

The above photo shows Alex Rouch, lineman and shop steward, demonstrating the use and peculiarities of sodium cable to the shop stewards in the Salinas and Monterey area.

Monterey and Salinas Shop Stewards Meet

The Shop Stewards in the Monterey and Salinas areas met in Salinas on Saturday, February 14, 1970. Mark Cook, Business Representative assigned to that area, introduced the guests at the meeting. He also asked the Stewards to introduce themselves to the group.

Mark then asked Business Manager Weakley to make some opening comments and Ron expressed his appreciation to the Stewards for giving up their Saturday to attend the meeting.

Ron then turned the meeting over to Senior Assistant Business Manager L. L. Mitchell who spoke to the group about the newly printed **Benefit Agreement Booklet**. Mitch highlighted some of the major gains which were made in this agreement and he explained why it took a year from

(Continued on Page Three)

YOUR *Business Manager's* COLUMN 1970—A DIFFERENT YEAR

By RONALD T. WEAKLEY

The negotiating calendar for this year requires a lot of work on the part of my office. The biggest job ahead is the Pacific Gas & Electric Company negotiations. Work is in progress as our Wage and Contract Committee puts our package of proposals together from all of the usual sources available to it.

Local 1245 and PG&E will exchange proposals sometime next month and we'll be off and running.

The economy continues to be a matter of concern as prices continue to rise while the beginnings of a recession are here. Our bargaining will be conducted under these conflicting circumstances unless some major change in present trends occurs soon.

Recent utility wage settlements include one at Portland General Electric, a straight electric company, where a 7.6% settlement was ratified by I.B.E.W. Local 125.

At Southern California Gas, a straight gas company, a 7½% wage offer is presently on the table. Other issues are involved which must be bargained out before any settlement there will be put to a vote by the U.W.U.A.

San Diego Gas and Electric, a combination gas and electric company, and Local 465, I.B.E.W., have ratified an agreement on a 1970 wage opener on the basis of a 7½% offer.

Changes in management policies and company operations are occurring at a more rapid rate this year on the properties of our major employer. Management policies regarding the contracting out of work are changing to a point where the situation is becoming one of our Local Union's most serious concerns.

(Continued on Page Two)



utility reporter

VOL. XVII, NO. 10

OAKLAND, CALIFORNIA

MARCH, 1970

Official Publication of I.B.E.W. Local Union 1245, AFL-CIO, P.O. Box 584, Walnut Creek, Ca. 94597

APRIL NOMINATIONS FOR I.O. CONVENTION

Nominations for delegates to the International Convention of the I.B.E.W., which is scheduled to convene on September 28, 1970 at Seattle, Washington, will be open at the April Unit Meetings in accordance with the Local Bylaws.

Article III sets up the procedure for nominating candidates. (The following excerpt is from Article III: its specific language is controlling.)

ARTICLE III

Section 6. Provides that nominations shall be made under a special order of business at 8:30 P.M. at your April Unit Meeting.

Section 11. Provides that nominees shall have been members in good standing for two years prior to April 1, 1970. A nominee should not have his name recorded in the minutes as a candidate if he knows he does not qualify.

Section 12. Provides that a member, in order to qualify as a candidate, must be in attendance at the Unit Meeting at which he is nominated. The only exception to this is if the member notifies the Local Union's Recording Secretary in writing, on or before April 1, 1970, that he will run if he is nominated.

Attend your April Unit Meeting and participate in this important function of your Union.

Local 1245's Advisory Council Meets

The Advisory Council of Local 1245 met in Walnut Creek on the 7th and 8th of March. For those new members who do not know what the advisory council is or what purpose it serves, we will briefly explain it for you.

The "Ad" council meets 4 times a year for the purpose of discussing the business of the Local Union, and to inform the Local Union Executive Board and Business Manager of the business being carried on by the Units.

Each advisory council member or his designated alternate, makes a report at the meeting and they include such items as unit attendance, safety, job problems, political climate in the area and items of general interest to the members in that area.

Under the New Business portion of the meeting, the advisory council member can make motions concerning actions of the Board on unit recommendations. For instance, if your unit makes a recommendation to the Board and they non-concur with unit's recommendation, this action is noted and sent back to the unit. If the members of the unit wish, they can make a motion that the recommendation be brought to the advisory council for their consideration.

Under the new business portion of the advisory council meeting, the "Ad" council member from the area in which the unit recommendation originated can make a motion that the advisory council non-concur with the action of the Board. The unit recommendation is then discussed by the council and various members will speak to the motion. A vote is then taken and the council either supports the action of the Board or they non-concur with the Board's action. If they support the action of the Board

(Continued on Page Three)



This photo shows Ed Horn, left, being sworn in as the new Advisory Council member for East Bay and Material Control by Ron Fields, President of Local 1245.

Please send any corrections of name, address or zip code to P.O. Box 584 Walnut Creek, Calif. 94597

(Name)

(Street Address)

(City)

(State and Zip Code)

1970—A DIFFERENT YEAR

By **RONALD T. WEAKLEY**

(Continued from Page One)

Ditch patrol, line patrol, equipment operation, certain normal general construction work, building and grounds maintenance, pole treating, pole stubbing, underground electric and gas line installation, transportation, office clerical functions, etc., are merely some of the numerous examples of the growing "contract out" movement. Even the use of non-PG&E people on storm outages is being slipped into the picture.

Non-union contractors are also appearing more often at PG&E.

Operational changes will include major moves affecting the material control and warehousing system set-up, the gas meter repair shops, pipe wrapping activity, automation of pipeline compressor stations, mechanical installation of pipe and wire, merger of many clerical operations into the new PG&E skyscraper in San Francisco, etc.

New generating facilities will put out massive amounts of revenue-producing power with drastically reduced numbers of humans at the controls.

No Division and no Department of PG&E will totally escape such management decisions as the march of technological change goes on. Other employers are also on the change bit and we'll be working on those problems.

The job of our Union becomes even more important than ever because without a union, there would be no means to work out solutions to problems created by the exercise of management's right to manage, limited only by law and the provisions of the contracts of employment with Local 1245.

* * *

One reason for some of the disturbing economic trends of today lies in the political atmosphere. "Business" concepts prevail over "human" concepts as those who hold top administrative offices at State and Federal levels readily respond to the pressures of those who paid most of the costs of their expensive campaigns.

That's the way the ball bounces when too many working people vote to support "business" candidates at election time.

Local 1245's leaders do not recommend support for Democrats or Republicans as such. They do recommend support for those Legislators and for such legislation that serves the interests of working men and women and their families.

Many of our members are not even registered to vote. This situation plays into the hands of the "anti-people" elements in government today.

After becoming registered, people should study the issues, check the actions of politicians with respect to the issues, choose a candidate in an election race, back his or her candidacy with a bit of time and money and then make certain to cast a ballot on election day.

1970 will be a crucial political year. Control of Congress by "anti-people" elements can well happen if working people don't vote or if they vote again for the "bosses' friends."

The AFL-CIO will mount a massive campaign this year to "elect our friends and defeat our enemies."

Volunteer dollars from working people can help the AFL-CIO Committee on Political Education (COPE) take on the multi-millionaires who are getting so they just go out and buy elections.

When you are asked to contribute to COPE by your Steward or by your Representative at the meeting remember that the buck you give will go toward a cause which is in your economic interest.

Yes, it didn't take long for the big boys to move toward busting the middle class back down to the lower class economic level from which it rose during the longest period of sustained economic growth in our history.

No, we won't get out of the present economic straight jacket until the "big boys' buddies" are replaced by political leaders who think more of people than superprofits and who feel that hungry children are more important than moon trips.

Those who may not agree with this view are welcome to work for and vote for the "big boys' buddies." Me, I've had enough.

LOCAL 1245 AND THE CITY OF SANTA CLARA REACH AGREEMENT

Local 1245's negotiating committee, which consisted of Ed Reith, Business Representative; and Dick Murphy, lineman for the City of Santa Clara, announces the following settlement with the City of Santa Clara:

Wage and working condition changes 1-1-70 through 12-31-70 are:

(1) An increase of 5% effective 1-1-70; 2½% additional effective 7-1-70; this will increase the current lineman rate of \$5.238 to \$5.50, and then \$5.637.

(2) A fourth week of vacation after 15 years—reduced from the present 20 years.

(3) A reduction in pay step ranges from 5 steps to 2 steps.

(4) An additional 5% adjustment for Electric Meter Men. Also,

a commitment to answer a request for adjustments for Water/Power Dispatcher, Utility Electrician, Cable Splicer and Storekeeper by 3-31-70.

(5) Intensive exploration of a "legitimate" Apprentice Program with a target date of 7-1-70.

(6) A letter from the City Manager designating 1245 as being given "all possible advance notice" and an opportunity to meet and discuss contemplated work schedule changes.

(7) The admission by the City Manager, before the City Council, that the Joint Negotiating Council had not proved out and in the fall the framework would be laid for separate negotiations and memorandums of understanding.

Thomas L. Pitts Retires

Thomas L. Pitts, secretary-treasurer of the California Labor Federation, recently retired on the basis of medical disability from his executive position as head of the State AFL-CIO organization which represents 1.5 million California AFL-CIO members.

Pitts' retirement request was granted by the Federation's executive council meeting in Universal City near Burbank.

In appreciation for what it called "a lifetime of dedication to the labor movement," the council named Pitts "Secretary-Treasurer Emeritus" of the Federation.

The council paid tribute to Pitts' contribution of "mind, heart and talent to the cause of union labor."

The Executive Council chose as Pitts' successor his present administrative assistant, John F. Henning.

Henning was nominated to succeed Pitts by Federation President Albin J. Gruhn, who stepped from the chair to make the nomination.

Henning served as American Ambassador to New Zealand between 1967 and 1969. He was U.S. Under Secretary of Labor between 1962 and 1967 and was Director of the California Department of Industrial Relations between 1959 and 1962.

SICK CHICK O.K. BUT IF DISGUSTING, THROW AWAY

The Agriculture Department has recommended a change in poultry inspection standards to limit condemnation to chickens that might look "disgusting."


In November of 1969, Federal Inspectors condemned 2 million out of 17 million fryers slaughtered under Federal Inspection for Leukosis. Leukosis is a cancer virus that affects poultry.

Under new proposed standards, tumors on a wing, could be cut off the wing and the wing used in such popular products as "hot dogs." The rest of the bird would be sold as cut up chicken.

Former Administrator of Agriculture's Consumer and Marketing Service, Rodney E. Leonard, says that the poultry industry is making progress in a continuous campaign to ease inspection standards.


Harold Ford, Executive Secretary for the Southeast Poultry and Egg Association, estimates that the former standard of inspection which eliminates the sale of cancerous chickens, cost the poultry industry \$200 million a year. Who do you think will prevail in this issue—the consumer or an increase of \$200 million in profit for the industry?

Labor's Community Report



the utility reporter

Telephone (415) 933-6060



RONALD T. WEAKLEY	Executive Editor
KENNETH O. LOHRE	Managing Editor
L. L. MITCHELL	Assistant Editor
M. A. WALTERS	Assistant Editor
JOHN J. WILDER	Assistant Editor

Executive Board: Roland W. (Ron) Fields, Herbert E. Dickenson, Albert G. Callahan, Anthony Boker, James M. Lydon, James H. Fountain, C. P. "Red" Henneberry.

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Have You Moved?

If You Have Moved, Please Fill Out Change of Address Form on Page 1

ADVISORY COUNCIL MEETS

(Continued from Page One)

the matter is dropped. If they non-concur, then the action goes out to the general membership for a vote.

As you can see, this acts as a good check and balance system and serves the best interest of the members in the field.

At the March meeting of the advisory council, many items of interest were discussed. One of the main topics covered was the forthcoming negotiations with P.G. & E.

The Board had hoped that the survey results would be ready so that the council could discuss some of the findings, but a programming error caused a delay and the information was not available. However, the council did discuss some of the main issues of bargaining. During the course of the meeting, the issue of System-wide bidding and employment date for bidding was brought up so that the Executive Board and the negotiating committee could have the benefit of the feelings and attitudes of the members from various areas. A lively and interesting discussion followed and it served a good purpose.

Each member should attend the unit meetings and get acquainted with their advisory council member. Let him know your feelings and desires.



The above pictures show the Salinas and Monterey stewards watching a demonstration on how sodium cable explodes when submerged in water.

Monterey and Salinas Stewards Meeting

(Continued from Page One)

the time negotiations were completed to publish the **Benefit Agreement**.

Alex Rouch, Shop Steward and Lineman in Monterey, gave a demonstration on the use of sodium cable and showed the group how a splice is made with the sodium cable. Alex explained that P.G. & E. is presently engaged in an experimental program using the sodium cable in a small subdivision in Monterey. Alex is the only man assigned to this project and he gave the Stewards a very thorough explanation on the use of sodium cable.

Alex assembled the Stewards and guests outside of the meeting room and showed them one of the hazards involved in using sodium cable. When the cable is submerged in water, it will explode and Alex demonstrated this by throwing a small piece of cable in a bucket of water.

Ron Weakley, Business Manager, brought the group up to date on his activities. Ron covered the forthcoming negotiations with P.G. & E. and then answered questions from the Stewards. Ron also discussed his activity in the area of Health Plan Alternatives.



Mark Cook, Bus. Rep., left, L. L. Mitchell, Sr. Asst. Bus. Mgr., center, and Ron Weakley, Bus. Mgr., are shown listening to a question from a steward.

Local 1245 Renews Competitive Scholarship Contest

The Executive Board of Local 1245, IBEW, has announced the second annual competitive scholarship contest.

The purpose of this contest is to provide a grant in aid for scholarships to college, thereby making financial assistance available toward the attainment of a higher education.

1. The grant will be as follows:
\$250.00 per year for four (4) years, as long as a C (2.0) average is maintained and the parent maintains their membership in good standing in Local Union 1245.
2. In order to be a candidate in this contest, you must be a son or daughter, natural, legally adopted or the legal ward of a member of Local Union 1245.
You must also be a high school senior who has graduated or is graduating in 1970. A copy of your diploma or a letter from your high school stating that you will graduate in 1970 must be attached to your scholarship application.
3. The Scholarship Grant will be made only to that candidate who intends to enroll in any college certified by their State Department of Education and accredited by the local Accrediting Association.
Applications may be secured by addressing the Recording Secretary of Local Union 1245 or by calling the Union Office or by using the form printed in the Utility Reporter.
4. Checks will be paid directly to the college upon presentation of tuition bills to the Local Union.
5. All applications shall be accompanied with a written essay, not to exceed five hundred (500) words, on the subject, "Why are Labor Unions important to the political structure of the United States."
6. Essays should be submitted on 8½"x11" paper, on one side, preferably typed and double spaced with applicant's written signature at the conclusion of the essay.
7. Applications and essays must be mailed to the Local Union, P.O. Box 584, Walnut Creek, California 94597, by registered or certified mail only, and be received no later than 10:00 a.m. on Monday, June 1, 1970.

APPLICATION
for
LOCAL UNION 1245, INTERNATIONAL BROTHERHOOD
OF ELECTRICAL WORKERS, AFL-CIO, COMPETITIVE
SCHOLARSHIP CONTEST

Sponsored by
LOCAL UNION 1245, INTERNATIONAL
BROTHERHOOD OF ELECTRICAL WORKERS, AFL-CIO

P. O. Box 584
Walnut Creek, California
94597

Telephone
Area Code 415
933-6060

DATE _____

I hereby make application to enter the Competitive Scholarship Contest sponsored by Local Union 1245, I.B.E.W., AFL-CIO:

NAME _____ Date of Birth _____
(Last) (First) (Init.)

ADDRESS _____ Home
(Street) (City) (State) (Zip#) Tel. _____

NAME OF PARENT _____

COMPANY _____

WORK LOCATION _____

I GRADUATED OR WILL GRADUATE FROM _____

HIGH SCHOOL IN _____

WHICH IS LOCATED AT _____

I EXPECT TO ATTEND _____ COLLEGE OR SCHOOL
LOCATION _____

(Candidate's Signature)

This is to certify that I am a member in good standing of Local Union 1245, I.B.E.W. and the Candidate, whose name is signed to this application is my _____ and graduated during the term ending _____ 1970.

Parent's signature and Card No.

Local 1245's Annual Financial

MEREDITH & RUBIN
 Certified Public Accountants
 2525 Van Ness Avenue
 San Francisco, California 94109
 January 30, 1970

SCHEDULE 1

STATEMENT OF RECORDED CASH DISBURSEMENTS FOR THE YEAR ENDED DECEMBER 31, 1969

GENERAL FUND

Affiliation Fees:			
Intl. Brotherhood of Electrical Workers	\$340,231.15	
California Labor Federation, AFL-CIO	6,480.00	
California Labor COPE, AFL-CIO	600.60	
Central Labor Council of Alameda County, AFL-CIO	1,632.00	
Jt. Executive Conference of No. Calif. Electrical Workers	100.00	
Nevada State AFL-CIO	975.00	
Nevada State Electrical Assn.	165.00	
Sacramento Labor Council, AFL-CIO	216.00	
San Francisco Labor Council, AFL-CIO	540.00	
Central Labor Council of Contra Costa County	1,201.20	
Calif. State Assn. of Electrical Workers	1,600.00	
Federal Employees Council of No. Calif.	45.00	
Merced-Mariposa Labor Council	180.00	
Contra Costa COPE	120.12	
San Joaquin & Calaveras C.L.C.	168.00	
Calif. Council for Health Plan Alternatives	1,800.00	
Napa-Solano C.L.C.	61.20	
International Telephone Council of IBEW	10.00	\$356,125.27
Staff Expenses*:			
Salaries	\$346,505.58	
Severance Pay Trusts	10,858.20	
Hotels	6,637.62	
Meals	16,801.77	
Moving Expenses	945.25	
Other Transportation	2,492.95	
Transfer to Pension Plan Fund	24,000.00	
Automobile Expenses:			
Parking and Tolls	2,272.28	
Gasoline and Oil	17,417.06	
Parts and Accessories	3,287.71	
Repairs and Maintenance (\$1,377.43 of this Amount Reimbursed, See Receipts)	7,429.68	
Mileage @ 12c Per Mile	165.01	
Transfer to Replacement Fund	27,300.00	
Registration Fees	1,317.00	
Insurance	9,821.00	
Auto Lease	3,907.56	481,221.67

TO THE OFFICERS AND MEMBERS OF THE
 INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS
 LOCAL NO. 1245
 1218 BOULEVARD WAY
 WALNUT CREEK, CALIFORNIA

We have examined the Statements of Recorded Cash Receipts and Disbursements of your Local Union for the year ended December 31, 1969 and the related Statement of Assets, Liabilities and Equity at December 31, 1969. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances. The following summarizes information included in these financial statements which are a part of this report:

Cash Balance December 31, 1968		
General Fund	\$ 98,996.35	
Replacement Fund	35,591.97	
Scholarship Fund	3,960.52	
Staff Pension Plan Fund	33,818.53	
Fund for Organizing Expenses	818.05	
	\$173,185.42	
Receipts*	\$1,338,396.52	
Disbursements*	1,255,498.08	
Increase	82,898.44	
Cash Balances December 31, 1969:		
General Fund	\$ 147,921.66	
Replacement Fund	40,505.75	
Scholarship Fund	6,375.38	
Staff Pension Plan Fund	60,418.80	
Fund for Organizing Expenses	862.27	\$256,083.86
Other Assets Net of Liabilities		141,445.25
Equity		\$397,529.11

*Exclusive of transfers between funds.

Disbursements include \$20,481.18 paid on behalf of the Energy Workers Center, Inc.

At December 31, 1969 there was \$81,051.67 in staff severance pay trusts which amount is not included in the Local's accounts.

In our opinion, the accompanying financial statements present fairly the recorded cash receipts and disbursements of Local No. 1245 for the year ended December 31, 1969 and the equity of Local No. 1245 at December 31, 1969 in accordance with the accounting principles stated in the note to the Statement of Assets, Liabilities and Equity and on a basis consistent with that of preceding periods.

Respectfully submitted,
 MEREDITH & RUBIN

OPE/3/AFL-CIO(175)LB

EXHIBIT A

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS
 LOCAL NO. 1245

STATEMENT OF RECORDED CASH RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDED DECEMBER 31, 1969

GENERAL FUND

Cash Balance December 31, 1968		\$ 98,996.35
Receipts:		
Local Union Portion of Receipts:		
"A" Member Dues	\$ 55,599.98	
"BA" Member Dues	858,200.20	
Initiation Fees	6,614.55	
Reinstatement Fees	13.50	
Difference in Dues	370.89	
Difference in Initiation Fees	49.45	
Working Dues—Outside Line	8,996.57	
Total	\$929,845.14	
Reimbursements to General Fund:		
Receipts Held for Members' Credit or to be refunded	\$ 5,157.68	
Members' Credits Applied to Dues, etc.	(2,370.44)	
Savings Interest	1,245.86	
Refunds and Reimbursements:		
Staff Expenses from I.O. for		
Organizing Expense	52,080.44	
Insurance Reimbursements—Auto Repairs	1,337.43	
Convention Advance	500.00	
Other	3,963.82	
Total	\$ 61,914.79	
International Portion of Receipts:		
"A" Members Per Capita	\$127,734.00	
"BA" Members Per Capita	206,133.00	
Initiation Fees	6,616.65	
D.B.A.F. Fees	90.00	
Reinstatement Fees	13.50	
Difference in Per Capita	56.50	
Difference in Initiation Fees	49.45	
Insurance Reinstatement Fee	10.00	
Total	\$340,703.10	
Total Receipts		1,332,463.03
Total of Receipts and Balance		\$1,431,459.38
Disbursements—Schedule 1		1,283,537.72
Cash Balance December 31, 1969		\$ 147,921.66
Details of Balance—General Fund:		
Wells Fargo Bank, Commercial Account:		
Bank Statement Less Outstanding Checks	\$113,820.60	
Wells Fargo Bank, Savings Account	31,929.56	
Deposit After Close of Bank Statement	387.10	
Change Fund	100.00	
Contingency Fund	1,500.00	
Petty Cash Fund	100.00	
Returned Checks for Collection	84.40	
Total Per Preceding Page	\$147,921.66	

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS
 LOCAL NO. 1245

STATEMENT OF RECORDED CASH DISBURSEMENTS FOR THE QUARTER ENDED DECEMBER 31, 1969

GENERAL FUND

Research and Education:			
Utility Reporter	\$ 21,580.00	
Public Relations	6,557.33	
Subscriptions and Publications	1,822.77	
Shop Stewards Conference	7,280.86	
Legislative and Educational	332.68	
Shop Stewards Newsletter	197.40	
Transfer to Scholarship Fund	2,400.00	
Film and Recorder Expense	33.18	
U.S.F. Labor-Management School	28.60	
Konocti Leadership Seminar	8,482.46	
Unit Officer Conference	22.50	
I.L.P.A. Journalistic Awards Contest	35.00	
Membership Survey	775.00	
Dues for Membership to:			
Association of California Consumers	25.00	
K.Q.E.D. — Channel 9	25.00	
National Safety Council	55.00	
Industrial Relations Research Assn.	35.00	
Bay Area Union Professional Center	15.00	
California Labor Press Assn.	10.00	
Contra Costa Industry-Education Council	10.00	
K.I.X.E.	25.00	
K.V.I.E.	25.00	
Public Employees Council of Calif.	12.00	
International Shade Tree Conference	17.00	49,801.78
Office Expenses:			
Clerical Salaries	\$ 80,721.68	
Rent to IBEW Energy Workers Center, Inc.	18,000.00	
Other Rent	320.25	
Telephone and Telegraph	29,050.51	
Postage and Meter Expense	11,457.11	
Supplies and Printing	11,379.39	
Equipment Maintenance	844.55	
Equipment Rental	17.75	
Furniture and Equipment	1,516.99	
Personal Property Taxes	457.90	
Intercom Equipment Lease	1,402.02	
Janitor Service	1,860.00	
Data Processing	28,151.41	
Moving	181.50	
Christmas Luncheon	49.81	
Notary Public Expenses	33.74	
Liability Insurance	137.00	
Burglary Insurance	135.00	
Bond	137.50	
Fire Insurance—Office Contents	139.00	185,993.11
Other Salaries and Expenses:			
Executive Board:			
Reimbursed by 1245	\$ 3,346.38	\$ 6,882.48	\$10,228.86
Reimbursed to P.G.&E.		11,447.76	11,447.76
Advisory Council	3,184.40	7,095.96	10,280.36
Trustee Committee	720.00	22.11	742.11
Organizing	805.68	4,027.68	4,833.36
Safety Advisory Committee	35.09	450.79	485.88
Steward		82.43	82.43
Conference and Convention	263.52	8,764.65	9,028.17
Grievance Committee	70.05	5,301.08	5,371.13
Review Committee:			
Reimbursed by 1245	21.95	1,645.86	1,667.81
Reimbursed to P.G.&E.		2,754.40	2,754.40

Annual Report for 1969 Reprinted

(continued)

Apprenticeship P.G.&E. Co.	1,578.03	815.71	2,393.74
U.S.B.R. Arbitration Case		82.07	82.07
P.G.&E. Arbitration Case #29		561.38	561.38
Safety Committee	198.18	310.68	508.86
Staff Pension Committee		898.98	898.98
P.G.&E. Pension Ballot Committee	179.64	184.18	363.82
Pacific Tree Ballot Committee	60.32	12.93	73.25
Bylaw Ballot		9.36	9.36
P.G.&E. Wage Ballot Committee	315.22	592.88	908.10
S.P.P. Apprenticeship	43.36	24.60	67.96
Utility Tree Arbitration		337.75	337.75
Pacific Gas Transmission Ballot		4.45	4.45
Advisory Committee to Examining Board		133.14	133.14
Joint Apprenticeship Training—Outside Line		21.40	21.40
Ways and Means		42.43	42.43
Pacific Tree Arbitration #1	30.16	249.10	279.26
Pacific Tree Arbitration #2		89.31	89.31
P.G.&E. Arbitration Case #31	368.88	635.43	1,004.31
Total Various Committees	\$11,220.86	\$53,480.98	\$64,701.84

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS LOCAL NO. 1245

STATEMENT OF RECORDED CASH DISBURSEMENTS FOR THE YEAR ENDED DECEMBER 31, 1969

GENERAL FUND

Other Salaries and Expenses:	Salaries	Expenses	Total
(continued)			
Negotiating Committees:			
U.S. Bureau of Reclamation	\$	\$ 1,216.47	\$ 1,216.47
Utility Tree		413.40	413.40
California Pacific Utilities Co.	113.28	157.47	270.75
City of Lodi	77.60	112.10	189.70
Nevada Irrigation Dist.		137.37	137.37
Sacramento Municipal Utility Dist.		168.24	168.24
Merced Irrigation Dist.		369.68	369.68
City of Redding		42.41	42.41
X-Ray Engineers	204.00	58.14	262.14
Pacific Gas Transmission		628.79	628.79
Citizens Utilities Co.:			
Reimbursed by 1245		51.35	51.35
Reimbursed to Citizens Utilities Co.		2,088.00	2,088.00
Concord Cable T.V.	107.20	34.51	141.71
Davey Tree	58.72	211.10	269.82
Farrens Tree	13.40	6.00	19.40
Richvale Irrigation Dist.		66.16	66.16
Sohner Tree	53.92	20.95	74.87
Pacific Tree Expert	1,004.82	890.15	1,894.97
City of Oakland		18.78	18.78
Outside Line Construction	792.80	1,071.28	1,864.08
City of Santa Clara		125.98	125.98
Oroville-Wyandotte Irrigation Dist.		190.65	190.65
Transit Authority of Sacramento	291.12	319.98	611.10
Vaca-Dixon-Cottonwood Rerate		14.86	14.86
Plumas-Sierra Rural Elect. Coop.		46.80	46.80
City of Healdsburg		39.19	39.19
Standard Pacific Gas Line		18.49	18.49
Community Antenna		8.00	8.00
State Dept. of Water Resources	244.21	316.00	560.21
Oakdale Irrigation Dist.		60.08	60.08
Turlock Irrigation Dist.		262.08	262.08
Total Various Negotiating Committees	\$ 2,961.07	\$ 9,164.46	\$12,125.53
Other Salaries and Expense Allowances:	Salaries	Expenses	Total
P.G.&E. Company:			
Wage and Contract:			
Reimbursed by 1245	\$ 77.80	\$ 865.94	\$ 943.74
Reimbursed to P.G.&E.		2,174.53	2,174.53
Pension and Benefit:			
Reimbursed by 1245		1,800.28	1,800.28
Reimbursed to P.G.&E.		5,901.57	5,901.57
Departmental:			
Clerical Job Definitions	72.62	214.45	287.07
Physical Job Definitions		11.84	11.84
Electric	175.69	33.90	209.59
Steam		116.43	116.43
Sub-Station Operations		35.89	35.89
Total P.G.&E. Company	\$ 326.11	\$11,154.83	\$11,480.94
S.P.P. Company:			
Wage and Contract:			
Reimbursed by 1245	\$ 82.40	\$ 797.64	\$ 880.04
Reimbursed to S.P.P.		712.32	712.32
Total S.P.P. Company	\$ 82.40	\$ 1,509.96	\$ 1,592.36
Membership Supplies:			
Staff & Executive Board Expense Files		\$ 462.14	\$ 462.14
International Supplies		339.25	339.25
Scrolls and Pins		85.93	85.93
Dues Buttons and Decals		518.08	518.08
Shop Steward Supplies		1,229.99	1,229.99
Outside Line Referral Slips		97.65	97.65
P.G.&E. Contract Amendments		1,614.61	1,614.61
P.G.&E. Pension Ratification Ballot		1,622.16	1,622.16
P.G.&E. Master Apprenticeship Agreements		2,321.55	2,321.55
P.G.&E. Wage Ratification Proposal		898.59	898.59
P.G.&E. Agreement Clarification Booklets		479.85	479.85
P.G.&E. Job Definitions & Lines of Progression		2,084.25	2,084.25
Merced Irrigation Dist. Agreements		7.90	7.90
Citizens Utilities Co. Agreements		464.10	464.10
S.P.P. Company Ratification		183.15	183.15
S.P.P. Company Wage Schedule		172.20	172.20
Membership Cards		857.30	857.30
Sacramento Municipal Utility Dist. Agreements		163.80	163.80
U.S. Bureau of Reclamation Agreements		308.70	308.70
Total Membership Supplies		\$13,911.20	\$ 13,911.20
Total Other Salaries & Expenses	\$14,590.44	\$89,221.43	\$103,811.87
Deceased Member Benefits:			
Flowers	\$	564.22	

Memorial Bibles		134.64	
Donations in Lieu of Flowers:			
Alameda County Heart Assn.	20.00	\$	718.86
Donations:			
Oakland Police Assn. Circus	\$	25.00	
Concord Police Circus Fund		25.00	
Contra Costa County Firefighters		25.00	
Hanna Boys Center		50.00	
Judy Lichti Reward & Trust Fund		100.00	
W. Reedy Testimonial Dinner		25.00	
Israel Histadrut		25.00	
George Miller Campaign		500.00	
Fred Hardy Campaign		100.00	
E. La Coste Campaign		100.00	
United Farm Workers		550.00	
Sacramento Labor Council		5.00	
Culinary Workers 770		25.00	
Santa Clara County Organizing Committee		120.00	
IBEW Local 340		100.00	
AFL-CIO CBC Strike Fund (General Electric)	2,000.00		3,775.00

Payroll Taxes:			
Employee Portion:			
Income Tax Withheld		\$(75,324.07)	
FICA Withheld		(13,587.57)	
SDI Withheld		(2,643.71)	
Income Tax Forwarded		75,324.07	
FICA Forwarded		13,665.19	
SDI Forwarded		2,691.95	
Local Union Portion:			
FICA		13,683.30	
Calif. Unemployment Insurance		2,235.86	
Nevada Employment Security Department		71.89	
Federal Unemployment Tax		527.19	16,644.10

Other Expenditures:			
Legal	\$	9,357.93	
Audit		1,825.00	
Hall Rental		11,598.67	
Refunds		3,556.60	
Welfare and Pension Plans—Staff and Clerical		17,881.61	
Group Life Insurance—Withheld		(2,272.50)	
—Forwarded		4,170.00	
Part of Salary for I.O. Organizing— to be reimbursed		9,750.00	
P.R.D. Service Charges (various employers)		439.67	
Advanced Dues		7.08	
Payment on behalf of Energy Workers Center, Inc.		20,481.18	
Transfer to Fund for Organizing Expenses		497.72	
Air Travel Insurance		300.00	
Workmen's Compensation Insurance		6,473.10	
IBEW Local 1245 vs. City of Santa Clara— legal fee		1,380.00	85,446.06
Total Disbursements			\$1,283,537.72

STATEMENT OF RECORDED CASH RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDED DECEMBER 31, 1969

REPLACEMENT FUND

Cash Balance December 31, 1968		EXHIBIT B
		\$35,591.97
Receipts:		
Transfers from General Fund	\$27,300.00	
Interest	1,134.03	
Fleet Rebate on Autos Purchased	1,900.00	30,334.02
Total of Receipts and Balance		\$65,926.00
Disbursements:		
Purchase 9 Autos, Cost Less Trade-In Allowances		25,420.25
Cash Balance December 31, 1969		\$40,505.75
Details of Balance:		
Wells Fargo Bank—Savings Account	\$40,505.75	

SCHOLARSHIP FUND

Cash Balance December 31, 1968		EXHIBIT C
		\$ 3,960.52
Receipts:		
Transfers from General Fund	\$ 2,400.00	
Interest	264.86	2,664.86
Total of Receipts and Balance		\$ 6,625.38
Disbursement, for Scholarship		250.00
Cash Balance December 31, 1969		\$ 6,375.38
Details of Balance:		
American Savings and Loan Assn., Savings Account	\$ 6,375.38	

STAFF PENSION PLAN FUND

Cash Balance December 31, 1968		EXHIBIT D
		\$33,818.53
Receipts:		
Interest	\$ 2,600.27	
Transfers from General Fund	24,000.00	26,600.27
Total of Receipts and Balance		\$60,418.80
Disbursements		none
Cash Balance December 31, 1969		\$60,418.80
Details of Balance:		
American Savings and Loan Assn.:		
Certificate	\$ 6,000.00	
Savings Account	54,418.80	\$60,418.80

FUND FOR ORGANIZING EXPENSES

Cash Balance December 31, 1968		EXHIBIT E
		\$ 818.05
Receipts:		
Interest	\$ 34.33	
Transfer from General Fund	497.72	532.05
Total of Receipts and Balance		\$ 1,350.10
Disbursements		487.83
Cash Balance December 31, 1969		\$ 862.27

(Continued on Page Six)

FINANCIAL REPORT CONTINUED

(Continued from Page Five)

Details of Balance:			
Wells Fargo Bank, Savings Account	\$ 862.27	
ASSETS			
Cash Accounts:			
Commercial Account—General Fund	\$113,820.60	
Deposit after close of Bank Statement	387.10	
Contingency & Cash Funds & Returned Checks for Collection	1,784.40	
Savings Account—General Fund	31,929.56	
Savings Account—Replacement Fund	40,505.75	
Savings Account—Scholarship Fund	6,375.38	
Savings Certificate and Account—Staff Pension Plan Fund	60,418.80	
Savings Account—Fund for Organizing Expenses	862.27	
Total Cash		\$256,083.86
Air Transportation Deposit		425.00
Advance to Energy Workers Center, Inc.		91,299.93
Fixed Assets:			
Automobiles (23) at Cost	\$ 78,990.81	
Less Allowance for Depreciation	37,000.00	41,990.81
Furniture & Office Equipment—At Cost	\$ 42,434.07	
Less Allowance for Depreciation	27,529.00	14,905.07
Total Assets		<u>\$404,704.67</u>
LIABILITIES AND EQUITY			
Liabilities:			
IBEW Per Capita Portion of December Receipts to be forwarded	\$ 6,371.00	
Payroll Taxes	804.56	\$ 7,175.56
Equity:			
General Fund	\$289,366.91	
Replacement Fund	40,505.75	
Scholarship Fund	6,375.38	
Staff Pension Plan Fund	60,418.80	
Fund for Organizing Expenses	862.27	397,529.11
Total Liabilities and Equity		<u>\$404,704.67</u>

Note: The accounts are maintained on a cash basis. Assets and liabilities consist of those arising from cash transactions and all other material assets and liabilities. Depreciation has been computed on depreciable assets, at \$100 per month on automobiles and 5% per year on furniture and equipment. Prepaid and delinquent dues and unpaid operating expenses are not included in this statement.

Energy Workers Center, Inc. Annual Financial Report

MEREDITH & RUBIN
Certified Public Accountants
2525 Van Ness Avenue
San Francisco, California 94109
January 30, 1970

TO THE BOARD OF DIRECTORS OF THE
I.B.E.W. LOCAL UNION 1245
ENERGY WORKERS CENTER, INC.
1218 BOULEVARD WAY
WALNUT CREEK, CALIFORNIA

We have examined the Statement of Assets, Liabilities and Net Worth of the IBEW Local Union 1245 Energy Workers Center, Inc. at December 31, 1969 and the related Statement of Income and Expense for the year then ended. Our examination was made in accordance with generally accepted auditing standards and included such tests of the records and such other auditing procedures as we deemed necessary in the circumstances.

In our opinion, the accompanying financial statements present fairly the assets, liabilities and net worth of the IBEW Local Union 1245 Energy Workers Center, Inc. at December 31, 1969 and its income and expense for the year then ended in accordance with generally accepted accounting principles on a basis consistent with that of the preceding periods.

Respectfully submitted,
MEREDITH & RUBIN

OPE/3/AFL-CIO(175)LB

I.B.E.W. LOCAL UNION 1245 ENERGY WORKERS CENTER, INC. STATEMENT OF ASSETS, LIABILITIES AND NET WORTH DECEMBER 31, 1969

ASSETS			
Wells Fargo Bank—commercial account			\$ 5,432.61
Fixed Assets:			
	Cost	Depreciation	Net
Land	\$ 52,000.00	\$	\$ 52,000.00
Building	113,569.01	3,244.00	110,325.01
Carpeting	2,346.28	668.00	1,678.28
	<u>\$167,915.29</u>	<u>\$ 3,912.00</u>	<u>164,003.29</u>
Total Assets			<u>\$169,435.90</u>
LIABILITIES AND NET WORTH			
LIABILITIES			
Wells Fargo Bank Loan, including accrued interest of \$330.91		\$ 66,512.49	
Lease deposits		1,582.00	\$ 68,094.49
NET WORTH			
Cash advanced by IBEW Local Union 1245		\$ 91,299.93	
Gain from operations through December 31, 1968		1,189.79	
Gain for year, per Statement of Income & Expense (below)		8,851.69	101,341.41
Total Liabilities and Net Worth			<u>\$169,435.90</u>

STATEMENT OF INCOME AND EXPENSE YEAR ENDED DECEMBER 31, 1969

Income:		
Rents	\$ 27,716.00
Others	446.58
		<u>\$ 28,162.58</u>
Expense:		
Interest	\$ 5,010.11
Property tax	2,896.10
Depreciation	3,302.00
Utilities	2,218.36
Maintenance and supplies	5,287.27
Insurance	333.00
Gardener and other	264.05
		<u>19,310.89</u>
Gain	<u>\$ 8,851.69</u>

EXHIBIT F

Safety Booklet Reprinted

On pages seven and eight you will find that we have reprinted a safety booklet for your use. This booklet is put out by the National Safety Council and you will find it to be an excellent guide to use in the event of an emergency.

We have reprinted the booklet in such a manner that you will be able to cut it out as marked and assemble it into a small booklet. A couple of staples in the center will help keep it together.

This booklet should be read by you and your family and then put in a spot where it would be easily accessible in the event of an emergency. Some of the best places to put it would be: in the glove compartment of your car, by your telephone at home or in your first aid kit.

Emergencies arise every day and your ability to save the life of one of your family or friends could be improved by the use of this booklet. **Please assemble it and use it.**

Pitts Urges All Union Members To Register

An urgent appeal to all California trade unionists to register to vote immediately was issued today by Thos. L. Pitts, secretary-treasurer of the California Labor Council on Political Education.

"There is barely a month left before the close of registration on April 9 for the June 2 primary election yet studies by State COPE indicate that less than one out of every two trade unionists in California are presently registered," Pitts said.

Noting that that's below the national average of 50% of eligible voters who are registered, Pitts acknowledged that it's a statistic that no one is proud of. But he said it is "more important to alert trade unionists to the fact that they are not in a position to exercise the real clout they could have at the polls than it is to sweep it under the rug."

In stressing the need for a redoubled voter registration effort, Pitts said, "Within the past few years, an alarming trend toward intimidation, repression, and short-sighted, politically-motivated reactions to complex social and economic problems has been growing on both the state and federal levels. During the same period unemployment has been rising—partly as a result of deliberate policies adopted by the Nixon Administration—and the workers' purchasing power has been shrinking steadily since 1965 while inflation, interest rates, and bank and corporate profits have skyrocketed.

"This trend must be reversed. The economic and social policies that have foisted this burden onto the backs of workers must be repudiated. And the place to do that is at the polls in June and November," Pitts declared.

He said that a recent study indicated that only 42.8 percent of eligible union members in Los Angeles are presently registered. Registration may be equally low among similar non-union workers, he noted.

"This is partly due to the high degree of mobility of California workers," he said.

"Many workers who think they are registered have lost their eligibility because they have moved or failed to vote in the last general election and have been purged from the rolls."

Pointing out that the legislators elected this year will face the task of reapportioning all of the state's congressional and legislative districts following the 1970 decennial census, Pitts warned that if that legislature is "dominated by selfish, reactionary, special interest groups, you can bet your bottom dollar that the new district will be drawn in a way that will assure the dominance of those same conservative, don't-rock-the-boat special interests throughout the decade of the '70s in California, a decade in which vast changes that may adversely affect those interests are vitally necessary if we are to preserve both the freedoms and the environment we cherish in California."

Pitts called on all local unions and central bodies to act immediately to beef up their voter registration efforts between now and the April 9 deadline and to plan now to launch an intensive voter registration drive immediately following the June primary.

"The wealthy, the coupon clippers, those that draw the bulk of their income from the inequitable capital gains tax provisions and from tax exempt bonds seldom fail to vote. The upshot is that their votes carry twice the weight they should simply because too many wage and salary earners fail to register and go to the polls on election day," Pitts said.

"Until California workers and workers throughout the nation wise up to this elemental fact, I'm afraid the one-man, one-vote principle established by the Supreme Court will fail to have the impact it should have on winning such basic labor goals as universal health care for all, adequate job safety and unemployment insurance standards, improvements in social security benefits and a host of other measures needed to improve the quality of life for all U.S. workers," he added.

He also urged trade unionists to volunteer their time now to their local union or central body COPEs to help push the voter registration campaign.

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to induce vomiting, do so by placing finger at back of victim's throat or by giving him two teaspoons of salt in a glass of warm water. When vomiting begins, place victim face down with head lower than hips to prevent vomitus from entering the lungs and causing further damage. The victim should continue until only clear fluid is vomited. Call a nearby hospital or poison control center for help and ask for further instructions on what to do until medical aid arrives. If possible, save container to identify the poison so that the doctor can advise the most effective treatment.

PHYSICAL SHOCK

Physical shock is the collapse of the nervous system following a severe injury or emotional upset. Respiration and circulation are seriously affected and extreme shock can cause death. Shock usually can be detected by a victim's pale face, cool, moist skin, shallow breathing, nausea, and detached, semiconscious attitude toward what is going on around him. Send for medical aid immediately. Lay victim on his back with head level with or lower than his feet. Loosen tight clothing. Cover to keep warm. If the victim is conscious and able to swallow, raise him momentarily to a sitting position and give him sips of fluid (water, coffee, tea), unless he is nauseated. Always transport a shock victim in a reclining position.

picnic jug. If he is close enough to shore, extend a fishing pole, branch or other long object. Wade out as far as possible to reach him. Never attempt to rescue a person in water over your head unless you have been trained in life-saving.

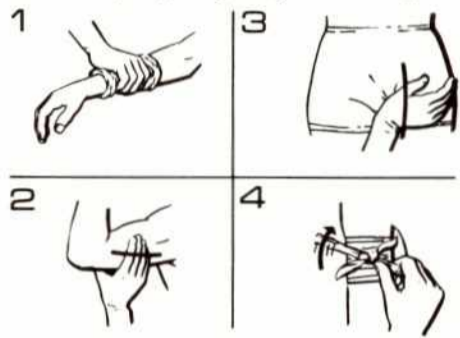
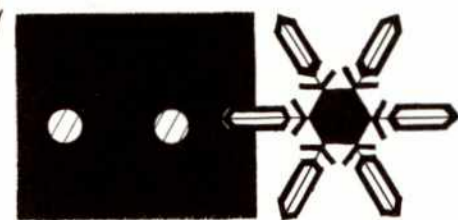


FALLS THROUGH ICE

Never walk to the edge of the ice and attempt to pull the victim out. Get a rope or a long object such as a ladder or planks and crawl across the ice until you near the victim. Lie prone and inch forward until you can reach him with the rope or plank. If other persons are present, you can form a human chain, each lying prone and holding the ankles of the person ahead. Tell the victim to assume the extended swimming position and kick his feet, breaking ice ahead of him if necessary to reach you. Pull him slowly toward you until he has reached ice solid enough to slide onto. Help him out only if the ice is thick enough to hold the two of you.

SEVERE BLEEDING

Place a pad of the cleanest material available over the wound and apply firm hand pressure until the bleeding stops. See figure 1 below. Then bandage the pad firmly. When blood is spurting from a wound on an extremity, direct pressure alone may not be enough to stop the flow. Apply additional pressure between the wound and the heart with your fingers or hand as shown in the accompanying pressure point chart. For a wound on the arm, apply finger pressure on the brachial artery in the upper arm. Figure 2. For a wound on the leg, apply hand pressure on the femoral artery in the pelvis. Figure 3. In all cases of severe bleeding the victim should be treated for shock, as described on page 8. A tourniquet (see figure 4) should be applied



Then turn it off until the car begins to get cold. Leave parking lights or warning flashers on. Don't leave the car. There is a better chance of help reaching you than you surviving on foot in severe weather.

TRANSPORTING THE INJURED

Seriously injured persons should be moved only when it is absolutely necessary and then with extreme care. If a victim must be pulled from a danger area, he should be pulled head, preferably, or feet first, not sideways. If possible, a blanket or coat should be placed beneath him to act as a skid. A stretcher should be used whenever one is available. Often one can be improvised out of pipes, poles, blankets and clothing. If this is not possible, the one- or two-man carries are suitable for asphyxiation and drown-

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Use extreme care if there is suspicion of:
Fractured spine: Keep victim flat and perfectly still.
Fractured neck: Keep victim on his back with head in line with spine and well-braced on each side. (Do not attempt to apply splints to neck or spine fractures.)
Fractured skull: Keep victim quiet. If he is unconscious, remove any foreign matter from his mouth and turn head to one side so secretion may drain from the mouth.

HEAT STROKE

Victim has high fever, flushed, dry skin and strong rapid pulse. He may be unconscious. Call for medical aid at once. Sponge his body with water to reduce the fever. If the victim is fully conscious, have him drink salt water (one teaspoon of salt to one quart of water.) Do not give alcohol in any form.

HEAT EXHAUSTION

Victim has pale, clammy skin, rapid, weak pulse and complains of weakness, headache or nausea. He may have cramps in abdomen or limbs. Move victim to cool place, but protect him from chilling. Have him lie down with his head level to or lower than his body. Give the victim salt water (one teaspoon of salt to one quart of water) to drink if he is conscious. Call a doctor.

paper. Smother burning grease or petroleum products with a rug or blanket, or use a dry chemical extinguisher. Water can cause this type of fire to splatter. Electrical fires call for a dry chemical or CO₂ fire extinguisher. If one is not available, shut off the electric current and use water.

You Awaken and Smell Smoke

Don't throw open the bedroom door and rush into the hall. First, feel the panels and doorknob to find out if they are warm. If the door is warm, don't open it. Heat and smoke could rush in and overcome you in seconds. Call loudly to warn everyone in the house of the danger. Make your escape through a bedroom window. If this is impossible, stuff blankets under the door to keep out smoke while awaiting rescue. If the door is cool, cautiously open it and be ready to slam it shut again should you encounter a blast of heat. If the way is clear, lead the family out of the house and call the fire department.

LEAKING GAS

The immediate danger of leaking utility gas is an explosion. Vacate the house at once and from a neighbor's home call the local gas company for an emergency investigation. If, for some reason, you must remain in the house, open doors and windows—both upstairs and down. Do not switch on a light or strike a match. Turn off the gas supply at the main valve

4. Remove your mouth and listen for an outflow of air. Repeat 12 times a minute for an adult, 20 a minute for a child, using short breaths. 5. If you are unable to inflate the victim's lungs with the first few attempts, roll him on his side, slap him sharply between the shoulders several times to loosen any obstruction, clean out his mouth and repeat entire procedure. Another method of administering artificial respiration, still recommended by some authorities, is the arm-lift, back-pressure method (see illustrations on page 5): 1. Lay victim on his stomach, head turned to one side, chin jutting out, cheek resting on crossed



HIGHWAY STALL

Get car off the road before the car stops rolling. Turn on taillights, four-way flashers and interior lights at night. If the car is close to a traffic lane, on a curve, or over a hill, get everyone out and well away from it. Place a flare 10 feet in back of the car and another flare 300 feet to the rear, or still farther back if a hill or curve interferes with normal sight distance. To signal for help, raise the hood and tie something white to the antenna or left door handle.

STUCK ACCELERATOR

Turn off the ignition and brake to a stop. If your car is equipped with power brakes and steering, they will go off with the ignition, so be ready to bear down against the stiffness in steering and braking. If you need the power assist for steering and braking, shift to neutral. But get stopped quickly before the racing engine causes damage.

CAR FIRES

Most fires are the result of a short circuit in the car's electrical system. Don't waste time trying to disconnect the battery. If you don't carry a fire extinguisher, rip loose any burning wires with a jack handle and smother with a blanket or coat. Don't grab the wires with your bare hands. If the fire burns out of control and endangers the gas tank, get away from the car immediately.

structed, slap sharply between shoulder blades. Should victim still have difficulty breathing after passage is cleared, administer mouth-to-mouth resuscitation and have someone call for medical aid. Never try to make a victim vomit up an object lodged in his throat.

UNCONSCIOUSNESS

Call a doctor immediately. Look for emergency medical identification tag to learn possible cause of loss of consciousness. Consider the victim as having a head injury until it is proven otherwise. Turn victim on his side to allow vomitus and other fluids to drain from mouth. Make sure tongue is not blocking passage of air to lungs. Keep victim warm.



HEART ATTACK

A person suffering a heart attack will complain of pain in or just below the chest and may have a sharp pain down the left arm. There may be faintness and shortness of breath. Send for medical aid at once. Have the victim lie down and remain quiet. Do not let him walk. Loosen clothing but prevent chilling. If he feels faint, elevate his feet. If he complains of shortness of breath, prop him up to a half-sitting position.

ANIMAL BITE

Catch the animal to find out if it has rabies, taking care not to be bitten in the process. If it escapes, note its behavior which will help determine the need for anti-rabies injections. Cleanse the wound thoroughly with soap and water. Apply a sterile dressing. Take the victim to a doctor.

SNAKE BITE

Make the victim lie down immediately and stay completely quiet. Obtain medical aid as quickly as possible and tell the doctor the kind of snake involved. If the bite is on an arm or leg, place a constricting bandage (see tourniquet, page 2) on the limb between the wound and the heart. A pulse should be present below the bandage and the bandage should not produce a throbbing sensation. Apply cold packs directly to the wound.



SERIOUS BURNS

Burns and scalds are classified into three degrees of severity: First Degree: The outer skin is reddened and slightly swollen. Second Degree: The under skin is affected and blisters are formed. Third Degree: The skin is destroyed and tissues underneath are damaged. Burns of the second or third degree require emergency treatment. Remove or cut away loose clothing and apply a sterile dressing large enough to cover the burn and thick enough to exclude air from the area. Never break a burn blister or apply oily or greasy medications to second or third degree burns. Shock is always a dangerous possibility following a serious burn. Keep victim lying down and well-covered. Move to hospital, preferably by ambulance. In the case of a minor first degree burn, im-

(Warning: Do not light flares near spilled gasoline.) Send for the police, and an ambulance if necessary. Write down the license number of the other car and the name and address of its driver. Get names and addresses of witnesses.

YOU'RE FIRST AT THE SCENE OF A CRASH

Park well away from the accident, ahead of the scene. Account for all occupants of the vehicles and aid the injured to the extent that you are qualified. Do not move an injured person unless he is in danger. Protect the area with warning flares and move the cars off the highway. Call the police. Remember: Don't move victims unnecessarily. Wait for medical aid.

BRAKE FAILURE

You approach an intersection and routinely apply your brakes. Nothing happens. Pump the brake pedal. You may regain some pressure. If this doesn't help, shift to a lower gear, so engine compression can help slow the car, and apply the parking brake. If you are traveling down a steep incline when the brakes fail, and you can't reduce speed by down-shifting and using the parking brake, drive into heavy brush or snow, or sideswipe a guard-rail, sandbank or even parked cars. Avoid a head-on collision at all costs.

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ing victims. The three-man carry should be used in cases of fractures and other serious injury.

Persons being driven to medical aid should be kept in a prone position. A station wagon or flat-bed truck is better suited for this than a passenger car.

When transporting an injured person, drive carefully and within the speed limit. Don't complicate matters by having an accident yourself.

IN AN EMERGENCY

Don't panic. You need your wits about you.

Put into use the actions you have studied in this booklet.

Do what needs to be done in the logical order. When administering first aid, don't do more than you are qualified to do.

Never endanger yourself or anyone else to save a material object. Things are expendable—people are not.

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EMERGENCY: A sudden, unexpected occurrence demanding immediate action.

That matter-of-fact dictionary definition tells you what an emergency is, but it doesn't tell you how to get out of it. And it doesn't tell you about panic—unreasoning fear that so often paralyzes mind and muscles.

The antidote for fear is knowledge. Knowing what to do and how to do it in those crucial moments "demanding immediate action" can dispel panic and keep an emergency from becoming a tragedy.

You seldom have time to consult a book in an emergency situation. But studying this booklet now—ahead of time—will help you to be prepared for an emergency if it occurs.

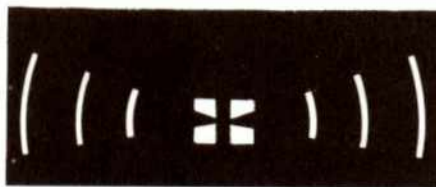
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BOAT CAPSIZING

Stay with the boat. Don't strike out and swim for shore.

Nearly all boats will stay afloat when capsized and they will attract rescuers.

If you cannot right the boat, grasp the edge and kick-paddle toward shore. Don't exhaust yourself to the point of not being able to hang on, but in cold water exercise helps.



AUTO ACCIDENT

Move the vehicles well off the road, if possible, and turn off the ignitions.

Help the injured, but don't move them unless they are threatened by bleeding, fire or traffic. Administer first aid only if you are qualified.

Place a warning flare 10 feet back of the rear vehicle, another 300 feet behind, and a third 100 feet ahead of the scene. If other people are present, station them with the flares to alert traffic.

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HEADLIGHT FAILURE

Brake as quickly as possible without throwing your car into a skid.

Ease onto the shoulder well away from traffic. Set out warning flares.

Check battery terminals for loose connection. If this is not the trouble, send for help.

Never drive without lights.

CAR SUBMERSION

Don't panic. Tests have proven that a car with doors and windows closed will float from 3 to 10 minutes—enough time to escape if you keep your head.

If the car does sink before you can get out, an air bubble will form in that section of the passenger compartment closest to the surface. You can get a breath of air from this bubble before making your exit.

Depending upon the amount of water in the car, water pressure against the doors may make them difficult to open, but a window can be rolled down easily.

If you are forced to break a window, give it a blow with a hard, sharp object.

STRANDED IN A BLIZZARD

Don't sit with the motor running and the windows closed. Deadly and odorless carbon monoxide can seep into the car.

Keep two windows partly open so fresh air circulates. To conserve gas, run the engine for a short while so that the heater warms the car.

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only in cases where an extremity has been severed or severely mangled. Wrap a strong, wide piece of cloth around the upper part of limb above wound. Tie a halfknot, place a short stick on it and tie a full knot over the stick. Twist the stick just tight enough to stop the bleeding. Mark the letters "TK" and the time on the victim's forehead with anything available (pen, soot, crayon) and get him to a doctor immediately.

Unless you are experienced in such matters, do not remove a tourniquet once it has been applied. Leave that to the doctor.

ARTIFICIAL RESPIRATION

When a person stops breathing as a result of drowning, electric shock, suffocation or other cause, artificial respiration must be given immediately.

The most effective way of giving artificial respiration is the mouth-to-mouth method (see illustrations on page 4):

1. Remove any foreign matter from the victim's mouth and place him in a face-up position.
2. Lift his neck and put a folded coat, blanket, etc., under his shoulders. Tilt his head back and keep his jaw jutting out so that the air passage remains open.
3. Pinch victim's nostrils shut, take a deep breath and place your mouth over his, creating a tight seal. Blow in until you see his chest rise. For an infant, place your mouth over both mouth and nose while blowing in.

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near the meter. This valve, located in the basement, garage or utility room, should be plainly marked.

Gas Poisoning

To protect yourself from being overcome, open all doors and windows and shut off the gas source.

Remove the victim to fresh air and begin artificial respiration at once.

Send for medical aid.

FLOODED BASEMENT

This situation not only can cause you a big headache, but literally can kill you.

When under water, plugged-in appliances, lights and other electrical equipment, plus the wiring system itself, can give off a fatal current. This current will travel through the water seeking the nearest effective ground—and you may be in its path.

Avoid this danger by learning in advance which electrical circuits should be disconnected at the fuse or circuit breaker box to shut off power in the basement. Then if flooding seems imminent, switch off these circuits unless it shuts off a sump pump that might help prevent flooding. The sump pump should be grounded. Never enter a flooded basement when water is high enough to have reached appliance motors or any electrical circuit.

FALLS INTO WATER

Throw the victim a life preserver or anything that will float—auto spare tire, beach ball, tree limb,

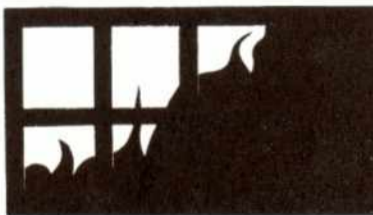
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Do not give the victim stimulating drinks or let him walk. Drive or carry him to a doctor or hospital.

INSECT STINGS

Due to the much greater frequency of their occurrence, bee, hornet and wasp stings annually cause more deaths than snake bites. The fatal reaction usually is due to an allergy to the venom.

A person who experiences nausea, dizziness or a severe headache after such a sting should have a constricting bandage applied above the wound, if possible, and be taken immediately to a doctor.



FIRE

First, evacuate everyone from the building at once.

Next, call the fire department or have someone else call.

Then, if the fire is small, you can try to fight it while waiting for help, but leave yourself an escape route.

Use water to combat a fire of wood, cloth or

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merse the affected area in cold water until the victim ceases to feel pain. Then apply a burn ointment.

Chemical Burns

When someone is splashed with a corrosive chemical, injury usually commences at once, and first aid should be immediate.

Flood the affected area with large quantities of water. Use shower or hose when available. Remove contaminated clothing. When the corrosive agent has been completely washed away, apply a dressing of the cleanest material available and take the victim to medical aid. If the burn is extensive or there is evidence of shock, keep victim lying down and treat for shock. (See page 8.)

Eye Burns

If the victim is wearing contact lenses, remove them. Flood the eye immediately with running water for 15 minutes while holding the lids open. Place a sterile dressing over the eye to immobilize the lid. Go to a doctor immediately.

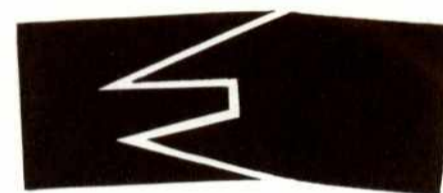
POISONING

Do not induce vomiting if the victim (a) is unconscious, (b) is in convulsions, (c) is in severe pain, (d) has a burning sensation in mouth or throat, or (e) is known to have swallowed a corrosive agent or petroleum product.

Give the victim water or milk to dilute the poison. If you have determined that it is safe

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CUT HERE



FRACTURES

In the case of a broken bone, do no more than is necessary to prevent further injury.

Fractures are divided into two types:

Simple fracture—Bone is broken but there is no open wound.

Compound fracture—Broken bone which may have punctured the skin or is associated with a nearby wound. (Control bleeding, apply sterile dressing before splinting.)

Never move a fracture victim unless the injury is well-splinted.

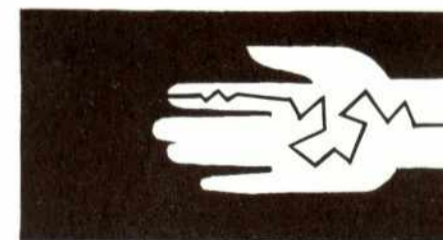
If the break is in a limb, place it in as normal a position as possible, without causing excessive pain. Have someone support the limb above and below the fracture to immobilize the area.

Apply well-padded splints made of any rigid material, such as a board, sapling, ski, canoe paddle, and long enough to extend beyond the joints above and below the injury.

Fasten the splints with bandages of wide strips of cloth in three or more places so that the joints and point of break are immobilized.

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CUT HERE



ELECTRIC SHOCK

Never touch a person who is in direct contact with an electrical current. You could receive a serious shock, too.

If the accident occurs indoors, pull the plug or shut off the current.

If outdoors, push the wire away from the victim, or the victim away from the wire, with a dry, unpainted pole or board, or pull it away with a loop of rope or other nonconductive material.

Send someone for medical help and start artificial respiration immediately. Continue resuscitation until normal breathing is restored or victim is declared dead by a physician.

CHOKING

Position victim so that head is lower than body.

Clear his throat quickly with your fingers and pull tongue forward. If air passage remains ob-

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CUT HERE



TIRE BLOWOUT

Don't slam on the brakes. Apply careful pressure on the brake pedal and keep a firm grip on the wheel.

If it's a front tire, the car may pull to the side of the blowout. A rear tire may cause the car to fishtail. Don't oversteer when correcting these problems.

When the car is under control and speed reduced, pull onto the road shoulder and look for a level spot on which to change the tire. Switch on your flasher signals and set out flares.

SKIDDING

Take your foot off the accelerator immediately. Turn the front wheels in the direction of the skid. Don't oversteer.

When the car regains rolling traction, straighten the wheels.

Never slam on the brakes in a skid. This locks the wheels, throwing the car out of control. To slow down on ice, fast, hard jabs on the brake pedal will keep the wheels rolling.

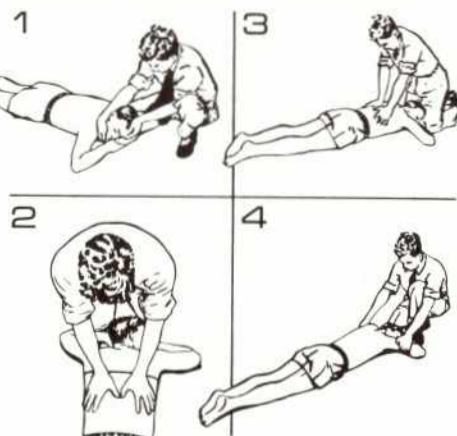
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hands. Clear mouth of foreign matter. Kneel at victim's head.

2. Fan out your hands and place them, thumb tips together, on the victim's back just below the shoulder blades.

3. Rock forward slowly to exert pressure. Keep your arms straight. Release pressure by flexing your elbows. Do not push away. Rock back and slide your hands up victim's back and out along his arms.

4. Grasp victim's arms half way between elbows and shoulders. Pull up and toward you until you feel resistance. Lower arms and repeat back pressure. Repeat cycle 12 to 15 times a minute.



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