

TELLTALE

FOR EMPLOYEES OF THE NORTHERN PACIFIC RAILWAY COMPANY

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NO. 12

OUR BEST WISHES
for a
Merry Christmas
and a
Happy New Year





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59 YEARS ON SAME JOB - J. L. Hawthorne, Northern Pacific telegrapher at Wapato, Wash., retired recently from a job he began with the NP in Spokane in 1906. Hawthorne went on the day position at Wapato in 1908, remaining on that post 57 years until his recent retirement. In addition to his telegraph duties, he handled rail and steamship tickets, as well as Western Union. "Things have changed a lot", Hawthorne commented at his retirement. Nowadays, the telephone has replaced the telegraph key in almost all cases. A member of the Wapato Masonic Lodge, Hawthorne said, "I am happy to have been able to serve this community for 57 years."

Our Cover . . .

. . .expresses the spirit of the holiday season with its hopes of peace, joy and happiness. May the Christmas spirit fill your heart. May the sounds and sights of Christmas fill your home. And may the New Year bring a fulfillment of your expectations. And what better time is there to repeat this refrain!—we wish you a Merry Christmas and a Happy New Year!



MEMO . . . FROM THE PRESIDENT

A record budget of nearly \$42 million has been approved for new equipment and improvements to NP properties in 1966.

The largest single item of expenditure will be approximately \$21.5 million for 1342 new freight cars. Included in this program is the construction of 400 all-steel 50-foot, single sheathed box cars and 200 bunkerless (RBL) cars with cushion under-frames to be built at our Brainerd shops.

Freight car purchases will include 150 mechanical refrigerator cars, 200 open top wood chip cars with end doors, 100 covered hoppers with trough type hatches and 100 open top hoppers. Also to be purchased are forty-two 100-ton open hoppers with quick dumping doors operated by remote control. These will be used for the movement of lignite coal between Zap and Stanton, N. D., to initiate the first unit train operation west of the Mississippi.

An additional expenditure of approximately \$4 million will be made for the purchase of 15 six-motor diesel-electric locomotives in the 2800-3000-HP range.

Our 1966 budget also includes the relaying of 108 miles of main line track at a cost of \$6,327,000 and relaying of 42 miles of branch line at a cost of \$595,000. Bankwidening and ballasting of main and branch line tracks will cost \$370,000.

An additional sum of more than \$1.5 million has been allocated for additional yard tracks, sidings and industrial tracks with the major portion of this expenditure being allocated for the expansion of yard facilities at Missoula, Mont. Nearly 75% of this \$2,060,000 project is scheduled for completion in 1966.

We will continue our program of improvements to signals and interlocking plants with \$2.5 million to be used for this purpose during the coming year.

Communications work in 1966 will call for an expenditure of \$906,000. Chief among the several projects is the installation of microwave between St. Paul, Minn., and Fargo, N. D.

New shop buildings, stations and miscellaneous structures will cost about \$740,000. Principal items in this classification are new TOFC facilities at Pasco, Wash., and Portland, Ore.



As we near the end of the year and approach the holiday season, I would like to extend to all NP employees and their families my best wishes for a very Merry Christmas and a Happy New Year.

Robert MacFarlane



AFTER CORONATION - Ellen Peham, Northern Pacific's new princess, is surrounded by other royalty candidates following her recent crowning in St. Paul. Standing, left to right, are: Karin Farley (freight traffic), Mary Jo McCluney (disbursement accounting), Janet Schultz (tax dept.), Cheryl Maritz (district accountant), Sue Hageman (labor relations), and Donna Grinnell (passenger traffic). Miss Peham (disbursement accounting) will represent the NP at the St. Paul Winter Carnival Jan 28 - Feb. 6.

Helpful Safety Hints for the Holiday Season

Once again the spirit of Christmas is upon us, but keeping your Christmas merry may well depend on the safety precautions you take in your home and on the highway during this festive time of the year.

Decorations in and around your home, sparkling trees, outdoor lighting and gaily wrapped gifts, all representative of yuletide spirit, are all potential fire hazards.

Indoor Christmas trees are the greatest fire hazard. Remember the larger the tree, the greater the danger of fire. If you want your tree up during the Christmas-New Year's week, wait to put it up until just before Christmas. A dry tree burns with almost explosive violence. Plan to have it up only for a short time.

Setting the base of the trunk in water helps make the tree more fire resistant. Make a slanted cut across the base of the trunk before putting it in the stand. This provides a greater surface for the absorption of water through the trunk. Be sure to keep the water level above the top of the cut.

As an extra precaution, trees may be made more fire resistant by mixing a solution using the following ingredi-

ents. Nine ounces of borax, 4 ounces boric acid, ½ teaspoon of Dash, All or low-sudsing detergent put into a gallon of water. Mix thoroughly and spray on or dip the branches into the solution.

It's best to put the tree in the coolest room in the house, away from radiators, television sets, fireplaces, and so forth. Place it where it will not obstruct an entrance or exit if it should fall.

Inspect indoor or outdoor lights before stringing them up on the tree or on your house. Do not use sets that have frayed cords, faulty or ill-fitting sockets, loose connections, etc. Do not overload circuits. Provide a switch at some distance from the tree for turning lights on and off. Do not plug and unplug tree lights from under the tree.

For out of doors, use sets specifically designed for outdoor use. Hang sockets downward so they will not catch water or collect snow. This may sound unnecessary today, but never use candles on Christmas trees.

Other safety suggestions include

Holiday Safety Hints

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Nipper news bits

RECENT CONTRIBUTORS to the St. Paul NPBA Hospital are W. F. Schwendeman, crane operator at Brainerd, \$120; Mrs. E. H. Clary, Staples, \$25 in memory of her husband, former NP conductor; Mr. & Mrs. Fred Gumm, retired conductor at Minneapolis, \$15; Miss Hazel Cornell, B&B dept., Mpls. \$10 in memory of Mrs. J. W. Cooper, deceased wife of J. W. Cooper, retired gen. chairman, Fireman and Oilers, Livingston; \$10 from Mrs. Margaret Maher, Stenographer in St. Paul; \$1 from Peter Dudeck, retired car repairman, St. Paul; and \$1 from Warren Cutler, retired telegrapher at Tujunga, California.

LAST CHANCE to order NP's famous holiday fruit cakes is drawing near. Orders for the delicious cakes, made at the St. Paul Commissary from a prize-winning recipe, will be filled up until the New Year.

Prices are \$3.90 for the three-pound tins and \$6.50 for the five-pounders, express or parcel post prepaid. Add \$1.75 extra for delivery outside United States.

Address all orders to W. F. Paar, dining car superintendent, NP Railway, St. Paul, Minnesota - 55101.

NORTHERN PACIFIC Veterans' Association has set a goal of 800 new members during its 1966 membership drive, Frank J. Sailer, secretary-treasurer at the St. Paul office, announced recently.

O. A. Kobs, western freight traffic manager and new junior director of the Vets' Association, is chairman of the membership drive now being conducted and encourages all non-member employes and retired veterans who have 25 years service, in the aggregate with the NP or subsidiary lines, to become members in the association.

E. M. Stevenson, NP vice president-traffic, will be general chairman of the 1966 Veterans' convention held in St. Paul, June 10-12.

a business within a business

NP PURCHASING DEPARTMENT

Shopping for and buying goods are major factors in everyone's personal economy. We compare various products for quality and price before making final decisions in order to make our money work as efficiently as possible. In the same manner, but on a larger scale, Northern Pacific Railway Company strives to spend its money as wisely as possible. Helping to achieve this goal is NP's Purchasing Department, which is the official liaison between manufacturers, suppliers, distributors and the railway company.

W. K. Smallridge, Director of Purchases in St. Paul, has aptly described the railway company's Purchasing Department as a "business within a business". During the past five years, the volume of purchases handled by the department has ranged from \$32 million dollars to \$56 million dollars per year. In an average month, 2200 requi-

PURCHASING CONFERENCE - W. K. Smallridge, Northern Pacific director of purchases, discusses supplier quotations with W. A. Marshall, purchasing agent, in director's office. Meetings, such as these, are common occurrence in daily operations.

WALL CALENDAR, such as displayed by Mrs. Juleen Condon, secretary in stationery section, is just one of the countless items purchased through the stationery unit. Thousands of these Northern Pacific calendars are printed each year.





REVIEWING PROPOSALS submitted by various manufacturers absorbs the attention of this three-man purchasing team in St. Paul. Grouped in Crowder's office are purchasing agent H. C. Crowder, left, office manager L. W. Anderson and buyer Scott Williams.

sitions for supplies and equipment are processed, resulting in the placement of approximately 3,000 purchase orders per month. An average of 5,200 invoices per month are passed to the Accounting Department for payment.

Primarily, the role of the Purchasing Department is to serve all other departments. Rarely does a day go by that the department does not conduct business with almost every other department. In most cases, the Purchasing Department is the connecting link between two or more other departments for co-ordinating the procurement of material and equipment.

Familiar budget approved items purchased by the department include car program and maintenance material, work equipment, rolling stock, diesel locomotives, all types of fuel, rail, cross ties, and countless office and station supplies and other items too numerous to mention.

Negotiations with jobbers, distributors, manufacturers and other suppliers are handled under the direct supervision of three purchasing agents - H. C. Crowder and W. A. Marshall in the St. Paul office and R. F. Blakeslee, located in Seattle. Each of these officers, with a staff of buyers, handles details such as preparation of inquiries and tabulation of quotations covering material, supplies and equipment in various categories totaling 39 general classifications of the A. A. R. Purchasing and Stores Division Material Identification System.

Placement of orders, an important function of the department, is governed by several factors; principally price, quality and delivery. Although price is the major factor, selection does not necessarily hinge on the lowest figure. In some instances, an urgent need for an article may overshadow a price differential; or in the case of a highly technical item, quality may be the first consideration. In such instances, purchasing frequently relies on the recommendation of the using department.

In the field of procurement, order placement almost

automatically includes the development of new sources of supply. Industry in general presents an ever changing picture. Old establishments change hands or go out of business to be replaced or absorbed by competitors. In some cases, manufacturers diversify to the extent that they leave the field in which the railway company is interested, resulting in the Purchasing Department having to seek either new suppliers or develop acceptable substitute material or equipment.

To assist in this work, the Purchasing Department subscribes to numerous trade papers, journals, magazines and other publications to keep abreast of a constantly changing industry - the railway supply business. The department maintains a large library of catalogs, manuals and other data covering many thousands of items of equipment and supplies.

Purchasing involves much more than merely locating suppliers. The reliability of all suppliers must be determined before orders are placed. To this end, the services of Dun & Bradstreet are used to gather information regarding the credit rating of business firms or individuals from



CATALOG LIBRARY is utilized here by Scott Williams, buyer in purchasing department, to establish a source of supply for company needs. Library contains nearly 3,000 catalogs and parts manuals available for ready reference.

whom purchases may be made.

As with individuals, manufacturers vary widely with respect to their products. Some companies set the pattern for superior quality, others lead the field as producers whose delivery promises are thoroughly reliable, while others are recognized as leaders in maintaining

NP Purchasing

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RETIREMENT GIFT - Billings trainmaster A. B. Riley and his wife receive portable TV presented him by fellow employes at his recent retirement party. 60 people honored his 43 years of Northern Pacific service at the dinner.



SPOKANE RETIREMENT - Mrs. Marie C. Lipscomb, chief PBX operator at Spokane, holds gift presented her by employes at recent retirement party honoring her 37 years of service. Seated are her husband, L. F. Lipscomb, left, and T. Hawkings, retired stationmaster.

Holiday Safety Hints

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a reminder to turn off the Christmas lights when leaving the house. If children help trim the tree, reserve the lower branches for their contribution to the artistic effect. Do not smoke while trimming the tree or taking it down. When needles start to drop, it's a signal to remove the tree from the house.

Driving during the holidays calls for special precautions, too. Winter weather presents particular driving problems. Safe winter driving begins with the proper operating condition of your car. Keep it in excellent mechanical condition, properly winterized and equipped with good tires. Besides the usual battery, tune-up and ignition check, brakes should be perfectly equalized. Improperly adjusted brakes can cause a spin-out on icy roads. Windshield wipers and defrosters should also be checked. You can't drive if you can't see the road ahead.

If, in spite of your most careful driving, you find yourself in a skid, steer in the direction of the skid. If the car's rear end skids to the right, turn your steering wheel to the right in order to correct the side-slip.

Another problem which leaves most drivers cold - is being stuck in the snow. Sound familiar? "Rock and roll" is the technique to use here. This shifting maneuver calls for patience, practice and gentleness. Spinning the rear wheels only aggravates the situation. A back and forth motion is repeated by shifting gears from low or second to reverse until enough momentum is reached to "break over" the snowy obstacle.

If, in spite of these efforts, you mire hopelessly in the snow, your next move is to open your trunk and break out the shovel or tire chains, sand, gravel, wadded newspapers, cardboard - even an old blanket or rug will do - that you should be carrying with you for just such an emergency.

Finally, keep the gas tank full. You may need extra gas to keep going in an emergency such as above. It will also help to prevent condensation from forming in your gas lines, and the extra weight on the rear wheels may help you to get unstuck, too. Make yours a safe and merry Christmas.

Safety Score Board

January 1 thru October 31, 1965

RANK	REPORTABLE INJURIES		CAS. RATIO	
	1965	1964	1965	1964
STANDING BY DISTRICT				
1. Eastern District	121	120	13.47	12.69
2. Western District	134	94	14.54	9.76
STANDING BY DIVISION				
1. Rocky Mountain	20	18	8.60	7.15
2. Yellowstone	29	29	10.39	9.76
3. Idaho	30	21	10.69	7.09
4. Fargo	19	12	11.43	6.96
5. Lake Superior	18	22	11.53	13.94
6. St. Paul	55	57	18.52	17.92
7. Tacoma	84	55	20.58	13.25
STANDING BY MAIN SHOP				
1. Como	1	7	2.48	16.38
2. Livingston	1	1	2.65	2.58
3. Brainerd	2	1	3.82	1.87
4. South Tacoma	2	1	4.78	2.34
STANDING BY CLASS OF EMPLOYEE				
1. Stationmen	12	15	2.61	3.23
2. Enginemen	9	10	4.61	4.37
3. Shopmen	7	6	5.08	4.22
4. Bridgemen	5	14	6.10	15.73
5. Carmen	16	13	8.06	6.54
6. Trackmen	41	28	10.74	6.93
7. Trainmen	70	50	34.68	24.63
8. Yardmen	95	78	58.16	43.59
MISCELLANEOUS DEPARTMENTS				
1. Mechanical Engineer	0	0	.00	0.00
2. General Office & Miscellaneous	3	0	1.06	.00
3. Signal Department	2	2	4.86	5.16
4. Dining Car	3	4	5.80	7.79
5. Communications	3	2	8.45	5.15
6. Chief Special Agent	2	0	11.08	.00
7. Store Department	8	6	11.41	8.16
8. Electrical Engineer	1	1	14.26	13.31
9. Engineering Department	8	3	22.96	8.72
Total for System	294	248	11.44	9.25
Train and Yard Accidents	253	130		
Motor Car Accidents	30	24		



JOURNEY'S END - Northern Pacific locomotive engineer Carl E. Hillstrom climbs down from North Coast Limited cab at St. Paul Mississippi St. Yards after recently completing his last run. He began his career 50 years ago at the Mississippi St. shops.



HOWLEY RETIRES - G. T. Howley, clerk in Minneapolis roadmaster's office, poses with his wife and G. E. Carlson, St. Paul division roadmaster at his retirement luncheon in Minneapolis. Howley center, served the Northern Pacific for 46 years.



RETIREMENT BANQUET - W. H. Sawyer, mill foreman at South Tacoma Shops, center, is congratulated by shop superintendent R. H. Spellmeyer at recent farewell dinner. Sawyer retired after 42 years with the Northern Pacific. Mrs. Sawyer is at left.



Retirements



Semon M. Anderson	Locomotive Engineer	Missoula	47
Volney S. Baldwin	Switchman	Yardley, Wash	30
John D. Bennett	Carman Helper	Laurel	23
Dominick Bait	Leading Matl. Clerk	St. Paul	50
Harvey M. DuBois	Section Laborer	Sandpoint	38
Hazel M. Cornell	B & B Clerk	Minneapolis	31
Jacob J. Eke	Carman Helper	So. Tacoma	22
Francis J. Fanning	Carman	Pasco	37
Jos. B. Fleischhacker	Asst. Chief Clerk	St. Paul	46
Louis O. Fontaine	Yard Clerk	St. Paul	48
Albert J. Ghimenti	Cook	St. Paul	23
Arthur Greenwood	Locomotive Engineer	Pasco	47
Hugh P. Hanratty	Roundhouse Laborer	Missoula	47
James K. Hatton	Conductor	Tacoma	42
Arthur W. Holt	Chief Clerk to Agent	Bismarck	45
Daniel Iverson	Checker	Fargo	46
Arthur E. Kaatz	Roundhouse Laborer	Minneapolis	22
Crawford E. Kingsley	Cooper-Janitor	Duluth	20
Henry E. Levague	Section Foreman	Backus, Minn.	43
William P. Linnane	Asst. Genl. Yardmaster	Seattle	43
Marie C. Lipscomb	Chief PBX Operator	Spokane	38
Alexander M. McDonald	Asst. Spec. Agent	Glendive	45
Wesley W. Peck	Crossing Gateman	Brainerd	21
Edwin H. Rigby	Locomotive Engineer	Glendive	48
Adolph E. Riley	Trainmaster	Billings	43
George W. St. Sauver	Machinist	St. Paul	43
Wesley H. Sawyer	Mill Foreman	So. Tacoma	24
James W. Schmidt	Trainmstr-Roadmstr.	Arlington	39
Theodore G. Swanson	Car Distributor	Duluth	50
Joseph Tschida	Section Laborer	Little Falls	23
Albert H. Wallin	Car Oiler	Superior	22



CHARTER DAY - Norja president Bob Stevens, left, receives junior achievement charter from F. S. Farrell, NP general solicitor, at recent program at St. Paul general office. In return, Farrell was presented a first aid kit, sales product of NP sponsored company.



COPPER PLATES, like the one held here by J. F. Woodburn, buyer in the stationery section, are used to reproduce printed forms required by the Northern Pacific. Plates are stored on shelves in background. On table in front, lies a white zinc plate.

NP Purchasing

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reasonable price levels.

Purchasing agents are expected to be familiar with the qualities of each supplier. Dealing with suppliers who may prove to be unethical or unreliable sometimes results in complaints, accusations and generally strained relations. Legal complications involving slander or libel can develop. The department must be constantly on guard against registering complaints, either oral or written, which could result in damages to both the Purchasing agent and the railroad.

Purchasing functions also involve a massive volume of correspondence for expediting delivery, arranging for substitute materials, and a daily flood of related correspondence, much of which concerns errors in count, shortages, overshipments, improper routing, wrong pricing and errors in arithmetic. The purchasing staff includes several employees whose duties involve checking for possible discrepancies or errors on the part of suppliers.

The sale of all company personal property, such as locomotives, cars, material, supplies, machinery and scrap, is a responsibility of the Purchasing Department. Scrap disposal, which constitutes the major portion of this activity, produces an income of approximately \$1.5 million dollars per year. Scrap sales are confined to dealers operating in the immediate vicinity of our property, the Twin Cities, Head-of-the-Lakes and the Pacific Northwest. Lists of scrap available, identified as to A.

A.R. classifications, are published to dealers with a request for bids. After bids are closed and tabulated, scrap tonnage is allocated to each dealer on a competitive basis.

Purchasing stationery and printing is another important activity of Northern Pacific's Purchasing Department. Expenditures for these items totaled \$781,969 last year. The cost of all printed forms obtained from commercial printing houses during September of this year alone was \$54,854. Although costs of printed forms and stationery supplies are a relatively small part of the total annual purchases, considerable effort must be made to obtain these items in the best interests of the railway company.

Volume buying is the key to savings, and many thousands of small items are purchased annually by the stationery section. Typewriter ribbons, for example, are purchased in quantity at a much more attractive price than possible when purchasing one or two ribbons. Last year, alone, the quantity of a single brand of typewriter ribbon purchased accounted for a savings of \$2,915. To make this saving possible, it is obvious that purchasing must standardize on a single brand of typewriter ribbon. This does not mean that special items are never purchased. Where requirements call for special needs the Purchasing Department is glad to co-operate in providing for the necessary items.

At present there are approximately 3,500 printed forms in active use. To make the most economical use of these forms and still purchase them at the most favorable price, the stationery and printing section employs a printing process called "gang printing".

Originally, nearly all forms were printed from copper plates, which the railway began using in 1924. In recent years, however, copper has been replaced by zinc plates, with copper plates being used only for large volume printing. When a form is re-printed, the plates, which are stored in the stationery section, together with the necessary paper stock, are sent to a commercial printer, along with drawings showing the complete layout of forms for each run. A run consists of as many forms as possible being printed at one time on each sheet of paper. The paper size varies from 17"x22" to 34"x44", whichever is more economical for the run. Gang printing permits the printing of several forms on a single sheet of paper. When the printing volume reaches 50,000 sheets per run, or more, gang printing pays handsome rewards in savings over the printing of individual forms on a regular press run.

Northern Pacific's Seattle purchasing office operates in a similar manner, except on a somewhat smaller scale. In addition, the Seattle staff includes inspectors whose full time duties include the inspection of ties, timber, poles, piling, grain doors - in fact, all forms of forest products originating in the Inland Empire and West Coast areas.

The Purchasing Department is in an excellent position to add substantially to the railway company's earnings. A Minnesota-made survey by another company, which can be likened to our operations, concluded that a dollar saved in purchasing is equal to several dollars in gross revenues. Bearing this in mind should help to understand why the Purchasing Department fights hard to save a few dollars.