the relationship of the position to other positions in the service is the principal task of the Commission's Division of Personnel Classification. Upon prompt and proper classification of positions depends the fairness of compensation of employees and the satisfaction of the employees themselves.

Because of development in all organizations, such as the inauguration of new projects, the completion of old projects, and the undertaking of new functions, it is necessary for government, just as for private business, to make frequent reassessments among the duties and responsibilities of individual workers. The proper allocation of positions to salary grades, and the consequent adjustment of compensation as new duties and responsibilities become part of a position, require continual review of duties in those positions which are subject to the Classification Act of 1923. Frequently this review consists of a general classification "audit" requiring thorough study of positions and the current flow of work and organization, not only in a particular unit, but sometimes in a whole agency. The Personnel Classification Division of the Commission has conducted many general classification surveys of this kind in which it enlists the aid of the personnel or classification office in the particular department or agency concerned. With the limited staff of the Personnel Classification Division, its work, which has been of unprecedented volume for five years, has been constantly in arrears. Unavoidable delays ensue between initiation and final action. This is a source of discontent among the employees affected and is a great inconvenience to operating agencies.

With the improvement of personnel administrative organization in the departments, under Executive Order No. 7916, competent position classification sections, where they do not now exist, should be established to carry on current fact-finding surveys within their departments as a regular everyday function. The work of such classification sections will aid the Commission in more promptly taking action in these matters because organizational studies, studies of flow of work,

and the specifications of particular duties or responsibilities newly added to or subtracted from positions will be conveniently available without extended investigation by representatives of the Commission.

Although equal pay for equal work depends on sound position-classification throughout the service, the present Classification Act of 1923, as amended, applies only to 80,000 positions in the departmental service—a very small proportion of all of the positions in the executive civil service. Extension of the principles of the Classification Act to the field service, including the Commission's jurisdiction in that respect, is essential to effective and economical operation of the civil service. With the establishment of adequately equipped personnel divisions in the operating agencies, the approach to a sound classification of positions in the field should be facilitated.

(B) Liaison With the Departments

The ascertainment of departmental needs is a prerequisite of prompt and efficient service to the departments. The Civil Service Commission is primarily a service agency; but to serve, it must know the prospective needs of the departments and personnel. It must know what new positions are in contemplation, what the precise requirements of the new positions are, and as exactly as possible how many replacements in existing positions will be required in the ensuing year. Frequently the first time that the Commission knows of a prospective departmental need is when the appropriation for compensation is actually at hand and the vacancy exists to be filled. Under present examining procedures it requires from 6 months to a year to complete an examination for which there may be thousands of applicants. In the meantime, temporary appointees frequently have to perform the duties, and by the time the registers are established, temporary appointees who have at least begun to know the duties and the work at hand and who have received expensive training have to be replaced. Such a condition obviously makes the application of the civil-service system a burden upon the departments. The burden, however, is not that of the merit system. The burden is due in part to absence of proper liaison and to wholly inadequate appropriations for the Civil Service Commission.

The establishment of personnel divisions in the operating agencies under the new orders should result in better planning and should promote an effective cooperation which will make the merit system a satisfaction to appointing officers.

(C) Status of Old Lists and New Lists

One of the greatest defects of the merit system today in the Federal Government is the continued maintenance of old registers. Of the approximately 1,500 registers in the central office of the Commission,

110 active registers are 3 or more years old. When appointing officers request certification from such registers, it is found that most of the best qualified eligibles have long since found other employment and are not now available for appointment. Inordinate delays result from the necessary correspondence seeking to ascertain the availability of eligibles on such registers, and most of those available are the less qualified applicants. The question immediately arises as to why the Commission maintains such registers. The answer is that with increasing numbers of applicants each year the time required for the establishment of a register under the present procedures makes it impossible to renew more than a few of these large general lists each year and that most of the older registers are inactive. Moreover, appropriations provided for renewal of general registers often have to be used to recruit eligibles for new agencies created by acts of Congress without provision to the Commission of necessary additional examining funds. Frequently, more registers are requested than can be established annually under the procedure which requires testing hundreds of thousands who apply for examinations. The system will continue to be defective in this regard until the new rules and more adequate appropriations make it possible to complete thorough examinations of the most likely applicants so that all major registers can be renewed each year.

(D) Examination Requirements

The merit system is designed to serve three masters. The merit system must serve the administrative agencies of Government by supplying promptly the best qualified and most able eligibles available, eligibles who can fulfill the requirements of each position. Secondly, it must serve the great numbers of the American people who apply for employment in the Government service; it must preserve and operate an open competitive system and not exclude by arbitrary standards and requirements those individuals who are most competent to perform the work of their nation. Finally, it must serve the taxpayers, whose money it is that pays for recruiting and examining and investigating and interviewing and certifying eligibles; it cannot waste the taxpayers' money with long and expensive examinations of hundreds of thousands of individuals who hope they may be able to win eligibility on a gambler's chance, when actually they have little chance of qualification and no reasonable chance of appointment.

To examine all who apply, without regard to age, education, experience, or training, to prepare for all such applicants thorough and detailed tests of their understanding and knowledge and personal capacities would be unfair to the taxpayer. Democracy, however, is for all, and not for the few. The expense of examining the many who are doomed to fail, when so much can be saved by limiting

examinations, is unjustifiable. The difficult problem lies in drawing a line at which the requirements are reasonable.

The Commission has proceeded on the principle that there should be just as few arbitrary requirements as the economies of expense and time reasonably permit. The time element itself is of utmost importance, for inordinate delays in examining will result in a break-down of the open competitive system just as quickly as inordinate expense.

Prerequisite requirements of education, age, and experience are short cuts in the examining process. They constitute limitations upon the number of applicants examined for particular jobs and limitations of the number of aspirants to those who are most likely to excel. But other considerations are also important.

Age requirements, for example, present a social and political problem of major significance at this time when the Government is seeking security and employment for great numbers of people who, through no fault of their own, are in need of these two essentials to human happiness. While seeking to encourage private business to employ individuals in the higher age groups, the Government itself should lead in providing employment opportunity for as many people as possible in those higher age ranges. Government is faced with the same problem as industry. Employees who work for any organization come to understand its functions and purposes and become more and more useful to the employer as their experience increases. There is real value in encouraging permanency of tenure and competitive advancement in the service. There is value in employing individuals at the outset of their careers.

Finally, there is the problem of the denial of opportunity at both ends of the age scale. There are equally as great social arguments against denying opportunity for employment to youth in order to make employment for the aged as for denying opportunity for the aged to make way for youth.

The Civil Service Commission has been guided by the principle that increased opportunity for older applicants must be provided in many positions for which youth and vigor are less essential and in which experience does have a significant weight in qualification. At the same time it has recognized that there is a group of positions for the filling of which physical as well as mental vigor is preeminently desirable—positions from which career possibilities directly stem—which should be opened primarily to youth. This is a sound policy providing opportunity for old and young which the Commission expects to pursue. Criticism of the aged, directed at the policy of opening certain positions to youth, and criticism of youth, directed against the policy which reserves certain positions primarily for the experienced, is to be expected. The fact remains that there is now a

sound policy established under which the Commission provides opportunities in different groups of positions for all.

Prerequisites of education and training have been governed by a similar policy of consideration of social objectives and limitations of economy and time. High educational and experience prerequisites have been limited to a small proportion of positions with specialized and professionalized duties. The maintenance of such prerequisites is not a policy which excludes from the Government service the large number of our people who have been less fortunate in their opportunities. Education is given due weight, with weight given also to experience as a substitute in many cases. Taxpayers are spending millions of dollars each year to provide free educational opportunity, including training for professional service. It would be as wrong to refuse to utilize the selective process of educational training, often paid for by the taxpayers themselves, in the process of selection for Government positions, as it would be to refuse to recognize the native capacities of many individuals to enter Government service at some step of the career ladder, by excluding all without education from every examination.

(E) Research in Preparing Examinations

The technical task of preparing tests to ascertain not only knowledge of duties, but aptitudes and capacities for different sorts of work and personal qualities that fit individuals for successful application to their tasks requires continuing research. As new forms of testing are devised, they must be carefully studied and tried. Limitation of the number of technicians available for research has delayed the Commission in adopting many of the better techniques available with a resultant loss of time and economy. One of the most forward steps in reducing the high expense of examining will be the expansion of the staffs whose task it is to evolve and validate economical tests. The work of the Research and Examining Divisions of the Commission is outstanding in this field, within the limitations of the studies they have been able to make, but the Commission should lead other agencies in undertaking studies and making discoveries in this important field. It is not wise economy to delay this approach to the establishment of better registers in shorter time.

(F) The Rating of Personal Factors

A major defect of the examining process is the impossibility of testing such vital personal qualifications for many positions as the possession of ability to obtain and give cooperation, ability to make intelligent decisions without vacillation, ability to initiate and carry through economies, and many other similar capacities which can not be tested in a written examination but which can today be objectively

tested in an oral examination and personal investigation. Personal interviews require at the minimum 15 minutes, and for many positions should require an hour or more for each applicant. This means such examinations must be limited to the small number of prospective eligibles necessary to meet the needs of the service.

Another obstacle to oral interviews has been the lack of known techniques to permit the ascertainment objectively of the possession of the required attributes. Subjective judgment by boards of oral interviewers after a brief conference with an applicant has resulted in mistakes of judgment and unfairness to competitors. About 1922, the Commission evolved new techniques for the eduction of objective evidence of the possession of such attributes in the course of the experience of the applicants. The technique of oral examination used by some civil service commissions includes the eduction of such evidence which is recorded on sound records, which become the basis for impartial rating and can be preserved and reviewed. Under the new rules, which in certain examinations limit the number who need be so examined, and under the requirement that such oral tests shall be given wherever practicable, improvement in the examining process should develop.

(G) Investigations

Heretofore, personal investigations of character and record of applicants for the classified service have been limited mainly to examinations for law enforcement positions and to those few cases where voluntary vouchers have indicated some doubt about the character or record of the applicant. This means, of course, that large numbers of applicants have been certified year in and year out without any personal investigation of their character and that there have been drawn into the service, only to be weeded out on subsequent discovery, a number of individuals disqualified for responsible employment. The process of appointment and training of so-called eligibles duly certified by the Commission, only to find that they are disqualified by reason of character or record, is far more costly than the expense of preliminary investigation under the new orders. Proper investigation of all eligibles before certification will require, of course, a drastic expansion of the investigative staff of the Commission, but this expansion will return dividends many times over in the whole cost of personnel administration in government.

(H) Physical Standards

Recognition of the importance of physical qualification has been a slow development in the history of government personnel administration. Socially, it is important that individuals with physical handicaps and some minor medical infirmities be given opportunity to

work in positions where such handicaps and infirmities are not disqualifying. Economically, it is important that individuals physically unfit for a particular task be not drawn into such task to become a burden upon operation and a premature expense to the taxpayers who pay part of the cost of the retirement system. Yet, the study of medical standards requisite in various vocations has hardly commenced. Studies of accident proneness and studies of the incidence of pathological conditions in various kinds of employment have not been undertaken. The medical examining staff of the Commission had been limited to two doctors until the current fiscal year, when an additional medical officer was added—in the face of the task of examining the medical papers of hundreds of thousands of applicants for positions subject to our liberal retirement law.

(I) Certification

The Certification Division of the Commission is one of the vital points of contact between the Commission and the departments in the filling of actual vacancies as they arise. Promptness and accuracy of certification of eligibles who meet the needs of the appointing officers is essential to effective operation of a merit system. The use of the process of selective certification has increased somewhat during the last year. Service rendered to departments has improved. There has been increasing recognition of the close contact needed between the Examining Division and the Certification Division. With the expansion of liaison facilities between the Commission and operating agencies, and increased utilization of sound selective certification, the service rendered at this vital point will continue to improve.

(J) Competitive Promotion Examinations

In the last annual report of the Commission, it was stated that one of the steps to be taken during the next fiscal year would be the development of competitive promotion practices within the Commission. This step has been carried out by the holding and completion of competitive promotion examinations to fill numerous vacancies occurring in the Commission. The procedure has met with enthusiastic response from the employees examined and promoted, and is supported by the heads of divisions who have utilized the procedure. Considerable talent has been disclosed which had never come to the attention of promoting officers in the absence of competitive promotion examinations. The morale of the staff has improved and the Commission believes that its own experience establishes the outstanding value of the competitive promotion procedure, which is authorized, as of February 1, 1939, for the whole service.

(K) Political Activity

In over half of the 112 cases of alleged political activity which were acted upon by the Commission during the year, the charges were found to be without basis. Activities investigated ranged from relatively minor offenses, such as taking part in school controversies, to serious offenses, such as active candidacy for political office, warranting a recommendation that the offender be removed from the service. The table below shows the types of political activity with which the employees were charged and the Commission's recommendations.

The Commission has no authority to investigate political activity by unclassified employees and officers unless it is charged that official authority is being used to coerce classified employees.

Political-activity Cases

Nature of alleged political activity investigated	Recommendation					Total
	Re- quired to dis- con- tinue	Caution, warning, or reprim- and	Re- moval	Suspen- sion or reduction in salary	Charges not sus- tained	
Serving on election board					1	1
Taking active part in political convention, cam- paign, or election		6			9	15
Becoming candidate for political office	1		1		1	3
Transporting voters to the polls	2				3	5
Soliciting support for political candidates	1				4	5
Holding office in a political organization	9			2	1	12
Active in school controversy		1			1	2
Miscellaneous (minor offenses and 2 or more charges)	10	11	4		44	69
Total	19	22	5	2	64	112

(L) Retirement

Continued study of the subject of retirement strengthens the conviction of the Commission expressed in previous reports that the Civil Service Retirement Act should be liberalized.

The Commission believes that the changes most needed are a standardization of the age for compulsory retirement and a general lowering of the age for optional retirement; that the disability provision should be liberalized, and that employees retiring on account of age should be permitted to elect a joint and survivorship type of annuity.

There should be a uniform compulsory retirement age of 70 years, after a minimum of 15 years of service, thus eliminating the two lower retirement ages of 65 and 62 years. There should also be an optional retirement age of 60 years after 30 years' service and of 62 years after

at least 15 years of service, the Government having the same options with respect to retirement as may be allowed the employee. The ultimate cost of such proposed changes would depend upon the average retirement age which developed in practice. It is believed, however, that the increased cost by reason of lowering the optional retirement age would be largely offset by the raising of the compulsory retirement age, and it would appear that the net additional cost, if the proposal should be adopted, would not be excessive.

Recovered disability annuitants who, through no fault of their own, fail to secure reemployment in the Government service, should be continued on full annuity for a period of 1 year following the date of examination showing recovery, and at the end of such period and if otherwise entitled, allowed a reduced annuity as now provided for persons involuntarily separated before reaching retirement age.

An employee retiring on account of age should be allowed to elect a reduced annuity payable to him during his life and an annuity after his death payable to a beneficiary designated by him (a) equal to or (b) 50 percent of such reduced annuity: the amounts of the annuity to be such that their combined actuarial value at the date of retirement would be the same as the actuarial value of the single life annuity with forfeiture as now provided.

As the position of postmaster at each first-, second-, and third-class post office was by statute recently brought within the classified civil service, the Commission favors legislation bringing postmaster positions within the purview of the Civil Service Retirement Act. Under the present law, all postmasters, unless transferred, promoted, or appointed from the classified service, are specifically excluded from the terms of the Retirement Act.

At the request of the President, a committee composed of representatives of the Commission and other agencies was organized to study revision of the Retirement Act. After consulting retirement experts and employee groups, the committee drafted a bill intended as the basis for a general amendatory act. This bill was introduced in the House and Senate as H. R. 8065 and S. 2875. The Civil Service Committees of the House and Senate held hearings on this bill and on several other bills.

The Senate Committee reported favorably on another retirement bill, S. 457, with amendments. This bill passed the Senate, but did not become law.

S. 457 provided for retention of the present compulsory retirement ages of 70, 65, and 62; for the lowering of the optional retirement ages to 64, 60, and 58 years, respectively, option limited to employee; for three 1-year continuances beyond compulsory retirement age; for

election of a joint and survivorship type of annuity by employees retiring for age; for liberalization of benefits in disability cases by continuing annuity for 1 year after date of examination showing recovery instead of 90 days as now provided; for increasing contributions by employees from 3½ percent to 4 percent; for reduction of interest allowed on contributions from 4 percent to 3 percent upon separation by voluntary resignation or for cause; and for optional deposits by employees to purchase additional annuity.

The President has also appointed a committee to consider the advisability of extending the terms of the Civil Service Retirement Act to employees not now subject to any Federal retirement act or to the Social Security Act. This committee has begun its study, and the Commission will conduct a survey for the purpose of aiding the committee in this study.

Two amendments were enacted during the fiscal year 1938. The first, Public, No. 701, approved June 23, 1938, permits annuity on a reduced basis for periods of service subsequent to 1920 when certain employees were not in positions subject to the Retirement Act, if they elect not to purchase credit for such service. The second, Public, No. 740, approved June 25, 1938, which affects only employees of the legislative branch paid in whole or in part by the Senate disbursing officer, reduces from 15 to 7 years the period of service which such employees must have in order to elect to come within the terms of the retirement law, and provides also that such election shall become effective on the first day of the second month following that in which it is made instead of the first day of the sixth month.

While these changes bring the provisions of the Legislative Employees Retirement Act of July 13, 1937, into closer harmony with the retirement provisions which apply to employees of the House of Representatives, the Commission believes that there should be a complete standardization of retirement provisions with respect to all employees of the legislative service affected by this act.

Public, No. 251, approved August 10, 1937, amends the Canal Zone Retirement Act and provides annuities to persons separated from the Panama Canal or Panama Railroad between August 1, 1920, and July 1, 1926. There have been 10 claims allowed under this amendment.

There were no amendments to the Alaska Railroad Retirement Act.

The number of claims of all kinds under the several retirement acts pending at the beginning of the fiscal year was 2,724. During the year 38,671 claims were received and 38,751 were adjusted. The number of claims received during the fiscal year increased by 12.5

percent over the preceding year, while the number of claims upon which action was completed increased 14.2 percent over the preceding year.

Annuitants Added During Fiscal Year 1938

	Age	Optional	Disability	Involuntary separation	Total	Total on roll June 30, 1938
Civil Service Retirement Act-----	2,958	648	2,388	159	6,153	56,130
Canal Zone Retirement Act-----	25	24	18	3	80	507
Alaska Railroad Retirement Act-----	13	-----	6	-----	19	48

Further data pertaining to the actuarial features of retirement work will be found in the publication Retirement Report, the report of the Commission's Retirement Division as of June 30, 1938.

Section III

EXTENT OF THE SERVICE AND CHANGES IN REGULATIONS

(A) Extent of the Executive Civil Service

Civil employees in the executive branch of the Government totaled 851,926 on June 30, 1938. The number of persons in positions subject to the civil service competitive requirements increased from 532,073, or 63 percent of the total on June 30, 1937, to 562,909, or 66.1 percent. This represents an increase of 30,836 employees in classified positions and a decrease of 20,574 in nonclassified positions during the year.

Almost one-third of the total number of civil employees in the executive branch on June 30, 1938, were in the Post Office Department. Next largest were the War and Agriculture Departments with about 11 percent each of the total. The Treasury and the Navy Departments each had about 8 percent of the total. Other establishments with over 10,000 employees in the order of size were the Department of Interior, Veterans' Administration, Works Progress Administration, Department of Commerce, Home Owners' Loan Corporation, Tennessee Valley Authority, The Panama Canal, and the Social Security Board.

The largest increases in employment during the year were as follows: Department of Agriculture, 17,362; War Department, 6,457; Post Office Department, 6,272; Social Security Board, 4,587; Department of Interior, 2,119; and Department of Commerce, 1,630.

The largest decreases in employment occurred in the following agencies: Department of Labor, 7,157; Treasury Department, 6,188; Works Progress Administration, 5,690; Navy Department, 3,038; Public Works Administration, 2,916; and Home Owners' Loan Corporation, 1,889.

The number of employees in the classified service on June 30, 1938, was larger than at any time since the peak employment years of 1918 and 1919. As a result of the Executive order of June 24, 1938, the number of classified positions may be expected to increase sharply in 1939.

The number of men in the executive branch of the civil service continues to exceed the number of women. This is true both for the departmental and field service. On June 30, 1938, 80.5 percent of the employees in the executive branch were men and 19.5 percent

women. Of the 115,590 employees in the departmental service men comprised 59.5 percent and women 40.5 percent. Men made up 83.8 percent of the 736,336 employees in the field service and women 16.2 percent.

See tables 3 and 4 in the appendix for detailed statistics of the number and distribution of employees in the Federal service.

As in previous years, the Commission viewed with extreme disfavor bills introduced in Congress containing provisions which completely exempted certain employments from the merit system. In addition, there were other bills which contained exemptions of all but minor positions.

During the year the classified service was increased by various legislative and Executive actions under which a considerable number of employees were given a classified status. This gain was offset by the removal of positions from the classified service.

Among the gains may be mentioned the restoration to the classified service by Executive Order No. 7739, dated November 15, 1937, of positions in the National Soldiers' Home, Johnson City, Tennessee, which had been withdrawn from classification by Executive Order No. 6752, of June 28, 1934.

The position of administrative assistant, formerly one of eight exempt positions in the office of the Attorney General, was classified by Executive Order No. 7872, of March 2, 1938.

Positions in the Bureau of Air Commerce, which had been exempt from competitive requirements under the provisions of schedule B of the civil-service rules, were brought into the classified service by Executive Order No. 7853, of March 29, 1938, except the positions of director of the Bureau of Air Commerce, two assistant directors of air commerce, and not more than 10 consulting aeronautical experts.

By Executive Order No. 7852, of March 29, 1938, light attendants and crews of vessels in the Lighthouse Service, with the exception of seamen, deckhands, firemen, and employees of the mess department, were taken out of the excepted group (schedule A) and made subject to competition.

The position of organist and choirmaster at the United States Military Academy at West Point was placed in the classified service by Executive order of February 15, 1938.

The Merchant Marine Act (effective June 29, 1936) provided for the transfer of trained and satisfactory employees of the United States Shipping Board Bureau and United States Shipping Board Merchant Fleet Corporation to the United States Maritime Commission. If the Maritime Commission certifies to the Civil Service Commission that the services of such transferred employees have been satisfactory during a probationary period, the employees acquire a classified status. During the fiscal year 1938, 403 employees were so certified.

Other inclusions of positions in the classified service were authorized by the act of Congress of August 16, 1937, concerning Youth Administration Apprentice Training; the Executive order of October 27, 1937, concerning the United States Housing Administration; the Executive orders of February 8, 1938, and May 29, 1938, concerning the Public Health Service; and the National Archives Act, approved May 23, 1938.

There were 366 disapprovals of proposed classifications of employees under various authorities for the following reasons: 32 failed to report or abandoned the necessary examinations; 19 failed to pass the medical examination; 299 attained ineligible ratings; 3 were not citizens; 1 was ineligible because of the prohibition of more than 2 members of the family in the classified service; 12 because of unsuitability, such as use of intoxicants, arrest records, or false statements.

An act approved June 28, 1937, had the effect of withdrawing from the classified service approximately 6,000 positions in the emergency conservation work administered under the direction of the Soil Conservation Service of the Department of Agriculture.

An additional position of assistant to the Secretary in the Office of the Secretary of Agriculture was exempted under schedule A by Executive Order No. 7702, of September 6, 1937.

Schedule B, pertaining to positions which may be filled upon non-competitive examination, was amended by Executive Order No. 7872, of April 20, 1938, to permit appointment to administrative or custodial positions in the field service of the United States Housing Authority relating to the management or maintenance of Federal low-rent housing projects. Only such of these positions as, in the opinion of the Civil Service Commission, cannot be filled satisfactorily through open competitive examination, may be thus filled by noncompetitive examination, but no positions may be filled under this order unless it is clearly demonstrated that the best interests of the service will be served thereby.

Inclusions Within the Classified Service

This table includes only cases in which the incumbent of a position was accorded a classified status during the fiscal year 1938. It does not include cases in which positions were classified but the incumbents thereof did not acquire a classified status during the fiscal year.

Executive order of August 22, 1925:

War Department, Office Chief of Ordnance, Washington, D. C.----- 2

Executive order of May 18, 1933:

Farm Credit Administration, Washington, D. C.----- 10

Field----- 2

Executive order of June 29, 1934:

Farm Credit Administration, St. Louis, Mo.----- 1

Executive order of August 6, 1936:	
Navy Department, Washington, D. C.	1
Executive order of September 26, 1936:	
Rural Electrification Administration, Washington, D. C.	18
Executive order of February 11, 1937:	
Department of Justice, Bureau of Prisons, Washington, D. C.	1
Executive order of March 27, 1937:	
National Labor Relations Board, field	6
Rule II, sec. 6:	
Department of Agriculture:	
Bureau of Public Roads, field	8
Soil Conservation Service, field	2
Department of Commerce:	
Bureau of Air Commerce, Washington, D. C.	251
Bureau of Air Commerce, field	5
Bureau of Lighthouses, field	49
National Bureau of Standards, Washington, D. C.	2
National Bureau of Standards, Beltsville, Md.	2
Federal Power Commission, Washington, D. C.	10
Government Printing Office, Washington, D. C.	1
Interior Department:	
Office of Secretary, Washington, D. C.	4
Bureau of Reclamation, field	8
Division of Investigation, Washington, D. C.	1
National Park Service, field	7
Office of Indian Affairs, Washington, D. C.	2
Indian Field Service	59
Justice Department, Bureau of Prisons:	
Washington, D. C.	11
Field	12
Maritime Commission, New Orleans, La.	9
National Labor Relations Board, Washington, D. C.	6
Navy Department:	
Washington, D. C.	111
Field	408
Post Office Service, Custodial	25
Social Security Board:	
Washington, D. C.	80
Field	134
Treasury Department, Procurement Division, Washington, D. C.	1
Veterans' Administration, Johnson City, Tenn.	75
War Department:	
Office of Chief of Engineers, Washington, D. C.	11
Office of Quartermaster General (field)	40
Engineer Department at large	945
Ordnance Department at large	197
Quartermaster Corps	7
U. S. Military Academy	1
Chemical Warfare at large	1
Rule II, sec. 7:	
Post Office Service:	
Employees in offices advanced from the third to second class	435

Rule X, sec. 13:

Department of State, field.....	1
Department of War, field.....	2
Department of Navy, field.....	8
Section 201 E of the Merchant Marine Act:	
Maritime Commission, Washington, D. C.....	296
Maritime Commission, Washington, D. C., field.....	107
By act of Congress, August 16, 1937:	
Department of Labor, Washington, D. C.....	11
Department of Labor, field.....	3
Total.....	3,389

(B) New Leave Regulations Issued March 21, 1938

The Annual and Sick Leave Acts of March 14, 1936, authorize the President to promulgate leave regulations which shall be uniform, as far as practicable, for all departments. A first set of regulations was issued by Executive orders of July 9, 1936. New regulations, superseding these, were issued by Executive orders of March 21, 1938.

The new regulations are substantially the same as the old, but certain changes which the use of the uniform regulations has shown to be desirable are included. Important decisions of the Comptroller General and the Attorney General have also been made more readily available by incorporation into the regulations themselves.

(C) Employment of Aliens Forbidden

Certain of the 1939 appropriation acts passed by Congress during its 1938 session contain clauses forbidding the employment of aliens within the continental United States by the departments and independent establishments included in the provisions of these acts. Among those affected are the Treasury, State, Justice, Commerce, Labor, and Post Office Departments; most of the independent offices; the Military Establishment of the War Department; work relief projects; and the legislative and judiciary services. Funds so restricted may be used only for the employment of citizens, or those who have made declaration of intention to become citizens prior to the passage of the appropriation acts.

Noncitizens who owe allegiance to the United States, and who were in the service of the United States on the date of the passage of the particular appropriation act, are excepted from the prohibitory clauses, except in connection with the Military Establishment of the War Department. In the case of that establishment such persons are affected, in general, equally with aliens.

(D) Reorganization of the Commission's Divisions

In order to promote efficiency of organization, especially necessary with the increase of work anticipated with the new extensions of the

classified service, certain reorganizations were made within the Civil Service Commission. The Service Record and Retirement Division, largest of the Commission's divisions, which has been performing a variety of functions, was divided into three new divisions, Service Record and Status Division, Retirement Division, and Statistical Division.

The Service Record and Status Division, whose new chief is the first woman head of a division in the Commission's central office, maintains service records of permanent employees in the executive civil service; authorizes reinstatement, transfer, promotion, and change of status; maintains records of the quotas of the several States and Territories in the apportioned service; administers the rules governing removals, dual employment, and conflicting statements about date of birth.

The Retirement Division has charge of the administration of the Civil Service Retirement Act (which under a recent act also includes employees of the legislative and judicial branches of the Federal Government), the Panama Canal Zone Retirement Act, the Alaska Railroad Retirement Act, and their amendments. It maintains individual records of employees' contributions, acts on claims, administers the various funds and, together with the Board of Actuaries, conducts valuation surveys of these funds each 5 years.

The Statistical Division prepares monthly, semiannual, and annual statements on the employees and pay rolls of the executive civil service. It also prepares statistics, both for the annual report and the valuation surveys, of the employees subject to the various retirement laws administered by the Commission, prepares the Official Register, and operates a mechanical system of keeping personnel records for all permanent employees in the executive civil service.

Section IV

SOME ASPECTS OF PERSONNEL PRACTICE IN THE FEDERAL SERVICE

(A) The Commission's Relationship With Congress

The civil service system under the Act of 1883 was authorized by the Congress. The Classification Act and the Retirement Act were passed by the Congress. Although the Commissioners are appointed by the President and the Commission acts to serve the Government establishments headed by administrators appointed by the Chief Executive, the Commission must also serve the applicants and tax-payers who are represented by the Congress. The Commission's appropriations are dependent upon the action of the Congress and it is of the utmost importance that the problems and activities of the Commission be understood and appreciated by the Congress.

Members of the Congress are constantly besieged by constituents interested in employment in the Government. Members of the Congress from time to time have occasion to call upon the Commission and its staff for information concerning pending examinations and procedures under the rules and regulations. The civil-service rules and regulations are a body of procedures and practices which have developed to assure fairness and expedite the orderly transaction of business. Their complexity, however, makes it difficult for the public to understand at all times what is required and the reasons for the requirements. The Commission has no adequate system of liaison with the Congress to render informational service, to enable it properly to cooperate with the public and the Members of the Congress, and to furnish necessary information and necessary explanation which alone can alleviate points of possible friction between the public and the Commission.

In spite of this lack, there has been in the past year increasing personal effort on the part of individual Members of the Congress to understand the work and the serious needs of the Commission and the reasons why it is required to work under limitations sometimes referred to as red tape.

The Commission has constantly sought during the year to reduce the number of restrictive requirements under the rules and to expedite official business with the public.

The civil service system is primarily a democratic process, and it is desirable that the system be as simple, practical, and expeditious in

operation as it can be made. There are many respects in which this improvement depends upon legislative understanding, cooperation, and action, and it is the hope of the Commission that closer cooperation with the Congress will ensue through adequate informational service and through increasing understanding of the functions of the Commission.

(B) The Commission's Relationship With Departments

The Commission comes in direct contact with departments in matters of classification, recruitment, establishment of examination requirements and standards, and certification to fill vacancies. The establishment of professional personnel divisions in all of the important agencies of the Government will provide the liaison and cooperation so necessary to effective service.

The placement of technically qualified personnel directors high in the departmental organization will do much to expedite the planning of personnel work and the anticipation by the departments and agencies and by the Commission of departmental operating needs. There has been an inadequate understanding in some instances of the cooperative possibilities in personnel selection on the part of some of the heads of departments and agencies. This is due to the fact that personnel work has been relegated by department heads in many cases to personnel officers who are wholly out of touch with the planning of departmental and agency administration. There has been too wide a gap between the personnel unit in the operating agency and the planning and administration in the department.

The problems of personnel administration, which has become an extremely important, complicated, and technical art, have been neglected in too many places in government. The outlook for broader understanding of the problem and closer cooperation by the executives and administrators is encouraging today, and the Commission is prepared to share in the task of increasing such necessary understanding and cooperation to make its work, as a service agency, constantly more valuable to operating units.

(C) The Commission's Relationship With the President

No central personnel agency can perform its work successfully without the enthusiastic support, leadership, and backing of the Chief Executive. The President of the United States has given the highest order of support and leadership to the United States Civil Service Commission.

In issuing the Executive orders of June 24, 1938, which revise and modernize the rules of practice and which authorize modern departures from antiquated procedures, President Roosevelt has made a substantial contribution to improvement of the merit system.

The President's message to the Civil Service Assembly of the United States and Canada, issued in October 1938, evidences the keen interest and support which he continues to give to the merit system. In that message the President said:

The competitive classified civil service system is the best approach to the solution of this problem which there is. That system has not been perfect. I have laid down broad and specific bases for its improvement. I shall appeal for adequate financial support of this improvement, and I shall continue to urge all of the agencies of Federal Government to discard inherited reservations and unite in utilizing and perfecting the national personnel program now instituted.

(D) The Commission's Relationship With Employee Unions

The Commission has noted with real satisfaction the constructive work of organized groups of employees in improving personnel practices.

Leadership of employee unions has been responsible and intelligent. Cooperation from employee groups has been outstanding. The Commission believes that the maintenance of a close cooperative relationship with employee organizations is an assurance of progress in the field of personnel administration, and an assurance against friction and misunderstanding preventable wherever enlightened personnel management exists.

Section V

EARLY HISTORICAL BACKGROUND OF THE CLASSIFICATION ACT OF 1923

The history of the early deliberations of Congress on the problem of fixing pay for civil employees in the executive branch of the Government furnishes an interesting and significant background underlying the legislative policies upon which many years later the Classification Act of 1923, as amended, was based. Reduced to simple terms, the Classification Act is founded on these broad principles, among others:

1. Positions shall be classified and graded according to their duties and responsibilities.
2. The same pay scale shall be applicable to all positions falling in the same class or grade in whatever department they may be located.
3. The different pay scales and the various classes and grades of positions shall be logically associated so that pay is properly related to work.
4. There shall be a central classifying agency serving all departments alike and expressly charged with the responsibility of equalizing and coordinating the classification and grading of positions in all departments under the Classification Act.

From the very beginnings of the Federal Government, the problem of fixing pay equitably for officers and employees frequently engaged the attention of the Congress. It was early and repeatedly recognized that the obviously fair basis for salaries was the work which each employee respectively performed, and over a period of nearly a century Congress sought procedural means for carrying this principle into the everyday administrative operations of the Government. Regular and special congressional and Executive committees studied and reported on the problem from time to time, virtually all of them arriving at the conclusion that some means had to be found for classifying or grading positions uniformly and impartially on the basis of the work they involved, in such a way that the same pay scale or salary range, whatever it might be in dollars, could be equitably applied to each position in the same class or grade and so that the several pay scales would be properly related to the difficulty and responsibility of the work of the respective positions to which they were made applicable. Time after time, this was stated as a sound and necessary objective in salary administration. However, it was only after long and repeated consideration of the problem that it was perceived that the search for ways and means to accomplish this objective would be ended by agreeing to vest in one central agency

the responsibility for the coordination of position-classification in all departments.

The history of appropriation acts and other legislation considered by Congress from 1789 to about 1850 indicates clearly a growing awareness on the part of the legislature that as the Government service expanded the problems of salary administration were becoming increasingly complex and acute. For the major part of this period lump-sum appropriations for salaries were the rule and department heads were authorized to fix salaries in their discretion within appropriation limits. Under these circumstances inadequacy of pay and inequalities of pay in relation to work performed became typical of the salary situation in the service.

In 1836 and following years, petitions submitted to Congress by Government employees served to focus attention on the need of a systematic method for fixing the salaries of the 336 clerks then employed in the five departments at Washington. Specifically, in 1838, the employees asked "that an inquiry be made * * * into the kind and character of the duties of the several clerks in all the departments and subordinate bureaus, and a general law passed, apportioning and fixing salaries to duties, so that all clerks performing like duties shall receive like salaries."¹ In this request they were supported by the heads of the several executive departments.² The Senate, recognizing the need for equalization of salaries in relation to duties, passed a resolution addressed to the heads of departments, which called for reports showing—

the classification of the clerks * * * in reference to the character of the labor to be performed, the care and responsibility imposed, the qualifications required, and the relative value to the public of the services of each class as compared with the others * * *.³

Thus, 85 years before the passage of the Classification Act of 1923, the Senate set forth a basis for position-classification which frequently has been regarded as of more recent origin. That this was regarded as an important principle is indicated in an 1842 report of the Select Committee on Retrenchment of the House, which regarded the "arbitrary" arrangement of the salaries of clerks, "without much reference to their respective duties", as "a great defect in the organization of the Departments."⁴

In 1851, when a more or less concerted demand began to manifest itself for a general reconsideration of the salary situation in the service, Congress again gave serious consideration to the subject. A number of bills were introduced for the purpose of raising and, at the same time, equalizing clerical salaries, each bill, however, being applicable only to one specified department.

¹ S. Docs. vol. I, No. 71, 25th Cong., 2d sess., January 3, 1838.

² S. Docs. vol. III, No. 239, 25th Cong., 2d sess., February 26, 1838.

³ S. Res., March 5, 1838, 25th Cong., 2d sess.

⁴ H. Rept. No. 741, 27th Cong., 2d sess., pp. 18-23, May 23, 1842.

Seeing the futility of accomplishing uniformity and equalization throughout the service by enacting the pending uncoordinated bills, the Senate in 1851-52 passed a series of resolutions directing the heads of departments to report to the Senate "some plan of classifying the clerks in the several departments, for apportioning their salaries according to their services, and for equalizing the salaries of the clerks of the same grade in each of the departments." The reports submitted did not set forth a classification plan that would be applicable to all the departments, but there was virtual unanimity in the recommendation "that such classification and arrangement be established by law, as shall be found most nearly to fulfill these several recommendations, and that uniform salaries be established for all the clerks of each class in whatever department of the government they may be employed in the city of Washington."

After a consideration of the departments' reports a measure was proposed and passed in 1853 which at the time was probably intended to be a reasonably permanent solution of the problem of adjusting and equalizing salaries for the 700 clerical employees in the 5 departments affected.⁵ It provided that clerks in the Departments of the Treasury, War, Navy, Interior, and the Post Office "shall be arranged into four classes." As amended in 1854, it prescribed one salary rate for each class as follows: \$1,200 per annum for class one; \$1,400 for class two; \$1,600 for class three; and \$1,800 for class four.⁶

Gradually these pay rates or "classes" were extended to most of the clerical positions in all offices. Until the passage of the Classification Act of 1923, 70 years later, they served to define and limit salary levels in estimating and authorizing appropriations for clerical positions not paid from lump-sum appropriations.

As in the case of its earlier deliberations, Congress again recognized in 1853-54 the necessity of equal pay for equal work and coordination of pay schedules, one department compared with another. But the 1853 and 1854 acts established no machinery or procedure designed to meet this necessity and keep individual positions allocated to their appropriate classes uniformly across departmental lines. The "classes" themselves were undefined in terms of work. There were no guides for determining what clerical work belonged in each of the named salary rates. Each department related pay to work without reference to the others. The acts established no central agency, no mandate to ascertain continuously and currently the facts about the duties and responsibilities of positions, and no principles for placing positions in the salary classes enumerated. The 1853 and 1854 acts raised clerical salary rates, but they failed to equalize or coordinate them in relation to work performed.

⁵ Act of March 3, 1853, 10 Stat. 189, 209.

⁶ Act of April 22, 1854, 10 Stat. 276.

In 1886, the salary situation became again so acute that the House Committee on Reform in the Civil Service reported a bill to establish a commission of five members, to be appointed by the President, to investigate and report to Congress a classification and pay plan covering the 8,031 employees in Washington at that time, exclusive of laborers and of officials confirmed by the Senate.⁷ In its report the Committee reiterated the familiar principle that "all compensation should be uniform in the several departments and offices for doing work of the same kind." For the first time, however, a committee of Congress, instead of endeavoring to prepare a coordinated position-classification plan on the basis of uncoordinated reports from the various departments, stated that it was "impracticable and inexpedient" for any committee of Congress to undertake such a task, and, further, that—

Neither should Congress act upon the reports of the heads of departments alone, for one of the primary objects is to secure uniformity in all the departments, which was not done by the act of 1853; the reason for which is apparent.⁸

In 1905, a Committee on Department Methods, appointed by President Roosevelt upon his own initiative, undertook as one of eighteen projects an investigation dealing with the "Classification of Positions and Gradation of Salaries." On this topic it submitted a report to the President discussing existing salary conditions and recommendations for their correction, among which was a proposal to establish various grades of employment. It recognized as sound the principles that had formed the basis for Congressional consideration of the same problem from the very beginning. It also realized that uniformity in the application of these principles in different departments could not be secured through the individual and separate action of each department, acting only and finally with respect to its own positions and personnel. In the effort to secure coordination, it proposed—

That a committee be formed, composed of a representative of each Executive department and independent establishment in Washington, designated by the head thereof, whose duty it shall be to consider the character of work performed in the several bureaus and offices and the salaries paid therefor and to recommend such further adjustments or other measures as will bring about a general uniformity of compensation in all public offices for the same kind of work, such recommendations to be considered in the preparation of future estimates.⁹

The committee clearly recognized the necessity and difficulty of classifying like positions uniformly in different bureaus and departments. It stated that—

The chief difficulty in the proposed reclassification of employees will be to make sure that the same importance be always given to certain lines of substantially

⁷ H. R. 6855, 49th Cong., 1st sess.

⁸ H. Rept. No. 1303, 49th Cong., 1st sess., vol. 5.

⁹ Report to the President by the Committee on Department Methods. *Classification of Positions and Gradation of Salaries for Employees of the Executive Departments and Independent Establishments in Washington*. January 4, 1907. A detailed description of the Keep Committee's work is found in Weber, G. A., *Organized Efforts for the Improvement of Methods of Administration*, pp. 74-83 (1919). Institute for Government Research, Studies in Administration.

similar work performed in different bureaus and departments. This may be assured by a careful observance of the foregoing schedule in regard to the character of work appropriate to the several grades, or by the determination of a board of equalization appointed by the head of each Department for the express purpose of securing uniformity in making the change from the present to the proposed schedule.

Its suggestion that boards of equalization within each department could secure uniformity across departmental lines was unduly optimistic. As a matter of fact, even the interdepartmental committee, which it recommended be established as a more or less continuing agency to secure uniformity, was to be advisory only and its recommendations as to adjustments were only to be "considered" in the preparations of the annual estimates. It was not to have the authority, necessary for a central classifying agency, to carry its methods and decisions into effect. Such a committee, called the Committee on Grades and Salaries, composed of one employee named by the head of each establishment, was actually created by Executive order on June 11, 1907. Its function was to prepare "tables of estimates for positions and salaries in conformity with the schedule and recommendations of the Committee on Department Methods." It possessed no enforcement or corrective authority either to equalize rates or to see that individual positions were properly and uniformly allocated to their proper grades in the basic schedule. The Committee on Grades and Salaries prepared estimates as directed, which were submitted to Congress on February 11, 1908,¹⁰ but no general action resulted, notwithstanding the support of President Roosevelt¹¹ and President Taft.¹²

It remained for the Congressional Joint Commission on Reclassification of Salaries, appointed by Congress in 1919, to construct the link to connect sound objective with practical everyday operation. In its report to Congress in 1920, it made this recommendation:

The Commission recommends that the future administration of the classification and of the uniform schedules of compensation be delegated by statute to an existing independent agency of the Government, herein referred to as the classification agency, and submits that this agency should logically and preferably be the United States Civil Service Commission.

In explanation of this recommendation, the Congressional Committee said:

It is obvious that if the prime requirements of uniformity and relative equity in the pay for service are to be secured some central independent agency must have the authority—the final authority in every case and in all departments—as to the proper classification of each position. It must ascertain, as the impartial

¹⁰ H. Doc. No. 648, 60th Cong.

¹¹ Message of President Roosevelt transmitting estimates for appropriations, S. Doc. No. 638, 60th Cong., January 6, 1909.

¹² Annual Message of President Taft to the Congress, 61st Cong., 2d sess., December 7, 1909, quoted in Twenty-sixth Annual Report of the Civil Service Commission for fiscal year ended June 30, 1909, p. 134.

appraiser for the Government and the taxpayers, what the duties of each position are, what responsibilities are involved, what qualifications are required, and into what class and compensation schedule it falls.¹³

Congress almost immediately accepted the principle that an independent central agency should be given the responsibility described by the Congressional Joint Commission. In this respect its questions centered mainly on what agency or type of agency should be established or selected. The Personnel Classification Board, an ex-officio organization, created by the Classification Act of 1923 as the central classifying agency, was abolished on October 1, 1932, and its duties, powers, and functions transferred to the Civil Service Commission.¹⁴

Thus the major principles underlying the Government's program for position-classification, as reflected in the Classification Act of March 4, 1923, as amended, had their origin in repeated and thorough consideration by Congress of the problem of salary administration over a period of nearly a century.

¹³ Congressional Joint Commission on Reclassification of Salaries. Report, March 12, 1920. H. Doc. No. 686, 66th Cong., 2d sess., pp. 67-68.

¹⁴ Act of June 30, 1932, Title V, 47 Stat. 416.

Section VI

THE DEVELOPMENT OF CIVIL SERVICE INVESTIGATIONS

In consequence of three important steps in government, which occurred in June 1938, the Civil Service Commission is confronted with necessity for a considerable evolution and expansion of those several activities which are covered by the term "investigation." These three new developments are: the Ramspeck-O'Mahoney Postmaster Act; the Executive order of June 24, 1938, extending the classified service; and the revised civil-service rules in which investigation of the character and personal fitness of eligibles is specifically required whenever practicable.

The work of the Investigations Division falls into two main categories, measurably distinct, yet clearly interrelated. The first is verifying the character, record, and personal fitness of applicants, including the eduction and verification of evidence of the possession of personal qualities which can not be ascertained by written tests. The second phase deals with charges of misconduct, and violations of the law and rules.

In the historical development of the Commission, it was the second of these two main branches of investigative work which first came into prominence. However, the Civil Service Act itself authorizes investigations of both types.

The Civil Service Act prescribes that examination of applicants shall be practical in character, and shall test relative capacity and fitness of persons examined for discharging the duties of the positions which they seek. The determination of what constitutes "fitness" is left largely to the Commission. However, the employment in civil-service positions of persons who habitually use intoxicating liquors to excess is specifically prohibited by section 8 of the act, referring both to appointments to the service and to retention in the service—thus providing for investigations of fact both before and after appointment.

In addition, section 2 of the act specifically requires the Commission to make investigations concerning the enforcement of rules and regulations and the personnel engaged in such enforcement.

In considering both the Commission's present investigative procedure and the scope of its prescribed duties in the future, it is instructive to note the successive steps by which the Commission, since its inauguration as a small pioneer agency, has endeavored to carry out the mandate in the Civil Service Act, that the record and character of Government service applicants shall be the subject of examination, no less than mentality or education.

On February 23, 1884, the first Commissioners sent to President Arthur a memorandum on the subject of political assessments of employees in the service. This was one of the abuses which the Civil Service Act was specially designed to remedy. The first annual report, for 1883, stated that no case of political assessment had yet come before the Commission. In 1884 action was taken upon one such case; and in 1886 eight cases were investigated.

Even in the period just before the World War, investigations were still limited to charges of misconduct, particularly violations of the political activity rule. This rule, as expressed in civil-service rule I, was of much wider scope than the law against political assessments. The principle of this rule was set forth in President Cleveland's letter of July 14, 1886, to the Commission. It grew clearer through subsequent rulings, especially the letter of President Theodore Roosevelt to the Commission on June 13, 1902. The Commission's twenty-third report, for 1906, first contained the civil-service rule I in its present form.

In the year 1915, which may be taken as typical of the pre-war period, there were recorded in the Commission's minutes 48 investigations of improper political activity; 3 inquiries into political discrimination in appointment or promotion; 6 investigations of frauds or irregularities in examinations; 12 investigations of objections filed by appointing officers against certified eligibles on grounds of gambling and other unfitness; and 3 miscellaneous investigations: a total of 72 investigations.

For a long time the Commission had no special personnel for investigational work. Investigations were performed either by the Commissioners in person or by an employee detailed to a particular investigation. The need was recognized for expanding this work and giving it a more definite status. The Urgency Deficiency Act of October 22, 1913, made it possible for the Commission to employ a few field examiners, who had their headquarters sometimes in the central office and sometimes in a district office. These traveling examiners were generally transferred from the post-office inspector force, and they received the same salary that they had received as post-office inspectors. The number of such field examiners fluctuated, through resignations or transfers, but was never more than four.

Throughout the entire early period, the other phase of investigational work, that of determining character-fitness of eligibles before certification, was not forgotten, but was limited by necessity to the insufficient method of requiring personal vouchers with applications.

The year 1917 was a turning point in the history of the Commission's work, not merely because of the sudden demand for great numbers of additional Government employees during the war emergency, but for another reason more permanent in its results. By Executive order issued by President Wilson on March 31, 1917, the Commission was

called upon to investigate personally the experience, fitness, character, success, and adaptability of candidates for the three Presidential postmaster classes, then paid from \$1,000 to \$8,000 a year. This order marked an important step with respect to one group of positions, in the Commission's use of its authority to make personal investigations in the course of examination.

A field investigation of applicants for postmaster positions involves a visit to the town or city concerned, by a representative of the Commission and a representative of the Post Office Department. The applicants are personally interviewed on matters which demonstrate their capacity, breadth of experience, public spirit, and ethical attitudes. Representative citizens of all economic and social strata in the community, including those given as references by applicants, as well as many not referred to, are interviewed on the character, activities, record, and personal traits of all applicants. The reports of the investigators are used, in combination with written tests in the case of second- and third-class postmasters, as the basis for grading applicants. The rating itself on the evidence presented is done in the Commission's central office by the Examining, not the Investigations, Division.

On November 2, 1920, the Commission established a Division of Investigation and Review in order to center the investigative work in a distinct division. The Division also performed the functions of the present Board of Appeals and Review.

On May 10, 1921, President Harding issued an Executive order on examinations for Presidential postmasters, which greatly increased the Commission's work. Under the order of March 31, 1917, examinations had been required only for the few post offices where an incumbent was not reappointed. The order of 1921 made examination mandatory in nearly all cases, for the order did not permit the reappointment of a postmaster, without an open competitive examination, except when the incumbent had been appointed as the result of a previous examination. The number of such postmasters was limited. Recognizing the magnitude of the task confronting the Commission, Congress made a special appropriation of \$75,000 for postmaster examinations in the fiscal year 1922. Several new examiners were appointed, and a number of other employees of the Commission left their duties in the central office or in district offices to conduct postmaster investigations.

Another development of the year 1921, made necessary by the great expansion of postmaster work, was the limiting of personal investigations to post offices of the first and second classes; for post offices of the third class (salaries then from \$1,000 to \$2,200) the qualifications and character of applicants were investigated only by questionnaire-vouchers sent to large numbers of the patrons of a post office, except

where there appeared particular necessity for investigations in a special case. For a time it was necessary to employ the voucher method even for offices of the second class. Though the use of vouchers as a part of examination procedure was by no means new in principle, it had never before been employed on so extensive a scale or with the grades of applicants so directly dependent upon voucher testimony.

The Commission, however, realized that in the examinations for the classified service—postmaster positions were then in the unclassified service—it had never been possible to perform with thoroughness the function of certifying eligibles who were not merely intellectually qualified, but who were found to be fit on grounds of character, habits, and moral attitudes. In the hearings of December 16, 1921, before the subcommittee of the House Committee on Appropriations, the Commission stressed the many advantages to the public service which would result from making examinations for important positions more practical, through an adequate investigation of personal traits and records. These ideas were favorably received by the committee, but were considered a field for experimentation rather than for immediate large-scale action.

At the corresponding committee hearing one year later, the same matter was discussed again. The Commission reported on pioneer work already undertaken, including research on methods of oral interview; experiments with the use of fingerprints; and a more intensive use of questionnaire methods for determining the fitness of applicants for clerk and carrier positions in post offices within certain districts.

Personal investigations as part of civil-service examinations were not used on a large scale until later. The act of March 3, 1927, brought all positions in the Bureau of Prohibition into the classified service and directed that the incumbents, appointed without examination, should not be blanketed into the service, but could be reappointed only if they obtained high enough ratings in competitive examinations to bring their names within reach of certification. Because of the nature of those positions, the Commission felt it necessary that personal investigation be made of all applicants who passed the preliminary tests. The investigation of more than 3,000 applicants was a major undertaking. It was slowed down by insufficiency of initial appropriations, but was eventually accomplished in a thorough and conscientious manner.

In carrying out this program, about 40 new field examiners were appointed, most of them on a temporary basis, who were given short intensive training for the work. The experience gained through the examinations for prohibition agent brought out clearly the value of investigation for positions carrying special responsibility or temptation. Public and congressional approval was won for the inclusion of

personal investigation as part of the regular examination procedure for law enforcement positions.

In 1929, a second group of temporary field examiners was recruited to conduct investigations for customs patrol inspector and other examinations. In 1930 appropriations permitted the establishment of more thorough training of a force of permanent field examiners, which numbered 36 men on June 30, 1938. On December 1, 1930, the Division of Investigation and Review became the Investigations Division. While its review functions were transferred to the newly established Board of Appeals and Review, investigation work which had been performed in other parts of the Commission was transferred to the Investigations Division. At the same time the fingerprint section was transferred to the Investigations Division.

This year, there have been added the units in charge of cases involving political activity of Federal employees and in charge of cases necessitating debarment of persons from civil-service examinations. These units were formerly attached to other divisions.

That the policy of personal investigations of applicants has been justified by its results cannot be doubted. Even in dollars and cents the entire cost of investigations has been repaid to the Government through having in key positions officers and employees known to be honest, capable, and loyal. The greatest justification is found in improved morale and a public service worthy of national respect.

In recent years, personal investigation has been undertaken so far as it has been possible in the following principal classes of cases: Law enforcement positions; all reinstatements when previous service was terminated under serious charges; postmaster examinations (except as necessity may force voucher methods at some of the smaller offices); disability retirement; and in all cases of alleged frauds, irregularities in appointment, or violations of the rule limiting political activity of classified employees.

After February 1, 1939, under the President's new Executive orders, this vital requirement of personal investigation prior to certification will apply to all appointments in the classified service, wherever practicable. Section 3 of the new rule III reads: "The character, record, and physical fitness of applicants shall be tested or investigated and approved whenever practicable prior to certification." The only limitation upon the practicability of investigations is the limitation of staff. Adequately increased funds for investigative personnel and for travel are essential.

A careful study of the history of investigations conducted by the Civil Service Commission proves that they are of outstanding value in improving public personnel administration. A definite emphasis upon the extension and improvement of investigations is an important part of the Commission's program.

Section VII

EXAMINATIONS

The average number of persons examined during the past 5 years is more than 560,000. During the fiscal year 1938, a total of 408,928 were examined. The decrease in the number of persons examined in 1938 was occasioned by the fact that no new large classified service agency had to be staffed during the year nor was there, except in the Navy Department, any considerable expansion in the work of an agency already established. Entrance appointments in the departmental and field positions were 34,051, as compared with 44,484 in 1937.

The Governmental activities initiated in 1938 and the examinations announced in the early months of the fiscal year 1939 indicate that the number of persons examined in the year 1939 will probably break all records.

During the year, general engineering and general chemical examinations were announced. A new departure in the engineer examination was that of not requiring a formal engineering education. Applicants lacking college work in engineering were required to show engineering experience and were given an assembled examination on engineering fundamentals, including mathematics, physics, theoretical and applied mechanics, engineering materials, engineering drawing, and the elements of electrical, mechanical, civil, and chemical engineering.

In the preparation of this test, the Commission was fortunately able to secure the assistance of Robert L. Sackett, dean emeritus of the School of Engineering, State College, Pennsylvania, one of the recognized engineering authorities of the country. This change in the engineering examination resulted in placing on the eligible lists a considerable number of men who, while they lacked the formal education represented by an engineering degree, had nevertheless by study and practical experience made themselves professional engineers.

Another interesting development was the inclusion in an examination for printer-proofreader of a practical test in proofreading. Heretofore, in the printer-proofreader examination, applicants had been rated on the extent and character of their experience in the trade. In the case of such trades as carpenter and machinist this affords a reasonably accurate method of determining relative ability, while a practical test in carpentry or the operation of machine tools is not at present feasible. In the case of proofreaders, however, such a test is

practicable and its inclusion in this examination will result in a determination of relative qualifications much more exact than the former procedure could produce.

The naval expansion program completely exhausted the Commission's registers for such positions as ship draftsman, naval architect, and naval engineer. Since the need for additional eligibles was urgent, examinations were expedited for naval positions.

During the year the two examinations which attracted the largest number of competitors were those for elevator conductor, for which there were 12,203 applicants, and student fingerprint classifier, for which there were 54,034 applicants.

During the year the Commission utilized the temporary services of a number of outstanding authorities in various professional fields in the development of new tests. Such services are valuable contributions to the Commission's examining procedure. Among those who have aided the Commission during the year were specialists in the fields of political science, sociology, prison management, journalism and engineering.

Section VIII

VETERAN PREFERENCE

The Veteran Preference Act of July 11, 1919, which was enacted to reward enlisted men and women for war-time service operates in such a manner that more than one out of every four persons who received appointment in the classified service this year by the aid of veteran preference was too young to have been in the World War.

This situation arises from the all-inclusive wording of the veteran preference law. The Commission must follow the law. It may, however, recommend to the President and Congress changes in existing legislation, if the experience of the Commission shows that legislation is not working out in the spirit in which it was intended, or is working out in a way which is not for the good of the service.

The Veteran Preference Act grants preference in appointment to the classified service to "honorably discharged soldiers, sailors, and marines, and widows of such, and to the wives of injured soldiers, sailors, and marines, who themselves are not qualified, but whose wives are qualified to hold such positions." Honorable discharges or discharge certificates issued under honorable conditions give preference rights, though the period of enlisted service may have been less than 6 months.

Veterans have 5 points added to their earned examination ratings; 10 points are added in the case of disabled veterans, wives of disabled veterans who themselves are not qualified, and widows of veterans. The names of the 10-point group are placed in order at the top of the eligible register, ahead of all others. Five-point veterans become eligible for appointment with an earned rating as low as 65, and, for the 10-point group, as low as 60, although 70 is the minimum eligible rating for all other persons. In addition, the 10-point group has the privilege of competing in the reopened examinations held for it four times a year during the life of the register.

Each year more and more persons are added to the number who may, under the present law, claim veteran preference in appointment to the civil service. Each year men are discharged from the four enlisted services with honorable certificates, students at the West Point, Annapolis, and the Coast Guard Academies are graduated, or leave or resign before graduation, and nurses leave the Army and Navy Nurse Corps. These persons, together with their wives and

widows, are a constantly increasing group which directly competes with the older Spanish-American and World War veterans.

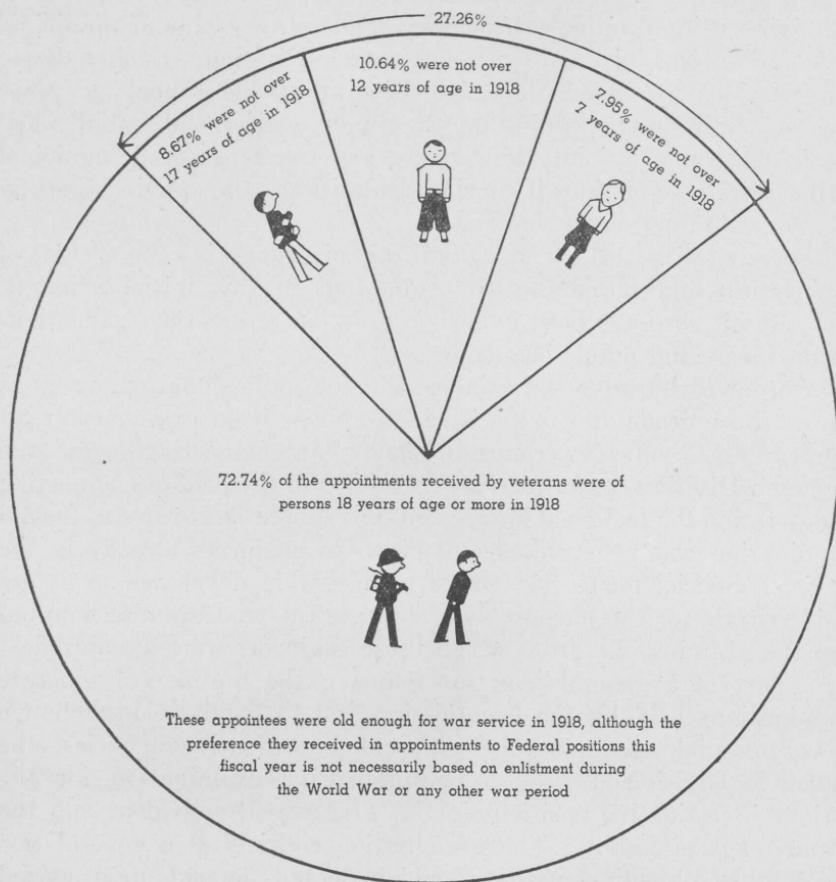
Figures are not at present available on the number of wives and widows who received preference because of marriage to peace-time veterans. The figures used in this article and in the accompanying graph include only men and women who received preference because of their own enlistments.

The Commission has recognized the fact of the growth each year of the number of peace-time veterans, although it has not before had exact figures on the size of this group. The Commission has previously recommended that veteran preference be limited to those men and women who served during war periods.

The Ramspeck-O'Mahoney Act, which extends to the three best-paying classes of postmaster positions the benefits of the classified competitive service, also allows to the peace-time veteran group the privilege of preference in appointment to these important 14,800 positions. Formerly veteran preference was given only to applicants for first-, second-, and third-class postmasterships who served in the enlisted forces during the World War, Spanish-American War, and Philippine Insurrection.

It seems reasonable to expect that as the peace-time veterans increase each year, the proportion of civil-service appointments secured by them, over 27 percent of all veteran preference appointments in the fiscal year 1938, will become even larger, unless the Veteran Preference Act of July 11, 1919, should be modified by Congress, which alone has the power to do so.

AGE AT TIME OF WORLD WAR OF APPOINTEES RECEIVING VETERAN PREFERENCE



REWARDS FOR SERVICE GIVEN PEACE-TIME VETERANS DURING THE FISCAL YEAR 1938.

Section IX

ACTIVITIES OF THE RESEARCH DIVISION

A project having as its ultimate objective uniform specifications for civil-service positions throughout Federal, State, and municipal jurisdictions was initiated by the Research Division. Such uniform specifications would enable universities and other schools to place greater emphasis on training for the public service and would make possible the use of joint registers by Federal, State, and municipal civil service commissions if considered desirable, thus paving the way to a sound public career service.

Representatives of professional organizations in the fields of engineering and public health cooperated in this initial attempt, and committees have been named to draw up tentative specifications for engineers and public health nurses.

In order to improve the examination for professional engineers in the entrance grade and to devise a suitable written examination for applicants who offer experience in place of an engineering degree, the Research Division conferred with specialists in the field of engineering to determine the technical knowledge that should be covered. A trial examination was constructed and given to engineers already in the service. Special forms for service ratings were developed to secure valid criteria for the purpose of evaluating the trial examination and also the examinations from which these engineers were appointed.

As part of a general plan for reducing the number of separate examinations held by the Commission and to facilitate interchange of confidential agents among different investigative agencies, the Research Division devised a comprehensive examination for the various investigative positions in the Treasury Department and the Department of Labor. The examination consists of a general test made up of objective questions which do not depend upon special information or experience and special tests for those applying for options in law, accounting, and pharmacy. A follow-up study will be made to determine the feasibility of a broadened use of combined examinations.

Many other special and general tests were devised and put into effect.

In December there was held, under the sponsorship of the Council of Personnel Administration, a 2-day conference of Government and industrial personnel leaders on such subjects as training, service ratings, supervision, selection methods, classification, and administrative policies. Two public meetings were held later in the winter,

at one of which there was a panel discussion of suggestions offered by various Federal employees for improving working conditions in the Federal service.

The Council's efficiency rating committee recommended that the service rating forms now in use be continued without change for another year. The committee emphasized the usefulness of the forms in improving the work of employees and recommended that several months before the end of the rating year employees whose work merits a low rating in any respect be so informed and that ways be suggested to improve their work.

The common problems committee met frequently to discuss problems common to Federal departments and the Civil Service Commission. Many practical improvements were recommended and put into effect.

As a means of insuring that qualified personnel of the Federal service will have first consideration in the filling of vacancies, the Council of Personnel Administration has obtained the cooperation of the Works Progress Administration in a project to record on punch cards pertinent information concerning each employee. This project will also benefit the departments in providing a method for quickly locating persons readily available to fill particular positions.

Section X

APPROPRIATIONS AND EXPENDITURES

APPROPRIATIONS, 1938

Salaries and expenses, 1938-----	\$2, 350, 000
Printing and binding, 1938-----	85, 000
 Total, general funds-----	 2, 435, 000

EXPENDITURES, 1938

Personal services-----	2, 210, 327
Supplies and materials-----	107, 643
Communication service-----	12, 621
Travel expenses-----	32, 195
Transportation of things-----	2, 851
Printing and binding-----	15, 898
Repairs and alterations-----	3, 642
Special and miscellaneous current expenses-----	13, 019
Equipment-----	30, 257
 Total expenditures-----	 2, 428, 453
Unexpended balance of appropriations-----	6, 547
 Total-----	 2, 435, 000

APPROPRIATIONS, 1939

Salaries and expenses, 1939-----	2, 650, 000
Printing and binding, 1939-----	96, 750
 Total, general funds-----	 2, 746, 750

RETIREMENT AND DISABILITY FUNDS, 1938

Civil-service retirement and disability fund, 1938-----	72, 392, 000
Canal Zone retirement and disability fund, 1938-----	500, 000
Alaska Railroad retirement and disability fund, 1938-----	175, 000
 Total funds available during 1938-----	 75, 502, 000

RETIREMENT AND DISABILITY FUNDS, 1939

Civil-service retirement and disability fund, 1939-----	74, 244, 000
Canal Zone retirement and disability fund, 1939-----	500, 000
Alaska Railroad retirement and disability fund, 1939-----	175, 000
 Total-----	 77, 665, 750

The civil-service retirement and disability funds are not considered appropriations for expenditure, since they were transferred to trust funds.

Section XI

SUMMARY OF RECOMMENDATIONS

The Commission recommends—

1. That legislation be enacted which will extend the competitive classified service to non-policy-determining positions now exempted by legislation.
2. That the scope of the Classification Act be extended to include the approximately 300,000 positions in the field service, the salaries of which are not fixed by specific legislative schedule or wage-board method. This action will correct many inequalities in pay scales among the field offices of the various departments and independent establishments and will thus promote better personnel administration. With the inclusion of many additional field positions within the classified competitive service, the need for this progressive step is more imperative than ever before.

3. That legislation be enacted to change the Retirement Act in the following particulars:

To establish a uniform optional retirement age of 60 years after 30 years' service, or 62 years after 15 years' service, to be exercised by either the Government or the employee; and to make retirement compulsory at 70 years of age for all.

To provide annuity for employees retired because of physical disability who recover before reaching retirement age, and who fail to secure reinstatement through no fault of their own.

To broaden retirement benefits so as to permit an employee to elect a reduced annuity in order that payments may be continued to a surviving dependent.

To extend retirement provisions to postmasters of the first, second, and third classes who will be included within the classified service by the provisions of the Ramspeck-O'Mahoney Postmaster Act.

4. Revision of the leave acts of March 1936 so that nonwork days will no longer be charged as annual leave for 5-day, 40-hour week employees.

5. Increased appropriations to provide effective personnel administration, renew necessary registers annually, thoroughly examine and investigate the records of eligibles, keep position-classification more current, and otherwise carry out properly the provisions of the new civil-service rules, of the Ramspeck-O'Mahoney Postmaster Act, and of the other legislation and Executive orders adopted to improve and extend the merit system.

APPENDIX

EXECUTIVE ORDERS

ORDER AMENDING THE CIVIL SERVICE RULES

June 24, 1938.

By virtue of and pursuant to the authority vested in me by the Constitution, by section 1753 of the Revised Statutes (U. S. C., title 5, sec. 631), by the Civil Service Act of January 16, 1883 (22 Stat. 403), and as President of the United States, the civil-service rules are hereby amended, effective February 1, 1939, to read as follows:

RULE I—POLITICS AND RELIGION

1. **No interference with elections.**—No person in the executive civil service shall use his official authority or influence for the purpose of interfering with an election or affecting the results thereof. Persons who by the provisions of these rules are in the competitive classified service, while retaining the right to vote as they please and to express privately their opinions on all political subjects, shall take no active part in political management or in political campaigns.

2. **No disclosure or discriminations.**—No question in any form of application or in any examination shall be so framed as to elicit information concerning the political or religious opinions or affiliations of any applicant, nor shall any inquiry be made concerning such opinions or affiliations, and all disclosures thereof shall be disconcerted. No discrimination shall be exercised, threatened, or promised by any person in the executive civil service against or in favor of an applicant, eligible, or employee in the classified service because of his political or religious opinions or affiliations.

3. **Recommendations not considered.**—No recommendation of an applicant, eligible, or employee in the classified service involving disclosure of his political or religious opinions or affiliations shall be considered or filed by the Civil Service Commission, hereinafter called the Commission, or by any officer concerned in making appointments or promotions.

RULE II—CLASSIFICATION OF THE SERVICE

1. **Extent of the classified service.**—The classified service shall include all persons who have heretofore or may hereafter be given a competitive status in the classified civil service, with or without competitive examination, by legislative enactment, or under the civil-service rules promulgated by the President, or by Executive orders covering groups of employees with their positions into the competitive classified service, or authorizing the appointment of individuals to positions within such service. It shall include all positions now existing or hereafter created by legislative or executive action, of whatever function or designation, whether compensated by a fixed salary or otherwise, unless excepted from classification by specific affirmative legislative or executive action. No right of classification shall accrue to persons whose appointment or assignment to classified duties is in violation of the civil-service rules.

2. **Examination required.**—No person shall be appointed, employed, promoted, or transferred in the classified service, or perform the duties of any position therein, until he passes the examination prescribed by the Commission in his case, unless especially exempted.

3. **Appointment without examination.**—(a) Schedules A and B of the civil-service rules are continued as a part of the said rules as amended by this order, and positions named in such schedules are excepted from the classified service.

(b) Appointments to the excepted positions named in schedule A may be made without examination or upon noncompetitive examination.

(c) Appointments to the excepted positions named in schedule B may be made upon such noncompetitive examination as the Commission shall prescribe.

(d) The proper appointing officer may fill any position named in schedule A or schedule B, or any other excepted position, as classified positions are filled, in which case the person so appointed shall be eligible for transfer, reinstatement, or promotion to positions in the classified service, subject to the provisions of these rules. The incumbent of any excepted position so filled will not be entitled to protection against removal afforded by these rules; nor will the incumbent of any excepted-by-law position so filled be entitled to the benefits of the Civil Service Retirement Act solely by virtue of such employment.

4. **Assignment of excepted employees.**—A person appointed without competitive examination under section 3 of this rule or by authority of an act of Congress shall not be assigned to the work of a competitive classified position without the approval of the Commission or specific provision of law.

5. **Laborers.**—Laborers who, in connection with their usual duties, are to perform work of the grade performed by classified employees shall be appointed upon certification by the Commission from appropriate registers of eligibles in the manner provided by these rules; and a person employed merely as a laborer or workman without examination under these rules shall not be assigned to work of the grade performed by classified employees. Unclassified laborers may be assigned to classified work incidentally, but not as a part of their main work, in cases where such work cannot be conveniently and economically done by classified employees, but not without the prior consent of the Commission obtained before such assignment.

6. **Excepted employees—when classified.**—Except as provided in section 7 of this rule a person holding a position when it becomes classified or otherwise subject to competitive examination shall, upon recommendation to the Commission by the head of the department or establishment in which he is employed, have all the rights which he would acquire if appointed thereto upon competitive examination: *Provided*, (a) that he was appointed at least six months prior to the effective date of the change in the status of the position; (b) that he has performed satisfactory active service during at least three months of the year immediately preceding the change in the status of the position; (c) that he shall pass such appropriate noncompetitive tests of fitness as the Commission may prescribe; and (d) that he is not disqualified by any of the provisions of section 3 of civil-service rule V or of any provision of the Civil Service Act and rules, or of any other statute or Executive order. Any such person who fails to meet the foregoing requirements of this section shall be separated from the service within thirty days (exclusive of leave to which he is entitled) after the Commission reports that he is ineligible for classification unless the head of the agency concerned certifies to the Commission that such person has rendered satisfactory service and that he should be retained although without acquiring a competitive classified status.

7. **Classification in post offices.**—The Postmaster General shall promptly notify the Commission of each order for the advancement of any post office from the third class to the second class, or for the consolidation of any post office with one in which the employees are classified as competitive. On the date of effect of such order, section 6 of this rule shall apply to the positions, officers, and employees of the offices affected, and all other provisions of these rules shall become applicable to all officers and employees who so qualify and to all such positions thereafter filled in the same manner as they apply to those in offices now classified. The Postmaster General shall, upon the date he reports the advancement of any post office from the third to the second class, or as soon thereafter as is practicable, notify the Commission as to which of the employees in such office he recommends for classification.

8. **Appointment without competitive examination in rare cases.**—Whenever the Commission shall find that the duties or compensation of a vacant position are such, or that qualified persons are so rare that in its judgment such position cannot, in the interest of good civil-service administration, be filled at that time through open competitive examination, it may authorize such vacancy to be filled without competitive examination, and in any case in which such authority is given, evidence satisfactory to the Commission of the qualifications of the person to be appointed without competitive examination shall be required. A detailed statement of the reasons for its action in any case arising hereunder shall be made in the records of the Commission and shall be published in its annual report. Any subsequent vacancy in such position shall not be filled without competitive examination except upon express authority of the Commission in accordance with this section.

RULE III—EXAMINATIONS

1. Competitive examinations.—The Commission shall prepare, recruit for, hold, and rate open competitive examinations for admission to the classified service, and in all other cases required by these rules or by Executive order, which examinations shall be of a practical and suitable character, and shall be held at such times and places as may most nearly meet the needs of the service, with due consideration for the convenience of applicants.

2. Noncompetitive examinations.—The Commission may give noncompetitive examinations to test fitness for (a) reinstatement, (b) appointment to positions excepted from the classified service under these rules or by Executive order; and shall give noncompetitive examinations for transfer or promotion when competitive promotion examinations are not held.

3. Examinations.—Examinations shall whenever practicable be assembled and include written or practical tests; the rating of experience when part of the test shall, so far as practicable, follow personal interview and be qualitative as well as quantitative. Whenever the announcement of any examination in which education, training, or experience is prerequisite shall so state, and the applicants are given opportunity to file detailed sworn statements of their qualifications, a preliminary competitive rating may be given on the basis of the duties, requirements, and conditions of work in the position to be filled before any applicant shall be required to travel for further tests. Applicants rated highest on such preliminary rating, to a number not incommensurate with the number of vacancies expected during the life of the list, shall be afforded opportunity to assemble or otherwise compete in such further competitive tests as the Commission may require. The character, record, and physical fitness of applicants shall be tested or investigated and approved whenever practicable prior to certification.

4. Examinations for professional or technical positions.—All examinations for professional or technical positions or positions which under existing executive practice are filled only by persons having professional or technical training shall be formulated by the Civil Service Commission in collaboration with the head of the affected department, independent establishment, or corporation, or his designated representative, and shall make due allowance for the particular training, experience, and skill regarded as requisite under existing administrative practice.

RULE IV—BOARDS OF EXAMINERS

1. Appointment and duties.—(a) The Commission shall designate from among persons in the Federal service, after consulting the head of the department or office in which such persons serve, such boards of examiners as it shall deem necessary. Their members shall perform such duties as the Commission may direct, in connection with the execution of the Civil Service Act and these rules, and in the performance thereof they shall be under the direct and sole control of the Commission. Such duties shall be considered part of the duties of the office in which they are serving and time shall be allowed therefor during office hours. No such board shall be composed solely of adherents of one political party when other persons are available and competent to serve.

(b) Where qualified special examiners are not available in the Federal service, the Commission may, by unanimous vote, designate individuals outside the service specially qualified by experience and training and of outstanding reputation in their own field to serve on a board of examiners for a particular examination and compensate them for such service on a *per diem* basis.

2. Cooperation with other boards, commissions, and agencies.—The Commission shall render all practicable assistance to the Philippine and Puerto Rico civil-service boards, and such other Federal, State, or local agencies as shall request its cooperation and offer like cooperation or adequately provide its share of the expense, and shall conduct or join in conducting examinations, upon their request, under such regulations as may be jointly agreed upon. Where the Commission has joined in the conduct of such examinations, it may certify eligibles from appropriate resulting registers to fill vacancies in the United States civil service.

3. Executive officers to facilitate examinations.—Persons in the executive civil service shall facilitate the holding of examinations and other work of the Commission; and executive officers in charge of public buildings shall permit and arrange for the use of suitable rooms under their charge, and for heating, lighting, and furnishing them.

RULE V—QUALIFICATIONS OF APPLICANTS

1. Citizenship.—No person shall be admitted to examination unless he is a citizen of or owes allegiance to the United States, and no person shall be examined or certified for appointment if his appointment would be contrary to law.

2. Form of application.—Application for examination must be made under oath, in such form and manner and accompanied by such certificates as the Commission may prescribe.

3. Disqualifications.—The Commission may, in its discretion, refuse to examine an applicant for appointment or reinstatement or to certify an eligible for any of the following reasons: (a) Dismissal from the service for delinquency, inefficiency, or misconduct; (b) physical or mental unfitness for the position for which he applies: *Provided*, that the Commission may, in its discretion, exempt from the physical requirements established for any position a disabled honorably-discharged soldier, sailor, or marine upon a certificate of the United States Veterans' Administration attesting that he has completed an appropriate and sufficient rehabilitatory course of training for the duties of the class of positions in which employment is sought; *and provided further*, that the Commission, may in its discretion, waive the physical requirements in the case of a disabled veteran not so trained to permit his examination; (c) criminal, infamous, dishonest, immoral, or notoriously disgraceful conduct; (d) intentionally making a false statement as to any material fact, or practicing any deception or fraud in securing examination, registration, certification, or appointment; (e) refusal to furnish testimony as required by rule XIV; and (f) the habitual use of intoxicating beverages to excess.

Any of the reasons stated in the foregoing clauses (b) to (f), inclusive, shall also be good cause for removal from the service.

4. Age limits.—The Commission may, with the approval of the proper appointing officer, change by regulation the existing age limits for entrance to the examinations under these rules, but persons entitled to veteran preference may be examined without regard to age except for such positions as the Commission shall by regulation specify: *Provided*, that they have not reached the retirement age for the position sought.

5. Trades positions.—Applicants for positions in the recognized mechanical trades must have served as apprentices or journeymen for such periods as the Commission may prescribe.

RULE VI—RATINGS AND ELIGIBILITY

1. Rating.—Examination papers shall be rated on a scale of 100 and the subjects therein shall be given such relative weights as the Commission may prescribe. Honorably discharged soldiers, sailors, and marines, shall have 5 points added to their earned ratings in examinations for entrance to the classified service. Applicants for entrance examination who are honorably discharged and who establish by official records the present existence of a service-connected disability, or who are over fifty-five years of age and, because of disability, are entitled to pension or compensation under existing laws, and widows of honorably discharged soldiers, sailors, and marines, and wives of honorably discharged soldiers, sailors, and marines who because of service-connected disability or who are over fifty-five years of age and because of disability, are themselves not qualified but whose wives are qualified for appointment, shall have 10 points added to their earned ratings; and this shall also apply to retired officers and enlisted men who establish through official sources the present existence of a service-connected disability in the same manner as is required of others who are granted disability preference. In examinations where experience is an element of qualification, time spent in the military or naval service of the United States during the World War or the War with Spain shall be credited in an applicant's ratings where the applicant's actual employment in a similar vocation to that for which he applies was temporarily interrupted by such military or naval service but was resumed after his discharge. The Commission, not oftener than once each quarter, may reopen examinations to applicants granted disability preference.

Employees in any positions in the classified service who are qualified to enter any open competitive examination shall, upon earning a passing mark therein, be placed also upon a separate list of eligible Government employees, which list may be certified separately in accordance with the civil-service rules to fill vacancies occurring in the positions for which the examination is held. Age limitations may be waived for employees otherwise eligible to compete in such examinations. Employees eligible to compete in any such examination shall be granted leave of absence for the time required to take such examination.

Competitors shall be notified of their ratings, and upon their request, they shall also be notified of their standing on the list.

2. Eligible registers.—All competitors rated at 70 or more shall be eligible for appointment, and their names shall be placed on the proper register according to their ratings; but the names of persons entitled to disability preference as defined in section 1 of this rule shall be placed above all others.

3. Term of eligibility.—The term of eligibility shall be one year beginning with the date on which the name of the eligible is entered on the register. This term may be extended, in the discretion of the Commission, for one additional year, and thereafter a register may be certified only for such eligibles as continue to meet all examination requirements, and where experience was part of the test only after supplementary examination of additional and interim experience and rerating of such experience. All eligibles on a list more than two years old who fail to file additional experience data as required by the Commission or who fail to meet the requirements or receive a passing mark on rerating shall be dropped from the list. No register hereafter established shall be used for more than two years unless it has been extended and revised in accordance with the provisions of this rule.

RULE VII—CERTIFICATION

1. Method of filling vacancies.—All vacancies in any position or employment not excepted from examination shall be filled as hereinafter provided: (a) By transfer upon requisition to and certificate of the Commission, of any employee employed anywhere in the service holding a position in the same class of the same grade, or otherwise eligible for such transfer under rule X; (b) by reinstatement upon requisition to and certificate of the Commission under rule IX or by certificate without requisition under section 4 of rule XII in the discretion of the Commission; (c) by competitive promotion upon requisition to and certificate by the Commission from a competitive promotion register of eligibles in the department or establishment where the vacancy exists, or if there are no such eligibles, then from such a register of eligibles in other departments or establishments having the same status in the service, such certification to be in the order of standing on such eligible register unless the Commission shall determine that a selective certification is necessary pursuant to the rules; (d) by noncompetitive promotion upon requisition to and certificate of the Commission following noncompetitive examination when competitive promotion examinations are not held; (e) by transfer from a lower to a higher position of any employee eligible for such transfer upon requisition to and certificate of the Commission following examination; and (f) from open competitive eligible registers upon requisition to and certificate by the Commission.

2. Method of certification.—Certification for original appointment and competitive promotion shall be made as follows:

(a) *Certification.*—The nominating or appointing officer shall request the certification of eligibles, and the Commission shall certify, from the head of the appropriate register of eligibles, a number of persons sufficient to permit the nominating or appointing officer to consider three persons in connection with each vacancy. When so provided by regulation of the Commission, selection shall be made from the register by the nominating or appointing officer without preliminary certification of the Commission. Where the Commission finds that there is no register in existence appropriate as a whole to fill a particular existing vacancy, the Commission in its discretion may certify selectively from the most nearly appropriate existing register, in the order of their ranking, the names of any individuals thereon found by it to be adequately qualified to fulfill the particular requirements of the vacant position. Certification of an eligible for temporary appointment shall not affect his eligibility for certification for probationary appointment. Certification shall be made without regard to sex unless the sex desired is specified in the original requisition.

(b) *Selections.*—The nominating or appointing officer shall make selections for the first vacancy from not more than the highest three persons certified, or on the register, with sole reference to merit and fitness, unless objection shall be made and sustained by the Commission, to one or more of the persons certified, for any of the reasons stated in rule V, section 3. For the second vacancy he shall make selection from not more than the highest three remaining, who have not been within his reach for three separate vacancies, or against whom objection has not been made and sustained in the manner indicated. The third and any additional vacancies shall be filled in like manner. More than one selection may be made from the three persons next in order for appointment, or from two persons if the

register contains the names of only two, subject to the requirements of section 3 of this rule as to the apportionment.

An appointing officer who passes over an eligible veteran and selects another eligible with the same or a lower rating shall file with the Civil Service Commission a written statement setting forth in detail his reasons for so doing, which reasons will not be made available to the veteran or anyone else except in the discretion of the appointing officer. The Commission will review these reasons and in every instance where they are not regarded as adequate will so advise the head of the appropriate department or independent establishment for his consideration.

Any eligible who has been within reach for three separate vacancies in his turn may be subsequently selected, subject to the approval of the Commission, from the certificate on which his name last appeared, if the condition of the register has not so changed as to place him in other respects beyond reach of certification.

(c) *Probationary appointment.*—A person selected for appointment shall be duly notified by the appointing officer and upon accepting and reporting for duty shall receive from such officer a certificate of probationary appointment. The first year of service under this appointment shall be the probationary period unless a shorter period, not less than six months, is provided by regulation. If and when, after full and fair trial for not less than one month, the conduct or capacity of the probationer be not satisfactory to the appointing officer, the probationer may at any time thereafter during this period be so notified in writing, with a full statement of reasons, and this notice shall terminate his service. Efficiency-rating reports of all probationers shall be periodically filed with the Commission at such time and in such form as the regulations of the Commission shall provide. If at the end of the probationary period the probationer's service rating has been satisfactory, to the extent required by regulation, his retention in the service shall confirm his absolute appointment. If, however, his service rating has been unsatisfactory as so provided, his service shall be terminated at the end of the probationary period.

A probationer separated from the service without delinquency or misconduct may be restored to the register of eligibles in the discretion of the Commission for the remainder of any period of eligibility thereon.

3. *Apportionment.*—Certification for appointment in the departments or independent offices at Washington shall be so made as to maintain, as nearly as the conditions of good administration warrant, the apportionment of appointments among the several States and Territories and the District of Columbia upon the basis of population, but eligibles who have been granted military preference shall be certified without regard to apportionment, and the appointments of persons covered into the classified service by Executive order or otherwise, or exempted from the restrictions of the quota provision in certification, shall be excluded from the apportionment figures: *Provided*, that appointments to the following positions shall not be so apportioned:

(a) In all departments and offices: Apprentice, electric lineman, electric wireman, engraver, gardener, helper (if approved by the Commission), skilled laborer (female), student, telephone operator, and mechanical trades and allied positions of the noneducational class incumbents of which are retireable at not over 65 years of age.

(b) In the Government Printing Office, mail equipment shops (now field), local offices in the District of Columbia, field service of the military staff departments, and at Army headquarters: All positions.

(c) In the Bureau of Engraving and Printing: Plate printer and skilled helper.

4. *District certification.*—The Commission may arrange the territory of the United States into appropriate districts for the purpose of certification to positions in parts of the service not subject to apportionment, and certification to any such position may be confined to residents of the district in which such position is located.

RULE VIII—TEMPORARY APPOINTMENT

1. *Pending regular filling of vacancy.*—Temporary appointment without examination and certification by the Commission shall not be made to a competitive position in any case, except when the public interest so requires, and then only upon the prior authorization of the Commission; and any appointment so authorized shall continue only for such period as may be necessary to make appointment through certification of eligibles, and in no case, without prior approval of the Commission, shall extend beyond thirty days from the date of the receipt by the appointing officer of the Commission's certificate. When a vacancy is to be filled by promotion or transfer under the civil-service rules and a temporary appointment is authorized by the Commission under the provisions of this section pending the promotion or transfer, such temporary appointment shall in

no case continue beyond the period of thirty days without prior approval of the Commission.

2. **Pending establishment of register.**—Whenever there are no eligibles upon a register for any grade in which a vacancy exists and the public interest requires that the vacancy be filled before eligibles can be provided by the Commission, the Commission may authorize temporary appointment without examination. Such appointment shall continue only for such period as may be necessary to make appointment through certification, and in no case, without prior approval of the Commission, shall extend beyond thirty days from the date of the receipt by the appointing officer of the Commission's certification of eligibles.

3. **Pending full certification.**—Whenever there is at least one eligible and not more than two eligibles on a register for any grade in which a vacancy exists, the Commission shall, upon requisition from the proper appointing officer, certify the one eligible or the two eligibles, as the case may be, who shall be considered by the appointing officer with a view to probational appointment; and if the appointing officer shall elect not to make probational appointment from such certification, and temporary appointment is required, such appointment shall be made from such certification unless reasons satisfactory to the Commission are given why the appointment should not be so made. Such temporary appointment may continue until three eligibles are provided. If selection is not made from the certification for either probational or temporary appointment under the provisions of this section, then temporary appointment, if required, may be made under the provisions of section 2 of this rule.

4. **Job employment.**—When there is work of a temporary character, at the completion of which the services of an additional employee will not be required, a temporary appointment may be made with the prior consent of the Commission for a period not to exceed three months, and may with like consent of the Commission be extended for a further period of three months. Such temporary appointment shall be made through certification from the Commission's eligible registers unless the Commission shall decide, in a particular case, that there are no available eligibles. Such temporary appointment shall not extend beyond six months, unless there are no eligibles available for the additional period or under unusual circumstances which seem to the Commission to justify an extension beyond six months; and in no case shall such temporary appointment extend beyond six months for any purpose other than to complete the job of work for which the person was originally employed. The Commission may restrict certification for temporary appointment to such eligibles as by reason of residence or other conditions are immediately available.

5. **Temporary appointment made permanent.**—The acceptance by an eligible of a temporary appointment shall not affect his standing on any register for permanent employment, and experience gained as a temporary appointee shall in no way vary the order of certification for permanent appointment. A temporary appointment may be made permanent when the temporary appointee is within reach for permanent appointment at the time of his temporary appointment or in case he is so within reach during his temporary service. In such case the probational appointment may date from the time when he became within reach for probational appointment. A person who has been temporarily employed under the provisions of one section of this rule shall not for that reason be ineligible for employment under any other section. Any appointment under sections 1, 2, or 3 of this rule shall be promptly reported by letter to the Commission, as made, with a statement of the action taken for making a permanent appointment.

The Commission is authorized to inspect the records of any department or office to aid it in observing and enforcing the operation of the provisions of this rule and reporting thereon to the President.

RULE IX—REINSTATEMENT

1. **Certificate required—conditions.**—A person separated without delinquency, misconduct, or inefficiency from a civilian position in the Federal service after absolute appointment may be reinstated upon certificate of the Commission subject to the following limitations:

(a) Upon requisition for reinstatement by the appointing office having a vacancy to fill, made within one year of separation if the period of service was less than two years; within two years if the period of service was two years or more but less than three years; within three years if the period of service was three years or more but less than four years; within four years if the period of service was four years or more but less than five years; and without time limit if the period of service was five years or more: *Provided*, that the applicant is otherwise eligible under the conditions of the Executive order of June 2, 1920.

(b) A former classified employee entitled to military preference in appointment may be reinstated without time limit.

(c) A former classified employee retired upon annuity under the Civil Service Retirement Act by reason of total disability who is eligible for reinstatement by reason of recovery and termination of annuity, shall be eligible for reinstatement subject to the conditions and limitations of the civil-service rules.

(d) No person may be reinstated to a position in the classified service who did not have a classified status at the time of separation, or eligibility for such status through examination.

(e) No person may be reinstated to a position in the classified service without passing an appropriate noncompetitive examination testing fully his present fitness for the position when the Commission shall so require.

2. Probationer.—A person separated during or at the end of his probationary period unless separated solely by reason of reduction in force may not be reinstated, but if he has been restored through the discretion of the Commission to the eligible register he may be certified for a new probational appointment therefrom; and if said register has been terminated and separation was without fault on his part, he may be certified in the discretion of the Commission, during a period of one year following separation, for a new probational appointment upon requisition from any appointing officer for such certification to fill any vacancy for which he was originally eligible.

3. Removed person.—A person removed from the service, may, in the discretion of the Commission, be certified for reinstatement to any vacancy in any position for which he was formerly eligible to any other department or establishment pursuant to the provisions of rule XII, section 4.

RULE X—TRANSFER

1. Transfers subordinate to promotions.—No transfer shall be made to a position above the grade in which the proposed transferee has served unless the position cannot practicably be filled by promotion.

2. Transfers from excepted to competitive position.—No person appointed without competitive examination to a position classified at the time of such appointment, and no person serving in an unclassified position or in a position excepted from the classified service under these rules or by Executive order, not appointed by competitive examination, or by transfer or promotion from a classified position, shall be transferred to a classified position, except as hereinafter provided in this rule.

3. Retransfer.—Any person may be retransferred to a position in which he was formerly employed or to any position to which transfer could be made therefrom if, since his transfer, he has served continuously and satisfactorily under any of the following conditions:

(1) In the executive or judicial civil service of the United States or of its insular possessions.

(2) In the legislative service.

(3) In the service of a State, county, municipality, or foreign government in a position in which he has acquired valuable training and experience.

(4) In a training course approved by the Commission in any educational institution of recognized standing.

Such retransfer may be made without compliance with clauses (b), (c), and (d) of section 6 of this rule.

4. From the office of the President.—Any person who has served for at least two years in the office of the President of the United States may be transferred to a classified position upon such tests of fitness as the Commission may deem proper.

5. Without certificate.—Transfers within the same branch of the field service of a department or office, and transfers among the military staff departments and from the War Department to any military staff department, subject to the rules and regulations regarding promotions, may be made without certificate of the Commission unless different tests are prescribed for original entrance to the position to which transfer is proposed and unless otherwise provided by regulations of the Commission.

6. Certificate required.—Unless otherwise specifically provided in this rule no person shall be transferred except on certificate of the Commission previously obtained and subject to the following limitations:

(a) *Absolute appointment.*—Such person must have received absolute appointment and have served at least six months in the position from which transfer is sought; but this limitation may be waived by the Commission in any cases where reduction in force is involved.

(b) *Examination.*—Such person must pass an appropriate examination whenever different tests are prescribed for original entrance to the position to which transfer is proposed.

(c) *Qualifications and experience.*—Such person shall not be transferred unless, in the judgment of the Commission, he possesses experience, qualifications, or training which are required for the proper performance of the duties of the position to which transfer is proposed and unless promotion in the manner provided by the civil-service rules is not practicable.

(d) *Apportionment.*—The apportionment must be observed unless waived by the Commission upon the certificate of the appointing officer that the transfer is required in the interests of good administration, setting forth in detail the reasons therefor.

7. Residence.—The person to be transferred from a nonapportioned to an apportioned position shall be required, previous to his transfer, to prove his residence in the same manner as for original appointment.

8. Philippine service.—An officer or employee occupying a competitive position in the Philippine classified service who has served three years or more therein, may be transferred to the Federal classified service, subject to the provisions of these rules; but the Commission may authorize the transfer of an officer or employee who has served two years in the Philippine classified service and who has been separated by necessary reduction of force or by displacement by a Filipino, if he is especially recommended by the War Department because of his efficiency and good character. In all cases of proposed transfer from the Philippine classified service the War Department shall furnish the Commission, for its consideration, all relevant information contained in its files, together with the service record of the employee.

9. Puerto Rican service.—The Commission may, in its discretion, authorize the transfer of employees from the civil service of Puerto Rico to that of the United States, subject to the limitations respecting transfer within the civil service of the United States.

10. Panama Canal service.—A citizen of the United States in the service of The Panama Canal on or before January 1, 1915, in an excepted position may, if recommended by The Panama Canal, be transferred to any position in the classified service for which he can qualify, provided:

(a) This section shall not apply to a person appointed to a competitive position in accordance with the civil-service rules, the transfer of such person to be governed by the general provisions of the rules.

(b) This section shall not apply to a person appointed without examination to perform the duties of clerk of any grade, bookkeeper, stenographer, typewriter, surgeon, physician, trained nurse, or draftsman.

(c) The transferee has rendered at least two years of service in a position above the grade of unskilled laborer in the service of The Panama Canal or of the Panama Railroad by transfer from The Panama Canal.

11. Service beyond seas.—In a case of exceptional merit where an employee has rendered long and faithful service beyond seas in a civil capacity, under conditions such that his appointment and services were not in contravention of the civil-service rules or Executive orders, he may be given a classified status by the head of the department or office in which such service was rendered on certification by such officer that the case is one of exceptional merit and with the approval of the Commission. The provisions of this section may be applied in the case of Philippine constabulary officers who have rendered at least seven years of efficient and satisfactory service.

RULE XI—PROMOTION

1. Competitive tests.—In addition to the method of competitive promotion provided by rules III, VI, and VII, competitive examinations for promotion and transfer may from time to time be held under the direction of the Commission to test fitness for promotion and transfer, subject to the following limitations:

(a) No employee during probation shall be eligible to participate in a promotion examination or be promoted to a position higher than that for which he was eligible at time of appointment; and eligibility to participate in each such examination shall be limited to employees declared by the Commission to be in line of promotion and to employees declared by the Commission to be eligible for transfer to the position for which the examination is held and who are otherwise qualified.

(b) The service ratings of the employee in the position from which he seeks promotion, when declared by the Commission to be in line of promotion, shall be given due weight in any such examination, which weight shall constitute at least 50 percent of the final rating.

2. Limitations.—Promotion registers shall be prepared by the Commission in the order of standing in such examinations. Employees eligible for promotion upon any register shall be certified in the order of their standing on the register to a vacancy in the bureau or department in which they have been serving before certification of eligibles who are serving in any other department or independent establishment shall be made. The apportionment and requisition as to sex shall be observed in certifications for promotion, and upon cause shown that particular experience or qualification is required for the position to be filled selective certification may be made by the Commission in its discretion, but otherwise certification for promotion shall be made from the first three eligibles in the order of standing on the promotion register.

3. Improper recommendations.—No recommendation for promotion except in the regular form of periodical service-rating reports or unless it be made by the person or persons under whose supervision such employee has served shall be considered by any officer concerned in making promotions. Recommendation in any other form or by any other person, if made with the knowledge and consent of the employee, shall be sufficient cause for debarring him from the promotion proposed, and a repetition of the offense shall be sufficient cause for removing him from the service.

4. Promotion of substitutes.—Substitutes shall be promoted to the first vacancies occurring in regular positions in the order of their original appointment, whenever there are substitutes of the required sex who are eligible and will accept, unless such vacancies are filled by promotion, transfer, or reinstatement.

5. Promotion to former grade.—A person who has been reinstated in the classified service in a grade lower than that from which he had been separated may be promoted to his former grade without examination.

RULE XII—REMOVALS AND REDUCTIONS

1. Reasons to be furnished.—No person in the classified service of the United States shall be removed therefrom except for such cause as will promote the efficiency of the service and for reasons given in writing, and the person whose removal is sought shall have notice of the same and of any charges preferred against him and be furnished with a copy thereof, and also be allowed a reasonable time for personally answering the same in writing; and affidavits in support thereof; but no examination of witnesses nor any trial or hearing shall be required except in the discretion of the officer making the removal; and copies of charges, notice of hearing, answer, reasons for removal, and of the order of removal shall be made a part of the records of the proper department or office, as shall also the reasons for reduction in rank or compensation; and copies of the same shall be furnished to the person affected upon request, and the Commission also shall, upon request, be furnished copies of the same.

2. Like penalties for like offenses.—In making removals or reductions, and in other punishment, like penalties shall be imposed for like offenses, and no discriminations shall be exercised for political or religious reasons.

3. Suspensions.—Pending action under section 1 of this rule, or for disciplinary reasons, a person may be suspended for a period not to exceed ninety days, but the reasons for such suspension shall at the time of the suspension be filed in the records of the proper department or office and copies shall be furnished the Commission upon request. The period of suspension may be extended beyond ninety days with the prior consent of the Commission.

4. Power to investigate.—The Commission shall have no jurisdiction to review the findings of a removing officer upon the reasons and answer provided for in section 1 of this rule, nor shall the Commission have authority to investigate any removal or reduction, unless it is alleged, with offer of proof, that the procedure required by section 1 of this rule has not been followed, or that the removal was made for political or religious reasons. The Commission may, however, receive or hear the statement of any employee removed on charges, and may, in its discretion, certify the employee to any other department or establishment for reinstatement to a vacancy in any position for which the employee is qualified, and in the event of such reinstatement the employee shall retain his former status and tenure in the service for all purposes.

5. Retention of soldiers and sailors.—In harmony with statutory provisions, when reductions are being made in the force, in any part of the classified service, no employee entitled to military preference in appointment shall be discharged, dropped, or reduced in rank or salary if his record is good, or if his efficiency rating is equal to that of any employee in competition with him who is retained in the service.

RULE XIII—REPORT OF CHANGES

1. Report by appointing officer.—Every nominating or appointing officer in the executive civil service shall report in detail to the Commission whenever and in such manner as it may prescribe, all changes in the service under his authority, whether they affect positions or employees that are classified, unclassified, excepted, permanent, temporary, or subject to contract.

2. List of positions.—Such officers shall also furnish to the Commission, when requested, and in such manner as it may prescribe, information as to numbers of employees, pay-roll data, and a list of all the positions and employments under their authority, together with the names, designations, compensations, duties, and dates of appointment or employment of all persons serving therein.

3. Statement of duties.—Reports of appointments and changes in status of laborers or workmen shall be supplemented, when requested, by a statement setting forth specifically the kind of labor performed, in detail sufficient to enable the Commission to determine the status of each position as classified or unclassified; and a similar statement of duties performed by any employee or pertaining to any position in the executive civil service shall be furnished to the Commission on request. All essential changes of duties pertaining to persons appointed as laborers or workmen without examination under the civil-service rules shall be reported at once to the Commission.

RULE XIV—TESTIMONY

Duty of officers and employees.—It shall be the duty of every officer and employee in the executive civil service, and of every applicant or eligible for a position therein, to give to the Commission or its authorized representative all proper and competent information and testimony in regard to matters inquired of arising under the Civil Service Act and rules, and to subscribe such testimony and make oath or affirmation thereto before an officer authorized by law to administer oaths.

RULE XV—WITHHOLDING SALARY

Legal appointment necessary to compensation.—For the proper supervision and enforcement of its functions, the Commission shall, if it finds that any person has been appointed to or is holding any position, whether by original appointment, promotion, assignment, transfer, or reinstatement, in violation of the Civil Service Act or of the rules promulgated in accordance therewith, or in violation of any Executive order or any regulations of the Commission, or that any employee subject to such act, rules, orders, or regulations is taking active part in political management or political campaigns, after notice to the person affected and opportunity for explanation, certify the facts to the proper appointing officer with specific recommendation for discipline or dismissal; and such appointing officer shall carry out the recommendation. In the event of any continued violation for ten days after such recommendation, the Commission shall certify the facts to the proper disbursing and auditing officers, and such officers shall not pay or allow the salary or wages of such person thereafter accruing.

RULE XVI—REGULATIONS

1. Authority to make regulations.—The Commission shall have authority to make regulations for the execution of these rules.

2. Regulations.—No executive department or agency shall make any modification of its civil-service regulations without the approval of the Commission.

ORDER EXTENDING THE COMPETITIVE CLASSIFIED SERVICE

June 24, 1938.

By virtue of and pursuant to the authority vested in me by the Constitution, by section 1753 of the Revised Statutes (U. S. C., title 5, section 631), by the Civil Service Act of January 16, 1883 (22 Stat. 403), and as President of the United States, it is hereby ordered as follows:

SECTION 1. Effective February 1, 1939, all positions in the executive civil service, including positions in corporations wholly owned or controlled by the United States, which are not now in the competitive classified civil service and which are not exempted therefrom by statute, except (1) policy-determining positions and (2) other positions which special circumstances require should be exempted, are covered into the competitive classified civil service: *Provided*,

That this section shall not be deemed to apply to positions filled by appointment by and with the advice and consent of the Senate; *and provided further*, That no positions shall be exempted from the competitive classified civil service under clauses (1) and (2) above except such as shall be designated in subsequent Executive orders issued after investigation showing the necessity and justification for such exemptions. This section shall also apply to positions affected by statutes which exempt them from the competitive classified civil service but authorize the President in his discretion to cover them into such service.

SECTION 2. Within ninety days from the date of this order the heads of all departments and independent establishments, including corporations wholly owned or controlled by the United States, whose personnel or any part thereof is affected by section 1 of this order, shall certify to the Civil Service Commission for transmission by it with its recommendations to the President the positions in their respective departments or agencies which in their opinion should be excepted from the provisions of section 1 of this order as policy-determining or for other reasons.

SECTION 3. The incumbent of any position which is covered into the competitive classified civil service by section 1 of this order shall acquire a classified civil service status (1) upon recommendation by the head of the agency concerned and certification by such head to the Civil Service Commission that such incumbent was in the service on the date of this order and has rendered satisfactory service for not less than six months, and (2) upon passing a suitable noncompetitive examination prescribed by the Civil Service Commission under the civil-service rules: *Provided*, That he is a citizen of the United States and is not disqualified by any provision of law or civil-service rule. Any such incumbent who fails to meet the foregoing requirements of this section shall be separated from the service within thirty days (exclusive of leave to which he is entitled) after the Commission reports that he is ineligible for classification unless the head of the agency concerned certifies to the Commission that such incumbent has rendered satisfactory service and that he should be retained although without acquiring a competitive classified status.

SECTION 4. New appointments to any positions covered into the competitive classified civil service by section 1 of this order shall not be affected by the provisions of said section until the Civil Service Commission shall have established registers of eligibles for such positions as a result of examinations held in accordance with the civil-service rules and regulations and with this order.

SECTION 5. The Civil Service Commission shall, subject to the Civil Service Act, the rules thereunder, and the Classification Act of 1923, as amended, initiate, supervise, and enforce a system as uniform as practicable, for the recruitment, examination, certification, promotion from grade to grade, transfer, and reinstatement of employees in the classified civil service, other than employees therein excepted by Executive orders, issued pursuant to clauses (1) and (2) of section 1 hereof, which system shall, so far as practicable, be competitive, with due regard to prior experience and service.

SECTION 6. Effective not later than February 1, 1939, the heads of the Executive departments and the heads of such independent establishments and agencies subject to the civil-service laws and rules as the President shall designate, shall establish in their respective departments or establishments a division of personnel supervision and management, at the head of which shall be appointed a director of personnel qualified by training and experience, from among those whose names are certified for such appointment by the Civil Service Commission pursuant to such competitive tests and requirements as the Civil Service Commission shall prescribe: *Provided*, however, that if the head of a department or establishment requests authority to appoint a presently acting personnel or appointment director, officer, or clerk, as such director of personnel, such personnel or appointment director, officer, or clerk may be appointed upon certification by the Civil Service Commission that he is qualified therefor after passing such tests as the Civil Service Commission shall prescribe. It shall be the duty of each director of personnel to act as liaison officer in personnel matters between his department or establishment and the Civil Service Commission, and to make recommendations to the departmental budget officer with respect to estimates and expenditures for personnel. He shall supervise the functions of appointment, assignment, service rating, and training of employees in his department or establishment, under direction of the head thereof, and shall initiate and supervise such programs of personnel training and management as the head thereof after consultation with the Civil Service Commission shall approve, including the establishment of a system of service ratings for departmental and field forces outside of the Classifi-

cation Act of 1923, as amended, which shall conform as nearly as practicable with the system established under the said act. Subject to the approval of the head of such department or establishment and of the Civil Service Commission he shall establish means for the hearing of grievances of employees and present appropriate recommendation for the settlement thereof to the head of his department or establishment. He shall serve as a member of the Council of Personnel Administration hereinafter established, and perform such other functions as the head of the department or agency after consultation with the Civil Service Commission shall prescribe. A director of personnel may be transferred from one department or establishment to another from time to time, subject to the provisions of the civil-service rules and with the approval of the head of the agency to which transfer is proposed.

SECTION 7. Effective February 1, 1939, there is established a Council of Personnel Administration consisting of the directors of personnel of the several departments and independent establishments, one additional representative of the Bureau of the Budget, one additional representative of the Civil Service Commission, and such additional members as the President shall designate. The President shall designate one of the members of the Council to act as chairman thereof, and the Council may designate an executive director. The Council shall advise and assist the President and the Commission in the protection and improvement of the merit system, and recommend from time to time to the President or the Commission needed changes in procedure, rules, or regulations. When directed so to do by the President or the Commission, the Council shall hold hearings and conduct investigations with respect to alleged abuses and proposed changes. The Council shall carry on programs of study to coordinate and perfect the executive personnel service in all its branches, and shall report upon the progress of personnel administration throughout the service. The Council shall have an executive committee of five members: one representing the ten executive departments to be chosen by the Directors of Personnel thereof; one representing the independent establishments and agencies to be chosen by the Directors of Personnel thereof; one representing the Bureau of the Budget to be chosen by the Director thereof; one representing the Civil Service Commission to be chosen by it; and one to be designated by the President. Executive Order No. 5612 of April 25, 1931, is hereby revoked.

SECTION 8. The Civil Service Commission shall, in cooperation with operating departments and establishments, the Office of Education, and public and private institutions of learning, establish practical training courses for employees in the departmental and field services of the classified civil service, and may by regulations provide credits in transfer and promotion examinations for satisfactory completion of one or more of such training courses.

SECTION 9. Schedules A and B of the civil-service rules, as presently existing, relating to positions excepted from examination and positions which may be filled upon noncompetitive examination, will be superseded by schedules designating policy-determining positions and other positions which special circumstances require should be exempted, which schedules will be set forth in subsequent Executive orders as provided in section 1 hereof.

ORDERS AMENDING SCHEDULE A (CIVIL SERVICE RULE II, SEC. 3)

EXCEPTING FROM EXAMINATION CERTAIN POSITIONS IN THE FOREIGN SERVICE BUILDINGS OFFICE, STATE DEPARTMENT

(Subdivision II, par. 4)

July 30, 1937.

By virtue of and pursuant to the authority vested in me by paragraph eighth, subdivision second, section 2 of the Civil Service Act (22 Stat. 404), it is ordered that subdivision II of schedule A of the civil-service rules be, and it is hereby, amended by adding thereto the following paragraph:

“4. Chief and two assistant chiefs of the Foreign Service Buildings Office.”

EXCEPTING FROM EXAMINATION AN ADDITIONAL ASSISTANT TO THE SECRETARY OF AGRICULTURE

(Subdivision IX, par. 6)

September 6, 1937.

By virtue of and pursuant to the authority vested in me by paragraph eighth, subdivision second, section 2 of the Civil Service Act (22 Stat. 404), it is ordered

that paragraph 6 of subdivision IX of schedule A of the civil-service rules be, and it is hereby, amended to read as follows:

"6. Two assistants to the Secretary in the office of the Secretary of Agriculture."

**EXCEPTING FROM EXAMINATION TEMPORARY EMPLOYEES IN THE POSTAL SERVICE
IN CONNECTION WITH HOLIDAY OR SEASONAL BUSINESS**

(Subdivision VII, par. 6)

November 11, 1937.

By virtue of and pursuant to the authority vested in me by paragraph eighth, subdivision second, section 2 of the Civil Service Act (22 Stat. 403, 404), it is ordered that paragraph 6, subdivision VII, schedule A of the civil-service rules be, and it is hereby, amended to read as follows:

"6. Temporary clerks, carriers, and laborers required for part-time or intermittent work in the Postal Service in connection with the holiday or seasonal business from November 15, 1937, to January 15, 1938."

RESTORING CERTAIN POSITIONS IN THE NATIONAL SOLDIERS' HOME AT JOHNSON CITY, TENN., VETERANS' ADMINISTRATION, TO THE COMPETITIVE CLASSIFIED SERVICE

(Subdivision XVIII, par. 13)

November 15, 1937.

By virtue of and pursuant to the authority vested in me by the Civil Service Act (22 Stat. 403), it is ordered that Executive Order No. 6752 of June 28, 1934, amending subdivision XVIII of schedule A of the civil-service rules by adding thereto the following paragraph:

"13. Positions in the National Soldiers' Home at Johnson City, Tennessee," be and it is hereby revoked, effective January 1, 1938.

With the exception of the incumbents of positions ordinarily excepted under paragraphs 11 and 12, subdivision XVIII of schedule A of the civil-service rules, those employees appointed to positions at the Veterans' Administration Facility, Mountain Home (National Soldiers' Home, Johnson City), Tenn., subsequent to June 28, 1934, who do not have a civil-service status, may acquire such status in accordance with the provisions of section 6 of civil-service rule II as amended by Executive Order No. 7408 of July 6, 1936.

**EXCEPTING FROM EXAMINATION POSITIONS IN ANY ISLAND POSSESSION OF THE
UNITED STATES IN THE PACIFIC OCEAN EXCEPT THE HAWAIIAN ISLANDS**

(Subdivision I, par. 7)

November 20, 1937.

By virtue of and pursuant to the authority vested in me by paragraph eighth, subdivision second, section 2 of the Civil Service Act (22 Stat. 404), it is ordered that paragraph 7, subdivision I, schedule A of the civil-service rules be, and it is hereby, amended to read as follows:

"7. Any person employed in a foreign country, or in the Virgin Islands, or in any island possession of the United States in the Pacific Ocean except the Hawaiian Islands, or United States citizens employed in a confidential capacity in the Philippine Islands, when in the opinion of the Civil Service Commission it is not practicable to treat the position involved as in the competitive classified service; but this paragraph shall not apply to any person employed in a foreign country contiguous to the United States in the service of the Immigration and Naturalization Service, Department of Labor."

RESTORING CERTAIN POSITIONS IN THE PUBLIC HEALTH SERVICE TO THE COMPETITIVE CLASSIFIED SERVICE

(Subdivision III, par. 13)

February 8, 1938.

By virtue of and pursuant to the authority vested in me by the Civil Service Act (22 Stat. 403), it is ordered that paragraph 13, subdivision III, schedule A of the civil-service rules, excepting from competitive civil-service requirements all persons actually employed in leprosy, Rocky Mountain spotted fever, yellow

fever, and psittacosis investigation stations under the Public Health Service, Treasury Department, be, and it is hereby, amended to read as follows:

"13. Public Health Service: All persons actually employed in leprosy, yellow fever, and psittacosis investigation stations."

This amendment removes from the excepted class all positions at Public Health Service investigation stations the incumbents of which are engaged in Rocky Mountain spotted fever work. The incumbents of such positions may acquire an appropriate civil-service status in accordance with the provisions of section 6 of civil-service rule II, as amended.

RESTORING THE POSITION OF CHAPEL ORGANIST AND CHOIRMASTER AT THE UNITED STATES MILITARY ACADEMY TO THE COMPETITIVE CLASSIFIED SERVICE

(Subdivision IV, par. 10 (a))

February 15, 1938.

By virtue of and pursuant to the authority vested in me by the provisions of paragraph third of section 6 of the Civil Service Act (22 Stat. 403, 406), it is ordered that paragraph 10 (a), subdivision IV, schedule A, of the civil-service rules, excepting from competitive civil-service requirements certain positions at the United States Military Academy at West Point, be, and it is hereby, amended to read as follows:

"10. (a) Civilian professors, instructors (except civilian instructor of wrestling, civilian instructor of boxing, civilian instructor of gymnastics, and chapel organist and choirmaster), and teachers in the United States Military Academy at West Point, and the position of librarian when filled by appointment of a graduate of that academy."

The purpose of this order is to place the position of chapel organist and choirmaster at the United States Military Academy in the classified civil service.

WITHDRAWING FROM SCHEDULE A THE POSITION OF ADMINISTRATIVE ASSISTANT TO THE ATTORNEY GENERAL

(Subdivision VI, par. 4)

March 2, 1938.

By virtue of the authority vested in me by the provisions of paragraph eighth, subdivision second, section 2 of the Civil Service Act (22 Stat. 403, 404), it is hereby ordered that Thomas D. Quinn may be appointed to the competitive classified position of Administrative Assistant to the Attorney General, in the Department of Justice, without compliance with the requirements of the civil-service rules, such position being hereby withdrawn from the purview of paragraph 4, subdivision VI, schedule A of the civil-service rules.

This order is recommended by the Attorney General.

RESTORING CERTAIN POSITIONS IN THE LIGHTHOUSE SERVICE, DEPARTMENT OF COMMERCE, TO THE COMPETITIVE CLASSIFIED SERVICE

(Subdivision XI, par. 5)

March 29, 1938.

By virtue of and pursuant to the authority vested in me by section 6 of the Civil Service Act (22 Stat. 403, 406), it is ordered that paragraph 5, subdivision XI, schedule A of the civil-service rules, be, and it is hereby, amended to read as follows:

"5. Seamen, deck-hand, fireman, and employees in the mess department on vessels of, in addition to lamplighters in, the Lighthouse Service."

The present incumbents of the positions placed in the competitive classified civil service by this order may acquire a competitive classified status in accordance with the provisions of section 6 of civil-service rule II, as amended.

RESTORING THE POSITION OF ATTENDANT, QUARANTINE STATION, PUBLIC HEALTH SERVICE, TO THE COMPETITIVE CLASSIFIED SERVICE

(Subdivision III, par. 7)

April 29, 1938.

By virtue of and pursuant to the authority vested in me by the Civil Service Act (22 Stat. 403), it is ordered that paragraph 7, subdivision III, schedule A of

the civil-service rules, excepting from competitive civil-service requirements certain positions in the Public Health Service, Treasury Department, be, and it is hereby, amended to read as follows:

"7. Public Health Service: Attendants employed in hospitals, sanatoriums, and other similar establishments where, in the opinion of the Commission, the establishment of registers is impracticable; employees engaged on problems in preventive medicine financed or participated in by the Treasury Department and a cooperating State, county, municipality, incorporated organization, or an individual, in which at least one-half of the expense is contributed by the cooperating agency either in salaries, quarters, materials, equipment, or other necessary elements in the carrying on of the problem; and employees assigned to classified positions during treatment or convalescence at Government sanatoriums."

This amendment removes from the excepted class the position of attendant, quarantine station (maritime and border). Present incumbents of such position may acquire an appropriate civil-service status in accordance with the provisions of section 6 of civil-service rule II, as amended.

ORDERS AMENDING SCHEDULE B (CIVIL SERVICE RULE III, SEC. 2)

PERMITTING UNSKILLED LABORERS TO ADVANCE UPON NONCOMPETITIVE EXAMINATION TO CLASSIFIED POSITIONS IN THE FIELD SERVICE OF THE NAVY DEPARTMENT AND THE MARINE CORPS

(Subdivision XI, par. 3)

July 17, 1937.

By virtue of and pursuant to the authority vested in me by the provisions of paragraph eighth of subdivision second of section 2 of the Civil Service Act of January 16, 1883 (22 Stat. 403, 404), subdivision XI, schedule B, of the civil-service rules is hereby amended by adding thereto the following paragraph:

"3. Classified positions in the field service of the Navy Department and the Marine Corps when filled by the promotion of unclassified laborers, subject to the approval of the Commission."

This order will permit unskilled laborers appointed from the unclassified laborer register to advance upon noncompetitive examination to classified positions in the field service of the Navy and Marine Corps, but such promotion will not accord to such employees a classified status nor render them eligible for transfer to classified positions in other branches of the Federal service.

RESTORING CERTAIN POSITIONS IN THE BUREAU OF AIR COMMERCE, DEPARTMENT OF COMMERCE, TO THE COMPETITIVE CLASSIFIED SERVICE

(Subdivision III, par. 4)

March 29, 1938.

By virtue of and pursuant to the authority vested in me by section 6 of the Civil Service Act (22 Stat. 403, 406) it is ordered that paragraph 4, subdivision III, schedule B of the civil-service rules be, and it is hereby, amended to read as follows:

"4. The Director of Air Commerce, two Assistant Directors of Air Commerce, and not exceeding ten consulting aeronautical experts qualified in some branch of theoretical or applied aeronautical science, aviation medicine, or aviation law, whose training and experience indicate the possession of qualifications necessary to discharge the duties to be assigned."

Employees of the Bureau of Air Commerce now occupying positions brought into the competitive classified civil service by this order may acquire a competitive classified status in accordance with the provisions of section 6 of civil-service rule II, as amended.

PERMITTING APPOINTMENT UPON NONCOMPETITIVE EXAMINATION TO CERTAIN POSITIONS IN THE FIELD SERVICE OF THE UNITED STATES HOUSING AUTHORITY

(Subdivision I, par. 8)

April 20, 1938.

By virtue of an pursuant to the authority vested in me by the provisions of paragraph eighth, subdivision second, section 2 of the Civil Service Act (22 Stat.

403, 404), it is ordered that subdivision I of schedule B of the civil-service rules be, and it is hereby, amended by adding thereto the following paragraph:

"8. Such administrative or custodial positions in the field service of the United States Housing Authority relating to the management or maintenance of Federal low-rent housing projects, which in the opinion of the Civil Service Commission cannot be filled satisfactorily through open competitive examination: *Provided*, that no positions shall be filled under this paragraph unless it is clearly demonstrated that the best interests of the service will be served thereby."

MISCELLANEOUS ORDERS

Orders were issued, on the dates indicated, exempting the following-named persons from compulsory retirement for age: July 14, 1937, George C. DeHart; July 15, 1937, Walter B. Luna; July 17, 1937, William H. Griffin; July 30, 1937, Milton F. Colburn; August 13, 1937, Stephen B. Soulé; August 17, 1937, Robert C. Merritt; September 16, 1937, Lee C. Corbett; September 23, 1937, Charles R. Torbert; October 12, 1937, Matthew J. Munster; October 12, 1937, George T. Summerlin; October 19, 1937, Marvin M. McLean; October 27, 1937, Robert Dickens; October 30, 1937, Margaret M. Hanna; November 5, 1937, Mrs. Olive H. Jarrett; November 19, 1937, Arthur Snow; November 26, 1937, Frank L. Boyd; November 26, 1937, Luther S. Cannon; November 26, 1937, Charles H. Hastings; December 3, 1937, John W. Woermann; December 13, 1937, Walter H. Beal; December 30, 1937, Harry C. Dorsey; January 11, 1938, Joseph J. McGuigan; January 11, 1938, David H. Hahn; January 13, 1938, Edward B. Russ; January 29, 1938, Nathan C. Grover; February 17, 1938, George W. Patterson; February 17, 1938, Dr. J. Davis Bradfield; February 26, 1938, Harry H. Little; March 8, 1938, Charles W. Franks; March 16, 1938, William J. Marles; April 6, 1938, Clarence E. Alderman; April 7, 1938, Frank B. Bourn; April 19, 1938, Thomas G. Shearman; April 21, 1938, Edwin C. E. Lord; April 26, 1938, Charles J. Carlton; May 16, 1938, Stanley Searles; May 18, 1938, Dr. George F. Bowerman; June 16, 1938, David A. Brodie.

Orders were issued, on the dates indicated, exempting further the following-named persons from compulsory retirement for age: July 17, 1937, Albert F. Woods; September 10, 1937, George C. Havener; October 12, 1937, Harry D. Myers; October 14, 1937, Mary M. O'Reilly; November 23, 1937, Adrian J. Pieters; November 23, 1937, Wendell W. Mischler; December 28, 1937, Charles Earle; February 25, 1938, Louis A. Simon; March 15, 1938, James Robertson; March 18, 1938, John G. Honey; April 5, 1938, Edward M. Kennard; May 31, 1938, Charles H. Hastings; June 16, 1938, John H. Thomas.

Date of order	Subject
July 17, 1937-----	Exempting certain positions from provisions of order of June 21, 1934, providing for salary classification.
July 19, 1937-----	Reinstating George T. Summerlin in a position in the Foreign Service.
July 26, 1937-----	Relating to Canal Zone judiciary.
Aug. 10, 1937-----	Extending the provisions of the Civil Service Retirement Act to certain Federal employees on the Isthmus of Panama.
Aug. 12, 1937-----	Appointing the Secretary of the Interior as Administrator of the Puerto Rico Reconstruction Administration.
Aug. 31, 1937-----	Closing departments and independent establishments at 1 p. m. on Sept. 17, 1937.
Sept. 11, 1937-----	Waiving provisions of order of Jan. 17, 1873, for Roger John Traynor.
Sept. 16, 1937-----	Abolishing the National Emergency Council.
Sept. 22, 1937-----	Designating John D. Biggers administrator of an unemployment census.
Oct. 27, 1937-----	Transferring functions, property, and personnel connected with housing projects from the Federal Emergency Administration of Public Works to the United States Housing Authority.
Nov. 6, 1937-----	Amending order of Jan. 17, 1873, to permit any officer or employee of certain municipalities of the Virgin Islands to accept appointment as immigration inspector for the Virgin Islands.

Date of order	Subject
Dec. 1, 1937-----	Authorizing establishment of a Petroleum Conservation Division in the Department of the Interior.
Dec. 6, 1937-----	Closing departments and establishments on Dec. 24, 1937.
Dec. 21, 1937-----	Postponing effective date of certain provisions of order of June 10, 1933, organizing executive agencies.
Dec. 27, 1937-----	Postponing effective date of order of Sept. 16, 1937, abolishing the National Emergency Council.
Jan. 5, 1938-----	Designating the Architect of the Capitol as a member of the Alley Dwelling Authority.
Jan. 21, 1938-----	Amending order of Jan. 17, 1873, to permit certain employees of the Department of the Interior to hold State, Territorial, and municipal offices.
Feb. 9, 1938-----	Amending regulations governing appointment of unclassified laborers.
Feb. 18, 1938-----	Designating Emory S. Land as Chairman of the United States Maritime Commission.
Feb. 25, 1938-----	Waiving provisions of order of Jan. 17, 1873, for Joseph M. Watkins.
Mar. 12, 1938-----	Transferring functions, property, and personnel connected with certain housing projects in Puerto Rico from the Federal Emergency Administration of Public Works to the Puerto Rico Reconstruction Administration.
Mar. 21, 1938-----	Prescribing regulations for annual leave of Government employees.
Do-----	Prescribing regulations for sick leave of Government employees.
May 9, 1938-----	Amending order of March 21, 1938, prescribing regulations for annual leave of Government employees.
Do-----	Amending order of March 21, 1938, prescribing regulations for sick leave of Government employees.
May 16, 1938-----	Extending provisions of the Civil Service Retirement Act to employees appointed under section 10 of civil-service rule II.
May 24, 1938-----	Amending order of Jan. 17, 1873, to permit officers and employees of the police or prison departments of the Territorial and municipal governments of the Virgin Islands to accept appointment in the Office of the United States Marshal for the Virgin Islands.
May 28, 1938-----	Designating John Monroe Johnson and Richard C. Patterson, Jr., to act as Secretary of Commerce.
June 15, 1938-----	Terminating the powers, rights, and duties of the Special Mexican Claims Commission.
June 16, 1938-----	Authorizing extension of appointments of certain employees of the General Accounting Office.
June 25, 1938-----	Revoking order of Sept. 6, 1935, authorizing initial appointments without regard to the civil-service rules to certain executive positions in the Bureau of Motor Carriers, Interstate Commerce Commission.
June 30, 1938-----	Directing the Secretary of the Treasury to assemble annually a Coast Guard Personnel Board.

EXECUTIVE ORDERS EXCEPTING PERSONS NAMED FROM THE REQUIREMENTS OF THE CIVIL SERVICE RULES

Ten Executive orders authorizing exemptions from provisions of the civil-service rules were issued during the year. They affected 10 persons. Six orders of a similar nature were issued during the preceding year. These affected 22 persons.

One of the 10 orders waived the time limit to permit reinstatement to a classified position in the Federal Trade Commission. The others waived examination, eight authorizing single appointments without examination and one authorizing

a single appointment and withdrawing a position in the Department of Justice from paragraph 4, subdivision VI, schedule A of the civil-service rules.

The following shows, for each order: Date of order, name of person, nature of waiver, action allowed, and by whom recommended, if formal recommendation was made by a Government official.

July 9, 1937. **Jacob Oblock**; examination waived; appointed elevator operator, Custodial Service, Post Office Department; had sustained serious injuries in the performance of his duties as laborer in the Custodial Service of the Post Office Department and was unable to resume his former occupation; recommended by the Postmaster General.

September 17, 1937. **Dr. Winfred Overholser**; examination waived; appointed superintendent of St. Elizabeths Hospital, Department of the Interior, Washington, D. C.; had long experience in the fields of medicine and psychiatry; served in the Massachusetts State Hospital from 1917 to 1936, 4 years of this period as assistant commissioner of the department of mental diseases, and the last 2½ years as commissioner; recommended by the Secretary of the Interior.

November 6, 1937. **Mrs. Mary G. Bird**; examination waived; appointed to a classified position in the Farm Credit Administration; would have become eligible to acquire a civil-service status under the Executive order of June 29, 1934, had she not been appointed to an excepted position in the Farm Credit Administration on June 1, 1934; recommended by the Governor of the Farm Credit Administration.

December 28, 1937. **Bernard J. Kinnahan**; examination requirements of civil-service rule IX waived; appointed to an appropriate position in the classified service of the Post Office Department; had rendered efficient service in the Post Office Department since June 10, 1930, in a position excepted from civil-service requirements; recommended by the Postmaster General.

March 2, 1938. **Thomas D. Quinn**; examination waived; appointed to the classified position of Administrative Assistant to the Attorney General;¹ Mr. Quinn entered the Department in 1927 and had valuable experience; recommended by the Attorney General.

April 22, 1938. **Mrs. Jessie Scott Arnold**; time limit on eligibility for reinstatement waived; reinstated in a classified position in the Federal Trade Commission; had served in the War Department and the Federal Trade Commission; wife of John Knox Arnold, who has been retired from the Federal Trade Commission on account of permanent and total disability; recommended by the Federal Trade Commission.

May 26, 1938. **Amy G. Maher**; examination waived; appointed technical adviser in the Social Security Board; had served under temporary appointment; recommended by the Social Security Board.

May 31, 1938. **Mrs. Lucile Ensminger**; examination waived; appointed to a classified position in the Navy Department; widow of Charles Lee Ensminger, storekeeper, 1c, U. S. N., who died in line of duty September 13, 1937, in the bombing and sinking of the U. S. S. *Panay*; recommended by the Secretary of the Navy.

June 25, 1938. **Mrs. Eleanor J. Townsend**; examination waived; appointed to a classified position in the Securities and Exchange Commission; had served efficiently for several years as a secretary and as an administrative assistant; recommended by the Chairman of the Securities and Exchange Commission.

June 29, 1938. **Mrs. Irene M. Mori**; examination waived; appointed to an appropriate position in the classified service; widow of Alfred H. Mori, who had long and meritorious service in the War Department and who died December 18, 1937, leaving Mrs. Mori and two children.

¹ The order withdrew the position of Administrative Assistant to the Attorney General from the purview of par. 4 of subdivision VI of schedule A of the civil-service rules.

APPOINTMENTS UNDER SECTION 10, RULE II

Statement, by departments, of name of appointee, position to which appointed, bureau or office, salary, and basis of approval of appointment. In each case it was believed that an eligible as well qualified could not be secured through open competitive examination.

TREASURY DEPARTMENT

J. Richard Thomas, senior land appraiser, Income Tax Unit, \$4,600 a year. Difficulty was experienced in securing the services of a person with suitable qualifications to deal with valuation problems involved in the income tax returns of corporations operating cemetery property for profit. Cases were pending in which the interest of the Government required the employment of a highly qualified person. Mr. Thomas, who had had the desired experience, was serving temporarily. The field is a narrow one, and it was considered doubtful that another qualified person could be located who would accept appointment.

Dr. Hugo Bauer, research associate, National Institute of Health, Public Health Service, Washington, D. C., \$3,800 a year. This is a continuance for an additional year of the appointment of Dr. Bauer made in 1936 under section 10 of civil-service rule II, without change in office or salary. The Department reported that research work and investigations which were being carried on by Dr. Bauer would be seriously hampered if his services were discontinued at the expiration of the original 1-year appointment.

Joseph M. Watkins, interpreter, office of the Collector of Customs, Baltimore, Md., \$5 a day when actually employed, not to exceed \$1,200 a year. Mr. Watkins was already employed as an interpreter on the basis of \$5 a day with a maximum annual compensation of \$540. Mr. Watkins, whose services were to be used in connection with administration of section 305 of the Tariff Act of 1930, was regarded as particularly qualified by reason of his wide knowledge of French and Spanish literature, his previous association with the work, and his research studies. As Mr. Watkins was an instructor in languages under the Department of Education, Baltimore, Md., an Executive order was issued February 25, 1938, amending the Executive order of January 17, 1873, to permit his employment also in the office of the Collector of Customs, Baltimore, Md.

WAR DEPARTMENT

Paul S. Cate, assistant research analyst, Signal Service at large, Washington, D. C., \$2,600 a year. Mr. Cate had been a teacher in foreign schools and universities, and was qualified as a translator in a field in which it was difficult to secure a qualified person.

NAVY DEPARTMENT

John Ernest Ohlson, junior assistant to shop superintendent, Naval Air Station, San Diego, Calif., \$3,300 a year. Mr. Ohlson was appointed assistant chief planner and estimator, \$3,200 a year, Naval Air Station, San Diego, Calif., under section 10 of civil-service rule II in 1932. Appointment to the position of junior assistant to shop superintendent, \$3,300 a year, was approved by the Commission as a promotion in the same line of work, under section 10 of civil-service rule II.

Paul A. Hansen, associate marine engineer, Industrial Department, Navy Yard, Philadelphia, Pa., \$3,200 a year. Mr. Hansen had had long experience in the construction of merchant and naval vessels and had been employed as chief engineer with the New York Shipbuilding Corp., at Camden, N. J. He was regarded as eminently qualified to organize and direct the work of a drafting group.

INTERIOR DEPARTMENT

Dr. Solomon Katzenelbogen, director of laboratories, St. Elizabeths Hospital, Washington, D. C., \$5,600 a year. The Commission, in March 1936, held a competitive examination for this position, but no eligibles were secured. Dr. Katzenel-

bogen was graduated in medicine from the University of Geneva, Switzerland, in 1918, was head of the laboratory in the Department of Internal Medicine, University of Geneva, until 1928, and had been connected with the Phipps' Psychiatric Clinic, Baltimore, Md., as associate professor of psychiatry in charge of laboratory activities.

DEPARTMENT OF COMMERCE

Richard S. Field, Director, Bureau of Marine Inspection and Navigation, \$8,000 a year. Mr. Field served as commander, United States Navy, prior to being placed on the retired list September 1, 1937. After graduating from the United States Naval Academy in 1911 he served continuously in the Navy in important positions. He served as liaison officer with the Shipping Board, and in 1934 served as Navy Department member of the Interdepartmental Merchant Marine Policy Committee.

Table 1.—Number of Persons Examined, the Number Who Passed, With Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed		Passed 1					
	Men	Women	Total	Men	Women	Men			Women		
						Nonprefer- ence	5-point pref- erence	10-point pref- erence	Nonprefer- ence	5-point pref- erence	10-point pref- erence
Title of examination											
Accountant:											
Chief.....	1		1	1							
Chief, assistant.....	1		1	1							
Cost.....	428	10	438	389	10	27	11	1			39
Principal.....	2		2	1		1					1
Accountant and auditor:											
Accounting and auditing assistant:											
Accounting consultant, special.....	163	29	192	109	23	19	1	34	1	5	60
Accounting - machine (alphabetical) operator:											
Actuary, head.....	365	119	484	82	53	268	14	1	64	1	1
Addressograph operator.....	47	5	52	34	5	11	2				13
Adjudicator.....	3	3	6	1	2						3
Administrative assistant, senior.....	17		17	5				12			12
Administrative officer.....	15	3	18	10	1			5		2	7
Administrative officer.....	44	3	47	31	2	3	1	9	1		14
Principal.....	5		5	5							
Senior.....	6		6	5				1			1
Agent, special.....	1		1	1							
Agricultural aid:											
Agronomy, under.....	25		25	14		10	1				11
Junior.....	1		1	1							
Range management.....	192	6	198	185	6	7					7
Senior.....	2		2	2							
Under.....	4		4	4							
Agronomist:											
Junior.....	458	28	486	373	27	72	10	3	1		86
Soil conservation.....	431	1	432	365	1	42	22	2			66
Soil conservation, assistant.....											
Soil conservation, associate.....	882		882	408		388	72	14			474
Sugar beet investigations, assistant.....	440		440	241		149	42	8			199
Under.....	12		12	10		2					2
Agronomist and superintendent, associate:											
66.....	66		68			26	1	1			28
Aircraft electrician:											
Helper.....	59		59	59							
Junior.....	61		61	49		6	5	1			12
Aircraft engine mechanic:											
Engine test operator.....	239		239	190		27	20	2			49
Helper.....	32		32	29		3					3
Junior.....	307		307	112		105	88	2			195
Under.....	43		43	19		7	6				24
Aircraft fabric seamstress:											
Under.....	8		8								8
Aircraft fabric worker:											
Helper.....	21	1	22	6			15		1		16
Under.....	7	11	18	6	4	1			7		8
Aircraft instrument mechanic:											
Helper.....	40		40	30		8	2				10
Under.....	30		30	25		4	1				5
Aircraft mechanic:											
General.....	456		456	217		94	142	3			239
General, helper.....	326		326	28		103	195				298
Motor.....	106		106	35		18	51	2			71
Aircraft modelmaker:											
Junior.....	37		37	18		19					19
Under.....	21	1	22	19	1	2					2
Aircraft procurement inspector:											
Assistant.....	1		1					1			1
Junior.....	2		2	1				1			1
Senior.....	1		1					1			1
Aircraft supplies inspector:											
Under.....	1		1	1							

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed			Passed 1					
	Men	Women	Total	Men	Women	Nonprefer- ence	Men			Women		
							5 point pref- erence	10-point pref- erence	Nonprefer- ence	5 point pref- erence	10-point pref- erence	
Anglesmith:												
Heavy fires	2		2	1		1						1
Other fires	21		21	13		8						8
Animal husbandman:												
Principal	55		55	51		4						4
Swine, junior	4		4	3					1			1
Animal husbandry aid:												
Assistant	10		10	2		8						8
Under	7		7			7						7
Animal nutrition, associate in	1		1			1						1
Antinarcotic agent	5		5	3					2			2
Apprentice	625		625	265		360						360
Mechanical trades	13,295		13,295	4,487		8,779	29					8,808
Architect:												
Naval	155		155	108		35	10	2				47
Naval, assistant	96		96	62		29	5					34
Naval, associate	221		221	79		123	18	1				142
Senior	2		2	1				1				1
Artist, botanical	1		1						1			1
Assembler	1		1						1			1
Artillery vehicle section	69		69	67		1	1					2
Gas mask	4		4						1		3	4
Small arms and equipment	27		27	19		1	7					8
Assistant to technician (forestry)	3		3	2					1			1
Association examiner	16		16	10				6				6
Attendant, St. Elizabeths Hospital	2,302	1,184	3,486	1,704	974	429	79		208		2	718
Attorney	5		5	2					3			3
Associate	9		9	3				6				6
Junior	5		5	3				2				2
Principal	1		1	1					1			1
Senior	3		3	2				4				4
Automotive engines instructor	5		5	1					4			2
Bacteriologist:												
Associate	16		16	14				2				
Baggerman-embalmer	70	36	106	49	24	20	1		12			33
Associate	76	35	111	40	22	32	4		13			49
Dairy, junior	571	155	726	521	143	48	2		12			62
Baker	2		2	1					1			1
Associate	31	1	32	9		12	10		1			23
Band saw operator	14		14	4		3	7					10
Barrel driller	13		13	8			5					5
Barrel reamer	3		3	1			2					2
Barrel turner	19		19	3		13	2	1				16
Battery charging man	7		7	2		5						5
Benchman	1		1	1								
Billing-bookkeeping machine operator, junior	1,099	1,598	2,697	1,002	1,349	90	7		247	2		346
Bindery operative	1	5	6		4			1			1	2
Biochemist (syphilis research), associate	114	31	145	87	21	25	2		9		1	37
Biological aide	12		12	7		5						5
Biologist:												
Aquatic, associate	1		1						1			1
Junior	864	68	932	647	62	209	8		6			223
Wildlife research	2		2	2								
Wildlife research, associate	1		1						1			1
Blacksmith	119		119	50		59	9	1				69
Heavy fires	7		7	3		3	1					4
Heavy fires, helper	85		85	49		27	9	3				36
Helper	326		326	194		110	19	3				132
Other fires	5		5			3	2					
Other fires, helper	2		2	2								5

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed		Passed 1						Total
	Men		Total	Men		Women	Men			Women		
	Men	Women		Men	Women		Nonpreference	5-point preference	10-point preference	Nonpreference	5-point preference	10-point preference
Blacksmith-welder.....	119	-----	119	78	-----	25	16	-----	-----	-----	-----	41
Blaster.....	16	-----	16	6	-----	9	1	-----	-----	-----	-----	10
Foreman.....	4	-----	4	2	-----	1	1	-----	-----	-----	-----	2
Blueprint operator:												
Helper.....	84	-----	84	70	-----	14	-----	-----	-----	-----	-----	14
Junior.....	2	-----	2	2	-----	-----	-----	-----	-----	-----	-----	-----
Under.....	2	-----	2	2	-----	-----	-----	-----	-----	-----	-----	-----
Boatbuilder.....	79	-----	79	49	-----	26	4	-----	-----	-----	-----	30
Boatswain.....	27	-----	27	16	-----	7	4	-----	-----	-----	-----	11
Boilermaker:												
Helper.....	194	-----	194	97	-----	65	24	8	-----	-----	-----	97
152	-----	152	68	-----	59	23	2	-----	-----	-----	-----	84
Bookbinder.....	1	1	2	1	1	-----	-----	-----	-----	-----	-----	-----
Bookkeeping-machine (flat-bed) operator.....	2	10	12	-----	4	-----	-----	2	-----	6	8	-----
Botanist:												
Assistant.....	44	15	59	30	10	14	-----	-----	5	-----	-----	19
Associate.....	43	18	61	25	11	18	-----	-----	7	-----	-----	25
Junior.....	526	174	700	435	153	85	6	-----	21	-----	-----	112
Brakeman.....	20	-----	20	4	-----	11	5	-----	-----	-----	-----	16
Bricklayer.....	100	-----	100	24	-----	62	12	2	-----	-----	-----	76
Bridgetender.....	141	-----	141	120	-----	15	6	-----	-----	-----	-----	21
Buffer and polisher.....	95	-----	95	25	-----	53	15	2	-----	-----	-----	70
Bulldozer operator:												
Diesel.....	187	-----	187	96	-----	85	6	-----	-----	-----	-----	91
443	-----	443	88	-----	325	28	2	-----	-----	-----	-----	355
Bushelman.....	6	-----	6	1	-----	3	2	-----	-----	-----	-----	5
Buttonhole maker operator, male.....	22	-----	22	5	-----	14	3	-----	-----	-----	-----	17
Cabinetmaker:												
Senior.....	422	-----	422	145	-----	219	54	4	-----	-----	-----	277
Steel, instructor.....	531	-----	531	195	-----	264	68	4	-----	-----	-----	336
Cable splicer.....	13	-----	13	9	-----	3	1	-----	-----	-----	-----	4
Calculating-machine operator, junior.....	8	-----	8	2	-----	4	2	-----	-----	-----	-----	6
Calker and chipper, iron.....	66	-----	66	43	-----	18	4	1	-----	-----	-----	34
Calker, wood.....	93	-----	93	38	-----	50	4	1	-----	-----	-----	55
Carbon dioxide plant operator.....	8	-----	8	5	-----	3	-----	-----	-----	-----	-----	-----
Card-punch operator, under.....	22	-----	22	10	-----	-----	10	-----	10	2	12	3
Carpenter:												
Bridge.....	516	-----	516	214	-----	215	66	21	-----	-----	-----	302
Foreman.....	1	-----	1	1	-----	-----	-----	-----	-----	-----	-----	-----
Helper.....	59	-----	59	19	-----	33	4	3	-----	-----	-----	40
Senior.....	381	-----	381	136	-----	193	45	7	-----	-----	-----	245
Ship.....	1,970	-----	1,970	435	-----	1,066	430	39	-----	-----	-----	1,535
Carpenter-cabinetmaker.....	15	-----	15	5	-----	9	1	-----	-----	-----	-----	10
Cement finisher.....	87	-----	87	22	-----	50	12	3	-----	-----	-----	65
Chainmaker.....	3	-----	3	-----	-----	3	-----	-----	-----	-----	-----	3
Charwoman, head.....	37	-----	37	22	-----	-----	-----	15	-----	-----	-----	15
Chauffeur.....	335	-----	335	116	-----	141	51	27	-----	-----	-----	219
Checker:												
Junior.....	1,538	4	1,542	949	1	509	75	5	3	-----	-----	592
Ordnance materials.....	34	-----	34	29	-----	2	3	-----	-----	-----	-----	1
Chemical plant operator.....	15	-----	15	6	-----	6	3	-----	-----	-----	-----	5
Chemical plant workman.....	30	-----	30	13	-----	12	5	-----	-----	-----	-----	9
Chemist:												
Assistant.....	1	-----	1	1	-----	-----	-----	-----	-----	-----	-----	1
Junior.....	1	-----	1	1	-----	-----	-----	-----	-----	-----	-----	1
Chief:												
Library service division.....	15	23	38	11	23	4	-----	-----	-----	-----	-----	4
Mechanical section, assistant.....	443	31	474	364	29	65	14	-----	2	-----	-----	81
Probation and parole service.....	74	2	76	69	1	3	1	1	1	1	-----	6
Child guidance case worker:												
Assistant.....	136	238	374	125	225	10	1	-----	13	-----	24	
Associate.....	145	350	495	143	316	1	1	-----	34	-----	36	

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed		Passed ¹						Total	
	Men	Women	Total	Men	Women	Men			Women				
						Nonprefer- ence	5-point pref- erence	10-point pref- erence	Nonprefer- ence	5-point pref- erence	10-point pref- erence		
Child welfare services consultant, principal	87	113	200	87	110					3		3	
Civil-service examiner, junior	29	25	54	16	10	3		10	2	13	28	28	
Claims examiner	5	5	4					1			1	1	
Clerical learner	72	63	135	23	10	49			53			102	
Clerk:													
Assistant	313	163	476	133	74	118	62		85	4	269		
General		3	3		1					2	2		
Junior	1,257	55	1,312	612	29	643	2		26		671		
Clerk-carrier, substitute	39,400	3,574	42,974	13,154	824	23,756	1,936	554	2,622	10	118	28,906	
Clerk-stenographer, assistant (for the blind)	78	173	251	55	77	23			96			119	
Clothing factories inspector, supervising	1		1	1									
Commodity exchange investigator, assistant	1		1					1				1	
Communications operator:													
Air navigation, assistant	923		923	314		204	401	4				609	
Air navigation, under	687	1	688	310		310	66	1	1			378	
High speed radio equipment, assistant	53		53	30		1	22					23	
High speed radio equipment, junior	40		40	19		2	19					21	
Compressor operator	22		22	14		7	1					8	
Concrete foreman	12		12	8		4						4	
Concrete mixer operator	67		67	9		46	12					58	
Concrete worker	4		4	3		1						1	
Conservationist, associate	1		1	1									
Construction foreman	25		25	12		9	4					13	
Bridge	10		10	4		5	1					6	
Earthwork	41		41	21		17	2	1				20	
Construction inspector:	573		573	366		146	54	7				207	
Assistant	72		72	46		23	3					26	
Rivers, harbors, and waterways	236		236	143		75	14	4				93	
Rivers, harbors, and waterways, assistant	471		471	379		82	9	1				92	
Construction supervisor	180	1	180	41		77	51	11				139	
Cook, senior	460	1	461	342	1	53	64	1				118	
Coppersmith	305		305	193		94	17	1				112	
Helper	132		132	59		70	2	1				73	
Core-drilling inspector, assistant	37		37	33		2	1	1				4	
Core-drilling machine operator	25		25	9		13	3					16	
Helper	12		12	6		6						6	
Cottonseed technologist	33		33	28		5						5	
Crane operator:													
Bridge, electric	92		92	21		45	26					71	
Diesel tractor crane	36		36	8		25	3					28	
Locomotive, steam	11		11	3		2	6					8	
Craneoperator, electric	28		28	8		12	4	4				20	
Craneoperator, steam	13		13	3		9	1					10	
Crop and livestock estimator, associate	1		1	1									
Cupola tender	19		19	8		7	4					11	
Curriculum specialist and textbook writer (mathematics)	196	50	246	191	47	3	2		3			8	
Custodial officer, junior	86		86	59		7	7	13				27	
Custodian, assistant	1		1			1						1	
Custodian-engineman, assistant	76		76	64		8	3	1				12	
Customs inspector	4		4	2					2			2	
Customs patrol inspector	3		3	2					1			1	

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed			Passed ¹						Total	
	Men	Women	Total	Men	Women	Nonprefer- ence	Men			Women				
							5-point pref- erence	10-point pref- erence	Nonprefer- ence	5-point pref- erence	10-point pref- erence	Nonprefer- ence		
Cutter	121		121	68		40	11	2					53	
Clothing factory, foreman	39		39	30		8	1						9	
Dairyman	16		16	10		4	1	1					6	
Deckhand	145		145	43		22	79	1					102	
Dental hygienist	53	484	537	22	122	11	18	2	359			3	393	
Senior	1		1										1	
Dentist, associate	632	3	635	38		577	16	1	3				597	
Derrick-grade operator	7		7	5		2							2	
Dietitian	4	7	11	4	5								2	
Staff		1	1		1									
Dippertender	53		53	25		22	6						28	
Director, Child Welfare Division		1	1		1									
Ditchrider	154		154	89		59	5	1					65	
Dog kennelman, junior	97	1	98	91		3	2	1	1				7	
Draftsman:														
Engineering	653	1	654	461		160	21	11	1				193	
Engineering, assistant	1,719	4	1,723	1,650	4	67							69	
Engineering, chief	399		399	272		113	13	1					127	
Engineering, junior	8		8	5					3				3	
Engineering, mechanical, apprentice	397		397	289		106	2						108	
Engineering, mechanical, chief	130		130	92		35	1	2					38	
Engineering, principal	369		369	220		119	21	9					149	
Engineering, senior	403		403	319		72	6	6					84	
Engineering, under	65	1	66	36		27	2						30	
Topographic	2		2	1									1	
Topographic, apprentice	24	3	27	12	2	12							13	
Topographic, chief	1		1	1										
Topographic, principal	2		2	1									1	
Topographic, senior	1		1										1	
Dragline operator	43		43	14		27	2						29	
Diesel	219		219	9		153	56	1					210	
Gasoline	25		25	8		14	3						17	
Dragtender	66		66	26		37	3						40	
Dredge foreman	65		65	52		9	4						13	
Dredge operator	4		4	3		1							1	
Dredgerunner	11		11	2		8	1						9	
Dredging inspector	107		107	73		29	5						34	
Assistant	107		107	67		34	5	1					40	
Drill (pneumatic) operator	156		156	66		81	9						90	
Driller	427		427	252		122	49	4					175	
Drilling-rig helper	69		69	40		23	6						29	
Drillrunner	28		28	9		13	6						19	
Helper	14		14	7		4	3						7	
Dynamo tender	11		11	8		3							3	
Economist:														
Agricultural, assistant	1		1	1										
Agricultural, principal	3		3	3										
Assistant	2		2	2										
Financial, assistant	1		1	1										
Senior	1		1										1	
Editor, technical, associate	1	1	2	1	1									
Editorial clerk	2	8	10	2	6							2	2	
Principal	6	6	12	6	5							1	1	
Education (elementary) supervisor	1	1	2	1	1									
Educational analyst	212	73	285	178	64	24	10						43	
Senior	468	113	581	436	108	17	15						37	
Educationist, senior	601	174	775	531	132	40	28	2					112	
Electrical installation inspector	31		31	19		7	3	2					12	
Electrician	1,153		1,153	323		473	302	55					830	
Cable splicer	74		74	42		24	8						32	
Foreman	1		1	1										

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed			Passed 1					
							Men			Women		
	Men	Women	Total	Men	Women		Nonprefer- ence	5-point pref- erence	10-point pref- erence	Nonprefer- ence	5-point pref- erence	10-point pref- erence
Electrician—Continued.												
Helper	1,200	5	1,200	408	5	547	2	210	35			
Lineman												
Motor and generator re- pairman	53		53	21		26	6					
Radio and sound mov- ing-picture equipment, helper	4		4	4								
Self-synchronous drive equipment	15		15	12		2	1	43				3
Senior	1,702	43	1,702	561	19	746	20	352	43			1,141
Electroplater	43		43	19								24
Elevator conductor	14	15	29	11	10							8
Elevator mechanician	1		1	1								5
Senior	30		30	12		14	3	1				18
Elevator operator	323	28	351	172	6	122	19	10	21	1	1	173
Senior	1,131	23	1,154	565	3	514	46	6	19	1		586
Embroidery-machine opera- tor	1		1			1						1
Endocrinologist	32	4	36	20	3	11	1			1		13
Engineer	1,749	1	1,750	635		624	444	46	1			1,115
Agricultural, associate		1	1		1							
Agricultural, junior	225		225	206		17	2					19
Architectural	1		1	1								
Assistant	5,800	1	5,801	2,492		3,057	225	26	1			3,309
Associate	3,427		3,427	1,227		1,587	550	63				2,200
Deck	31		31	25		2	4					6
Junior	85	1	86	63	1	21			1			22
Launch	8		8			8						8
Marine, superintending, senior	86		86	78		6	2					8
Petroleum, assistant	1		1	1								
Public health, associate	1		1	1								
Radio, senior	1		1	1								
Refrigerating	44		44	17		12	15					27
Senior	731		731	368		200	151	12				363
Steam	10		10	4		4	2					6
Telephone, associate	1		1	1								
Engineer-economist, highway, assistant	1		1	1								m
Engineer-pilot	1		1	1								
Engineering aid:												
Aeronautical	30		30	12		18						18
Aeronautical, assistant	1		1	1								
Civil	99		99	63		34	2					36
Civil, assistant	45		45	28		17						17
Civil, junior	431		431	203		221	5					228
Civil, principal	144		144	87		50	7					57
Civil, senior	285		285	137		143	4	1				148
Civil, under	525	1	526	399	1	120	6					126
Junior	40		40	31		9						9
Under	71	2	73	49	2	22						22
Engineering materials and construction inspector	7		7	6				1				1
Mechanical	42		42	39		3						3
Engineering materials inspec- tor:												
Construction	50		50	26		20	4					24
Construction, assistant	77		77	50		24	2	1				27
Senior	6		6	4		1		1				2
Engineman	1		1						1			1
Derrickboat	7		7	4		3						3
Diesel dredge	97		97	95		2						2
Diesel, marine	40		40	34		5	1					6
Diesel, marine, first assist- ant	6		6	3		1	2					0
												3

1 Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed		Passed ¹						Total	
	Men	Women	Total	Men	Women	Men			Women				
						Nonpreference	5-point preference	10-point preference	Nonpreference	5-point preference	10-point preference		
Engineman—Continued.													
Diesel, marine, third assistant	32		32	19		9	4					13	
Diesel, third assistant	15		15	10		3	2					5	
Diesel-electric, marine, first assistant	10		10	7		1	2					3	
Dredge	2		2	2									
Dredge, nonpropelling	17		17	15		1	1					2	
Gas-electric	58		58	57		1						1	
Gas-electric, assistant	33		33	28		4		1				5	
Gas-electric (converted gas)	35		35	34		1						1	
Gas-electric (converted gas), assistant	26		26	23		3						3	
Gasoline (air compressor)	4		4			2	1	1				4	
Gasoline, marine	1		1									1	
Gasoline, stationary	53		53	19		29	4	1				34	
Gasoline and refrigeration	29		29	20		5	4	1				9	
Hoisting and portable	41		41	12		21	3	5				29	
Internal combustion-electric, assistant	20		20	19		1						1	
Junior	77		77	13		35	29					64	
Motor vessels, third assistant	21		21	19		1	1					2	
Refrigeration, assistant	87		87	62		19	5	1				25	
Steam	2		2										
Steam, assistant	22		22	11		8	3					11	
Steam-electric	110		110	85		15	10					25	
Steam-electric, assistant	144		144	59		59	20	6				85	
Steam-electric, junior	74		74	35		29	7	3				39	
Steam, first assistant	28		28	16		11	1					12	
Steam, marine	12		12	5		5	2					7	
Steam, second assistant	9		9	6		2	1					3	
Steam, third assistant	20		20	14		3	3					6	
Striker	44		44	18		15	10	1				26	
Striker electric dredge	37		37	7		28	2					30	
Engineman-janitor	165		165	135		16	12	2				30	
Engraver:													
Script and letter	65		65	58		3	4					7	
Steel plate	12		12	11		1						1	
Steel plate, senior	16		16	16									
Entomologist:													
Associate	12		12	10		1	1					2	
Junior	222	20	242	186	20	34	1	1				36	
Estate tax examiner	2,286	24	2,310	1,851	20	345	87	3	4			439	
Exhibits designer:													
Assistant	1		1	1									
Associate	1		1	1									
Experiment station administrator, principal	39		39	23		12	4					16	
Explosives operator	85	95	180	67	54	15	3					59	
Farm agent	4		4	3								1	
Farm hand	1		1	1									
Farm laborer	121		121	26		90	4	1				95	
Farm-loan registrar	3		3	3									
Farm manager	1		1	1									
Assistant	2		2	2									
Fiber (animal) technologist, junior	29	7	36	23	5	5	1					8	
Field examiner	6		6	4								2	
Field representative	1,603	34	1,637	1,242	31	186	148	27	2			364	
File clerk:													
Junior	181	338	519	121	198							200	
Under	83	169	252	14	35							134	

¹Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed			Passed 1			Total	
	Men		Total	Men		Women	Men		Women		
	Men	Women		Men	Women		Nonprefer- ence	5-point pref- erence	10-point pref- erence		
Filter-plant operator	3	3	3	1	2					2	
Filtration plant operator	15	15	15	9	5	1				6	
Finance (public) specialist	1	1	1	1	1						
Financial examiner, assistant	2	2	2	2	2						
Fire cooperation specialist	291	4	295	285	4	3	3	3	3	6	
Fire equipment dispatcher	5	5	5	2	3	3				3	
Fire prevention officer	1	1	1	1	1						
Fire fighter	78	78	52	16	9	1				26	
Motor equipment	66	66	45	12	9					21	
Motor equipment, senior	23	23	5	10	8					18	
Fireman	6	6	3	3	3					3	
Coal burning, marine	102	102	62	17	21	2				40	
High-pressure, senior	345	345	139	138	67	1				206	
High-pressure (coal), senior	11	11	7	2	2					4	
High-pressure (gas), senior	39	39	33	3	2	1				6	
High-pressure (mechanical stoker), senior	28	28	15	9	4					13	
High-pressure (stoker), senior	46	46	10	27	9					36	
Locomotive	28	28	14	8	6					14	
Low-pressure, senior	51	51	20	17	12	2				31	
Marine	452	452	209	160	81	2				243	
Oil burner	12	12	7	3	1	1				5	
Oil and coal burning, marine	35	35	11	16	8					24	
Oil burning, marine	292	292	120	82	86	4				172	
Stationary	3	3	2	1	1					1	
Steam	668	668	217	250	168	33				451	
Fireman-helper	41	41	34	4	3					7	
Fireman-laborer	4,914	1	4,915	2,224	1	2,010	619	61		2,690	
Fish-culturist, apprentice	4	4	1					3		3	
Flangeturner	15	15	10	4	1					5	
Foreman, mechanical time fuze, assistant	13	13	11	2						2	
Forest and field clerk	2,038	217	2,255	1,637	187	317	66	18	27	431	
Senior	1	1	1								
Forester, junior	1,157	1	1,158	590	1	559	8			567	
Forestry conservationist	1	1	1							1	
Assistant	1	1	1				1			1	
Forestry improvement foreman	26	26	15	8	3					11	
Forger:											
Drop	15	15	3	9	3					12	
Heavy	3	3		2	1					3	
Heavy, helper	9	9	7	1	1					2	
Light	10	10	4	4	2					6	
Foundry and pattern shop foreman	9	9	6	2	1					3	
Foundry chipper	22	22	10	6	6					12	
Foundry foreman	13	13	12	1						1	
Framebender	13	13	10	3						3	
Freight rate clerk	4	1	5	1			1			1	
Furnace man:											
Foundry	5	5	4	1						1	
Other forge	2	2		1	1					2	
Gage reader	16	16	14	2						2	
Gagemaker	8	8	4	3	1					4	
Galvanizer	7	7	5	2						2	
Game management agent	3	3	3								
Deputy	4	4	3				1			1	
Garageman-driver	35	35	16	15	4					19	
Substitute	1,950	1,950	968	511	180	291				982	

1 Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed			Passed 1						
	Men		Women	Men		Women	Men			Women			
							Nonprefer-	5-point pref-	10-point pref-	Nonprefer-	5-point pref-	10-point pref-	Total
Gardener	71		71	46			15	6	4				25
Assistant	729		729	640			72	15	2				89
Head	24		24	11			5	6	2				13
Helper	1		1						1				1
Junior	23		23	17			5	1					6
Gas cutter and burner	10		10	7			1	1	1				3
Gatetender	8		8	4			2	2					4
Geologist, junior	1		1	1									
Geophysicist:													
Assistant	47		47	40			7						7
Associate	35		35	26			6	3					9
Glazier	1		1					1					1
Grader equipment operator	403		403	235			150	17	1				168
Diesel	15		15	12			3						3
Grader operator:													
Blade, terrace	87		87	33			47	2					49
Diesel, patrol	5		5	2			3						3
Elevator	12		12	3			5	4					9
Gasoline or Diesel, motor patrol	101		101	36			59	6					65
Power blade	26		26	7			14	4	1				19
Power blade (Diesel)	19		19	12			7						7
Traction	31		31	11			6	14					20
Grain inspection supervisor, junior	1,114	1	1,115	879	1	170	62	3					235
Graphotype operator	1	2	3		1				1				2
Grass nursery foreman	7		7	5			2						2
Grinder	45		45	38			5	2					7
Grinder-machine operator	22		22	9			8	4	1				13
Guard:													
Customs	973		973	412			134	243	184				561
Departmental	14		14	8					6				6
Penal and correctional institutions	421		421	223					198				198
U. S. Mint	73		73	57									16
Guard-attendant, medical	8		8	4					4				4
Gunitc foreman	17		17	5			9	3					12
Hammer-runner:													
Heavy	4		4	1			3						3
Other	6		6	2			1	3					4
Handyman	66		66	20			35	11					46
Harness cutter	7		7	5			2						2
Harnessmaker	73		73	42			26	4	1				31
Health (maternal and child) assistant		1	1		1								
Health (maternal and child) associate	34	15	49	33	13	1			2				3
Health (maternal and child) specialist													
Principal	58	35	93	48	18	13	1		17				31
Senior	59	16	75	40	8	14	5		8				27
Heat-treater, aviation	45	15	60	33	7	8	4		8				20
Helium plant operator	18		18	18									
Assistant	11		11	4			6	1					7
Helper:													
Automotive construction machinery	11		11	7			3	1					4
General	2,181		2,181	606			1,128	377	70				1,575
Highway building equipment operator	40		40	17			22	1					23
Hod carrier	52		52	29			21	2					23
Hoist operator	6		6	3			2	1					3
Holder-on	193		193	123			54	15	1				70
Home-economics information assistant	1	164	165	11	159					5			5

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed			Passed ¹						Total	
	Men	Women	Total	Men	Women		Men			Women				
							Nonprefer- ence	5-point pref- erence	10-point pref- erence	Nonprefer- ence	5-point pref- erence	10-point pref- erence		
Home-economics specialist, junior	4	4		1									3	3
Horticulturist:														
Assistant	1	1												1
Junior	129	5	134	115	5	14								14
Hours-of-service inspector	9	9												
Hull materials inspector, senior	1	1												1
Ice cream maker	4	4												
Illustrator, commercial:	4	4		1										3
Assistant	3	3	2											1
Immigration patrol inspector	111	1	112	100	1									11
Incinerator operator	31		31	7		16	7	11	1					24
Indian arts and crafts production adviser	63	15	78	58	13	5								7
Indian arts and crafts specialist	123	86	209	114	79	7	2			6		1		16
Indian community and boarding schools principal	1,926	229	2,155	843	199	712	344	27	27	1	2			1,113
Informational service representative:														
Assistant	6,407	1,685	8,092	6,281	1,658	67	51	8	24	1	2			153
Associate	243	103	346	2		225	11	5	103					344
Senior	205	70	275			147	53	5	68	1	1			275
Instructor (civilian) in French	71	10	81			45	24	2	10					81
Instructor (civilian) in Spanish	118	32	150	83	25	28	5	2	7					42
Instructor-foreman:	157	50	207	126	42	26	5			8				39
Painter	41		41	35		5	1							6
Painting and decorating	34		34	30		3	1							4
Instructor-machinist	6		6	4		1	1							2
Instrument maker:														
Aviation, helper	70		70	54		12	3	1						16
Electrical	18		18	7			5	6						11
Helper	19		19	11		4	4							8
Navigational, helper	85		85	67		12	5	1						18
Investigator:				2	2									
Alcohol Tax Unit	16		16	15					1					1
Alcohol Tax Unit, special	22		22	17					5					5
Credit union, assistant	5		5	5										
Investigator-in-charge, Alcohol Tax Unit	2		2	2										1
Irrigator	31		31	10		20	1							21
Janitor	205	1	206	111		78	14	2	1					95
Joiner	193		193	38		59	79	17						155
Keeper, assistant	106		106	68		17	20	1						38
Keeper and assistant keeper	367		367	168		99	97	3						199
Labor statistics, assistant commissioner of	1		1						1					1
Laboratory apprentice, minor	1		1	1										
Laboratory attendant	27	1	28	12	1	12	2	1						15
Laboratory helper, under	17	6	23	6	4	9	1	1	2					13
Laboratory mechanic:														
Assistant	24		24	24										
Dental	929	8	937	519	6	296	85	29	2					412
Dental, assistant	456	5	461	268	5	163	24	1						188
Under	21		21	3		16	2							18
Laborer:														
Classified	12,430	767	13,206	1,145	36	9,076	1,705	513	629		102	12,025		
Foreman	2,324		2,324	1,296		726	249	53						1,028
Foreman, assistant	2		2	1					1					1
Foreman, general	81		81	36		29	11	5						45
Foreman, junior	453		453	184		208	48	13						269
Foreman (squad)	493		493	254		204	34	1						239
Irrigation, foreman	27		27	15		11	1							12
Paving, foreman	31		31	19		10	2							12

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed		Passed 1					
	Men	Women	Total	Men	Women	Men			Women		
						Nonprefer- ence	5-point pref- erence	10-point pref- erence	Nonprefer- ence	5-point pref- erence	10-point pref- erence
											Total
Laborer—Continued.											
Postal Service, substitute	8,947	8,947	2,151	6,035	615	146					6,796
Quarry, foreman	27	27	18	7	2	—					9
River improvement, fore- man	28	28	20	6	2	—					8
Rivers, harbors, and waterways construc- tion, foreman	32	32	21	8	1	2					11
Laborer-patrolman (wildlife refuges)	1,210	1,210	676	425	99	10					534
Lampist	5	5	3	—	—	2					2
Land bank appraiser	1	1	1								
Assistant	2	2	2								
Associate	2	2	2								
Senior	43	43	38	4	1	—					5
Land bank examiner, assist- ant	24	1	25	21	1	—			3		3
Lathe-machine (turret) oper- ator	62	62	25	29	8	—					37
Automatic	1	1	1								
Lather	1	1	1								
Metal	8	8	4	4	—						4
Launchmaster	22	22	22	22	—						22
Launchman	3	3	3								
Laundry department (wash- ing) foreman	98	2	100	48	2	33	15	2			50
Laundry foreman	20	1	21	6	1	5	7	2			14
Laundry helper, skilled	72	165	237	10	8	46	16	—	128	29	219
Laundry mechanic	83	—	83	61	—	16	5	1			22
Laundry operative	3	8	11	2	3	—			6		9
Laundry superintendent	34	—	34	10	—	15	7	2			24
Lay inspector, assistant	39	1	40	21	—	—	18	—		1	19
Leadsman	87	—	87	31	—	44	12	—			56
Leather and canvas worker (orthopedic mechanic)	22	4	26	18	1	3	1	—	3		7
Leatherworker (benchman)	9	—	9	3	—	5	1	—			6
Legal assistant (labor law), junior	1	—	1	1	—						
Legislative reference assistant	1	—	1	1	—						
Lens grinder	20	—	20	17	—	3	—				3
Lens (precision), prism and test-plate maker	57	—	57	55	—	2	—				2
Letterer and grainer	92	—	92	77	—	11	3	1			15
Levelman, senior	2	—	2	1	—	—	—	1			1
Leverman	11	—	11	5	—	6	—				6
Librarian:											
Assistant	—	1	1	—	1	—					
Junior	—	2	2	—	1	—				1	1
Libraries, public, specialist in	23	60	83	17	50	5	1	—	10		16
Libraries, school, specialist in	23	103	126	23	85	—	—	—	17	1	18
Library assistant:	—	1	—	1	—	—	—	—			
Junior	—	3	3	—	1	—				2	2
Minor	—	3	3	—	1	—				2	2
Life guard	79	—	79	26	—	47	5	1			53
Lighthouse-keeper, assistant	40	—	40	29	—	5	5	1			11
Lineman:	19	—	19	9	—	6	4	—			10
Helper	12	—	12	6	6	—	—	—			6
Telephone	2	—	2	1	—	—	1	—			1
Linenman	47	—	47	43	—	3	1	—			4
Linesman	182	—	182	106	—	36	35	5			76
Lockman	286	—	286	85	—	175	24	2			201
Electric locks	42	—	42	19	—	7	14	2			23
Locomotive inspector	2	—	2	2	—	—	—	—			
Loftsmen	114	—	114	64	—	48	2	—			50
Logging foreman	5	—	5	3	—	1	1	—			2
Machine adjuster	14	—	14	9	—	5	—	—			5

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed			Passed 1						Total	
							Men			Women				
	Men	Women	Total	Men	Women	Total	Nonprefer-	5-point pref-	10-point pref-	Nonprefer-	5-point pref-	10-point pref-		
Machine operator	546		546	268		268	236	41	1				278	
Drill sharpener	7		7	2		2	5						5	
Female		1,280	1,280		1,072	1,072				197	1	10	208	
Grinder (precision production)	7		7	3		3	3	1					4	
Grinder (precision tools)	7		7	1		1	6						6	
Grinder (roughing)	10		10	3		3	5	1	1				7	
Hydraulic press	13		13	10		10	3						3	
Male	2,112		2,112	1,469		1,469	546	88	9				643	
Miller	106		106	18		18	60	22	6				88	
Profiler	22		22	3		3	16	3					19	
Sewing (cloth)	4		4	1		1	2	1					3	
Sewing (leather)	6		6				5		1				6	
Sheet metal	26		26	12		12	11	3					14	
Wood	83		83	50		50	26	6	1				33	
Machinist	3,251	1	3,252	1,344	1	1,344	1,455	402	50				1,907	
Helper	566		566	320		320	162	52	32				246	
Outside	2		2	1		1			1				1	
Machinist-welder	67		67	26		26	28	12	1				41	
Mail-bag repairman	1		1						1				1	
Maintenance and construction foreman, general	16		16	10		10	2	4					6	
Maintenance foreman, bridge	6		6	1		1	5						5	
Maintenance man (roads and utilities)	20		20	14		14	5		1				6	
Marble polisher	165		165	65		65	87	13					100	
Marketing specialist	123	24	147	107	24	107	10	5	1				16	
Fruits and vegetables, assistant	1,647	5	1,652	1,541	4	1,541	72	24	10	1			107	
Meat grader, assistant	1,670		1,670	1,498		1,498	135	35	2				172	
Junior	2		2	1		1			1				1	
Principal	117	2	119	99	2	99	12	6					18	
Mason	10		10	3		3	5	2					7	
Brick and stone	28		28	25		25	2	1					3	
Master	12		12	3		3	8	1					9	
Master-at-arms	47		47	34		34	2	11					13	
Mate	5		5	2		2	2		1				3	
Dredge	2		2	2		2								
Dredge (nonpropelling)	41		41	26		26	13	2					15	
Dredge (seagoing hopper)	14		14	6		6	8						8	
Dredge (suction pipeline)	35		35	11		11	23	1					24	
First	48		48	5		5	40	3					43	
Third	5		5	3		3	2						2	
Material keeper	1		1	1		1								
Mathematician, actuarial (pensions)	51	13	64	38	10	38	13			3			16	
Associate	141	25	166	120	19	120	21			6			27	
Principal	27	2	29	27	2	27								
Senior	16		16	8		8	5	3					8	
Matron		161	161		133	133				23	5		28	
Mattress and revetment foreman	8		8	3		3	4	1					5	
Meat cutter	120		120	38		38	61	19	2				82	
Mechanic:														
Automobile	1		1	1		1								
Automobile, foreman	3		3						3				3	
Automobile, general	340		340	129		129	144	61	6				211	
Automobile, general, substitute	764		764	294		294	401	63	6				470	
Automobile, helper	60		60	18		18	36	5	1				42	
Automobile, senior	57		57	24		24	23	10					33	
Automobile, special, substitute	49		49	17		17	21	10	1				32	
Automotive	393		393	205		205	150	34	4				188	
Automotive, Diesel	166		166	117		117	44	5					49	

Oral and character investigations not completed in some cases.

EXAMINATION STATISTICS

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Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed		Passed 1						Total	
	Men		Total	Men		Women	Men			Women			
	Men	Women		Men	Women		Nonpreference	5-point preference	10-point preference	Nonpreference	5-point preference	10-point preference	
Mechanic—Continued.													
Automotive, Diesel, foreman	191		191	147			30	13	1				44
Automotive, foreman	32		32	24			6	2					8
Automotive, helper	900		900	323			503	72	2				577
Bombsight	4		4	1				3					3
Bombsight, senior	11		11	7				4					4
Diesel engines	11		11	8			2	1					3
Diesel engines, helper	36		36	30			5	1					6
General, automobile and electrical	60		60	56			4						4
General, automotive and electrical, junior	17		17	12			4	1					5
General (carpenter-painter), junior	21		21	11			10						10
General, helper	297		297	104			148	42	3				193
General, helper (handyman)	204		204	121			61	21	1				83
General, junior	719		719	466			198	50	5				253
General (mason), junior	8		8	2			3	3					6
General (pattern and cabinet maker)	2		2	2									
General, plumbing and steamfitting	23		23	11			9	2	1				12
General, senior	15		15	9			3	3					6
Helper (lampist)	2		2					2					2
Maintenance (radio communication equipment)	80		80	65			6	9					15
Marine	5		5	2			3						3
Natural gas equipment	35		35	18			13	4					17
Parachute	5		5	1			1	3					4
Radio	106		106	88			16	2					18
Radio, aircraft	18		18	11			1	6					7
Mechanic and welder, automotive	376		376	208			120	46	2				168
Mechanic-helper, general (marine construction)	12		12	8			1	3					4
Mechanical shops, foreman	7		7	1			6						6
Medical officer	8		8	2				6					6
Associate	683	19	702	15	2	646	22		17				685
Junior	105	9	114	6	4	98	1		5				104
Senior	1		1					1					1
Medical social work for children, consultant in, principal	8	32	40	8	30					2			2
Medical social worker	45	156	201	45	134					22			22
Assistant	91	386	477	91	202					184			184
Associate	19	92	111	19	67					25			25
Medical technician	3	1	4	2	1				1				1
Senior	2	2	4							2			4
Melter	112		112	54			47	11					58
Electric	1		1				1						1
Messenger:													
Assistant	7,772	1,079	8,851	1,179	199	6,492	85	16	874		6	7,473	
Junior	12,748	2,522	15,270	8,291	1,480	4,369	59	29	1,031		11	5,499	
Messenger and skilled laborer	4		4	1				3					3
Metallurgist	1		1	1									
Metalsmith:													
Aviation	27		27	5			6	10	6				22
Helper	1		1						1				1
Meteorologist:													
Assistant	53		53	40			13						13
Associate	32	1	33	29	1	3							3
Meteorology observer:													
Junior	23		23	21			2						2
Minor	726	33	759	170	6	531	19	6	26		1	583	
Millman	87		87	64			18	5					23

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed		Passed 1						Total
	Men		Women	Men		Nonpreference	5-point preference	10-point preference	Men		Women	
	Men	Women	Total	Men	Women	Nonpreference	5-point preference	10-point preference	Nonpreference	5-point preference	10-point preference	
Millwright	78	5	78	60	9	9	7	2				18
Mineograph operator	3			3	1							4
Miner-drill operator	69		69	66		2	1					3
Helper	59		59	28		28	3					31
Molder	199		199	50		101	43	5				149
Brass	17		17	14		3						3
Helper	129		129	73		47	6	3				56
Nonferrous metals	50		50	40		9	1					10
Motion-picture director:												
Junior	2		2	1			1					1
Senior	73	2	75	32	1	33	6	2	1	7	2	42
Motion-picture specialist	60	10	70	38		21	1		1	7	2	32
Junior	387	25	412	265	18	93	21	8	6	1		129
Motorboat operator	207		207	106		81	19	1				101
Gasoline	24		24	7		13	4					17
Pushboat	59		59	45		11	3					14
Motor transport operator	525		525	372		132	20	1				153
Motor-vehicle dispatcher	98		98	47		26	22	3				51
Multigraph operator, junior	1	1	2	1						1		1
Nurse:												
Graduate	145	1,733	1,878	23	253	101	21		1,366	43	71	1,602
Graduate, general staff									201		4	208
duty	7	276	283	4	71	2	1		2,098	2		2,130
Graduate, junior	47	2,544	2,591	17	444	26	4		12			12
Public health	1	29	30	1	17				1			1
Nurse-technician		2	2		1							
Nursing assistant, public health		2	2		1						1	1
Nursing consultant, public health, assistant		1	1		1							
Occupational therapy pupil aide		1	1		1							
Oiler	1,532		1,532	1,250		219	61	2				282
Diesel engines	151		151	66		50	34	1				85
Diesel, marine	85		85	54		18	13					31
Internal combustion engines												
Marine	176		176	112		48	14	2				64
Steam, marine	559		559	296		180	82	1				263
Olericulturist, junior	145		145	56		52	37					89
Operator's helper, male	43		43	28		15						15
Ordnanceman	299		299	157		77	57	8				142
Packer	202		202	145		7	44	6				57
Pack train	595	1	596	410	1	144	41					185
Packer and crater	182		182	107		57	17	1				75
Packmaster	173		173	94		46	31	2				79
Painter	1,781		1,781	770		718	246	47				1,011
Aircraft	10		10	3		2	5					7
Coach	10		10	6		4						4
Foreman	1		1						1			1
Helper	383		383	126		210	43	4				257
Senior	2,223		2,223	585		1,166	431	41				1,638
Painter-glazier, spray	17		17	2		11	4					15
Parf historian	1		1						1			1
Associate	2	1	3		1				2			2
Park ranger	2,691	6	2,697	1,969	6	641	77	4				722
Passenger rate clerk	1	1	2	1	1							
Patent examiner, junior	6	1	7	4	1	1		1				2
Pathologist:												
Junior	140	42	182	111	42	27	2					29
Medical	33	2	35	14		19			2			21
Medical, associate	13	3	16	5		8			3			11

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed			Passed ¹						Total
	Men		Women	Men		Women	Men			Women			
	Men	Women	Total	Men	Women	Nonpreference	5-point preference	10-point preference	Nonpreference	5-point preference	10-point preference		
Patternmaker.....	91		91	6		73	8	4					85
Wood.....	7		7	1		5	1	1					6
Personnel assistant.....	5	2	7	4	1								2
Principal.....	2		2	2									
Personnel officer.....	7	2	9	7	1								
Pest exterminator.....	1		1	1									
Pharmaceutical aid, assistant.....	1		1										1
Pharmacist, junior.....	30	2	32	28	2	2							2
Photographer.....	3		3	1									2
Assistant.....	1		1										1
Head.....	1		1										1
Principal.....	1		1										1
Senior.....	7		7										7
Photostat operator, junior.....		1	1										1
Physicist, associate.....	61		61	59		2							2
Physiologist.....													
Plant, assistant.....	11	1	12	10	1	1							1
Plant, principal.....	75		75	54		11	9	1					21
Poultry.....	16	1	17	11		4	1						6
Poultry, assistant.....	41	4	45	36	2	5							7
Poultry, associate.....	37	3	40	17	1	20							22
Poultry, senior.....	30		30	24		4	2						6
Physiotherapy aide.....	5	1	6	3	1								2
Pupil.....		1	1										1
Pile-driver foreman.....	6		6	1		4	1						5
Pile-driver operator.....	15		15	6		9							9
Pilot.....	24		24	5		15	4						19
Pilot (seagoing) and tug-master.....	23		23	11		6	5	1					12
Pipe coverer and insulator.....	294		294	170		95	27	2					124
Pipefitter.....	365		365	112		183	56	14					253
Helper.....	348		348	173		145	19	11					175
High pressure piping, helper.....	14		14	6		8							8
Plant pathological inspector.....													
Assistant.....	131	2	133	101	1	26	4		1				31
Associate.....	142	1	143	90		38	12	2		1			53
Plant propagator, junior.....	138	8	146	111	7	24	3		1				28
Plant quarantine inspector, junior.....	138	3	141	111	3	24	3						27
Plasterer.....	61		61	16		30	13	2					45
Foreman.....	9		9	2		5	2						7
Senior.....	1		1										1
Plumber.....	461		461	96		267	86	12					365
Helper.....	220		220	103		74	33	10					117
Senior.....	2		2										2
Plumber and steamfitter's helper.....	10		10	1		7	2						9
Plumber-filter operator.....	14		14	13		1							1
Plumber-steamfitter, foreman.....	17		17	3		12	2						14
Policeman.....	3,343		3,343	1,593	2	1,503	244	3					1,750
Policewoman.....	3	3	3		2								1
Pomologist, junior.....	63	2	65	54	1	8	1						10
Postmaster, fourth-class.....	1,874	1,829	3,703	626	536	1,048	168	32	1,264				29
Poultry aid.....													
Assistant.....	1		1	1									
Junior.....	2		2	2									2
Powderman.....	10		10	1		7	2						9
Power-plant operator.....	7		7	3		4							4
Junior.....	6		6	4		2							2
Power-shovel operator.....	48		48	18		24	6						30
Diesel.....	82		82	43		34	5						39
Gasoline.....	82		82	9		64	9						73

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed		Passed ¹						Total	
	Men	Women	Total	Men	Women	Men			Women				
						Nonprefer- ence	5-point pref- erence	10-point pref- erence	Nonprefer- ence	5-point pref- erence	10-point pref- erence		
Press assistant	6	2	8	4	2							2	
Presser	16		16	5		9		2				11	
Pressman	1		1	1									
Cylinder	6		6	4								2	
Lithographic	1		1	1									
Primer worker	24	24		4							20	20	
Printer:													
Hand compositor	4		4									4	
Job	1		1									1	
Linotype operator	1		1									1	
Plate	214	214	39		149	24	2					175	
Slug-machine operator	4		4									4	
Printer-procrafter	1		1	1									
Probation supervisor	74	1	75	69	1	5						5	
Assistant	378	15	393	303	15	53	19	3				75	
Production assistant	1		1									1	
Estimator	8		8	6		1	1					2	
Property and supply clerk:													
Assistant	12		12	6		6						6	
Radio, senior	15		15	10			5					5	
Psychologist, public relations	295	46	341	285	41	8	2					15	
Pump operator	10		10	4		4	2					6	
Gasoline or Diesel	65		65	34		25	5	1				31	
Pumping-plant (sewage) operator	10		10	8		1	1					2	
Pumping-station operator	26		26	18		4	3	1				8	
Electrical	27		27	16		10	1					11	
Puncher and shearer	21		21	15		4	2					6	
Quarry supervisor	2		2	2									
Quartermaster	126		126	51		40	33	2				75	
Steersman	14	14	2	2		9	3					12	
Radio inspector	4		4	2		2						2	
Railway postal clerk, substitute	78		78	58					20			20	
Railway signalling and train control inspector	992	10	1,002	946	1	22	23	1	0			55	
Range examiner:													
Assistant	2		2	2									
Junior	519		519	271		238	9	1				248	
Range rider	576		576	124		389	55	8				452	
Rate agent	1		1	1									
Refuge administrator, district	1		1	1									
Refuge manager:													
Assistant	296		296	212		75	8	1				84	
Associate	139		139	111		22	6					23	
Junior	1,082	2	1,084	1,002	2	72	8					80	
Repairman (buildings and grounds)	11		11	7		3	1					4	
Reservoir superintendent	11		11	10			1					1	
Rigger	407		407	178		113	111	5				229	
Helper	397		397	130		136	125	6				267	
Riveter	120		120	73		37	9	1				47	
Rivet-heater	98		98	53		41	4					45	
Road foreman:													
Highways	214		214	116		73	24	1				98	
Mountain highways	60		60	31		26	3					29	
Rock crusher foreman	15		15	3		11	1					12	
Rock crusher operator	2		2			2						2	
Diesel	11		11	9		2						2	
Rodman	87		87	16		69	2					71	
Rodman and chainman	2,794		2,794	793		1,904	87	10				2,001	

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed			Passed 1					
	Men	Women	Total	Men	Women	Nonprefer- ence	Men		Women		Nonprefer- ence	5-point pref- erence
							5-point pref- erence	10-point pref- erence	5-point pref- erence	10-point pref- erence		
Rodman (senior) and chain-man (head)	1		1			1						1
Roofor foreman	1		1			1						1
Rural carrier	12,988	484	13,472	5,939	225	5,726	1,184	139	246		13	7,308
Safety instructor	231		231	188		25	18					43
Assistant	79		79	69		7	3					10
Junior	1		1	1								
Safety promotion adviser, principal	280	3	283	263	3	13	4					17
Safety-appliances inspector	2		2	2								
Sailmaker	101		101	56		31	14					45
Sandblast operator	6		6	4		2						2
Sandblaster	10		10	.6		4						4
Saw filer	67		67	29		26	11	1				38
Sawmill operative	9		9	1		7	1					8
Sawyer	7		7	1		4	2					6
Scalces-and-weighing inspector	5		5	4				1				1
Scientific aide:												
Junior	1,010	177	1,187	810	110	180	7	4	66		1	267
Senior	99	8	107	71	7	23	5	1				29
Set-up man (automatic screw)	4		4	1		3						3
Screw-machine operator:												
Automatic	27		27	13		11	3					14
Hand	42		42	13		22	6	1				29
Sculptor, diorama	1		1					1				1
Seamstress:												
Hand	92	92	92	19					61		12	73
Secret Service operative	11		11	8					63		2	65
Sewage disposal plant operator	16		16	12			3	1				4
Sewer:												
Aircraft fabrics	5	5	5									5
Double needle	4	4	4	1								3
Hand and machine	4	4	4	1								3
Single needle	14	14	14	4								10
Sewing-machine (power) operator	12	2,573	2,585	10	1,369	1	1		1,172	2	30	1,206
Sheet-metal worker:												
Aircraft	454		454	180		233	36	5				274
Aircraft, helper	124		124	97		25	2					27
Aircraft, junior	16		16	7		4	4	1				9
Helper	2		2									2
1,361			1,361	832		482	43	4				529
Marine	19		19	11		7	1					8
Tinner	8		8	2		5	1					6
Shipfitter	417		417	263		128	25	1				154
Helper	358		358	221		115	16	6				137
Shipwright	25		25	16		8	1					9
Shop checker	354		354	318		29	6	1				36
Shovel operator, gasoline	15		15	7		6	2					8
Slide-punch operator	66	51	117	49	20	17						48
Snagboat foreman	2		2	1		1						1
Social science analyst	871	289	1,160	677	248	162	32					235
Assistant	1,138	413	1,551	803	346	321	13	1	67			402
Associate	1,400	411	1,811	930	320	411	55	4	90			561
Junior	8,489	3,245	11,734	5,051	2,152	3,367	63	8	1,087	2	4	4,531
Principal	556	114	670	496	109	39	18	3	5			65
Senior	436	116	552	320	100	91	23	2	16			132
Social worker, junior	5	5	5	4								1
Soil conservationist:												
Assistant	4		4	2					2			2
Associate	4		4						4			4
Senior	1		1						1			1
Soil technologist, junior	322	6	328	199	5	121	1	1	1			124
Statistical clerk, assistant	62	52	114	49	44		13					21

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed		Passed ¹					
	Men	Women	Total	Men	Women	Men			Women		
						No preference	5-point preference	10-point preference	No preference	5-point preference	10-point preference
											Total
Statistician:											
Assistant	2		2	2							
Associate	1	1	1	1	1						
Principal		1	1		1						
Steamfitter	104		104	31		51	19	3			73
Senior	1		1					1			1
Steamfitter and pipefitter's helper	45		45	25		13	7				20
Steel (reinforcing) placer	9		9	5		3	1				4
Steel (structural) worker, helper	63		63	45		15	3				18
Steersman	30		30	20		7	3				10
Stenographer:											
Junior	1,947	3,049	4,996	1,497	1,513	422	26	2	1,445	6	85
Senior	1,070	2,107	3,177	954	1,598	108	6	2	471	3	35
Stenographic reporter, senior	191	393	584	184	389	7					11
Steward:											
Junior	37		37	16		13	6	2			21
Second	231	1	232	197	1	18	15	1			34
Senior	35		35	25		6	4				10
Third	409	1	410	364		18	26	1	1		46
Stewardess											
Junior	31		31	27		2	2				4
Stock clerk											
Senior	40		40	28					12		12
Stockfinisher									2		2
Stonemason:											
Foreman	41		41	36		4	1				5
Senior	6		6	1		4	1				5
Storekeeper:											
Junior	7		7	5		2					2
Senior	63		63	50		5	4	4			3
Third	192		192	119		44	29				13
Penitentiary											
Junior	3		3	3							73
Senior	14		14	6		3	5				8
Signal section											
Junior	2		2	2							74
Storekeeper-gauger											
Student aid	305	1	307	232	1				74		
Subinspector											
Supervisor:											
District, Alcohol Tax Unit	5		5	4				1			1
Enforcement, Alcohol Tax Unit, assistant	6		6	5				1			1
Supplies and equipment inspector											
Surgeon's assistant, dental	155		155	134		17	4				21
Survey-party chief	66	174	240	36	40	19	11				164
Surveyman											
Surveyor	67		67	24		35	7	1			43
Marine	1,470		1,470	598		784	74	14			872
Public land	19		19	9		9	1				10
Soil, junior	388		388	358		15	13	2			30
Swine herdsman	2		2	1				1			1
Switchboard attendant, power-house	297	1	298	225	1	71	1				72
Tabulating-machine operator, junior	81		81	74		7					7
Tailor	10		10	6		2	2				4
Teacher:											
Band and orchestra	1,507	729	2,236	932	522	544	28	3	207		782
Community school	16	3	19	7	2	1	4	4	1		10
Senior high school	1	1	2	1							
Technical analyst:											
Assistant	937	205	1,142	842	176	82	12	1	27	2	124
Associate	964	173	1,137	929	165	26	9	8			43

¹ Oral and character investigations not completed in some cases.

EXAMINATION STATISTICS

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Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed			Passed ¹						Total	
							Men			Women				
	Men	Women	Total	Men	Women	Total	Nonprefer-	5-point pref-	10-point pref-	Nonprefer-	5-point pref-	10-point pref-		
Telegraph operator	5	1	6	4	1	5	1	1	1	1	1	1	1	
Telephone (automatic) repairman	12		12	9		9	3	2	1		3	8		
Telephone foreman	12		12	4		4	5	2	1					
Telephone operator	63	880	943	47	420	477	7	6	3	445	15	476		
Junior	5	41	46	3	17	5		2			24	26		
Temperer	16		16	8		8	5	3				8		
Textbook writer and curriculum research worker	204	137	341	172	116	23	8	1	21			53		
Textile mill superintendent, associate	65		65	59		59	4	1	1			6		
Textiles inspector	1		1	1		1								
Tile and plate setter	15		15	2		2	10	2	1			13		
Tinner	8		8	2		2	4	2				6		
Tobacco inspector, assistant	1		1	1		1								
Tobacco-grading specialist, assistant	2		2	1		1		1				1		
Tool and gage designer	61		61	48		48	12	1				13		
Principal	46		46	33		33	9	4				13		
Senior	80		80	33		33	40	4	3			47		
Tooldresser	16		16	5		5	9	2				11		
Rock-drill tools	10		10	5		5	4	1				5		
Toolhardener	3		3	2		2	1					1		
Toolmaker	170		170	56		56	98	13	3			114		
Track foreman	14		14	9		9	4	1				5		
Railroad	11		11	2		2	7	2				9		
Trackman	232		232	150		150	74	7	1			82		
Traction grader operator	304		304	137		137	150	15	2			167		
Tractor operator:														
Crawler type	965		965	322		322	605	37	1			643		
Crawler type, Diesel	142		142	72		72	60	10				70		
Diesel	1,410		1,410	1,015		1,015	374	20	1			395		
Trailbuilder	374		374	84		84	272	17	1			290		
Trailbuilder operator	21		21	6		6	14	1				15		
Train dispatcher	6		6	2		2	4					4		
Translator	2		2			1						1		
Principal	2		2			1						1		
Transportation tariff examiner	5		5	2		2			3			3		
Tree surgeon	95		95	53		53	38	4				42		
Truck driver:														
Automobile	276		276	121		121	118	31	6			155		
Heavy duty	2,387		2,387	1,401		1,401	850	129	7			986		
Light duty	1,446		1,446	795		795	560	88	3			651		
Motor	1,503		1,503	1,207		1,207	262	32	2			296		
Mountain	2		2	1		1			1			1		
Mountain highway construction and maintenance	1		1	1		1								
Tugboat (motor) operator	21		21	8		8	12	1				13		
Typewriter repairman	9		9	3		3	3	3				6		
Typist:														
Junior	5,574	2,978	8,552	4,109	1,283	1,375	76	14	1,544	3	148	3,160		
Senior	3,945	1,772	5,717	3,471	1,320	424	42	8	375	1	76	926		
Undertaker-embalmer	36		36	3		3	19	11	3			33		
Upholsterer	10		10	2		2	7	1				8		
Utility officer	11		11	8		8	2	1				3		
Utilityman	133		133	57		57	61	15				76		
Verifier, opener, and packer	3,121	3	3,124	2,316	2	2	682	105	18	1		806		
Veterinarian:														
Junior	255		255	105		105	131	17	2			150		
Senior (animal disease research)	47		47	40		40	4	2	1			7		

¹ Oral and character investigations not completed in some cases.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed		Passed ¹						Total	
	Men	Women	Total	Men	Women	Men			Women				
						Nonprefer- ence	5-point pref- erence	10-point pref- erence	Nonprefer- ence	5-point pref- erence	10-point pref- erence		
Village carrier, substitute	491	32	523	244	9	229	16	2	22	—	1	270 ²	
Warden	244	3	247	224	3	7	11	2	—	—	—	20 ³	
Associate	149	—	149	115	—	16	16	2	—	—	—	34	
Warden, female, junior	—	19	19	—	13	—	—	—	4	—	2	6 ⁴	
Warehouse examiner:													
Assistant	1	—	1	—	—	—	—	—	—	—	—	—	
Associate	1	—	1	—	—	—	—	—	—	—	—	—	
Warehouseman	125	—	125	99	—	15	11	—	—	—	—	26 ⁵	
Watchmaker	96	—	96	39	—	35	13	9	—	—	—	57	
Watchman, marine	836	—	836	514	—	117	189	16	—	—	—	322 ⁶	
Water supply foreman	21	—	21	11	—	10	—	—	—	—	—	10 ⁷	
Watertender	67	—	67	34	—	21	10	2	—	—	—	33	
Weaving instructor	32	56	88	32	53	—	—	—	—	—	—	3	
Welder:													
Aircraft	1	—	1	—	—	—	—	—	—	—	—	—	
Electric	876	—	876	329	—	483	57	7	—	—	—	547	
Electric, helper	41	—	41	23	—	14	4	—	—	—	—	18	
Electric, specially skilled	243	—	243	63	—	156	24	—	—	—	—	180 ⁸	
Gas	40	—	40	15	—	17	7	1	—	—	—	25	
Gas-electric	95	—	95	33	—	41	18	3	—	—	—	62	
Helper	48	—	48	19	—	15	14	—	—	—	—	29	
Well-drilling rig foreman	14	—	14	9	—	2	3	—	—	—	—	5 ⁹	
Wharfbuilder	2	—	2	—	—	—	—	2	—	—	—	2 ¹⁰	
Wheelman	57	—	57	28	—	18	11	—	—	—	—	29	
Wheelwright	10	—	10	1	—	5	4	—	—	—	—	9 ¹¹	
Winchman	60	—	60	42	—	16	2	—	—	—	—	18 ¹²	
Window cleaner	321	—	321	194	—	120	7	—	—	—	—	127	
Wireworker:													
Aircraft, helper	23	—	23	21	—	1	1	—	—	—	—	2	
Aviation	1	—	1	—	—	—	1	—	—	—	—	1 ¹³	
Woodworker, helper	335	—	335	125	—	170	34	6	—	—	—	210 ¹⁴	
Wool technologist, associate	56	—	56	56	—	—	—	—	—	—	—	—	
Writer:													
Agricultural economic, special	101	11	112	95	11	4	2	—	—	—	—	6 ¹⁵	
Agricultural research, principal	1	—	1	1	—	—	—	—	—	—	—	—	
Special, associate	1	—	1	1	—	—	—	—	—	—	—	—	
Zoologist, junior	2	1	3	2	1	—	—	—	—	—	—	—	
Total, by occupational groups:													
Professional and scientific				52,898									
Subprofessional and sub-scientific				29,426									
Clerical, administrative, and general business				124,002									
Custodial, labor, and mechanical				157,544									
Total for entrance, classified service ²	316,167	47,703	363,870	160,231	26,015	130,319	21,256	4,361	20,293	87,1,308	177,624 ¹⁶		
Promotion, transfer, and reinstatement	19,844	3,716	23,560	3,048	1,605	16,743	53	—	2,110	—	1,18,907		
Reemployment	752	222	974	68	13	684	—	—	209	—	893		
Total for classified service	336,763	51,641	388,404	163,347	27,633	147,746	21,309	4,361	22,612	87,1,300	197,424 ¹⁷		

¹ Oral and character investigations not completed in some cases.² The total number of applications filed for examinations listed in this table was 408,012. For various reasons a number of persons who filed application were not examined.³ Of these eligibles, 34 were granted disability preference, 241 wife preference, and 1,034 widow preference.

Table 1.—Number of Persons Examined, the Number Who Passed, with Preference Status, and the Number Who Failed, by Kind of Examination and Sex, for the Fiscal Year Ended June 30, 1938—Continued

[Comprises examinations for which registers were established during the fiscal year and examinations reopened to veterans]

Title of examination	Examined			Failed		Passed ¹						Total	
	Men	Women	Total	Men	Women	Men			Women				
						Nonprefer- ence	5-point pref- erence	10-point pref- erence	Nonprefer- ence	5-point pref- erence	10-point pref- erence		
Unclassified:													
Schedules A and B-----	2,019	212	2,231	88	12	1,928	3	-----	200	-----	-----	2,131	
Postmaster, first, second, and third classes-----	3,315	1,287	4,602	1,113	375	1,722	480	-----	879	33	-----	3,114	
Laborer ² -----	5,045	1,720	6,765	1,260	429	3,413	357	15	1,023	199	69	5,076	
Private, fire department, District of Columbia government-----	1	-----	1	1	-----	-----	-----	-----	-----	-----	-----	-----	
Total for entrance, un- classified service-----	10,380	3,219	13,599	2,462	816	7,063	840	15	2,102	232	69	10,321	
Police promotion, District of Columbia govern- ment-----	419	1	420	29	-----	390	-----	-----	1	-----	-----	391	
Total unclassified ³ -----	10,799	3,220	14,019	2,491	816	7,453	840	15	2,103	232	69	10,712	
Total, classified and un- classified-----	347,562	54,861	402,423	165,888	28,449	155,199	22,149	4,376	24,715	319	1,378	208,136	
Courtesy examinations: ⁴													
Foreign Service, Depart- ment of State ⁵ -----	442	14	456	-----	-----	-----	-----	-----	-----	-----	-----	-----	
Designation to Military and Naval Academies ⁷ -----	3,896	-----	3,896	-----	-----	-----	-----	-----	-----	-----	-----	-----	
Entrance to Naval Acad- emy ⁶ -----	1,388	-----	1,388	-----	-----	-----	-----	-----	-----	-----	-----	-----	
Entrance to Coast Guard Academy ⁶ -----	765	-----	765	-----	-----	-----	-----	-----	-----	-----	-----	-----	
Total, courtesy examina- tions-----	6,491	14	6,505	-----	-----	-----	-----	-----	-----	-----	-----	-----	
Grand total-----	354,053	54,875	408,928	-----	-----	-----	-----	-----	-----	-----	-----	-----	

¹ Oral and character investigations not completed in some cases.

² Veterans are not allowed 5 points additional in unclassified laborer examinations, but in such examinations veteran eligibles are given precedence in certification.

³ In previous annual reports showing statistics corresponding to those now shown under the heading "Courtesy examinations," those statistics were included under the heading "Unclassified."

⁴ Conducted only.

⁵ Conducted and rated.

Table 2.—Number of Persons Appointed, by Kind of Examination, Service, Sex, Preference Status, and Entrance Salary, for the Fiscal Year Ended June 30, 1938

[The figure following each examination title indicates the classification group in which, for statistical purposes, the examination has been allocated: (1) Professional and scientific; (2) subprofessional and subscientific; (3) clerical, administrative, and general business; (4) custodial, labor, and mechanical]

Title of examination	Total	Departmental			Field			Nonpreference			5-point preference			10-point preference			Entrance salary (per diem salaries converted to per annum basis of 313 days a year)	
		Men		Women	Men		Total	Men		Total	Men		Total	Wife	Widow	Total		
		Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Wife	Widow	Total	
Accountant:																		
Cost (3)	2							1			1	1						\$3,200-\$3,800
Principal (3)	3							1			1	2						3,900
Accountant and auditor (3):																		3,200
Assistant (3)	1	1			1	2		3			3	3						1,620-1,800
Accounting and auditing assistant (3)	231	2			2	228	1	229	204	1	205	18		18	8			1,440-1,800
Accounting consultant, special (1)	1	1			1			1			1							3,800
Accounting-machine (alphabetic) operator (3)	15	13	2		15			12	2		14	1		1				1,440
Supervisor (3)	2	2			2			2			2							1,440-1,800
Addressograph operator (3)	3	2			2			1	1		2	1		3				1,260-1,440
Adjudicator (3)	250	250			250			146			146	85		85	19			1,800-2,900
Administrative assistant, senior (3)	77	4			4	66	7	73	27	6	33	34		34	9			2,000-4,600
Administrative officer (3):									4		4	1		1	1			2,900-3,800
Principal (3)	2	1			1	1		1			1	1		1				5,600
Senior (3)	3					3		2			2	1		1				2,900-4,600
Adviser in labor law administration, assistant (1)	2	1	1		2			1	1		2							2,600
Agricultural aid (2):								11			11	2		2				1,260-1,800
Assistant (2)	8					8		8	8		8							1,440-1,620
Junior (2)	4					4		4	4		4							1,440
Senior (2)	3					3		3	3		3							1,440-2,000
Under (2)	17					17		17	16		16	1		1				1,020-1,260
Agronomist:																		
Junior (1)	34					34		34	29		29	5		5				2,000
Forage crops, assistant (1)	6					6		6	5		5	1		1				2,600
Aircraft electrician:																		
Helper (4)	9					9		9	3		3	6		6				1,200
Junior (4)	3					3		3	1		1	2		2				1,500-1,680
Aircraft engine mechanic (4):												2		1				1,440-1,620
Helper (4)	3					3		3	2		2	1		1				1,200
Junior (4)	24					24		11			11	13		13				1,500-1,680
Aircraft fabric seamstress (4)	4					4		4								4	4	840
Aircraft fabric worker (4):												2		2				1,253-1,378
Helper (4)	3					2		3	1		1	2		2				1,320

Aircraft inspector (3)	2			2	2	2	2							2,000
Aircraft instrument mechanic (4)	18			18	18	18	18							1,800
Helper (4)	5			5	5	2	2	3	3	3				1,200- 1,320
Junior (4)	6			6	6	3	3	3	3	3				1,620- 1,860
Aircraft mechanic (4)	15			15	15	3	3	12	12	12				1,620- 1,860
Apprentice (4)	5			5	5	5	5							600
General (4)	21			21	21	2	2	18	18	1				1,800- 2,200
General, helper (4)	18			18	18	3	3	15	15					1,153- 1,320
Helper (4)	37			37	37	32	32	5	5					1,200- 1,320
Junior (4)	25			25	25	6	6	18	18	1				1,620- 1,680
Motor (4)	22			22	22			22	22					1,954- 2,230
Motor, helper (4)	2			2	2			2	2					1,020- 1,200
Aircraft painter (4)	1			1	1			1	1					2,300
Aircraft procurement inspector (3)	4			4	4	2	2	2	2					2,000- 2,300
Assistant (3)	7			7	7	6	6	1	1					2,000
Junior (3)	3			3	3			3	3					1,440
Airways mechanician (4)	1			1	1			1	1					2,000
Animal husbandman:														
Assistant (1)	1			1	1	1	1							2,600
Junior (1)	2			2	2	2	2							2,000
Animal (predatory) control leader, assistant (3)	2			2	2	1	1	1	1	1				2,000
Apprentice (4)	168			168	168	165	165	165	3	3				600
Government Printing Office (4)	135	126	126	9	9	134	134	134	1	1				900- 1,080
Mechanical trades (4)	273			273	273	261	261	261	12	12				600- 1,080
Architect:														
Assistant (1)	1			1	1									1
Associate (1)	1			1	1									1
Naval, assistant (1)	6			6	6	6	6	6						2,600
Naval, associate (1)	7	3	3	3	4	4	5	5	2	2				2,000
Naval, junior (1)	1	1	1	1		1	1	1						3,200
Principal (1)	1	1	1	1		1	1	1						2,000
Artist, diorama (1)	1	1	1	1		1	1	1	1	1				4,600
Asphalt car motorman (4)	2			2	2	1	1	1	1	1				2,000
Assembler (4)	1			1	1	1	1	1	1	1				1,377
Assistant to technician:														1,378
Junior (2)	125			125	125	123	123	123	2	2				1,020- 1,620
Forestry (2)	31			31	31	29	29	29	2	2				1,200- 1,620
Association examiner (3)	2			1	1	2	1	1	2					2,000- 2,600
Astronomer, junior (1)	2	1	1	1	1	1	1	1	1	1				1,800
Attendant, St. Elizabeths Hospital (2)	105			75	30	105	57	30	87	18	18			1,080- 1,260
Bacteriologist:														
Assistant (1)	4	2	2	2	2	4	4	4						2,600
Food products, junior (1)	4	1	1	3	3	3	1	4						1,620- 2,000
Baggageman-embalmer (4)	1			1	1	1	1	1						2,040
Baker (4)	1			1	1	1	1	1						1,200
Battery charging man (4)	1			1	1	1	1	1						1,440
Benchman (4)	7			7	7	5	5	5	1	1	1			1,502
Billing-bookkeeping machine operator, junior (3)	7	1	1	3	3	6	4	3	7					1,440- 1,620
Bindery operative (4)	23	1	21	22	1	1	1	21	22					1,080- 1,373
Biochemist (1)	1			1	1			1	1					3,800
Biological aid, senior (2)	3			3	3	1	1	1	1	1	1			2,000

Table 2.—Number of Persons Appointed, by Kind of Examination, Service, Sex, Preference Status, and Entrance Salary, for the Fiscal Year Ended June 30, 1938—Continued

[The figure following each examination title indicates the classification group in which, for statistical purposes, the examination has been allocated: (1) Professional and scientific; (2) subprofessional and subscientific; (3) clerical, administrative, and general business; (4) custodial, labor, and mechanical]

Title of examination	Total	Departmental			Field			Nonpreference			5-point preference			10-point preference			Entrance salary (per diem salaries converted to per annum basis of 313 days a year)		
		Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Disability (man)	Disability (woman)	Wife	Widow	Total	
Biologist:																			
Aquatic, associate (1)	2				2		2	2		2		2		2				\$2,600-\$3,200	
Aquatic, junior (1)	7				7		7	6		6		1		1				1,620-2,000	
Food habits research, junior (1)	3	1	1	1	2	1	2	3		3		1		1				2,000	
Injurious mammals, junior (1)	1				1		1	1		1								2,000	
Wildlife management (1)	3				3		3	2		2								3,800	
Wildlife management, junior (1)	2				2		2	2		2								2,000	
Wildlife research (1)	1				1		1	1		1								2,000	
Wildlife research, junior (1)	2	2	2	2	18	18	18	10		10		7		7				2,000	
Blacksmith (4)	18				28		28	24		24		4		4				1,200-1,680	
Helper (4)	28				5		5	1		1		4		4				1,200-1,527	
Heavy fires, helper (4)	5				2		2	1		1		1		1				1,312-1,878	
Other fires (4)	2				17		17	14		14		3		3				1,320-2,003	
Other fires, helper (4)	17				1		1	1		1								1,532-1,878	
Blacksmith-welder (4)	1																	1,620	
Blueprint operator:																			
Junior (3)	5				5		5	5		5								1,200-1,620	
Under (3)	17	6	1	6	11	1	11	17		17								1,200	
Blueprint and photostat operator, junior (3)	2		1	1	1		1	1		1		2						1,260-1,440	
Blueprinter, helper (4)	5				5		5	5		5								600	
Boatbuilder (4)	2				2		2	2		2								2,298	
Boatswain (4)	6				6		6	4		4		2		2				1,272-1,500	
Boilermaker (4)	12				12		12	5		5		6		6				1,470-2,180	
Helper (4)	34				34		34	22		22		11		11				1,178-1,403	
Bookkeeping-machine (flat-bed) operator (3)	33	8	7	15	12	6	18	17	10	27	3	3			3	3	1,260-1,620		
Boys' supervisor (1)	1	1	1	1				1		1								1,320	
Brakeman (4)	6				6		6	4		4		2		2				1,398-1,878	
Bricklayer (4)	8	1	1	1	7		7	5		5		2		2				1,500-3,031	
Bridgetender (4)	8				8		8	6		6		2		2				1,080-1,320	
Buffet and polisher (4)	14				14		14	11		11		3		3				1,829	
Bulldozer operator (4)	22				22		22	22		22								1,080-1,752	
Cabinet (steel) maker, instructor (4)	1				1		1			1								1,850	
Calculating-machine operator, junior (3)	800	423	360	783	9	8	17	407	358	765	24	24	1	2	8	11		1,260-1,440	

Calker and chipper (4)	21				21		18		18		3		3				1,650- 2,105
Iron (4)	6				6		6		6		1		1				1,905
Calker, wood (4)	8				8		8		6		1		1				1,858- 2,230
Card-punch operator, under (3)	163	38	116	154	1	59	9	9	37	118	155	1	1		3	4	1,260- 1,440
Carpenter (4)	60	1			26		26		36		36	18	18	6			1,080- 2,000
Helper (4)	26				3		3		13		13	12	12	1			1,080- 1,320
Ship (4)	3				1		1		2		2	1	1				1,200- 1,680
Chainmaker (4)	1				1		1		1		1		1				2,153
Chair factory department foreman (4)	3				3		3		2		2	1	1				2,000
Chair factory superintendent (3)	1				1		1		1		1						3,800
Chauffeur (4)	80	8		8	72		72		40		40	30	30	10			1,080- 1,680
Checker (4)	4				4		4		3		3		1				1,250- 1,440
Chemist (1)	3	1		1	2		2		3		3						2,000- 3,800
Assistant (1)	3				3		3		3		3						2,300- 2,600
Associate (1)	2	1		1	1		1		2		2						2,600- 3,200
Junior (1)	51	2	1	3	47	1	48	47	2	49	2	2					2,000
Senior (1)	2	2		2			1		1		1						3,800
Chief:																	
Library service division (1)	1	1		1			1		1		1						1,560
Mechanical section (3)	1			1		1		1		1		1					2,900
Mechanical section, assistant (3)	8	1		1	7		7		6		6	2	2				2,600- 2,900
Child guidance case worker:																	
Assistant (1)	3	1	1	2	1		1		2	1	3						2,600- 3,200
Associate (1)	1			1		1		1			1		1				3,200
Chopper (4)	2				2		2		1		1		1				1,367
Civil-service examiner, junior (3)	54	11	3	14	39	1	40	48	3	51	2	2	1	1	1	1	1,260- 2,000
Cleaner (4)	36				36	36		31	31					5	5		876- 1,320
Cleaner and finisher (4)	5				5	5		4	4					1	1		876
Clerical learner (3)	10				9	1	10	9	1	10							750- 975
Clerk, general (3)	38				36	2	38	26	2	28	10	10	10				300- 1,572
Clerk-carrier, substitute (3)	5,919				5,824	95	5,919	5,081	84	5,165	486	1	487	257	3	7	1,224- 1,591
Clothing factories inspector, supervising (3)	4				4		4	1		1	3	3	3				2,000- 2,600
Commodity exchange investigator:																	
Associate (3)	2				2		2	1		1	1	1					3,200
Senior (3)	4	1		1	3		3	2		2	2	2					4,600
Communications operator:																	
Air navigation, assistant (3)	309	1		1	308		308	82		82	227		227				1,080- 2,000
Air navigation, under (3)	244				244		244	141		141	103		103				1,200- 1,620
High speed radio equipment, assistant (3)	11				11		11	11		11							1,800
High speed radio equipment, junior (3)	16				16	16		16			16		16				1,620
Community worker, head (1)	1				1	1		1		1	1						2,300
Computer, senior (3)	3				1	2	3	1	2	3	3						1,440- 1,620
Concrete finisher (4)	5				5		5	3	3	3	2	2					1,954- 2,504
Concrete mixer operator (4)	5				5	5	4	4		4	1	1					1,500- 1,860
Concrete worker (4)	2				2		2	1		1	1	1	1				1,269
Construction foreman (4)	2				2		2	1		1	1	1	1				1,680- 2,738
Bridge and tower (4)	2				2		2	1		1	1	1	1				1,800- 2,600
Earthwork (4)	9				9		9	8		8	1	1	1				2,600
Highway (4)	1				1		1	1		1							2,629
Mountain road and trail (4)	15				15		15	10		10	5	5	5				1,200- 2,900

Table 2.—Number of Persons Appointed, by Kind of Examination, Service, Sex, Preference Status, and Entrance Salary, for the Fiscal Year Ended June 30, 1938—Continued

[The figure following each examination title indicates the classification group in which, for statistical purposes, the examination has been allocated: (1) Professional and scientific; (2) subprofessional and subscientific; (3) clerical, administrative, and general business; (4) custodial, labor, and mechanical]

Title of examination	Total	Departmental			Field			Nonpreference			5-point preference			10-point preference			Entrance salary (per diem salaries converted to per annum basis of 313 days a year)	
		Men		Women	Men		Women	Men		Women	Men		Women	Men		Wife		
		Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Wife	Widow	Total	
Construction inspector (3).....	10				10			3			6			6			1	\$1,620-\$2,000
Assistant (3).....	2				2			2			2			2				1,440-2,000
Rivers, harbors, and waterways (3).....	10				10			7			3			3				1,620-2,300
Rivers, harbors, and waterways, assistant (3).....	18				18			17			1			1				1,140-1,620
Construction supervisor (4).....	8				8			4			4			3				1,080-2,580
Coppersmith (4).....	27				27			22			5			5				2,502-2,836
Helper (4).....	41				41			33			8			8				1,555-1,920
Core-drilling machine operator (4).....	1				1			1			1							1,800
Cotton technologist, junior (2).....	1				1			1			1							2,000
Counter (4).....	2				2			2			2							1,260
Crane operator (4).....	11				11			8			8			3				1,320-2,434
Craneman (4).....	4				4			4			4							1,200-2,137
Curator (archeology), associate (1).....	1				1			1			1							3,200
Custodial officer, junior (4).....	195	20			175			76			76			116				1,200-1,860
Custodian, assistant (4).....	1				1			1			1			1				2,100
Custodian-engineer, assistant (4).....	4				4			3			3			1				1,560-2,500
Customs inspector (3).....	20				20			12			12			7				1,440-2,100
Customs patrol inspector (4).....	6				6			3			3			3				1,200-2,100
Cutter (4).....	1				1			1			1			1				2,226
Dairyman (4).....	2				2			1			1			1				1,860
Deckhand (4).....	3				3			1			1			1				1,320-1,680
Dentist, associate (1).....	2				2			1			1			1				2,600
Diesinker (4).....	3				3			3			3							2,595-2,961
Dietitian:																		
Head (2).....	1							1			1							2,000
Staff (2).....	15							15			15							1,800
Dippertender (4).....	3				3			3			3							1,800
Draftsman:																		
Apprentice (2).....	7				7			7			7							1,280
Engineering (2).....	107	1			106			98			98			8				1,440-1,800
Engineering, assistant (2).....	78	4			74			74			74			3				600-1,620
Engineering, chief (2).....	21	1			20			20			20			1				2,600
Engineering, junior (2).....	177	10			166	1		167	1		168	6		6				1,260-1,440

Engineering, mechanical, apprentice (2)	2			2	2	2	2	2	2	2	2	2	2	1,260
Engineering, principal (2)	29			29	29	21	21	8	8	9	9	2		2,000- 2,600
Engineering, senior (2)	62	2	2	60	60	51	51	9	9					1,800- 3,200
Engineering, under (2)	4			4	4	4	4							1,020
Lithographic, assistant (2)	1	1	1		1	1	1							1,620
Topographic (2)	20	4	4	16	16	17	17	2	2	1				1,800- 2,300
Topographic, apprentice (2)	3			3	3	3	3							1,250
Topographic, assistant (2)	4	1	1	3	3	3	3	1	1	1	1			1,620- 1,800
Topographic, principal (2)	2			2	2	1	1							2,300
Topographic, senior (2)	6			6	6	5	5	1	1					1,800- 2,000
Dragline operator (4)	1			1	1			1	1	1	1			1,800
Diesel (4)	13			13	13	9	9	4	4					1,200- 2,400
Gasoline (4)	1			1	1	1	1							2,400
Dragtender (4)	36			36	36	33	33	3	3	3	3			1,320- 1,500
Dredge foreman (4)	8			8	8	7	7	1	1					1,440- 2,004
Dredgerunner (4)	2			2	2	2	2							2,000
Dredging inspector (2)	8			8	8	8	8							1,440- 1,800
Drill (power) operator (4)	2			2	2	2	2							1,775
Driller (4)	75			75	75	55	55	18	18	2				1,591- 2,226
Drilling-rig helper (4)	10			10	10	7	7	3	3					1,753
Drillrunner (4)	8			8	8	7	7	1	1					1,320- 1,440
Duplicating key-punch (alphabetic) machine operator, supervisor (3)				2	2	2	2							1,800
Duplicating-punch (alphabetic) machine operator (3)				2	2	2	2							
Economist (1)	140	8	128	136	1	3	4	9	129	138	1	1	1	1,260- 1,440
Agricultural, associate (1)	4	1		1	3		3	3		3	1	1		3,200- 3,800
Agricultural, junior (1)	1	1		1				1		1				3,200
Agricultural, senior (1)	1	1		1				1		1				2,000
Assistant (1)	1			2		2		5		5	1	1		4,600
Associate (1)	9	7		7	2		2	8		8	1	1		1,800- 2,600
Industrial, chief (1)	7	6		6	1		1	7		7				3,200
Mineral, assistant (1)	1	1		1				1		1				3,800
Principal (1)	1			1				1		1				2,600
Principal (1)	3	3		3				1		1	2	2		5,600
Public health administration (1)	1		1	1				1		1				3,800
Senior (1)	2	1		1	1		1	1		1	1	1		4,600
Social, assistant (1)	1	1		1				1		1				2,600
Social, junior (1)	1		1	1				1		1				2,000
Editorial clerk (3)	3	1	1	2	1		1	2	1	3				1,620- 1,800
Assistant (3)	1		1	1				1		1				1,800
Educational analyst (1)	1	1		1				1		1				2,600
Senior (1)	1	1		1				1		1				4,600
Electrical installation inspector (3)				1				1		1				1,500- 2,300
Electrician (4)	5			5		5	5			5				1,320- 2,000
Cable splicer (4)	148			148	148	146	146		146	2	2			1,860- 2,054
Helper (4)	3			3		3				3	3			1,380- 1,664
Senior (4)	98	1		1	97		97	66		66	25	7	7	2
Electroplater (4)	11	1		1	10		10	5		5	4	4		1,680- 2,400
Elevator conductor (4)	8			8		8	7		7	1	1			1,904- 2,330
Elevator mechanic (4)	157	112	26	138	15	4	19	112	27	139	14	14	1	960- 1,320
Helper (4)	1			1		1		1		1	1	1		3,000
Principal (4)	3			3		3	1		1	2	2			1,680- 1,860
Principal (4)	4			4		4	2		2	2	2			1,860- 2,100

Table 2.—Number of Persons Appointed, by Kind of Examination, Service, Sex, Preference Status, and Entrance Salary, for the Fiscal Year Ended June 30, 1938—Continued

The figure following each examination title indicates the classification group in which, for statistical purposes, the examination has been allocated: (1) Professional and scientific; (2) subprofessional and subscientific; (3) clerical, administrative, and general business; (4) custodial, labor, and mechanical.

Mining, junior (1)	1			1	1		1							2,000
Naval architecture, junior (1)	11	6	6	5	5	10	10							2,000
Public health, assistant (1)	4			4	4	2	2	1	1	1	1			2,600
Radio, assistant (1)	21	1	1	20	20	20	20	1	1	1	1			2,600
Steam, marine, first assistant (4)	2			2	2	2	2							2,040-
Structural, senior (1)	1			1	1			1	1	1	1			2,100
Structural steel and concrete, junior (1)	2	2	2		2	2	2	1	1	1	1			2,600
Student (2)	2							2	2	2	2			2,000
Student (2)	2													1,260- 1,440
Engineering aide:														
Civil (2)	6			6	6	6	6							1,800
Civil, assistant (2)	6			6	6	6	6							1,620
Civil, junior (2)	75			75	75	71	71	4	4					1,260- 1,440
Civil, under (2)	14			14	14	12	12	2	2					1,260
Junior (2)	10			10	10	10	10							1,440
Under (2)	6			6	6	6	6							1,260
Engineering materials and construction in-spector, mechanical (3)	1			1	1	1	1							1,800
Engineering materials inspector (3)	8			8	8	5	5	3	3					1,620
Aeronautical (3)	2			2	2	1	1	1	1					2,000
Construction (3)	1			1	1	1	1							1,620
Construction, assistant (3)	2			2	2	2	2	2	2					1,620
Electrical (3)	9			9	9	6	6	3	3					2,000- 2,600
Mechanical (3)	17			17	17	14	14	3	3					2,000- 2,600
Engineerman (4)	2			2	2			2	2					1,620- 1,979
Assistant (4)	1	1	1							1	1			1
Diesel (dragline) (4)	1			1	1					1	1			1,860
Diesel, first assistant (4)	1			1	1	1	1	1	1					2,267
Diesel, marine (4)	4			4	4	3	3	3	1					1,980
Diesel, marine, assistant (4)	1			1	1	1	1	1	1					1,620
Diesel, marine, first assistant (4)	3			3	3					3	3			1,920
Diesel, marine, third assistant (4)	1			1	1	1	1							1,800
Diesel, third assistant (4)	3			3	3	3	3	3	3					1,920
Dredge, nonpropelling (4)	1			1	1	1	1	1	1					1,800- 2,000
Drillboat (4)	1			1	1	1	1	1	1					2,200
Gasoline (air compressor) (4)	1			1	1	1	1	1	1					1,860
Gasoline, stationary (4)	3			3	3	1	1	2	2					1,320- 1,500
Hoisting and portable (4)	19			19	19	10	10	5	5	4				1,904- 2,330
Internal combustion-electric, junior (4)	1			1	1	1	1							1,200
Locomotive (4)	1			1	1									1,905
Locomotive, steam (4)	1			1	1									2,192
Marine (4)	2			2	2									1,853
Motorboat (4)	1			1	1									1,260
Steam (4)	1			1	1									1,547
Steam, assistant (4)	2			2	2	1	1	1	1					1,854
Steam-electric (4)	5			5	5	3	3	2	2					1,860- 2,700
Steam-electric, assistant (4)	9			9	9	3	3	5	5	1				1,500- 2,100
Steam-electric, junior (4)	30			30	30	16	16	11	11	3				1,200- 1,680
Steam-electric, senior (4)	2			2	2	2	2							1,380- 1,860
Steam, first assistant (4)	3			3	3	1	1	1	1	1	1			1,800- 2,500
Steam (gas-fired boiler), assistant (4)	1			1	1	1	1	1	1					1,500
Steam, marine (4)	1			1	1	1	1	1	1					1,620
Steam, marine, second assistant (4)	1			1	1	1	1	1	1					1,680

Table 2.—Number of Persons Appointed, by Kind of Examination, Service, Sex, Preference Status, and Entrance Salary, for the Fiscal Year Ended June 30, 1938—Continued

[The figure following each examination title indicates the classification group in which, for statistical purposes, the examination has been allocated: (1) Professional and scientific; (2) subprofessional and subscientific; (3) clerical, administrative, and general business; (4) custodial, labor, and mechanical]

Title of examination	Total	Departmental			Field			Nonpreference			5-point preference			10-point preference			Entrance salary (per diem salaries converted to per annum basis of 313 days a year)	
		Men		Women	Men		Women	Total		Men		Women	Total		Men			
		Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Wife	Widow	Total	
Engineman—Continued.																		
Steam, second assistant (4)	1				1			1			1			1				\$2,200
Steam (self-propelling), chief (4)	1				1			1			1			1				2,600
Steam, third assistant (4)	1				1			1			1			1				1,620
Striker (4)	22				22			22			22			22				1,500
Engineman-janitor (4)	5				5			5			2			2				\$1,320—1,740
Engraver:																		
Script and letter (2)	1	1		1	1			1			1			1				4,017
Steel plate (2)	1	1		1	1			1			1			1				3,007
Entomologist:																		
Assistant (1)	6				6			6			5			5				2,000—2,600
Junior (1)	2	1		1	1			1			2			2				1,620—2,000
Man and animal, junior (1)	2	1		1	1			1			1			1				2,600—3,200
Estate tax examiner (3)	14				14			14			6			7				
Exhibits designer:																		
Assistant (1)	1				1			1			1			1				2,600
Associate (1)	1	1		1	1			1			1			1				3,200
Experiment station administrator, principal (1)	3	2		2	1			1			2			2				5,600
Explosives operator (4)	82				40			42			82			73				1,352—1,427
Farm agent (3)	13				13			13			31			42				1,800—2,000
Farm-loan registrar (3)	1				1			1			11			11				4,600
Fiber (animal) technologist:																		
Assistant (1)	1				1			1			1			1				2,600
Junior (1)	1				1			1			1			1				2,000
Field aid (entomology) (2)	20				4			16			16			15				1,440—2,000
Assistant (2)	9				9			9			8			8				1,020—1,260
Field assistant (entomology) (1)	14				14			14			13			13				1,800—2,000
File clerk:																		
Junior (3)	92	69	9	78	14			14			54	5		59	13			1,260—1,440
Under (3)	151	117	19	136	13	2		15			99	2		101	13			1,200—1,260
Filtration plant operator (4)	2				2			2			2			2				1,680
Financial examiner, assistant (3)	5	5		5	5			5			3			3				2,000
Finisher (4)	5				5			5			5			5				751

Table 2.—Number of Persons Appointed, by Kind of Examination, Service, Sex, Preference Status, and Entrance Salary, for the Fiscal Year Ended June 30, 1938—Continued

[The figure following each examination title indicates the classification group in which, for statistical purposes, the examination has been allocated: (1) Professional and scientific; (2) subprofessional and subscientific; (3) clerical, administrative, and general business; (4) custodial, labor, and mechanical]

Title of examination	Total	Departmental			Field			Nonpreference			5-point preference		10-point preference			Entrance salary (per diem salaries converted to per annum basis of 313 days a year)	
		Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Disability (men)	Disability (women)		
Grader operator:																	
Power blade (4)	4				4			2			2						\$1,440-\$1,680
Terrace blade (4)	82				82			78			78						1,200
Traction (4)	42				42			40			40						1,500-1,800
Grain inspection supervisor, junior (1)	3				3			3			3						2,000
Graphotype operator (3)	33	18	14	32	1			1			1						1,260
Grazier (3)	2							2			2						1,860-2,600
Guard (4)	190	1		1	189			189	30		30	58		58	102		102
Customs (4)	5				5			4			4						1,080-1,680
Departmental (4)	178	156		156	22			22			2		2	176			1,080-1,320
Penal and correctional institutions (4)	2				2			2			2						1,860
Guard-attendant, medical (2)	6				6			6			5		5	1			1,320-1,620
Health (maternal and child) assistant (1)	1				1												2,600
Health (maternal and child) specialist:																	
Principal (1)	1				1			1			1						5,600
Senior (1)	2				1			1			2						4,600
Health (public) research assistant (1)	6							6			5						1,800-2,000
Heat treating shop foreman (4)	1							1			1						2,352
Helium plant operator, assistant (4)	8				8			8			6		6	2			1,500-1,680
Helper, general (4)	355				355			355	254		254	70		70	31		1,080-1,500
Hod carrier (4)	2				2			2			2						1,560
Holder-on (4)	9				9			9	3		3	6		6			1,710
Home-economics specialist, junior (1)	2				2			2			2						1,800
Home extension agent (1)	1				1			1			1						2,600
Horticulturist, senior (1)	1				1			1			1						4,600
Hours-of-service inspector (3)	2				2			2			2						3,800
Illustrator, commercial (2)	2				2			2			2						1,620-1,800
Assistant (2)	1				1			1			1						1,620
Immigration patrol inspector (4)	55				55			37			37	18		18			1,200-2,000
Indian community and boarding schools principal (1)	13	1		1	12	1	13	6	1	7	5		5	1			1,900-3,200
Informational service representative (3)	4				4			2			2		1				3,800
Assistant (3)	4				4			2			2		2				2,600-3,800

Instrument maker (2)	21	1	1	20	20	16	16	5	5	5	1, 260-	1, 680	
Apprentice (2)	2			2	2	2	2	3	3	3	900		
Aviation, helper (4)	3			3	3						1, 555		
Electrical (2)	5			5	5	5	5				1, 860-	2, 000	
International-relations research associate (1)	1	1	1					1	1	1	3, 200		
Investigator (3)	3			3	3			3	3	3	2, 100		
Alcohol Tax Unit (3)	11			11	11	8	8	3	3	3	2, 100-	2, 600	
Alcohol Tax Unit, special (3)	2			2	1	1	1	1	1	1	2, 100		
Credit union, assistant (3)	1			1				1	1	1	2, 600		
Special (3)	1			1	1			1	1	1	2, 100		
Janitor (4)	8			8	8	7	7	1	1	1	1, 080-	1, 200	
Joiner (4)	24			24	24	19	19	5	5	5	1, 440-	2, 606	
Keeper:													
Assistant (4)	6	4	4	2	2	2	2	4	4	4	1, 320-	1, 389	
Lighthouse Service, assistant (4)	52			52	52	27	27	25	25	25	1, 140-	1, 569	
Keeper and assistant keeper (4)	8			8	8	5	5	3	3	3	1, 440-	1, 560	
Laboratory apprentice, minor (2)	37	17	2	19	17	1	18	33	36	1	1, 020-	1, 620	
Laboratory attendant (4)	2			2	2	2	2	2	2	2	1, 020-	1, 260	
Laboratory helper, under (2)	8			6	2	8	5	2	7	1	1	1, 260	
Laborer:													
Classified (4)	2, 442	19	19	2, 349	74	2, 423	1, 356	62	1, 418	777	777	600-	1, 500
Foreman (4)	29			29	29	14	14	13	13	2	2	900-	1, 680
Foreman, junior (4)	54			54	54	34	34	17	17	3	3	1, 200-	1, 500
Foreman (squad) (4)	7			7	7	6	6	1	1	1		1, 200	
Material yard, foreman (4)	1			1	1	1	1					1, 680	
Postal Service, substitute (4)	624			624	624	394	394	184	184	46	46	1, 140-	1, 500
Quarry, foreman (4)	7			7	7	6	6	1	1			1, 500	
River improvement, foreman (4)	2			2	2	2	2	2	2			1, 860	
Skilled (packer) (4)	4			4	4	4	4					1, 200	
Laborer-patrolman (wildlife refuges) (4)	16	1	1	15		15	11	5	5	5		1, 200	
Land bank appraiser:													
Assistant (1)	1			1	1	1	1	1	1			3, 500	
Senior (1)	1			1	1	1	1	1	1			4, 600	
Land bank examiner, assistant (3)	9			9	9	8	8	8	8	1	1	2, 300-	2, 900
Land negotiator, junior (1)	1			1	1	1	1	1	1			2, 000	
Lathe-machine (turret) operator (4)	6			6	6	6	6	6	6			1, 423-	1, 550
Laundry foreman (4)	12			12	12	7	7	5	5			1, 320-	1, 860
Laundry helper, skilled (4)	40			15	25	40	14	23	37	1	1	540-	1, 440
Laundry operative (4)	5			1	4	5	1	4	5			960-	1, 080
Laundry superintendent (4)	3			3	3	1	1	2	2			1, 680-	1, 860
Laundryman (4)	1			1	1	1	1	1	1			1, 200	
Lay inspector, assistant (2)	165			165	165	117	117	20	20	28	28	1, 620	
Leadsman (4)	25			25	25	19	19	6	6			1, 260-	1, 800
Levelman (2)	1			1	1	1	1	1	1			1, 320	
Senior (2)	10			10	10	6	6	3	3	1	1	1, 440-	1, 800
Leverman (4)	1			1	1	1	1	1	1			2, 100	
Librarian:													
Assistant (1)	3	2	2	1	1	3	3	3	3			1, 440-	2, 600
Junior (1)	4	4	4			4	4	4	4			1, 620-	1, 800
Libraries, public, specialist in (1)	1	1	1			1	1	1	1			3, 800	
Libraries, school, specialist in (1)	1	1	1			1	1	1	1			3, 800	
Lineman, power (4)	8			8	8	3	3	5	5	5		1, 680-	2, 300
Helper (4)	5			5	5	4	4	1	1	1		1, 664	

Table 2.—Number of Persons Appointed, by Kind of Examination, Service, Sex, Preference Status, and Entrance Salary, for the Fiscal Year Ended June 30, 1938—Continued

[The figure following each examination title indicates the classification group in which, for statistical purposes, the examination has been allocated: (1) Professional and scientific; (2) subprofessional and subscientific; (3) clerical, administrative, and general business; (4) custodial, labor, and mechanical]

Title of examination	Departmental				Field				Nonpreference		5-point preference		10-point preference		Total	Total	Entrance salary (per diem salaries converted to per annum basis of 313 days a year)
	Men		Women		Men		Women		Men		Women		Men		Women		
	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Entrance salary (per diem salaries converted to per annum basis of 313 days a year)
Linesman (4)	37				29		29	6		6			2			2	\$1,320-\$1,500
Lithographer, artistic (2)	1	1		1	1		1	1		1							1,800
Assistant (2)	2	2		2	1		1	1		1							1,440- 1,620
Senior (2)	1	1		1	1		1	1		1							2,000
Lockman (4)	78				78		78	65		65	13		13				1,080- 1,320
Locomotive inspector (3)	1				1		1	1		1							4,000
Loftsmen (4)	33				33		33	30		30	3		3				2,531- 2,624
Machine adjuster (4)	1				1		1	1		1							1,543
Machine operator (4)	227				150	77	227	109	65	174	34	1	35	7		11	992- 2,318
Driller (4)	10				10		10	10		10							1,452- 2,021
Grinder (4)	10				10		10	6		6	4		4				1,227- 1,728
Miller (4)	54				54		54	38		38	14		14	2			1,476- 1,526
Profiler (4)	14				14		14	11		11	3		3				1,502
Machinist (4)	493				493		493	351		351	128		128	14			1,500- 2,100
Apprentice (4)	1				1		1	1		1							916
Armament (4)	1				1		1	1		1							1,860
Helper (4)	122				122		122	67		67	36		36	19			1,380- 1,924
Junior (4)	1				1		1	1		1							1,860
Special sewing machines (4)	1				1		1	1		1							1,954
Machinist-welder (4)	4				4		4	3		3	1		1				1,680- 1,860
Mail-bag repairer (4)	1				1		1	1		1							1,200
Maintenance man (roads and utilities) (4)	1				3		3	2		2	1		1				1,680
Marble polisher (4)	3				2		2	1		1	1		1				1,320- 1,620
Marketing specialist (3)	2				4		4	3		3	1		1				2,600
Assistant (3)	4				4		4	2		2	2		2				2,600
Associate (3)	4				4		4	3		3	1		1				2,400- 2,600
Junior (3)	6	1		1	5		5	4		4	1		1				2,000
Master (4)	2				2		2	1		1						1,620- 1,790	
Master-at-arms (4)	2				2		2	1		1						1,320- 1,424	
Mate (4)	19				19		19	13		13	5		5	1			1,320- 2,100
Dredge (non-propelling) (4)	2				2		2	2		2							1,260- 1,800
First (4)	9				9		9	8		8	1		1				1,800- 2,000
Lighthouse (4)	3				3		3	2		2	1		1				1,620- 2,040
Second (4)	3				3		3	2		2	1		1				1,800- 1,860

Table 2.—Number of Persons Appointed, by Kind of Examination, Service, Sex, Preference Status, and Entrance Salary, for the Fiscal Year Ended June 30, 1938—Continued

[The figure following each examination title indicates the classification group in which, for statistical purposes, the examination has been allocated: (1) Professional and scientific; (2) subprofessional and subscientific; (3) clerical, administrative, and general business; (4) custodial, labor, and mechanical]

Title of examination	Total	Departmental			Field			Nonpreference			5-point preference		10-point preference		Entrance salary (per diem salaries converted to per annum basis of 313 days a year)		
		Men		Women	Men		Women	Men		Women	Men		Men				
		Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	
Millman (4)	2				2		2				1		1				1
Millwright (4)	5				5		5				4		4				\$1,680-\$2,205
Helper (4)	12				12		12				10		10				1,679- 2,086
Mimeograph operator (3)	26	14	2	14	10	2	12	20	2	22	2	2	2	2		1,501- 1,781	
Modeler, diorama (2)	2	2		2				2		2						1,200- 1,440	
Molder (4)	2				2		2				2		2			1,620- 2,000	
Apprentice (4)	1				1		1				1		1			1,620	
Helper (4)	19				19		19				12		12			752	
Motorboat operator (4)	37				37		37				29		29			1,178- 1,500	
Motor transport operator (4)	2				2		2				2		2			1,440- 2,000	
Motor tug boat operator (4)	9				9		9				8		8			1,800	
Motor-vehicle dispatcher (4)	1				1		1				1		1			1,320- 1,800	
Multilith operator (3)	9	7	1	8	1		1	6	1	7	2	2	2			2,000	
Junior (3)	2	2		2	1		1	2		2	2	2	2			1,260- 1,440	
Nematologist, junior (1)	1				1		1	1		1						2,000	
Nurse:																	
Graduate (2)	56		1	1		55	55		52	52				1	1	4	1,800- 2,000
Graduate, general staff duty (2)	54					54	54		54	54							1,620- 2,000
Graduate, junior (2)	388	9	9		379	379		387	387						1	1	1,440- 1,620
Public health (2)	6					6	6		6	6							2,000
Nursing assistant, public health (2)	6					6	6		6	6							1,800- 2,000
Nursing consultant, public health, assistant (1)	3					3	3		3	3							2,600- 3,200
Occupational therapy pupil aide (2)	1				1		1	1		1							2,000
Oiler (4)	73				73		73	62		62	11	11					1,200- 1,380
Diesel engines (4)	10				10		10	6		6	4	4					1,440- 1,500
Diesel, marine (4)	6				6		6	3		3	3	3					1,380
Marine (4)	53				53		53	39		39	13	13	1				1,080- 1,440
Steam, marine (4)	22				22		22	12		12	10	10					1,380
Operator, female (4)	48				48		48	34		34					1	13	14
Ordnanceman (4)	56				56		56	4		4	45	45	7				1,250- 1,374
Packer (4)	35				35		35	24		24	7	7	4				1,984- 2,773
Pack train (4)	13				13		13	7		7	5	5	1				1,200- 1,500
Painter (4)	92				92		92	46		46	41	41	5				1,200- 1,860
Coach (4)	2				2		2	1		1		1					1,800- 2,245
Helper (4)	22				22		22	16		16	5	5	1				1,320

Parasitologist, junior (1)	2	2	2	2	2	2	2	2	1,800-	2,000	
Park archeologist, junior (2)	5	4	5	4	4	5	4	5	1,800-	2,000	
Park historian, assistant (2)	4	4	4	4	2	2	2	1	2,600		
Park naturalist, junior (1)	7	7	7	7	7	7	7	5	1,860		
Park ranger (4)	20	20	20	15	15	15	5	5	1,860		
Park warden, junior (4)	6	6	6	4	4	4	2	2	1,200		
Passenger rate clerk (3)	2	1	1	1	1	1	1	1	2,000		
Patent examiner, junior (1)	44	37	1	38	6	37	1	5	1,200-	2,000	
Pathologist:											
Forage crops, associate (1)	1		1	1	1	1	1	1	3,200		
Virus diseases (1)	1	1	1		1	1	1	1	3,200		
Patternmaker (4)	3		3	3	3	3	3	3	2,228-	2,524	
Apprentice (4)			30	30	30	30	30	600			
Assistant (4)	1		1	1	1	1	1	1	1,080		
Personnel assistant (3)	7	3	1	4	3	3	4	1	2,000-	3,800	
Personnel officer (3)	1	1	1		4	1	1	1	4,600		
Pharmaceutic aid, assistant (2)	4		4	4	3	3	3	1	1,620		
Photographer:											
Assistant (3)	7	4	4	3	3	3	3	2	2	2	
Junior (3)	9	1	1	7	1	8	5	1	1,260-	1,800	
Senior (3)	7	4	4	3	3	2	2	3	1,260-	1,440	
Under (3)	6		6	6	5	5	5	1	2,000		
Photostat operator:											
Junior (3)	2	1	1	1	1	2	2	2	1,260		
Under (3)	2		2	2	2	2	2	2	1,260		
Photostat and blueprint operator, junior (3)	1		1	1	1	1	1	1	1,260		
Physical science aid, junior (2)	1		1	1	1	1	1	1	1,620		
Physicist, junior (1)	9	4	4	5	5	8	8	1	2,000		
Physiologist:											
Horticulture (1)	1	1	1		1	1	1	1	3,800		
Horticulture, assistant (1)	1		1	1	1	1	1	1	2,600		
Poultry, senior (1)	1	1	1		1	1	1	1	4,600		
Physiotherapy aide (2)	5		4	1	5	1	2	2	1,800		
Pile-driven operator (4)	2		2	2	2	2	2	2	1,980		
Pilot (4)	3		3	3	3	3	3	3	2,000-	2,900	
Pipe coverer and insulator (4)	5		5	5	4	4	1	1	2,624-	2,684	
Pipefitter (4)	65		65	65	43	43	18	18	1,440		
Helper (4)	63		63	63	45	45	14	14	1,080-	1,440	
High pressure piping (4)	4		4	4	4	4	4	4	1,320		
Plant pathological inspector:											
Assistant (1)	3		3	3	1	1	1	1	1	2,600	
Associate (1)	3		3	3	3	3	3	3	3,200		
Plant quarantine inspector, junior (1)	3		3	3	3	3	3	3	2,000		
Plasterer (4)	8	1	1	7	7	3	3	4	1,690-	2,705	
Plumber (4)	53	3	3	50	50	17	17	27	1,320-	1,860	
Helper (4)	9		9	9	2	2	2	7	1,320-	1,854	
Pneumatic drill operator (4)	22		22	22	20	20	20	2	1,318		
Policeman (4)	5	1	1	4	4	2	2	3	1,320-	1,900	
Postmaster, fourth-class (3)	12,447		1,155	1,292	2,447	1,080	1,281	2,361	62	149,-	1,100

¹ Of these, 758 appointments of men and 819 appointments of women were made upon recommendation of post-office inspectors.

Table 2.—Number of Persons Appointed, by Kind of Examination, Service, Sex, Preference Status, and Entrance Salary, for the Fiscal Year Ended June 30, 1938—Continued

[The figure following each examination title indicates the classification group in which, for statistical purposes, the examination has been allocated: (1) Professional and scientific; (2) subprofessional and subscientific; (3) clerical, administrative, and general business; (4) custodial, labor, and mechanical]

Title of examination	Total	Departmental			Field			Nonpreference		5-point preference		10-point preference		Entrance salary (per diem salaries converted to per annum basis of 313 days a year)	
		Men		Women	Men		Women	Men		Men		Wife			
		Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Widow	
Poultry aid, junior (2)	1				1			1	1						
Poultry husbandman (1)	1	1			1	4		4	2	2	2				\$1,440
Powderman (4)	4					2		2	2	2	2				3,800
Power-plant foreman (4)	2					2		2	2	2	2				\$1,260—2,191
Power-shovel operator (4)	14				14		14	12	12	2	2				2,300
Press assistant (4)	25	25			25	11		11	18	7	7				1,680—2,200
Presser (4)	11					7		7	2	2	2				1,577—2,108
Pressman, cylinder (4)	5	5			5	2		2	3	3	3				1,578
Primer worker (4)	4					4		4							2,629—2,892
Printer:															752
Hand compositor (4)	2					2		2	1	1	1				
Plate (4)	50	50			50				38	38	11	11	1		1,680—1,700
Printer-proofreader (4)	1	1			1				1	1	2				1,352
Production assistant (4)	2					2		2	2	2	2				2,860
Estimator (3)	2					2		2	2	2	2				1,502
Psychologist:															2,000
Assistant (1)	1					1		1	1	1	1				2,600
Public relations (1)	1					1		1	1	1	1				3,800
Pump operator (4)	10					10		10	8	8	2	2			1,455
Pumping-station operator (4)	6					6		6	3	3	3	3			1,500
Puncher and shearer (4)	5					5		5	5	5	5				1,829
Quartermaster (4)	29					29		29	14	14	14	1			1,260—1,620
Steersman (4)	6					6		6	6	6	6				1,320
Radio inspector (3)	34					34		34	29	29	5	5			1,800—2,000
Radio operator, junior (3)	2					2		2			2	2			1,440
Radio program manager, agricultural (1)	2	2			2										3,800
Railroad conductor (4)	1					1		1	1	1	1				1,800
Railway postal clerk, substitute (3)	393				393			325		325	55	55	13		1,850
Range examiner:															
Assistant (2)	1					1		1	1	1	1				2,600
Associate (2)	1					1		1	1	1	1				2,600
Junior (2)	34					34		34	34	34	34				2,000
Range rider (4)	49					49		49	40	40	7	7	2		1,320
Refuge administrator, district (3)	1					1		1			1	1			3,800

Rigger (4)	15				15	7	7	7	1			1	1,448-	2,496	
Helper (4)	24				24	15	9	9					981-	1,664	
Structural (4)	1				1	1	1	2					1,320		
Riveter (4)	3				3	3	1						1,498-	2,030	
Rivet-heater (4)	12				12	12	12	12					1,221-	1,615	
Rodman (2)	30				30	29	29	1					1,260		
Senior (2)	6				6	4	4	1					1	1,260-	1,440
Rodman and chainman (2)	327				327	299	299	26	26				1	1,260-	1,440
Roller (4)	14				14	8	8	5	5	1				1,928	
Roofer (4)	2				2	2	2	2						1,764	
Rural carrier (3)	207				202	5	207	128	49	49	25			600-	2,740
Sailmaker (4)	8				8	8	8	8					1,854-	2,255	
Salvage foreman (heavy outer garment manufacturer) (4)	1				1	1	1	1					2,300		
Sandblaster (4)	6				6	4	4	2	2				1,792-	2,003	
Saw filer (4)	1				1	1	1	1					2,496		
Scales-and-weighing inspector, assistant (3)	3				3	3	3	3					1,860		
Scientific aid (2)	6				6	6	6	6					1,440-	1,800	
Junior (2)	37	4	5	9	26	2	28	6	34	1	1	1	1	1,260-	1,620
Under (2)	3	1	1	2	2	2	3	3					1,020-	1,260	
Scientific assistant (2)	1				1	1	1	1						880	
Screw-machine (hand) operator (4)	27				27	27	21	21	5	5	1		1	1,603-	1,781
Seamstress (4)	4				4	4	3	3					900-	1,020	
Sewage disposal plant operator (4)	3				1	2	3						1,080		
Sewer (4)	12				5	7	12	5	5	10			1,002-	1,552	
Double needle (4)	86				86	86	84	84					1,224		
Hand and machine (4)	1				1	1							1,552		
Sewing-machine (power) operator (4)	5				1	4	5	4	4				1,652		
Female (4)	98				98	98	91	91	1	1			1,650		
Sheet-metal worker (4)	45	1	1	1	44	44	35	35	7	7	3		3	1,680	
Aircraft (4)	24				24	24	22	22	2	2			1,154-	2,078	
Aircraft, helper (4)	19				19	19	14	14	4	4	1		1	1,155-	1,200
Aircraft, junior (4)	13				13	13	9	9	2	2	2		2	1,620-	1,860
Aircraft, senior (4)	1				1	1							1,860		
Helper (4)	19				19	19	15	15	3	3	1		1	935-	1,434
Shipfitter (4)	23				23	23	16	16	7	7				918-	2,684
Helper (4)	61				61	61	42	42	19	19				1,250-	1,860
Shipwright (4)	14				14	14	10	10	4	4				1,740-	2,440
Shop checker (4)	14				13	1	14	11	1	12	2	2		1,123-	1,248
Shovel operator, gasoline (4)	14				12	2	14	8	2	10	4	4		1,680-	2,160
Helper (4)	1				1	1	1	1	1	1				1,383	
Slide-punch operator (3)	10				10	10	10	10	10	10				1,440	
Snagboat foreman (4)	1				1	1	1	1						1,800	
Social science analyst, junior (3)	3	3	3	3	9	9	8	8	3					1,800-	2,000
Social worker, junior (1)	9				9	9	8	8	1	1				2,000	
Soil conservationist (1)	1	1	1	1					1	1				4,500	
Assistant (1)	75				75	75	44	44	26	26	5		5	2,000-	2,600
Associate (1)	5				5	5	2	2	2	2	3		3	3,200	
Soil technologist (1)	14				14	14	12	12	2	2	2			1,080-	2,000
Junior (1)	45				45	45	42	42	2	2	1		1	2,000	

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Table 2.—Number of Persons Appointed, by Kind of Examination, Service, Sex, Preference Status, and Entrance Salary, for the Fiscal Year Ended June 30, 1938—Continued

[The figure following each examination title indicates the classification group in which, for statistical purposes, the examination has been allocated: (1) Professional and scientific; (2) subprofessional and subscientific; (3) clerical, administrative, and general business; (4) custodial, labor, and mechanical]

Title of examination	Total	Departmental			Field			Nonpreference			5-point preference			10-point preference			Entrance salary (per diem salaries converted to per annum basis of 313 days a year)	
		Men		Women	Men		Women	Men		Women	Men		Women	Men		Women		
		Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total		
Sorting-machine (horizontal) operator (3)...	208	187	1	187	21	1	21	188	1	188	18	1	18	2	2	2	2	\$1,260-\$1,440
Junior (3)...	1	1	—	1	—	—	—	1	1	—	—	—	—	—	—	—	1,440	
Supervisor (3)...	1	—	—	—	1	—	1	1	—	—	—	—	—	—	—	—	1,620	
Statistical analyst (3)...	1	1	—	1	—	—	—	—	—	—	—	—	—	—	—	—	3,800	
Statistical clerk, assistant (3)...	59	32	4	36	15	8	23	37	9	46	7	1	8	3	2	2	1,260-1,620	
Steamfitter (4)...	5	2	—	2	3	—	3	1	—	—	1	3	—	3	1	1	1,320-3,005	
Helper (4)...	2	—	—	—	2	—	2	—	—	—	—	—	—	—	—	—	1,260	
Steel (structural) worker, helper (4)...	3	—	—	—	3	—	3	3	—	—	3	—	—	—	—	—	1,052	
Steersman (4)...	2	—	—	—	2	—	2	2	—	—	2	—	—	—	—	—	1,800	
Stenographer:																		
Junior (3)...	1,846	140	658	798	291	757	1,048	402	1,375	1,777	26	2	28	3	—	8	30-41	820-2,250
Senior (3)...	144	10	39	49	43	52	95	50	86	136	3	—	3	—	—	5	5	1,260-2,025
Stereotyper (4)...	1	1	—	1	—	—	—	—	—	—	—	—	—	—	—	—	2,856	
Steward (4)...	10	—	—	—	10	—	10	6	—	6	3	—	3	—	1	—	1,440-1,860	
Assistant (4)...	2	—	—	—	2	—	2	1	—	1	1	—	1	—	—	—	1,242	
Penal and correctional institutions (4)...	1	—	—	—	1	—	1	—	—	—	—	—	—	—	—	—	1,680	
Third (4)...	1	—	—	—	1	—	1	—	—	—	—	—	—	—	—	—	1,392	
Stock clerk (3)...	23	1	—	1	22	—	22	17	—	17	5	—	5	1	—	—	1,200-1,620	
Stockfinisher (4)...	5	—	—	—	5	—	5	4	—	4	1	—	1	—	—	—	1,206	
Stonemason (4)...	3	2	—	2	1	—	1	2	—	2	1	—	1	—	—	—	1,680-1,800	
Storekeeper (3):	15	—	—	—	14	1	15	6	1	7	7	—	7	1	—	—	1,080-2,000	
Assistant (3)...	2	—	—	—	2	—	2	2	—	2	—	—	2	—	—	—	2,600	
Junior (3)...	26	—	—	—	26	—	26	17	—	17	9	—	9	—	—	—	660-1,800	
Penitentiary (3)...	2	—	—	—	2	—	2	1	—	1	—	—	1	—	—	—	2,000-2,100	
Senior (3)...	1	—	—	—	1	—	1	—	—	—	—	—	—	—	—	—	1,620	
Storekeeper-gager (3)...	45	—	—	—	45	—	45	18	—	18	15	—	15	12	—	—	1,800-2,100	
Student aid (2)...	15	—	—	—	15	—	15	15	—	15	—	—	—	—	—	—	1,020-1,440	
Subinspector (3)...	15	—	—	—	15	—	15	8	—	8	5	—	5	2	—	—	1,260	
Supervisor:																		
District (1)...	1	—	—	—	1	—	1	—	—	—	1	—	1	—	—	—	3,800	
District, Bureau of Motor Carriers (1)...	4	—	—	—	4	—	4	1	—	1	2	—	2	1	—	—	3,800	
Surgeon's assistant, dental (2)...	14	—	—	—	1	13	14	—	13	13	1	—	1	—	—	—	1,260	
Survey-party chief (2)...	8	—	—	—	8	—	8	6	—	6	2	—	2	—	—	—	1,900-2,600	
Surveyman (2)...	131	—	—	—	131	—	131	119	—	119	10	—	10	2	—	—	1,440-1,620	

APPOINTMENT STATISTICS

Surveyor:																				
Marine (2)	31				31			31		11		19		19		1			1	2,900-
Public land (2)	7	1		1	6	6		5	5	2		2							3,200	
Soil, junior (1)	10				10			10		10									2,000	
Tabulating-machine operator, junior (3)	23	17	5	22	1	1		17	4	21	1	1	2						2,000	
Tailor (4)	4				4			4	2	2	2	2							1,440	
Helper (4)	5				5			5	2	2	1	1	2						1,620-	
Teacher, community school (1)	122				54	68	122	43	68	111	8	8	3					3	2,040	
Telegraph operator (3)	5	2		2	1	2	3	1	2	3	2							1,260-		
Telephone operator (3)	31				2	29	31	2	28	30								1,080-		
Junior (3)	55		17	17	1	37	38	1	40	41								1,440		
Temperer (4)	1				1			1	1	1								2,255		
Terrier operator (4)	1				1			1		1	1	1						1,200		
Test borings inspector (1)	1				1			1		1								1,620		
Textiles inspector (3)	1				1	1		1		1								2,000		
Junior (3)	1				1	1		1		1								1,620		
Tilesetter (4)	1				1	1		1	1	1								1,775		
Tobacco inspector, junior (3)	3				3	3		3	3	3								1,440		
Tool and gage designer (2)	2				2	2		2	2	2								1,800-		
Senior (2)	13				13	13	11	11	2	2								2,300		
Tooldresser (4)	10				10	10	7	7	3	3								2,000-		
Toolmaker (4)	37				37	37	33	33	3	3	1						1	1,566		
Track foreman (4)	3				3	3	3	3										1,602-		
Trackman (4)	5				5	5	5	5										1,320		
Tractor operator (4)	9				9	8	8	8	1	1							1	1,200-		
Crawler type (4)	209				209	209	191	191	17	17	1						1	1,520		
Diesel (4)	84				84	84	78	78	5	5	1						1	1,200-		
Trailbuilder operator (4)	8				8	8	6	6	2	2								1,000-		
Train dispatcher (4)	1				1	1	1	1										800		
Training supervisor, associate (3)	1				1	1		1										2,300		
Translator, principal (3)	2	2	2	2					1	1								2,000		
Transportation tariff examiner (3)	42	40	2	40	2	2	30	30	12	12								1,620-		
Tree surgeon (2)	5				5	5	5	5										2,300		
Truck driver (4)	69	8		8	61	61	57	57	10	10	2						2	1,577		
Heavy duty (4)	100	2		2	98	98	82	82	16	16	2						2	500-		
Light duty (4)	13				13	13	10	10	3	3							2	950-		
Mountain (4)	16				16	16	14	14	2	2							2	1,680		
Mountain highway construction and maintenance (4)	5				5	5	4	4	1	1								1,080-		
Turpentine still helper (4)	2				2	2	2	2										1,252		
Typewriter repairman (4)	11	3		3	8	8	4	4	3	3	4						2	1,042-		
Typist:					2,320	411	1,025	1,436	382	502	884	726	1,427	2,153	62	6	68	5	1,860-	
Junior (3)					457	88	183	271	132	54	186	196	217	413	22	1	23	2	939	
Senior (3)									4		4	2		2	2		1	1,800		
Upholsterer (4)	4								43		43	24		24	13	13	6		1,320-	
Verifier, opener, and packer (3)	43																	1,928		
Veterinarian:																		1,440-		
Junior (1)					85			85		75		75	9		9	1		1	1,860-	
Senior (animal disease research) (1)						1		1	1	1		1						4,600		
Warder, Junior (4)	9					9	9	9	7	7		7					1	1,320-		
Warehouse examiner, associate (3)	1					1		1	1	1		1					2	600		
Warehouseman (4)	11					11		11	3	3	8	8		8				1,200-		

Table 2.—Number of Persons Appointed, by Kind of Examination, Service, Sex, Preference Status, and Entrance Salary, for the Fiscal Year Ended June 30, 1938—Continued

[The figure following each examination title indicates the classification group in which, for statistical purposes, the examination has been allocated: (1) Professional and scientific; (2) subprofessional and subscientific; (3) clerical, administrative, and general business; (4) custodial, labor, and mechanical]

Reinstatement	441	121	64	185	214	42	256	335	106	441	-----	-----	-----	-----	-----	-----	-----	
Reemployment	194	22	10	32	139	23	162	161	33	194	-----	-----	-----	-----	-----	-----	-----	
Total for classified service	40,145	4,700	3,094	7,794	28,029	4,322	32,351	26,395	7,074	33,469	4,944	17	4,961	1,390	3	56	266	
Unclassified:	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	
Schedules A and B	436	131	6	137	263	36	299	394	42	436	-----	-----	-----	-----	-----	-----	-----	
Postmaster, first, second, and third classes	688	-----	-----	502	186	688	357	173	530	145	13	158	-----	-----	-----	-----	-----	
Laborer ²	637	66	33	99	406	132	538	472	165	637	-----	-----	-----	-----	-----	-----	-----	
District of Columbia government:	-----	-----	-----	-----	-----	-----	-----	57	-----	57	16	-----	16	-----	-----	-----	-----	
Policeman	73	73	-----	73	-----	-----	-----	20	-----	20	22	-----	22	-----	-----	-----	-----	
Private, fire department	42	42	-----	42	-----	-----	-----	43	72	115	8	2	10	8	-----	2	10	
Miscellaneous	135	59	76	135	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	
Total unclassified	2,011	371	115	486	1,171	354	1,525	1,343	452	1,795	191	15	206	8	-----	2	10	
Grand total	42,156	5,071	3,209	8,280	29,200	4,676	33,876	27,738	7,526	35,264	5,135	32	5,167	1,398	3	56	268	1,725

² Veterans are not allowed 5 points additional in unclassified laborer examinations, but in such examinations veteran eligibles are given precedence in certification.

Table 3.—Number of Civil Employees, by Sex, in the Executive Departments and Independent Establishments of the United States Government on June 30, 1938¹

Department or establish- ment	Entire service			In District of Columbia			Outside District of Columbia		
	Total	Men	Women	Total	Men	Women	Total	Men	Women
Office of the President.....	46	40	6	46	40	6	-----	-----	-----
EXECUTIVE DEPARTMENTS									
State.....	5,418	3,414	2,004	990	523	467	4,428	2,891	1,537
Treasury.....	67,817	42,970	24,847	22,093	10,228	11,865	45,724	32,742	12,982
War.....	94,434	81,825	12,609	5,235	3,019	2,216	89,199	78,806	10,393
Justice.....	8,463	6,124	2,339	2,454	1,451	1,003	6,009	4,673	1,336
Post Office.....	285,715	256,676	29,039	4,378	3,473	905	281,337	253,203	28,134
Navy.....	68,629	64,333	4,296	10,740	9,258	1,482	57,889	55,075	2,814
Interior.....	45,289	35,267	10,022	12,130	8,043	4,087	33,159	27,224	5,935
Agriculture.....	102,505	79,531	22,474	11,850	6,310	5,540	90,655	73,221	17,434
Commerce.....	17,539	15,060	2,479	5,065	3,406	1,659	12,474	11,654	820
Labor.....	7,463	4,820	2,643	2,290	990	1,300	5,173	3,830	1,343
INDEPENDENT ESTABLISH- MENTS									
Alley Dwelling Authority.....	18	14	4	18	14	4	-----	-----	-----
American Battle Monuments Commission.....	114	103	11	9	8	1	105	95	10
Board of Governors, Federal Reserve System.....	420	246	174	394	220	174	26	26	-----
Board of Tax Appeals.....	126	55	71	126	55	71	-----	-----	-----
Census of Partial Employ- ment, Unemployment and Occupations.....	18	10	8	16	8	8	2	2	-----
Central Statistical Board.....	32	14	18	32	14	18	-----	-----	-----
Civil Service Commission.....	1,206	487	719	955	368	587	251	119	132
Civilian Conservation Corps (Director's office).....	65	31	34	55	21	34	10	10	-----
Commodity Credit Corpora- tion.....	110	72	38	110	72	38	-----	-----	-----
Electric Home and Farm Authority.....	112	66	46	63	27	36	49	39	10
Employees' Compensation Commission.....	439	209	230	382	187	195	57	22	35
Export-Import Bank.....	10	5	5	10	5	5	-----	-----	-----
Farm Credit Administration.....	3,356	2,047	1,309	1,307	620	687	2,049	1,427	622
Federal Communications Commission.....	623	402	221	431	260	171	192	142	50
Federal Deposit Insurance Corporation.....	887	580	307	356	182	174	531	398	133
Federal Emergency Admin- istration of Public Works.....	4,183	3,142	1,041	1,665	1,007	658	2,518	2,135	383
Federal Home Loan Bank Board.....	323	212	111	144	82	62	179	130	49
Federal Housing Adminis- tration.....	4,101	2,630	1,471	1,431	849	582	2,670	1,781	889
Federal Power Commission.....	461	300	161	304	182	122	157	118	39
Federal Savings and Loan Insurance Corporation.....	42	18	24	40	16	24	2	2	-----
Federal Trade Commission.....	586	361	225	505	303	202	81	58	23
General Accounting Office.....	4,959	3,215	1,744	4,959	3,215	1,744	-----	-----	-----
Golden Gate International Exposition Commission.....	17	13	4	9	7	2	8	6	2
Government Printing Office.....	5,399	4,404	995	5,399	4,404	995	-----	-----	-----
Home Owners' Loan Corpora- tion.....	13,077	6,296	6,781	1,210	585	625	11,867	5,711	6,156
Interstate Commerce Com- mission.....	2,430	1,705	725	1,789	1,201	588	641	504	137
Maritime Commission.....	1,143	834	309	614	354	260	529	480	49
National Advisory Commit- tee for Aeronautics.....	555	482	73	49	25	24	506	457	49
National Archives.....	408	281	127	408	281	127	-----	-----	-----
National Capital Park and Planning Commission.....	26	22	4	26	22	4	-----	-----	-----
National Emergency Coun- cil.....	211	98	113	131	61	70	80	37	43

¹ This table does not include employees in the legislative or judicial branches of the United States Government, the military and naval forces of the United States, or employees of the District of Columbia government. Neither does it include enrollees engaged in Civilian Conservation Corps work, nor temporary substitute employees in the Post Office Service. It does include all civil employees in the executive branch paid from regular funds and administrative employees paid from emergency relief appropriation acts.

Table 3.—Number of Civil Employees, by Sex, in the Executive Departments and Independent Establishments of the United States Government on June 30, 1938—Continued

Department or establish- ment	Entire service			In District of Columbia			Outside District of Columbia		
	Total	Men	Women	Total	Men	Women	Total	Men	Women
INDEPENDENT ESTABLISH- MENTS—continued									
National Labor Relations Board	713	427	286	324	204	120	389	223	166
National Mediation Board	68	35	33	22	16	6	46	19	27
National Resources Commit- tee	204	145	59	121	71	50	83	74	9
New York World's Fair Commission	20	12	8				20	12	8
Panama Canal	10,461	9,940	521	76	66	10	10,385	9,874	511
Paris International Exposi- tion Commission	3	3		3	3				
Prison Industries Reorgani- zation Administration	21	14	7	19	12	7	2	2	
Railroad Administration	1	1		1	1				
Railroad Retirement Board	1,200	657	543	1,168	626	542	32	31	1
Reconstruction Finance Cor- poration	3,277	1,906	1,371	1,463	788	675	1,814	1,118	696
Rural Electrification Admin- istration	504	292	212	439	233	206	65	59	6
Securities and Exchange Commission	1,214	799	415	1,001	648	353	213	151	62
Smithsonian Institution	477	359	118	477	359	118			
Social Security Board	10,335	5,118	5,217	2,519	1,136	1,333	7,816	3,982	3,834
Tariff Commission	304	194	110	296	186	110	8	8	
Tennessee Valley Authority	12,847	11,891	956	9	3	6	12,838	11,888	950
Veterans' Administration	35,687	23,035	12,652	5,292	1,951	3,341	30,395	21,084	9,311
Works Progress Administra- tion	25,815	12,507	13,308	2,142	1,132	1,010	23,673	11,375	12,298
Total	851,926	685,749	166,177	115,500	68,831	46,759	736,336	616,918	119,418

Table 4.—Number of Civil Employees, by Service (Classified or Unclassified), in the Executive Departments and Independent Establishments of the United States Government on June 30, 1938¹

[Unclassified positions are positions excepted from the operation of the Civil Service Act and rules by statute or Executive order; positions listed in schedules A and B of the civil-service rules; and unskilled laborer positions]

Department or estab- lishment	Entire service			In District of Columbia			Outside District of Columbia		
	Total	Clas- sified	Unclas- sified	Total	Clas- sified	Unclas- sified	Total	Clas- sified	Unclas- sified
Office of the President-----	46	-----	46	46	-----	46	-----	-----	-----
EXECUTIVE DEPARTMENTS									
State-----	5,418	873	4,545	990	828	162	4,428	45	4,383
Treasury-----	67,817	40,286	27,531	22,093	17,612	4,481	45,724	22,674	23,050
War-----	94,434	58,495	35,939	5,235	3,773	1,462	89,199	54,722	34,477
Justice-----	8,463	3,818	4,645	2,454	1,011	1,443	6,009	2,807	3,202
Post Office-----	285,715	281,947	3,768	4,378	4,241	137	281,337	277,706	3,631
Navy-----	68,629	60,919	7,710	10,740	10,026	714	57,889	50,893	6,996
Interior-----	45,289	18,229	27,060	12,130	7,595	4,535	33,159	10,634	22,525
Agriculture-----	102,505	30,414	72,091	11,850	6,507	5,343	90,655	23,907	66,748
Commerce-----	17,539	11,185	6,354	5,065	4,574	491	12,474	6,611	5,863
Labor-----	7,463	4,786	2,677	2,290	1,318	972	5,173	3,468	1,705
INDEPENDENT ESTABLISH- MENTS									
Alley Dwelling Authority-----	18	14	4	18	14	4	-----	-----	-----
American Battle Monu- ment Commission-----	114	8	106	9	8	1	105	-----	105
Board of Governors, Federal Reserve System-----	420	-----	420	394	-----	394	26	-----	26
Board of Tax Appeals-----	126	67	59	126	67	59	-----	-----	-----
Census of Partial Employ- ment, Unemployment and Occupations-----	18	18	-----	16	16	-----	2	2	-----
Central Statistical Board-----	32	30	2	32	30	2	-----	-----	-----
Civil Service Commission-----	1,206	1,190	16	955	939	16	251	251	-----
Civilian Conservation Corps (Director's office)-----	65	-----	65	55	-----	55	10	-----	10
Commodity Credit Corpora- tion-----	110	-----	110	110	-----	110	-----	-----	-----
Electric Home and Farm Authority-----	112	-----	112	63	-----	63	49	-----	49
Employees' Compensation Commission-----	439	433	6	382	376	6	57	57	-----
Export-Import Bank-----	10	-----	10	10	-----	10	-----	-----	-----
Farm Credit Administration-----	3,356	1,473	1,883	1,307	1,152	155	2,049	321	1,728
Federal Communications Commission-----	623	585	38	431	397	34	192	188	4
Federal Deposit Insurance Corporation-----	887	-----	887	356	-----	356	531	-----	531
Federal Emergency Admin- istration of Public Works-----	4,183	-----	4,183	1,665	-----	1,665	2,518	-----	2,518
Federal Home Loan Bank Board-----	323	-----	323	144	-----	144	179	-----	179
Federal Housing Adminis- tration-----	4,101	-----	4,101	1,431	-----	1,431	2,670	-----	2,670
Federal Power Commission-----	461	304	157	304	207	97	157	97	60
Federal Savings and Loan Insurance Corporation-----	42	-----	42	40	-----	40	2	-----	2
Federal Trade Commission-----	586	303	283	505	280	225	81	23	58
General Accounting Office-----	4,959	2,274	2,685	4,959	2,274	2,685	-----	-----	-----
Golden Gate International Exposition Commission-----	17	-----	17	9	-----	9	8	-----	8
Government Printing Office-----	5,399	5,105	294	5,399	5,105	294	-----	-----	-----
Home Owners' Loan Corpora- tion-----	13,077	-----	13,077	1,210	-----	1,210	11,867	-----	11,867
Interstate Commerce Com- mission-----	2,430	2,399	31	1,789	1,771	18	641	628	13
Maritime Commission-----	1,143	1,036	107	614	526	88	529	510	19
National Advisory Commit- tee for Aeronautics-----	555	494	61	49	48	1	506	446	60

¹ This table does not include employees in the legislative or judicial branches of the United States Government, the military and naval forces of the United States, or employees of the District of Columbia government. Neither does it include enrollees engaged in Civilian Conservation Corps work, nor temporary substitute employees in the Post Office Service. It does include all civil employees in the executive branch paid from regular funds and administrative employees paid from emergency relief appropriation acts.

Table 4.—Number of Civil Employees, by Service (Classified or Unclassified), in the Executive Departments and Independent Establishments of the United States Government on June 30, 1938—Continued

Department or establishment	Entire service			In District of Columbia			Outside District of Columbia		
	Total	Classified	Unclassified	Total	Classified	Unclassified	Total	Classified	Unclassified
INDEPENDENT ESTABLISHMENTS—continued									
National Archives	408	—	408	408	—	408	—	—	—
National Capital Park and Planning Commission	26	11	15	26	11	15	—	—	—
National Emergency Council	211	—	211	131	—	131	80	—	80
National Labor Relations Board	713	358	355	324	188	136	389	170	219
National Mediation Board	68	30	38	22	15	7	46	15	31
National Resources Committee	204	—	204	121	—	121	83	—	83
New York World's Fair Commission	20	—	20	—	—	—	20	—	20
Panama Canal	10,461	721	9,740	76	76	—	10,385	645	9,740
Paris International Exposition Commission	3	—	3	3	—	3	—	—	—
Prison Industries Reorganization Administration	21	—	21	19	—	19	2	—	2
Railroad Administration	1	1	—	1	1	—	—	—	—
Railroad Retirement Board	1,200	1,166	34	1,168	1,134	34	32	32	—
Reconstruction Finance Corporation	3,277	—	3,277	1,463	—	1,463	1,814	—	1,814
Rural Electrification Administration	504	350	154	439	331	108	65	19	46
Securities and Exchange Commission	1,214	705	509	1,001	625	376	213	80	133
Smithsonian Institution	477	354	123	477	354	123	—	—	—
Social Security Board	10,335	10,163	172	2,519	2,410	109	7,816	7,753	63
Tariff Commission	304	195	109	296	188	108	8	7	1
Tennessee Valley Authority	12,847	—	12,847	9	—	9	12,838	—	12,838
Veterans' Administration	35,687	22,170	13,517	5,292	5,117	175	30,395	17,053	13,342
Works Progress Administration	25,815	—	25,815	2,142	—	2,142	23,673	—	23,673
Total	851,926	562,909	289,017	115,590	81,145	34,445	736,336	481,764	254,572

Table 5.—Summary of Civil Employment in the Executive Branch of the United States Government¹

Date	Entire service	In District of Columbia	Outside District of Columbia	Date	Entire service	In District of Columbia	Outside District of Columbia
Nov. 11, 1918	917,760	117,760	2,800,000	June 30, 1929	559,579	63,904	495,675
July 31, 1920	691,116	90,559	2,600,557	June 30, 1930	580,494	68,510	511,984
July 31, 1921	562,252	78,865	483,387	June 30, 1931	588,206	71,693	516,513
June 30, 1922	527,517	69,980	457,537	June 30, 1932	583,196	68,793	514,403
June 30, 1923	515,772	66,290	449,482	June 30, 1933	572,091	65,437	506,654
June 30, 1924	521,641	64,120	457,521	June 30, 1934	673,095	89,132	583,963
June 30, 1925	532,798	63,756	469,042	June 30, 1935	719,440	103,453	615,987
June 30, 1926	528,542	60,811	467,731	June 30, 1936	824,259	117,103	707,156
June 30, 1927	527,228	59,800	467,428	June 30, 1937	841,664	115,409	726,255
June 30, 1928	540,867	61,388	479,479	June 30, 1938	851,926	115,590	736,336

¹ Does not include employees in the legislative or judicial branches of the United States Government, the military and naval forces of the United States, or employees of the District of Columbia government. Data showing the number of employees on and prior to June 30, 1937, refer to the number having Federal appointments on the last day of the month. Data showing the number on June 30, 1938, refer to employees on the pay roll with pay during the last regular pay period of the month.

² Estimated.

Table 6.—Summary of Examinations and Appointments During the Fiscal Years 1935, 1936, 1937, and 1938

Status of positions	Examined				Appointed			
	1935	1936	1937	1938	1935	1936	1937	1938
Under civil-service rules:								
Original appointment-----	411, 365	712, 011	800, 175	363, 870	1 31, 768	2 42, 141	3 44, 484	4 34, 051
Noncompetitive cases:								
Promotion, transfer, and reinstatement through examination-----	14, 300	19, 013	19, 055	23, 560	3, 588	7, 587	7, 512	5, 900
Reemployment-----	4, 449	1, 205	1, 451	974	826	974	387	194
Total involving examination-----	430, 114	732, 229	820, 681	388, 404	1 36, 182	2 50, 702	3 52, 383	4 40, 145
Promotion, transfer, and reinstatement without examination-----					5 10, 917	5 12, 854	5 14, 430	22, 998
Total under civil-service rules-----	430, 114	732, 229	820, 681	388, 404	1 47, 099	2 63, 556	3 66, 813	4 63, 143
Not under civil-service rules:								
Schedules A and B-----	700	961	1, 321	2, 231	319	308	275	436
Postmaster, first, second, and third classes-----	21, 516	26, 697	5, 391	4, 602	2, 771	4, 700	793	688
Laborer-----	5, 780	4, 477	5, 913	6, 765	1, 350	1, 422	1, 142	637
District of Columbia government-----	387	2, 845	2, 835	421	103	275	206	250
Entrance to Coast Guard Academy-----	3 406	449	5 460	765	-----	-----	-----	-----
Entrance to Naval Academy-----	5 1, 642	5 1, 442	5 1, 340	1, 388	-----	-----	-----	-----
Designation to Military and Naval Academies-----	4, 846	7, 661	4, 026	3, 806	-----	-----	-----	-----
Foreign Service, Department of State-----		5 727	-----	456	-----	-----	-----	-----
Miscellaneous-----	2, 945	5, 566	3, 720	-----	-----	-----	-----	-----
Total not under civil-service rules-----	38, 222	50, 825	25, 006	20, 524	4, 543	6, 705	2, 416	2, 011
Grand total-----	468, 336	783, 054	845, 687	408, 928	1 51, 642	2 70, 261	3 69, 229	4 65, 154

¹ Includes 1,838 fourth-class postmasters appointed upon recommendation of post-office inspectors.² Includes 1,798 fourth-class postmasters appointed upon recommendation of post-office inspectors.³ Includes 1,718 fourth-class postmasters appointed upon recommendation of post-office inspectors.⁴ Includes 1,577 fourth-class postmasters appointed upon recommendation of post-office inspectors.⁵ Not included in the annual report for the year indicated.

Table 7.—Examinations Held for Certain Positions in the Postal Service During the Fiscal Years 1935, 1936, 1937, and 1938

Title	Number of persons examined			
	1935	1936	1937	1938
Clerk-carrier-----	17, 025	107, 642	245, 471	42, 974
Laborer, Postal Service-----	1, 867	5, 578	51, 394	8, 947
Postmaster, assistant-----			15	
Postmaster, fourth-class-----	5, 153	5, 559	2, 532	3, 703
Railway postal clerk-----	95	145, 093	211	78
Rural carrier-----	4, 020	6, 980	11, 552	13, 472
Village carrier-----	55	172	386	523
Total-----	28, 215	271, 024	311, 561	69, 697

Table 8.—Statistics Showing Extent of Certain Phases of the Commission's Work, for the Fiscal Years 1937 and 1938¹

Item	1937	1938	Change during fiscal year 1938
Kinds of positions for which examinations were held ²	1,495	1,064	-431
Information circulars, application forms, and pamphlets distributed.....	6,998,351	7,412,539	414,188
Visitors for information purposes.....	1,191,315	1,128,645	-62,670
Formal applications received ³	585,053	528,693	-56,360
Preference claims of veterans investigated.....	189,314	77,261	-12,053
Persons fingerprinted.....	73,792	67,146	-6,646
Appeals relating to examination matters received by Board of Appeals and Review.....	18,435	15,368	-3,067

¹ Items in this table comprise work performed in the central office of the Commission, in district offices and by local boards of examiners.

² Does not include examinations held for mechanical trades or similar occupations.

³ Footnote 2, table 1, p. 88, shows the number of applications received for examinations for which registers were established during the fiscal year and for examinations reopened to veterans.

⁴ Amended.

⁵ 1,639 of these had been arrested and fingerprinted at some previous time.

⁶ 1,580 of these had been arrested and fingerprinted at some previous time.

Table 9.—Action Upon Noncompetitive Personnel Changes Proposed by the Various Federal Agencies During the Fiscal Years 1935 to 1938

Change proposed	Number allowed				Number disallowed			
	1935	1936	1937	1938	1935	1936	1937	1938
Change in status.....	6,621	9,598	11,136	18,214	1,953	2,248	3,158	2,390
Transfer.....	3,326	4,880	5,953	5,648	319	475	522	466
Reinstatement.....	4,558	5,963	4,853	5,036	755	892	1,059	757
Classification ¹	1,217	12,989	1,556	3,389	386	427	218	782
Total.....	15,722	33,430	23,498	32,287	3,413	4,042	4,957	4,395

¹ Refers to positions brought into the classified service.

Table 10.—Number of Preference and Nonpreference Eligibles Certified, Passed Over, and Selected for Appointment, by Executive Departments and Independent Establishments, for the Fiscal Year Ended June 30, 1938¹

Department or office	Total			10-point preference		5 point preference		Nonpreference		
	Certified	Passed over	Appointed	Certified	Passed over	Appointed	Certified	Passed over	Appointed	Certified
EXECUTIVE DEPARTMENTS										
State	223	104	56	5	4	1	11	6	2	207
Treasury	7,844	1,258	2,012	798	232	163	947	172	225	6,099
War	23,993	2,993	7,398	924	175	251	4,335	417	1,201	18,734
Justice	1,913	658	354	71	25	14	324	43	120	1,518
Post office:										
Fourth-class postmasters	1,708	404	879	52	26	25	115	24	59	1,541
Rural carriers	1,072	280	371	117	35	42	216	62	86	739
Substitute railway postal clerks	739	136	565	37	12	18	99	31	67	603
Other positions	26,749	3,494	9,908	1,561	309	665	4,120	497	1,475	21,068
Navy	24,541	426	7,229	677	35	327	2,878	48	1,632	20,986
Interior	11,945	1,564	2,599	863	255	259	1,150	204	329	9,932
Agriculture	16,657	4,366	4,562	451	111	109	1,479	348	419	14,727
Commerce	4,314	910	1,298	187	74	33	1,106	169	412	3,021
Labor	951	283	240	66	27	12	121	35	28	764
INDEPENDENT ESTABLISHMENTS										
Alley Dwelling Authority	8	3	2	—	—	—	—	—	—	8
American Battle Monuments Commission	3	2	1	—	—	—	—	—	—	3
Central Statistical Board	3	2	1	1	1	—	—	—	—	2
Civil Service Commission	481	74	120	29	7	9	10	2	3	442
Employees' Compensation Commission	325	83	93	40	25	8	15	2	5	270
Farm Credit Administration	279	78	72	12	6	3	15	8	5	252
Federal Communications Commission	206	74	51	6	3	3	19	7	5	181
Federal Housing Administration	544	42	149	20	6	3	19	1	8	505
Federal Power Commission	160	45	28	12	3	—	6	3	2	142
Federal Trade Commission	139	78	28	4	2	1	6	2	4	129
General Accounting Office	3	2	1	1	—	1	—	—	2	2
Government Printing Office	817	224	266	32	10	8	54	16	12	731
Interstate Commerce Commission	852	151	286	37	19	7	76	21	23	739
Maritime Commission	292	43	80	12	3	2	52	10	14	228
National Advisory Committee for Aeronautics	95	11	18	4	—	1	10	2	2	81
National Labor Relations Board	609	139	125	49	17	6	25	5	3	535
National Mediation Board	9	4	2	—	—	—	3	1	6	4
The Panama Canal	128	57	35	—	—	—	1	1	—	127
Railroad Retirement Board	2,094	313	676	82	21	43	328	65	112	1,684
Rural Electrification Administration	214	61	54	8	5	2	10	7	2	196
Securities and Exchange Commission	298	84	86	14	3	1	12	2	4	272
Smithsonian Institution	177	31	53	72	16	22	45	10	14	60
Social Security Board	13,280	1,944	3,313	575	174	101	483	168	114	12,222
Tariff Commission	23	10	7	—	—	—	3	2	1	20
Veterans' Administration	6,342	879	1,385	498	95	113	1,048	125	263	4,796
Total	150,030	21,308	44,403	7,317	1,736	2,253	19,141	2,515	6,652	123,572
District of Columbia government	1,271	275	349	91	22	21	232	47	84	948
Grand total	151,301	21,583	44,752	7,408	1,758	2,274	19,373	2,562	6,736	124,520
										17,263
										35,742

¹ Compiled from all certificates on which final action was reported during the year, including certificates outstanding at the beginning of the fiscal year.

Table 11.—Number of Appointments to the Classified Service of Persons Granted Veteran Preference, for the Fiscal Years 1920 to 1938

Fiscal year	5-point preference	10-point preference	Total number of preference appointments	Total number of appointments	Percent veterans appointed
1920	15,750		15,750	115,770	13.60
1921	1 ¹ 29,250		1 29,250	101,164	23.91
1922	18,760		18,760	62,488	30.02
1923	19,137		19,137	56,087	34.12
1924	15,850	1,179	17,029	65,625	25.95
1925	9,930	1,474	11,404	48,804	23.37
1926	6,973	1,027	8,000	36,992	21.63
1927	8,832	1,115	9,947	38,777	25.65
1928	8,274	934	9,208	37,796	24.36
1929	9,941	1,637	11,578	44,817	25.83
1930	7,273	1,996	9,269	38,281	24.21
1931	7,898	2,165	10,063	38,461	26.16
1932	4,899	1,561	6,460	21,449	30.11
1933	2,317	958	3,275	10,403	32.44
1934	3,755	1,174	4,929	19,911	24.75
1935	6,224	2,177	8,401	31,768	26.44
1936	7,546	3,114	10,660	42,141	25.30
1937	6,444	2,272	8,716	44,484	19.59
1938	4,961	1,715	6,676	34,051	19.60
Total	194,014	24,498	218,512	889,269	24.57

¹ Approximate.

Table 12.—Changes in the Number of Apportioned Positions in the Departmental Service at Washington, D. C., by States and Territories, for the Fiscal Year Ended June 30, 1938

State or Territory	In service on June 30, 1937	Appointed since June 30, 1937	Separated since June 30, 1937	In service on June 30, 1938	Appointments to which each State and Territory was entitled on June 30, 1938 (based on census of 1930)	Percent appointments received, in relation to number to which entitled
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IN ARREARS

1. Puerto Rico	27	12	2	37	575	6.43
2. Hawaii	13	2	0	15	137	10.95
3. Alaska	7	0	0	7	22	31.82
4. California	674	185	113	746	2,114	35.29
5. Texas	751	205	89	867	2,169	39.97
6. Louisiana	303	85	23	365	783	46.62
7. Michigan	741	187	79	849	1,803	47.09
8. Arizona	63	22	6	79	162	48.77
9. New Jersey	654	186	71	769	1,505	51.10
10. South Carolina	327	84	40	371	648	57.25
11. Oklahoma	422	170	64	528	892	59.19
12. Ohio	1,316	260	110	1,466	2,476	59.21
13. Arkansas	345	117	41	421	691	60.93
14. Alabama	529	127	50	606	986	61.46
15. Mississippi	396	97	30	463	749	61.82
16. New Mexico	82	29	13	98	158	62.03
17. North Carolina	680	144	55	769	1,181	65.11
18. Georgia	631	162	65	728	1,083	67.22
19. Kentucky	611	101	46	666	974	68.38
20. Wisconsin	690	198	63	825	1,095	75.34

Table 12.—Changes in the Number of Apportioned Positions in the Departmental Service at Washington, D. C., by States and Territories, for the Fiscal Year Ended June 30, 1938—Continued

State or Territory	In service on June 30, 1937	Appointed since June 30, 1937	Separated since June 30, 1937	In service on June 30, 1938	Appointments to which each State and Territory was entitled on June 30, 1938 (based on census of 1930)	Percent appointments received, in relation to number to which entitled
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IN ARREARS—Continued

21. Illinois.....	1,864	482	174	2,172	2,842	76.43
22. Tennessee.....	680	123	56	747	974	76.69
23. Connecticut.....	400	113	41	472	598	78.93
24. Nevada.....	23	8	4	27	34	79.41
25. Indiana.....	994	166	67	1,093	1,206	90.63
26. Oregon.....	259	97	34	322	355	90.70
27. Delaware.....	72	15	6	81	89	91.01
28. Wyoming.....	68	19	10	77	84	91.67
29. Florida.....	448	96	42	502	547	91.77
30. New York.....	3,943	1,029	620	4,352	4,688	92.83
31. Pennsylvania.....	2,798	813	244	3,367	3,587	93.87
32. Utah.....	178	27	26	179	189	94.71
33. Washington.....	551	73	69	555	582	95.36
34. Idaho.....	147	43	30	160	166	96.39
35. New Hampshire.....	148	33	14	167	173	96.53
36. North Dakota.....	248	27	25	250	254	98.43
37. Colorado.....	341	80	37	384	386	99.48

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38. Massachusetts.....	1,465	253	135	1,583	1,583	100.00
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39. Rhode Island.....	228	45	16	257	256	100.39
40. West Virginia.....	572	110	35	647	644	100.47
41. Maine.....	261	58	20	299	297	100.67
42. Kansas.....	629	142	50	721	701	102.85
43. Vermont.....	126	21	7	140	134	104.48
44. Missouri.....	1,255	269	100	1,424	1,352	105.33
45. Minnesota.....	852	276	80	1,048	955	109.74
46. South Dakota.....	248	56	18	286	258	110.85
47. Montana.....	175	71	19	227	200	113.50
48. Iowa.....	882	270	76	1,076	920	116.96
49. Nebraska.....	485	193	52	626	513	122.03
50. Virginia.....	1,966	46	72	1,940	902	215.08
51. Maryland.....	1,851	66	69	1,848	608	303.95
52. District of Columbia.....	8,965	134	342	8,757	181	4,838.12

Total..... 42,384 7,627 3,550 46,461 46,461 -----

NOTE.—The State apportionment law applies only to positions in the executive branch of the Government at Washington, D. C., and only to a part of those. The apportioned service constitutes, in fact, only about 5 percent of the entire Federal classified service. It does not include positions in the field service in Washington, D. C., or outside, such as those in local post offices, customs districts, etc. These positions are filled under the principle of local certification of local eligibles. There are also certain other exemptions to the apportionment, such as in the certification of veterans, and in the appointment of persons covered into the classified service by Executive order or otherwise. These exemptions are excluded from the apportionment figures. There were 13,875 employees in apportioned positions on June 30, 1938, thus excluded.

The States and Territories are arranged in inverse order according to the relative percentage of appointments they have received. This order is not fixed but changes as States gain in appointments or lose by separation of their residents from the service. Through this arrangement, certifications of eligibles are first made from States which are in arrears. The charges to the apportionment of States represent entrances through appointments, transfers, and reinstatements. So long as the employee remains in the apportioned service, the charge for his appointment continues against the State of his original residence.

Table 13.—Number of Competitive Classified Positions, and a Summary, for the Classified Service, of Examination and Appointment Statistics, for the Years 1883 to 1938

Year	Competitive classified positions ¹	Examined	Passed	Percent that passed	Appointed
July 16, 1883, to Jan. 15, 1884.	13,780	3,542	2,044	57.7	489
Jan. 16, 1884, to Jan. 15, 1885.	15,590	6,347	4,141	65.2	1,800
Jan. 16, 1885, to Jan. 15, 1886.	17,273	7,602	5,034	66.2	1,881
Jan. 16, 1886, to June 30, 1887	19,345	15,852	10,746	67.8	4,442
July 1, 1887, to June 30, 1888.	22,577	11,281	6,868	60.9	2,616
July 1, 1888, to June 30, 1889.	29,650	19,060	11,978	62.8	3,781
July 1, 1889, to June 30, 1890.	30,626	22,994	13,947	60.7	5,182
July 1, 1890, to June 30, 1891.	33,873	19,074	12,786	67.0	5,395
July 1, 1891, to June 30, 1892.	37,523	19,460	12,160	62.5	3,961
July 1, 1892, to June 30, 1893.	43,915	24,838	14,008	56.4	4,291
July 1, 1893, to June 30, 1894.	45,821	37,379	22,131	59.2	4,704
July 1, 1894, to June 30, 1895.	54,222	31,036	19,811	63.9	4,793
July 1, 1895, to June 30, 1896.	87,044	31,179	20,714	66.4	5,086
July 1, 1896, to June 30, 1897.	85,886	50,571	29,474	58.3	3,047
July 1, 1897, to June 30, 1898.	89,306	45,712	30,600	66.9	7,870
July 1, 1898, to June 30, 1899.	93,144	49,164	36,312	74.0	9,557
July 1, 1899, to June 30, 1900.	94,893	46,602	34,965	75.0	9,889
July 1, 1900, to June 30, 1901.	106,205	48,093	33,521	69.7	10,291
July 1, 1901, to June 30, 1902.	107,990	60,558	40,509	66.9	13,298
July 1, 1902, to June 30, 1903.	135,453	109,829	87,983	80.1	40,270
July 1, 1903, to June 30, 1904.	154,093	127,846	100,078	78.3	48,909
July 1, 1904, to June 30, 1905.	171,807	143,053	111,741	78.1	38,996
July 1, 1905, to June 30, 1906.	184,178	117,277	91,345	77.9	39,050
July 1, 1906, to June 30, 1907.	194,323	129,317	93,920	72.6	43,003
July 1, 1907, to June 30, 1908.	206,637	161,793	120,760	74.6	42,153
July 1, 1908, to June 30, 1909.	234,940	158,484	123,449	77.9	40,943
July 1, 1909, to June 30, 1910.	222,278	115,644	87,769	75.9	43,585
July 1, 1910, to June 30, 1911.	227,657	105,024	70,159	66.8	23,256
July 1, 1911, to June 30, 1912.	217,392	106,078	59,251	55.9	20,969
July 1, 1912, to June 30, 1913.	282,597	141,905	94,350	66.5	35,154
July 1, 1913, to June 30, 1914.	292,460	215,587	147,526	68.4	41,935
July 1, 1914, to June 30, 1915.	292,291	167,795	114,632	68.3	36,398
July 1, 1915, to June 30, 1916.	296,926	154,722	113,792	73.5	42,057
July 1, 1916, to June 30, 1917.	326,899	212,114	152,553	71.9	86,312
July 1, 1917, to June 30, 1918.	642,432	551,391	387,963	70.4	213,530
July 1, 1918, to June 30, 1919.	592,961	438,259	299,826	68.4	179,533
July 1, 1919, to June 30, 1920.	497,603	293,327	193,915	66.1	116,309
July 1, 1920, to June 30, 1921.	448,112	303,309	203,209	67.0	101,711
July 1, 1921, to June 30, 1922.	420,688	206,007	128,952	62.6	63,867
July 1, 1922, to June 30, 1923.	411,398	204,200	122,918	60.2	57,694
July 1, 1923, to June 30, 1924.	415,593	225,723	135,451	60.0	67,349
July 1, 1924, to June 30, 1925.	423,538	201,415	122,495	60.8	50,164
July 1, 1925, to June 30, 1926.	422,300	202,846	105,964	52.2	38,916
July 1, 1926, to June 30, 1927.	422,998	251,679	106,937	42.4	42,063
July 1, 1927, to June 30, 1928.	431,763	236,997	123,830	52.2	40,317
July 1, 1928, to June 30, 1929.	445,957	243,510	125,726	51.6	47,913
July 1, 1929, to June 30, 1930.	462,083	267,429	132,991	49.7	41,075
July 1, 1930, to June 30, 1931.	468,050	248,438	121,670	48.9	41,528
July 1, 1931, to June 30, 1932.	467,161	257,109	89,717	34.8	25,080
July 1, 1932, to June 30, 1933.	456,096	191,771	89,082	46.4	12,216
July 1, 1933, to June 30, 1934.	450,592	296,447	169,555	57.2	22,757
July 1, 1934, to June 30, 1935.	455,229	430,114	198,266	46.1	36,182
July 1, 1935, to June 30, 1936.	498,725	732,229	389,052	53.1	50,702
July 1, 1936, to June 30, 1937.	532,073	820,681	393,920	48.0	52,383
July 1, 1937, to June 30, 1938.	562,909	388,404	197,424	50.8	40,145
Total.....	9,708,097	5,769,920	59.4	2,066,797

Approximate.

Table 14.—Financial Statement of the Civil Service Retirement and Disability Fund for the Fiscal Years 1921 to 1938

Fiscal year ended June 30	Receipts				Disbursements				Balance in fund June 30
	Deductions from pay of employees, service credit payments	Interest	Appropriations	Total receipts	Annuities	Refunds and interest	Direct settle- ments, ad- justments for canceled checks, etc.	Total disburse- ments	
1921	\$12,524,244.87	\$62,144.50		\$12,586,389.37	\$2,590,568.52	\$322,964.07		\$2,913,532.59	\$9,672,856.78
1922	14,095,240.06	587,254.64		14,682,494.70	4,188,258.89	2,203,198.04		6,391,456.93	17,963,894.55
1923	14,175,720.41	981,888.87		15,155,609.28	4,964,001.92	2,785,755.97	¹ \$8,765.41	7,740,992.48	25,378,511.35
1924	15,157,756.01	1,484,514.97		16,642,270.98	5,694,898.95	2,864,138.12	¹ 6,839.33	8,552,197.74	33,468,584.59
1925	17,998,866.56	2,030,001.13		20,028,867.69	6,239,146.45	2,713,452.18	75,284.63	9,027,883.26	44,489,569.02
1926	17,969,178.50	2,204,513.36		20,173,691.86	6,766,601.17	3,443,864.32	¹ 28,247.25	10,182,218.24	54,461,042.64
1927	24,355,882.00	2,812,581.84		27,168,463.84	9,598,285.73	3,862,422.09	¹ 66,064.31	13,394,643.51	68,234,862.97
1928	26,454,611.68	3,048,244.55		29,502,856.23	10,990,454.20	3,771,162.65	¹ 9,156.95	14,752,459.90	82,985,259.30
1929	28,122,943.18	4,446,797.16	\$19,950,000	52,519,740.34	12,005,059.88	4,067,423.54	¹ 9,913.35	16,062,570.07	119,442,429.57
1930	29,048,108.65	5,899,257.42	20,500,000	55,447,366.07	13,107,731.55	5,049,107.36	¹ 30,340.06	18,126,498.91	156,763,296.73
1931	29,944,191.69	7,332,320.46	21,000,000	58,276,512.15	19,859,891.09	4,160,371.69	¹ 27,945.37	23,992,317.41	191,047,491.47
1932	31,889,697.70	8,588,812.85	21,000,000	61,478,510.55	23,545,700.19	3,924,374.87	³ 1,467,800.94	28,937,876.00	223,588,126.02
1933	30,493,792.21	9,752,298.53	21,000,000	61,246,090.74	30,048,405.96	4,789,286.09		34,837,692.05	249,996,524.71
1934	28,703,458.68	10,518,355.79	21,000,000	60,221,817.47	39,620,913.80	8,035,784.74		47,656,699.54	262,561,642.64
1935	30,039,204.72	10,822,890.96	21,000,000	61,912,095.68	46,970,622.68	5,773,407.52		52,744,030.20	271,729,708.12
1936	32,405,114.23	11,712,785.15	40,150,000	84,267,899.38	50,243,146.50	6,465,675.63		56,708,822.13	299,288,785.37
1937	34,990,072.51	13,012,960.93	46,200,000	94,203,033.49	51,900,514.78	7,228,159.49	⁴ 3,162.77	59,131,837.04	334,359,981.82
1938	37,322,049.95	16,635,825.67	73,234,760	127,192,635.62	54,153,266.80	8,322,354.32		62,475,621.12	399,076,996.32
Total	455,738,133.61	111,933,451.83	2,305,034,760	872,706,345.44	392,487,469.06	79,782,903.69	1,358,976.37	473,629,349.12	-----

¹ Credit; deduct.² Includes \$2,192,760 for District of Columbia liability.³ Transfer to Canal Zone retirement and disability fund of \$1,314,724.36 on account of deductions and \$153,076.58 on account of interest.⁴ Transfer to Alaska Railroad retirement and disability fund of contributions of Interior employees who were placed under the purview of the Alaska Railroad Retirement Act.

Table 15.—Number Retired, Dropped, and on the Roll, by Cause of Retirement, and Average Annual Value of Annuities for the Fiscal Years 1921 to 1938

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Fiscal year	Number retired					Number dropped					Number on roll					Average annual rate	Annual value of roll			
	Age ¹	Disability	30 years' service		Involuntary separation	Total	Age ¹	Disability	30 years' service		Involuntary separation	Total	Age ¹	Disability	30 years' service		Involuntary separation	Total		
			Voluntary separation	Involuntary separation					Voluntary separation	Involuntary separation					Voluntary separation	Involuntary separation				
1921	6,186	581				6,767	239	57				296	5,947	524				6,471	\$568.44	\$3,678,375
1922	1,169	550				1,719	449	165				614	6,667	909				7,576	564.48	4,276,500
1923	1,881	645				2,526	554	214				768	7,994	1,340				9,334	551.64	5,149,007
1924	1,539	557				2,096	638	244				882	8,895	1,653				10,548	546.30	5,762,372
1925	1,501	583				2,084	655	288				943	9,741	1,948				11,689	544.64	6,366,296
1926	1,282	563				1,845	746	264				1,010	10,277	2,247				12,524	545.57	6,832,718
1927	1,925	840				2,765	849	321				1,170	11,353	2,766				14,119	721.39	10,185,305
1928	1,765	855				2,620	945	411				1,356	12,173	3,210				15,383	733.92	11,289,891
1929	1,767	807				2,574	1,016	440				1,456	12,924	3,577				16,501	746.30	12,314,696
1930	1,882	881				2,763	949	464				1,499	12,504	3,994				1,270	17,768	759.40
1931	3,888	1,476	997			209	6,570	1,035	523	25		83						1,374	22,650	952.01
1932	2,445	1,725	666			161	4,997	1,202	699	48		131	2,080	16,600	5,973	1,590		1,404	25,567	955.32
1933	6,295	2,066	892			227	9,480	1,282	758	80		92	2,212	21,613	7,281	2,402		1,539	32,835	965.16
1934	2,770	2,505	1,652	7,080		470	14,477	1,414	845	110	87	148	2,604	22,969	8,941	3,944	6,993	1,861	44,708	980.89
1935	2,410	1,879	515	1,805		255	6,864	1,516	934	149	189	119	2,907	23,863	9,886	4,310	8,609	1,997	48,665	988.03
1936	2,442	2,012	446	719		164	5,783	1,702	1,021	146	210	163	3,242	24,603	10,877	4,610	9,118	1,998	51,206	984.80
1937	2,517	2,254	554	2		154	5,481	1,729	1,057	203	231	131	3,381	25,391	12,044	4,961	8,889	2,021	53,306	980.79
1938	2,958	2,388	648	2 3		156	6,153	1,679	1,022	208	223	127	3,329	26,670	13,340	5,401	8,669	2,050	56,130	977.86
Total	46,622	23,167	6,370	9,609	1,796	87,564	18,599	9,827	969	940	1,099	31,434	-----	-----	-----	-----	-----	-----	-----	54,857,184

¹ Involuntary separation is included with age prior to 1930.

² Two annuitants restored to the roll in accordance with the provisions of the act of July 13, 1937, and one annuitant elected to forfeit military pension in order to become eligible under sec. 8 (a), act of June 16, 1933.

Table 16.—Financial Statement of the Canal Zone Retirement and Disability Fund for the Fiscal Years 1932 to 1938

Fiscal year ended June 30	Receipts			Disbursements			Balance in fund June 30	
	Deductions from pay of employees, service credit payments	Interest	Appropriations	Total receipts	Annuities	Refunds and interest	Total dis- bursements	
1932	1 \$420,948.52	\$66,385.89		\$487,334.41	\$161,199.05	\$31,768.50	\$192,967.55	\$2,118,151.80
	2 1,670,708.36	2 153,076.58		1,823,784.94				
1933	475,945.57	84,985.31		560,930.88	308,746.62	43,040.31	351,786.93	2,327,295.75
1934	469,270.78	88,894.58		558,165.36	411,054.46	115,982.51	527,036.97	2,358,424.14
1935	459,198.59	91,031.23		550,229.82	473,818.59	53,224.51	527,043.10	2,381,610.86
1936	474,692.72	111,226.46	\$500,000.00	1,085,919.18	517,140.44	76,406.28	593,546.72	2,873,983.32
1937	508,491.78	129,667.64	500,000.00	1,138,159.42	578,150.47	81,055.41	659,185.88	3,352,956.86
1938	508,622.55	145,882.53	500,000.00	1,154,505.08	676,441.11	119,584.99	796,026.10	3,711,435.84
Total	4,987,878.87	871,150.22	1,500,000.00	7,359,029.09	3,126,550.74	521,042.51	3,647,593.25	

¹ 10 months.² Transfer from civil-service retirement and disability fund of \$1,314,724.36 on account of deductions and \$153,076.58 on account of interest, and deposit by Panama Railroad Co., \$355,084.

Table 17.—Number Retired, Dropped, and on the Canal Zone Retirement and Disability Roll, by Cause of Retirement and the Average Annual Value of Annuities, During the Fiscal Years 1932 to 1938

Fiscal year	Number retired			Number dropped			Number on the roll			Average annual rate	Annual value of roll
	Age	Disability	Involuntary separation, less than 30 years' service	Age	Disability	Involuntary separation, less than 30 years' service	Age	Disability	Involuntary separation, less than 30 years' service		
1932	111	47	Involuntary separation, less than 30 years' service	163	2	Voluntary separation, 30 years' service on Isthmus	6	109	43	157	\$1,315.40
1933	68	23	6	100	6	Employee separated without prejudice during period Aug. 1, 1920, to June 30, 1926	171	63	5	248	1,323.32
1934	27	47	8	99	4	1	194	101	11	332	1,311.61
1935	29	11	1	48	8	1	215	108	18	366	1,317.91
1936	22	22	3	54	4	1	229	121	18	402	1,321.15
1937	44	23	1	84	16	1	257	135	17	458	1,314.78
1938	25	18	3	80	15	1	267	139	5	507	1,345.87
Total	326	191	25	19	8	43	121	-----	-----	Total	-----

¹ Act of Aug. 10, 1937.

Table 18.—Financial Statement of the Alaska Railroad Retirement and Disability Fund for the Fiscal Years 1937 and 1938

Fiscal year ended June 30	Deductions from pay of em- ployees, service credit payments	Receipts			Disbursements			
		Interest	Appropri- ations	Total re- ceipts	Annuities	Refunds and in- terest	Total disburse- ments	Balance in fund June 30
1937-----	\$108,930.29	\$490.96		\$109,421.25	\$20,381.21	\$30.36	\$20,411.57	\$89,009.68
1938-----	149,112.40	10,972.28	\$175,000.00	335,084.68	58,750.62	8,105.20	66,855.82	357,238.54
Total-----	258,042.69	11,463.24	175,000.00	444,505.93	79,131.83	8,135.56	87,267.39	-----

¹ Includes \$3,162.77 contributions of Interior employees who were placed under the purview of the Alaska Railroad Retirement Act.

Table 19.—Summary of Annuitants on the Alaska Railroad Retirement and Disability Roll, June 30, 1938

Cause of retirement	Num- ber	Aggregate annuities	Average annuity	Average employee annuity ¹	Average salary	Average contri- butions (includ- ing in- terest)	Average serv- ice (years)	
							Alaska Rail- road	Other
Age-----	40	\$44,643.28	\$1,116.08	\$123.94	\$2,119.77	\$1,274.87	19.17	0.60
Disability-----	7	4,683.12	669.01	53.70	1,784.85	755.85	12.71	.28
Disability at age 55 after 15 years' service-----								
Voluntary separation after 30 years' service-----								
Voluntary separation after 25 years' service-----								
Involuntary separation-----	1	1,200.00	1,200.00	130.47	4,800.00	1,661.17	5.08	26.17
Total-----	48	50,526.40	1,052.63	113.83	2,126.77	1,203.10	17.93	1.08

¹ "Employee annuity" is that portion of the total annuity which is purchased by the employee's contributions.

