

31 DECEMBER 1938

BUREAU OF NAVIGATION

BULLETIN

★

NUMBER 268



PUBLISHED FOR THE PURPOSE OF DISSEMINATING
GENERAL INFORMATION OF PROBABLE INTEREST TO
THE SERVICE.

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COMMENDATIONS.

On 30 November 1938, Theodore K. CENCEBAUGH, A.M.M.1c, U.S.N., and Stuart Wiley CORRELL, A.M.M.2c, U.S.N., of the Naval Air Station, San Diego, were commended by the Chief of the Bureau of Navigation for their initiative and ingenuity in developing improved methods and tools for use in the repair of aeroplane engines.

Next of kin:

Wife, Mrs. Doris J. Cencebaugh, 2626 $\frac{1}{2}$ National Ave., San Diego, Cal.
Mother, Mrs. Lucile Correll, 2158 Pacific Ave., Long Beach, Calif.

INSTRUCTION IN LAW.

The following-named officers have been selected for postgraduate instruction in law:

Lieutenant John W. Bays, U.S.N.,
Lieutenant Albert C. Burrows, U.S.N.,
Lieutenant Louis T. Malone, U.S.N.,
Lieutenant Leonard S. Mewhinney, U.S.N.,
Lieutenant Philip S. Morgan, Jr., U.S.N.

INSTRUCTION IN CIVIL ENGINEERING.

The following-named officers have been selected for postgraduate instruction in Civil Engineering:

Ensign Joseph H. Barker, Jr., U.S.N.,
" Mark H. Jordan, U.S.N.,
" Herbert J. Hartman, U.S.N.

INSTRUCTION IN NAVAL CONSTRUCTION.

The following-named Ensigns have been selected for postgraduate instruction in Naval Construction:

SPRINGER, F. G.
PRICE, W. N.
HOFFMAN, E. J.
ORERMAYER, J. A.
GRANTHAM, E. A.
BALL, R. E.
BALLINGER, J. M.
MOORE, P. B.
BRINCKLOE, W. D., Jr.
MENESEE, F. F.
IANSLOWNE, F. M.
REECE, H. B.

TOURS OF DUTY.

In view of the continual shortage of Lieutenants available for duty in the Fleet, which will be further complicated by the operation of recent personnel legislation, the Bureau contemplates certain changes in the policy governing assignment of officers to duty.

In administering the new law, the Bureau does not contemplate ordering Captains and Commanders promoted to those grades as "fitted" to sea duty except in exceptional circumstances. Lieutenant Commanders promoted to that grade as "fitted" will be employed at sea where their seniority permits as may be necessary, but the Bureau does not contemplate ordering them to command destroyers or submarines or as heads of departments in combatant units of the Fleet.

To replace officers promoted to Lieutenant Commander as "fitted", the normal cruise of Lieutenants will be increased to four years. Effective after June 1939, the normal rotation of duty will be considered as follows:

Cruises

First -----	7 years
Subsequent cruises for Lieutenants-----	4 "
"Best fitted" Lieutenant Commanders -----	3 "
"Fitted" Lieutenant Commanders-----	2 "
"Best fitted" Commanders -----	2 "
"Best fitted" Captains -----	1½ to 2 years.

Shore Duty

Lieutenants & "Best fitted" Lt. Comdrs.---	2 years
"Fitted" Lieutenant Commanders -----	3 or 4 years
"Best fitted" Captains & Commanders -----	3 years.

SHIPMENT OF HOUSEHOLD EFFECTS UPON RETIREMENT.

The memorandum regarding "Shipment of Household Effects upon Retirement," appearing on page 2, Bureau of Navigation Bulletin Number 251, 28 August, 1937, is hereby cancelled.

Transportation of household effects upon retirement or transfer to the Fleet Reserve is authorized from the last duty station and/or place of storage of the effects to one or more destinations as may be desired. See Bureau of Supplies and Accounts Memoranda No. 434, dated 1 November, 1938, or Bureau of Supplies and Accounts Manual, Article 1870-6(g) (Change #19).

NEW DESTROYERS.

The Secretary of the Navy has designated Mrs. Mertie Lorain Anderson as sponsor for the U.S.S. ANDERSON (DD411) named in honor of her husband, the late Rear Admiral Edwin Alexander Anderson, U.S. Navy.

The Secretary of the Navy has also designated Miss Lillian Hammann as sponsor for the U.S.S. HAMMANN (DD412) named in honor of her uncle, the

late Ensign Charles Hazeltine Hammann, U.S. Naval Reserve.

The U.S.S. ANDERSON (DD411) and U.S.S. HAMMANN (DD412) are scheduled to be launched at the plant of the Federal Shipbuilding and Dry Dock Co., Kearny, N. J., 4 February, 1939.

The above two destroyers were authorized to be constructed by Act of Congress dated March 27, 1934.

ENLISTED CANDIDATES FOR U. S. NAVAL ACADEMY.

Inquiries concerning the status of enlisted candidates for the Naval Academy are frequently received in the Bureau. In order that information on which to base replies to these inquiries may be available, Form N. Nav. 116 for all applicants for the Naval Academy whether nominated or not is required by Article D-6107, Bureau of Navigation Manual.

TEXTBOOKS FOR NAVAL ACADEMY CANDIDATES.

As announced in the Bureau of Navigation Bulletin, Number 253 of 30 October 1937, the Bureau has on hand a number of textbooks, some used and some new, suitable for study by Naval Academy candidates. These books are issued in sets to vessels having candidates on board, in quantities not to exceed three (3) sets to battleships and carriers, two (2) sets to heavy or light cruisers, and one (1) set to other vessels.

The Commanding Officer of a vessel that has not received its allowance of textbooks, and that has recommended Naval Academy candidates on board, may request books by sets from the Bureau of Navigation.

As an aid to the instruction of candidates who, because of insufficient sea duty, must prepare on board for the Naval Academy Entrance Examinations, copies of monthly examinations given at the Naval Academy Preparatory School will be forwarded to those vessels from which enlisted applicant cards (N. Nav. 116) are received recommending candidates.

These examinations are for the convenience of officers charged with the instruction of candidates. Keys will not be supplied.

TRAINING COURSES

The Navy Training Course, "Instructions for Use in Preparation for the Rating of Yeoman Second Class" is now available for distribution.

Training courses are available for men preparing for the following ratings:

Seaman Branch.

Apprentice Seaman
Seaman 1c
Coxswain
Boatswain's Mate 2/c
Gunner's Mate 1/c and Chief Gunner's Mate and

Turret Captain 1/c and Chief Turret Captain.
Quartermaster 3/c
Quartermaster 1/c and Chief Quartermaster
Signalman 3/c
Torpedoman 3/c
Torpedoman 2/c
Torpedoman 1/c and Chief Torpedoman
Fire Controlman 3/c
Fire Controlman 2/c

Artificer Branch

Machinist's Mate 2/c
Machinist's Mate 1/c
Water Tender 1/c and Chief Water Tender
Electrician's Mate 3/c
Electrician's Mate 1/c

Carpenter's Mate 2/c
Carpenter's Mate 1/c
Painter 3/c
Painter 2/c
Painter 1/c

Aviation Branch

Aviation Machinist's Mate 3/c

Special Branch

Storekeeper 3/c
Ship's Cook 3/c
Baker Ratings
Officer's Cooks and Officer's Stewards
Messman
Commissary and Chief Commissary Stewards

Yeoman 3/c
Yeoman 2/c
Hospital Apprentice 1/c and
Pharmacist's Mate 3/c
Pharmacist's Mate 2/c

General Courses

A to N
Aviation Seamanship
Blowers
Boilers, Coal Fired
Boilers, Oil Fired
Diesel Engines
Distilling Plants

Electric Propulsion Main Drive
Gregg Shorthand Manual
Gregg Progressive Exercises
Gyroscopic Compasses
Pumps
Storage Batteries

Other Publications Available

Yearbook of Enlisted Training
News Handling
Thrift
Benefit Guide
Concessions of Colleges
Motion Picture Handling
Sound Motion Picture Equipment
Naval Aviation Syllabus

N-1 Training Seaplanes
N-2 Training Landplanes
Methods of Instruction
Collision Cases 1-10
Collision Cases 31-40
Collision Cases 41-50
Grounding Cases 11-20
Administration Cases 21-30

NAVY E, INSIGNIA.

The bars which are authorized to be worn under the Navy E by personnel who have received consecutive awards for efficiency in either Engineering or Gunnery, are now available at the Naval Clothing Depot, Brooklyn, New York, and may be requisitioned as follows:

Bars (blue or white), engineering or gunnery, single bar.

Bars (blue or white), engineering or gunnery, sets of two bars.

These bars are embroidered in strips of single bars and sets of two bars. The issue price is \$.02 each.

TRANSFERS FOR DISCHARGE.

The Bureau has been informed that certain vessels have transferred enlisted men to the Seaman's Barracks, Navy Yard, Charleston, S. C., for discharge. The Bureau of Navigation Manual directs that men in this category be transferred only to receiving ships or receiving stations. As no receiving ship or receiving station exists at Charleston, and as facilities are not available for handling the necessary work, men should not be transferred to Charleston for discharge.

LETTERS OF RECOMMENDATION FOR ENLISTED PERSONNEL.

It is the present practice of the Bureau, upon receipt of requests from the Civil Service Commission, or Superintendents of Labor Boards of Navy Yards, to furnish complete records of men's service, showing ratings held, dates of ratings, and, if shown, any other special qualifications or detail. These statements are for the purpose of establishing the man's eligibility for Civil Service preference and his qualifications for the job he is applying for.

The Superintendent of the Labor Board, Navy Yard, Washington, D. C., is of the opinion that personal letters of recommendation from former officers are often very valuable in establishing a man's qualifications for the job for which he has applied. When a man applies to the Board's office for employment and gives the names of certain officers as reference, they write to the applicant and secure the date and place at which he served under the officer, and the experience he has had under the officer or officers mentioned, which would qualify him in experience for the position for which he is an applicant. This information, obtained from the man, is transmitted to the officer from whom the recommendation is sought. This seems to be a good practice and should assist the officer to some extent in identifying the man. It might be well for the Labor Boards of all Navy Yards to adopt a practice similar to that followed by the Washington Yard.

The attention of all men leaving the service is called to the necessity of identifying themselves to the officers selected as references when asking for letters of recommendation. Letters requesting recommendations from naval officers should contain as many details as possible concerning

... of the applicant with the officer, such as ship or station, full name of the officer, and the name of the officer's command. Success in obtaining the desired position may depend upon getting the right kind of letter of recommendation which cannot be given without proper identifying details being supplied. It is also suggested that an applicant write to some junior officer with whom he was more closely associated than his commanding officer, asking him to prepare a letter for the commanding officer's signature, thus obtaining a more accurate outline of the applicant's ability. When an officer's name is given as reference to the Civil Service Commission, Labor Boards, or prospective employers, the applicant should also write direct to the officer, informing him of this fact and giving full identification details in regard to himself.

SHIPMENT OF PERSONAL EFFECTS OF DECEASED ENLISTED MEN.

It has come to the Bureau's attention that in some few cases the effects of deceased enlisted men have been forwarded to their next of kin in a dirty and unsanitary condition.

While the Bureau realizes that this condition may be due to the fault of the deceased person, nevertheless the Bureau hopes that all Commanding Officers will take steps to insure that before such effects are forwarded, they be cleaned and neatly arranged.

NEW CADETS.

The below listed aviation cadets were designated naval aviators on 3 November 1938 and ordered to active duty with the aircraft squadrons of the Fleet. They will be detached from Pensacola on or about 8 December 1938:

<u>Aviation Cadet, USNR</u>	<u>Home Address</u>	<u>Assignment</u>
CHRISTMAN, Elwyn L.	Mt. Angel, Oregon	Patrol Squadron 1 Pearl Harbor
LIKE, Fred O.	18 Eleventh & Colorado Longview, Wash.	Patrol Squadron 4 Pearl Harbor

The following aviation cadets have been ordered to temporary duty with the Carrier Air Group, USS SARATOGA, Fleet Air Detachment, Naval Air Station, San Diego, California, until the commissioning of the U.S.S. Wasp squadrons, on or about 1 July 1939, at which time they will report for duty in the squadrons indicated:

FISHEL, Myron P.	1505 - 17th Ave., S. Nashville, Tenn.	Fighting Squadron 7 USS WASP
GOYETTE, Edgar T.	22 E. Main St. Mystic, Conn.	Fighting Squadron 7 USS WASP
KEPHART, William P.	1320 W. Market St. Greensboro, N.C.	Scouting Squadron 71 USS WASP
KINSELLA, Charles W.	83 Union St. Pittsfield, Mass.	Scouting Squadron 72 USS WASP

<u>Aviation Cadet, USNR</u>	<u>Home Address</u>	<u>Assignment</u>
LORD, Russell T.	Highland Ave. Dover, N.H.	Scouting Squadron 71 USS WASP
McCONNELL, Earle J.	2002 W. 74th St. Los Angeles, Calif.	Bombing Squadron 7 USS WASP
MOORE, Winford O.	Perum, Oklahoma	Bombing Squadron 7 USS WASP

The below listed aviation cadets were designated naval aviators on the dates indicated, and were ordered to active duty with the aircraft squadrons of the Fleet. They will be detached from Pensacola on or about 20 December 1938:

<u>Aviation Cadet, USNR</u>	<u>Home Address</u>	<u>Assignment</u>	<u>Date of Designation</u>
BANKHARDT, Philip P.	1572 Robinwood Ave. Lakewood, Ohio	Patrol Squadron 6 Pearl Harbor	14 November 1938
CARLSON, William O.	4526 - 47th Ave. N.E. Seattle, Wash.	Patrol Squadron 8 Pearl Harbor	17 November 1938
COLLINS, Thomas W., Jr.	16505 Elsienna Ave. Cleveland, Ohio	Patrol Squadron 13, Pearl Harbor	14 November 1938
LINNEROOTH, Warren K.	1597 Brand St. St. Paul, Minn.	Aviation Unit USS WICKITA	14 November 1938
BEECE, Aubrey W.	317 Pinellas St. Clearwater, Fla.	Patrol Squadron 10, Pearl Harbor	17 November 1938

The below listed aviation cadets were designated naval aviators on the dates indicated, and were ordered to temporary active duty with Carrier Air Group, USS SARMIOGA, Fleet Air Detachment, Naval Air Station, San Diego, California, until the commissioning of the U.S.S. Wasp squadrons, on or about 1 July 1938, at which time they will report for duty in the squadrons indicated. They will be detached from Pensacola on or about 20 December 1938:

CAFFEY, Kenneth W.	Box 34 Flagstaff, Ariz.	Scouting Squadron 72, USS WASP	17 November 1938
CHASE, Gordon P.	716 River Ave. Coeur D'Alone, Idaho	Scouting Squadron 72, USS WASP	14 November 1938
CUNHA, George D.M.	57 Farragut Ave. Providence, R.I.	Scouting Squadron 71, USS WASP	17 November 1938
FAGERGREN, Aaron H.	1754 Sherbourne Dr. Los Angeles, Calif.	Bombing Squadron 7, USS WASP	17 November 1938
FLETCHER, Ralph H.	Portage, Mich.	Scouting Squadron 72, USS WASP	14 November 1938

<u>Aviation Cadet, USNR</u>	<u>Home Address</u>	<u>Assignment</u>	<u>Date of Designation</u>
FORD, Lewis M. D.	21 W. Cedar St. Poughkeepsie, N.Y.	Fighting Squadron 7 USS WASP	14 November 1938
INGALLS, Charles E., Jr.	4 Fairview Ave. Montgomery, Ala.	Scouting Squadron 71 USS WASP	14 November 1938
JOHNSON, Willis F.	808 E. Page St. Springfield, Mo.	Bombing Squadron 7 USS WASP	14 November 1938
KELLEY, Herbert L., Jr.	2003 Broadway, N. Seattle, Wash.	Scouting Squadron 71 USS WASP	14 November 1938
KERKER, Thomas W.	2248 St. Clair St. St. Paul, Minn.	Bombing Squadron 7 USS WASP	14 November 1938
McCOLLOCH, Lacy L.	R.F.D. 1, Box 73 Fullerton, Calif.	Fighting Squadron 7 USS WASP	17 November 1938
RIGG, James F.	329 Carroll St. Saginaw, Mich.	Fighting Squadron 7 USS WASP	17 November 1938
VINCENT, Warren C.	Route 9, Box 441 Seattle, Wash.	Scouting Squadron 72 USS WASP	17 November 1938

SHIP'S SERVICE INSURANCE

The Bureau of Navigation has been advised by the Judge Advocate General that that office has received and placed on file two key or master policies issued by Eastern Mutual Casualty Company, Baltimore, Md.

The first policy covers motor vehicles owned and/or operated by ship's service activities, ashore and afloat, against the usual automobile risks. It bears an endorsement whereunder the insured agrees that the findings of a duly appointed investigating officer or board of investigation shall be binding in settlement of any claims thereunder insofar as concerns liability other than to third persons.

The second policy covers all kinds of lawful goods and/or merchandise consisting principally of ship's service stores to the extent of the actual cash value, against loss or damage from any external cause, and it provides that the insured agrees that the findings of a duly appointed investigating officer or board of investigation shall be binding in settlement of any claims.

Certificates written under these policies are considered as offering adequate protection. Certificates will be issued by the Washington Office located in Room 245, Woodward Building, Washington, D. C.

These policies are in addition to those previously listed in Bureau of Navigation Circular Letter #11-35 as being on file and satisfactory.

SCHOLARSHIPS FOR NAVY DAUGHTERS.

The Bureau of Navigation has been advised by the Principal of the Ogontz School, Montgomery County, Pa., that the Trustees of the Ogontz School will continue the two partial scholarships of \$900 each and the full scholarship for the coming school year.

These scholarships are limited to daughters of graduates of the U.S. Naval Academy on active duty and not restricted as to place of residence. The \$900 reduction in the annual cost of tuition and expenses at the school covers about one-half the total charge.

These scholarships will be for the two year course in the Ogontz Junior College, which provides for a course of study containing the essentials of a college course both in academic and artistic work. The plan of study is equally adapted to the girl who wishes to continue her work in a senior college or to a girl who completes her education at Ogontz. The courses offered prepare any student who attains high standing to enter universities and certain specified colleges with the rank of junior.

There is no entrance examination, but the applicant must be a graduate of an accredited high school or comparable secondary school, and while it is specifically prescribed that no selection by competition is desired or intended, other things being equal the selection will be given to a girl who has a good scholastic record rather than to one with a poor record.

Since it is extremely difficult to judge the applicants solely on the basis of "paper" records, a personal interview of those deemed to have a reasonable chance of selection becomes a very desirable element in the making of the distinctions which will undoubtedly be necessary if the judging is to be done on an equitable basis.

The Commandant of the Eleventh Naval District and the Superintendent of the Naval Academy have been designated to appoint a board or committee to interview and nominate applicants for the scholarships to the Navy Department where final selections will be made after consideration of the detailed recommendations of the respective boards or committees.

The parents of any girl desiring to have their daughter considered for one of these scholarships should apply to the Commandant of the Eleventh Naval District or to the Superintendent of the Naval Academy. The letter of application should state whether or not a partial scholarship is desired should another applicant receive the full scholarship. The following should be submitted with the letter of application: a photograph of the applicant; a letter from the pastor of the family's church; a letter from the principal of the high school or secondary school from which the applicant graduated, together with an attested statement of her academic record, and such other letters of recommendation as the parents desire to submit.

SCHOLARSHIP FOR NAVY SONS.

The Trustees of Rensselaer Polytechnic Institute, Troy, N.Y. offer again one full four year tuition scholarship to sons of officers on the

active or retired lists of the Navy and Marine Corps, as well as to sons of deceased officers of the same categories. The student selected will be awarded free tuition for the full four year course amounting to \$1800.

Applicants for the scholarship should apply to the Bureau of Navigation for blank forms which will have to be completed by the applicant and the principal of the secondary school last attended and returned to the Bureau. The completed forms should be received in the Bureau of Navigation by 15 July, 1939.

The following, taken from a letter from Rensselaer Polytechnic Institute, is quoted for the information of the service:

"Candidates should be considered on the basis of scholarship, rank, and leadership qualities. Only an exceptional student should be considered and the successful candidate will be required to maintain an average grade of 85 per cent.

"The Institute maintains twelve undergraduate courses leading to the Bachelor degree, as follows:

Civil Engineering	Industrial Engineering
Mechanical Engineering	Business Administration
Electrical Engineering	Chemistry
Chemical Engineering	Physics
Aeronautical Engineering	Biology
Metallurgical Engineering	Architecture

"Graduate courses are also offered leading to the Masters' and Doctors' degrees.

"The scholarship which the Trustees of this Institute offer is distinctly an honor scholarship and is not of the usual kind in which any student who can get a bare passing grade continues to be eligible. In selecting the successful candidate, it is requested that a committee representing the Bureaus of Navigation, Yards and Docks, and Engineering be appointed and that they be directed to pay considerable attention to the things that the candidate has done outside of the classroom, such as editorial work, athletics, music, Boy Scout work, etc."

KARL M. KELLER, Ex-Lieutenant - WANTED.

The following communication was received from the Officer in Charge of the Naval Reserve Educational Center at San Francisco:

"KARL M. KELLER, age 44 years, was graduated from the Naval Academy with the Class of 1917. In APRIL 1923 KELLER was dismissed from the U. S. Navy. He recently visited San Francisco and renewed acquaintances among his former classmates on duty ... in San Francisco. On 19 November he passed,, two checks in the amount of \$175. The checks were made out on the Mercantile National Bank at Dallas, Texas. It was subsequently discovered that KELLER had no account with that bank KELLER operated ... in San Francisco with a Pierce

Arrow car He represents himself as engaging in the sale of oil leases of lands located in Oklahoma. He is married, has five small children, 4 male, one female, youngest about 3 months, eldest about 6 years. He has his mother-in-law with him."

GYRO COMPASSES.

Ships newly commissioned, during the period before joining the fleet, do not have the supply facilities of repair ships or tenders available and therefore at times are unable to procure needed spare parts readily.

In the case of gyro compass or dead reckoning spare parts, there are two methods of obtaining these parts:

- (a) If the equipment is still in the guarantee period and responsibility is clearly contractor's, request should be made on the Inspector of Navigational Material, New York, who will obtain material from contractor, or from tender or repair ship spares at New York (spares being replenished at a later date by contractor).
- (b) If guarantee period has expired or responsibility is clearly not contractor's, request should be made to the Bureau. Supply will be directed from tender or repair ship spares which are usually available at Navy Yard, New York, or by local purchase by Navy Yard, New York, charges in either case (for replacement in tender or repair ship spare part box or local purchase) being made to the current New York Yard I&S Allotment.

Requests should be made by despatch or letter as appropriate, doubtful cases always being referred to the Bureau.

GYRO COMPASS OIL.

The following change should be made in Compass Bulletin No. 35 of 15 May 1938:

On Page 12, Paragraph 26 - Lubricating Oil for Gyro
Compasses:

When present supply of Oil, Symbol Number 1075
is expended, Symbol Number 2075 shall be used in
all cases where Number 1075 had been used.