



JANUARY 1969

NUMBER 1

**ADVANCE and be RECOGNIZED!**



**with awarded ideas**

**USE OF REAR ENTRANCE STEP LADDER FOR TRUCKS**  
(NPS SE 67-108)

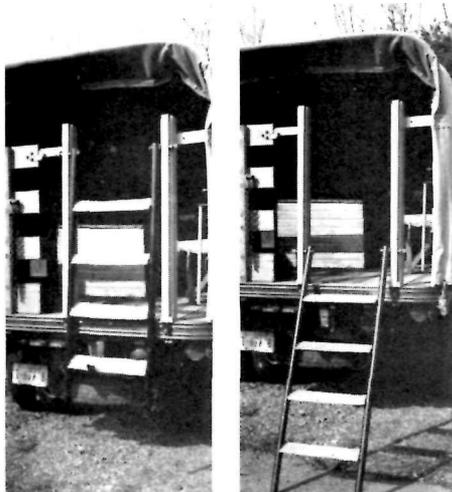
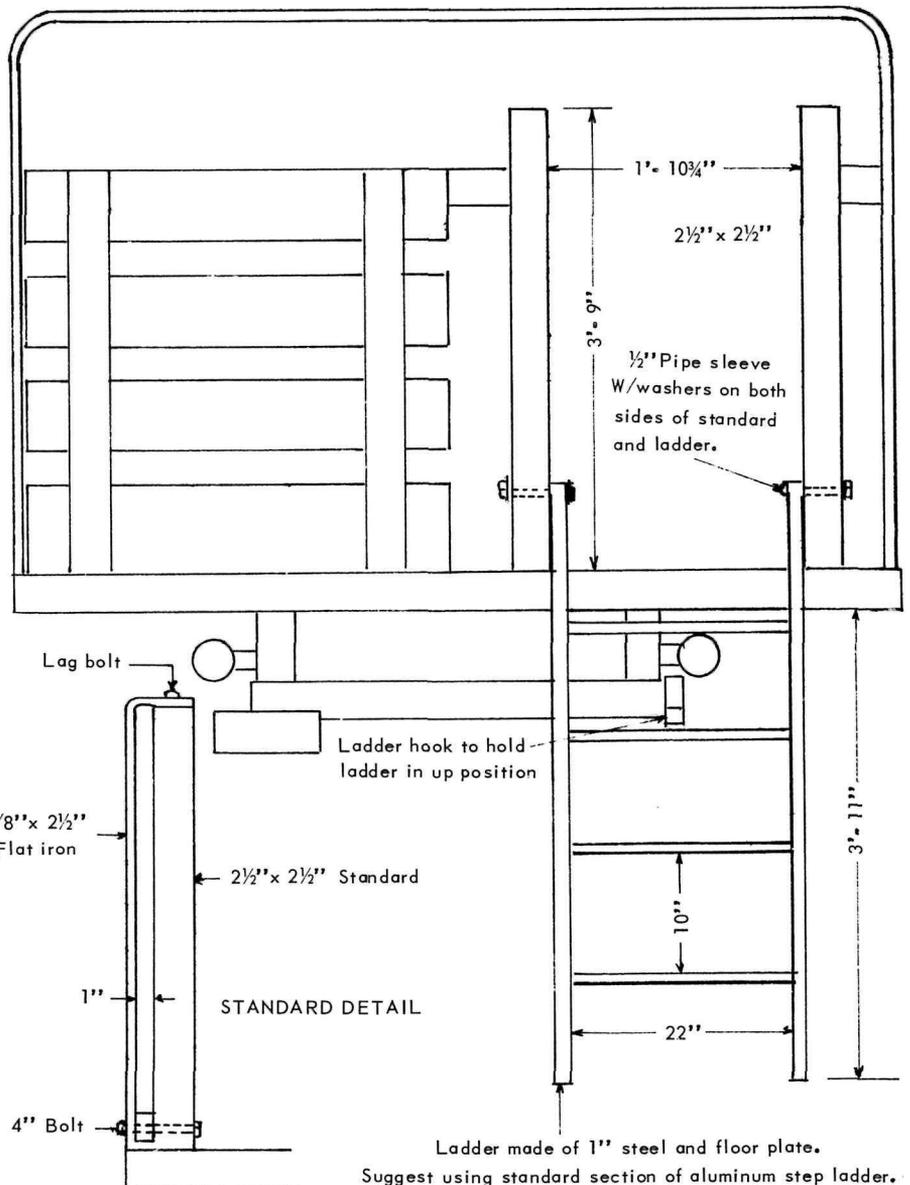
The truck step shown in the illustration was constructed from scrap materials on hand at nominal cost. It is suggested that

on future installations, the step half of an aluminum step ladder be used for a lighter and neater installation.

Jennings E. Riddle, operator general, Shenandoah National Park, has designed a safer, handier rear entrance step ladder for trucks that are used for hauling men and light hand tools. (See accompanying photographs and sketch for dimensions and installation.)

Jennings states that at Shenandoah they have constructed one of these ladders on a district man-truck and find that it has certain advantages over previously used steps. The ladder in its up position acts as a physical barrier better than a chain to prevent men from falling from the truck during transportation. With this ladder or step arrangement, it is not necessary for one of the men to climb to the ground first before the step can be lowered. The step is easily lowered by a man on the truck.

With the step in the down position, men can safely climb on or off the truck with a minimum of delay and the large obstruction-free opening allows speedy and safe loading and unloading of hand tools.



**PORTABLE SPEAKER'S STAND  
CAN BE PLACED IN RECORD TIME  
(NPW SE 67-62)**

A portable speaker's stand equipped with detachable wheels and towing hook has been developed by Sam P. Lacy, maintenance foreman at Vicksburg National Military Park.

This stand can be set up in 30 minutes ready for use. It has adjustable legs, adjustable telescopic top and adjustable steps, and it can be used on any type terrain. Also, it has a battery-operated public address system. The cost to build the stand was approximately \$500, which represents quite a saving in materials and labor when compared with building the several temporary stands which would otherwise be needed.

Sam tells that the stand has been used for centennial programs, dedications and other ceremonies within the park and has proved adaptable and efficient.

A diagram drawn by Sam is shown to illustrate how the metal frame for the portable speaker's stand is constructed.

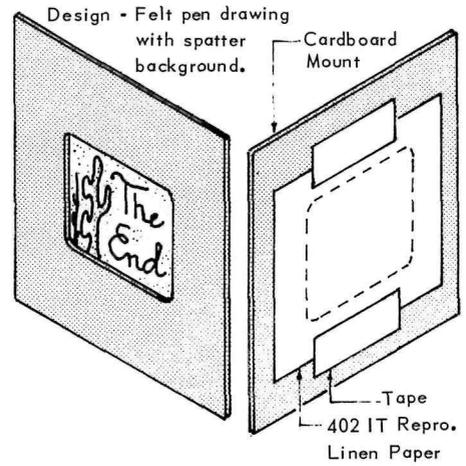
**QUICK WAY TO MAKE TITLE SLIDES  
(NPS SW 67-121)**

Slides showing titles, section headings, endings, and other short messages may be made quick and easy and with little expense by a method suggested by Miss Joyce J. Fox, a cartographic technician serving in the Southwest Regional Office.

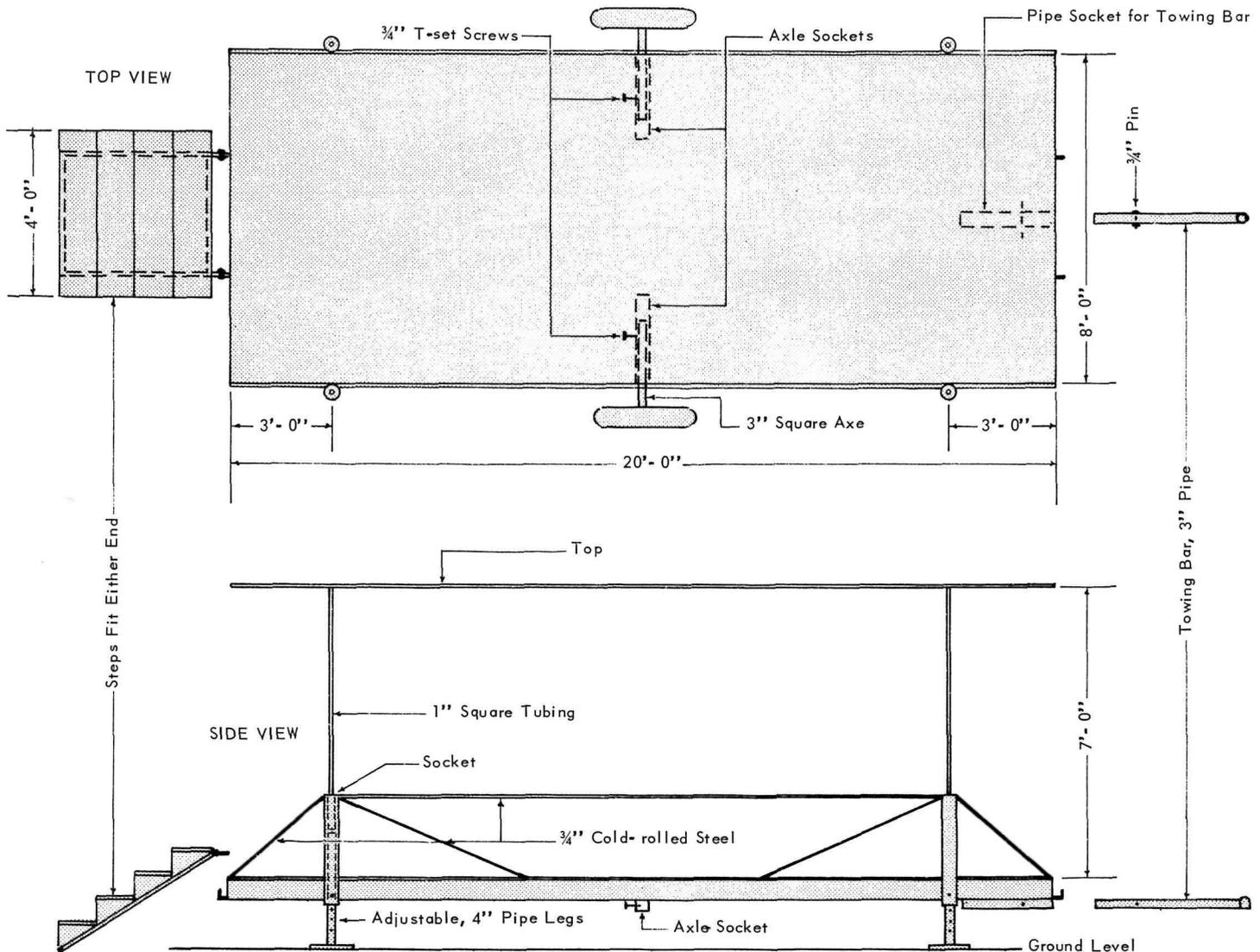
The materials needed are cardboard mounts and some sort of reproducible paper, linen or film such as used in Ozalid, Bruning or other reproducing machines, providing a transparent base.

Using the transparent material, Joyce letters by hand or Leroy device the words wanted, in a space of exactly slide size. She then makes reproducible, which will give a nice red line. She points out that felt-tip pens (which usually carry transparent inks) can be used to provide color.

Even regular linen with strong ink line will make a pretty fair slide, Joyce says. Grey toning or other patterns can be used for texturing.



*"Do not suffer your good nature when application is made, to say 'yes' when you should say 'no'. Remember, it is a public, not a private cause, that is to be injured or benefited by your choice."*  
—George Washington



MOISTURE AND DUSTPROOF EXHIBIT CASE (NPS W 66-49)

How do you keep moisture and dust out of a fine exhibit in an outdoor location? It is no easy matter, but Supervisory Park Naturalist Robert C. Zink has worked out a method for making airtight, moisture-proof cases which stand up well under the toughest conditions. Two exhibits made according to his specifications have been drawing the admiring attention of visitors to Lava Beds National Monument and to Haleakala Volcano for several years at last report and seem to be well enough sealed to stand for many years more unless hit by a serious vandalism or natural disaster.

Bob Zink submitted his award-winning suggestion for the moisture and dustproof assemblage from Pinnacles National Monument. Photographs and diagrams made to show how the cases are made and how they appear in service are shown with this article.

Before Bob designed the first case, Exhibit I at Lava Beds accumulated a cup of water during the first two months of its

existence because of diurnal temperature changes in the spring. The Haleakala exhibit faced similar danger, being located on the rim of the crater where fog and sun alternate throughout the day much of the time.

The essential feature of the Zink assemblage is a moisture-proof metal tray sealed to the cover glass (or Plexiglass with modern pre-molded mastic such as the 3M Company's "Scotch Calk" or Brooks Mfg. Company's "Plasti-Tak."

Bob's description of how the case is made follows:

Have a light sheet tin or galvanized tray built to fit the exhibit space with a 1" to 1 1/2" lip overlapping the interior framing. The tray lip must be flat. The tray should have a half round roll formed in this lip to control the mastic, so placed as it does not show after the molding is in place. All joints, seams, corners, and lip must be soldered water-tight. The exhibit panel should fit smoothly into the finished tray. The tray is painted only where metal will show. Priming paint is probably advisable under salt air conditions.

The exhibit panel may be boxed in or held by small posts but must not be fastened through the tray-box. Framed panels simi-

lar to the Haleakala exhibit will need no other fastening. Small bolts soldered to the inside of the tray, coming through the exhibit, may be used. The water-tight integrity must be maintained.

When ready for assembling, the exhibit must be thoroughly dried in either warm sunlight or warm, dry room. For valuable paintings or artifacts, drying under controlled conditions to a specific humidity can preserve them indefinitely. Data for this can be obtained from any military source storing World War II equipment. Over drying must not be done as this also causes deterioration.

With the exhibit in the tray, place calking strips around the tray lip outside the half round roll in the metal. Knead all joints in the mastic into a continuous, smooth roll and be sure there are no breaks at the corners. Place the glass or plexiglass cover on after it has been thoroughly cleaned on both sides. Press the cover down slowly all around firmly to give a broad seal throughout. Place the assembly in the exhibit standard and secure with molding screwed in place which also holds the glass in place. Putty and paint.

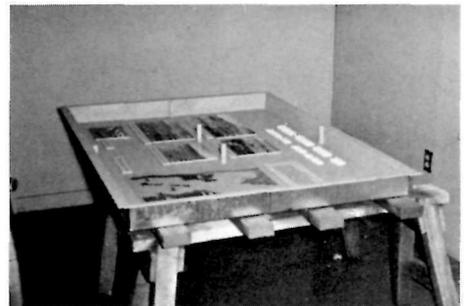
To allow for air expansion caused by temperature changes, it is wise to have



The two Lava Beds Exhibits



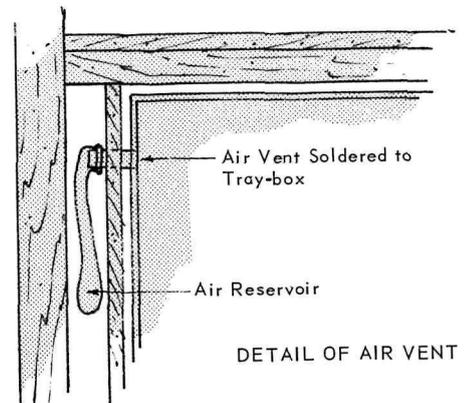
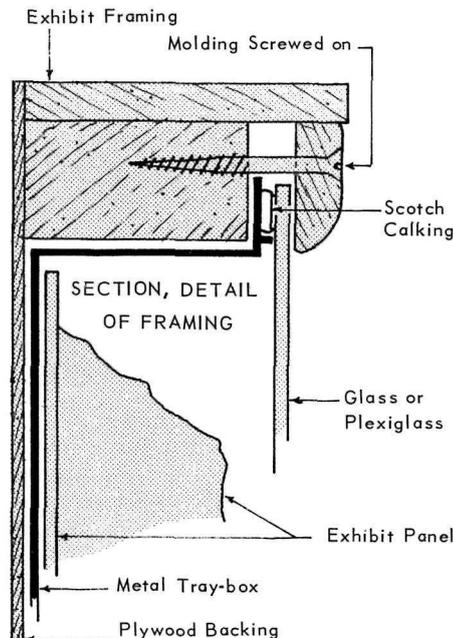
Haleakala exhibit metal tray-box, approximately 2' x 3 1/4', not painted as the metal tray is entirely covered by wood framing. The 1/2 round roll is close to the inside edge of the tray.



Lava Beds exhibit in the metal tray-box showing the necessity for painting the inside edges. The exhibit support blocks show markedly here but not when erected in the field. The tray is ready for calking material and the plexiglass cover.



Haleakala, Hawaii, exhibit



one air outlet in the form of a short tube soldered to a hole in the metal tray. To this tube should be attached an air bladder (such as a high-quality balloon) so that no outside air can get into the case.

**INSTALL LADDERS ON TRUCKS  
AS SAFETY MEASURE  
(NPS W 67-195)**

The following suggestion is made by Harold F. Gringer, building supervisor, Yosemite National Park, as a contribution to the park safety program.

By installing ladders on the side of trucks, Harold explains a safer way of ascending or descending from the bed of the trucks would be made possible. He recalls that on numerous occasions injuries have been caused by jumping down from the bed. One man fractured a bone in the bottom of his foot when he jumped and struck a small rock thus resulting in an absence of eight to ten days from work.

The cost of making and installing this ladder is estimated to be about \$20.00. Notice in the photo the placement of the ladder on the truck.



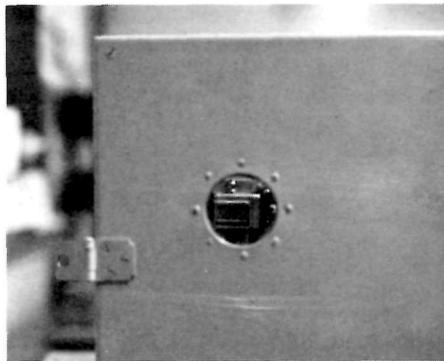
**MODIFICATION FOR  
TRAFFIC COUNTER  
(NPW NE 67-134)**

Traffic counter boxes at Fort McHenry NM&HS and Hampton NHS have become easier to use because of a suggestion made by Maintenceman Anthony M. Kohajda and Historian William A. Harris.

These men suggested that a hole be provided in the lid of the box holding the automatic traffic counter. And further, that instead of plain glass or plastic, that a magnifying glass be provided in the opening to make the size of the numbers seem larger when viewing.



Normal viewing angle of traffic counter numbers with lid open.



Traffic counter numbers as seen through magnifying glass opening. Numbers are approximately twice their normal size.



Traffic counter box installed on entrance gate post.

This suggestion makes the recording of the traffic counter numbers easier in that the employee needs only to glance at the box instead of opening it. This also does away with the necessity of carrying an extra key for the box.

**ELIMINATE HAZARD  
IN HOSE HOUSES  
(NPS W 68-141)**

Maintenceman Benjamin White of Fort Clatsop National Memorial explains how remodeling old type hose houses can do away with built-in hazards so that in the case of an emergency, there will be no complications.



In planning for the modification at Fort Clatsop, Ben took the tops from the houses and carefully removed the metal coverings. Then all nails were removed from the covers. Strips, or stops, made of 2" x 2" lumber were placed in position along the forward edges of the top, on the underneath side as shown in the photos.

These formed a catch or picket for the existing doors which were left as originally hung.



The metal cover of the top was replaced and fastened by screws. Hinges were so placed on the cover as to allow them to be raised to a fully extended position. Then a holding bar was placed inside of the hose house and a stop on the under side of the cover to permit the bar to engage and keep the cover in an upright position. Thus when the top is raised there is a positive catch to prevent it from falling back down.

**CABLE SLING SWIVELS  
FOR HELICOPTER SLING LOADS  
(NPS W 68-111)**

Supervisory Park Ranger John Bowdler of Sequoia and Kings Canyon National Parks has suggested the use of cable sling swivels for helicopter sling loads. They are used to suspend cargo from the helicopter cargo hook.



Advantages of these slings, says John, are (1) the fact that the aircraft control cable is stronger and lighter than rope and less easily damaged or deteriorated; (2) springing of loads and subsequent breaking of the rope is prevented; (3) the mountaineering carabiner, familiar to most park rangers, is very easily operated. The screw-type carabiner is used here for extra safety; (4) several

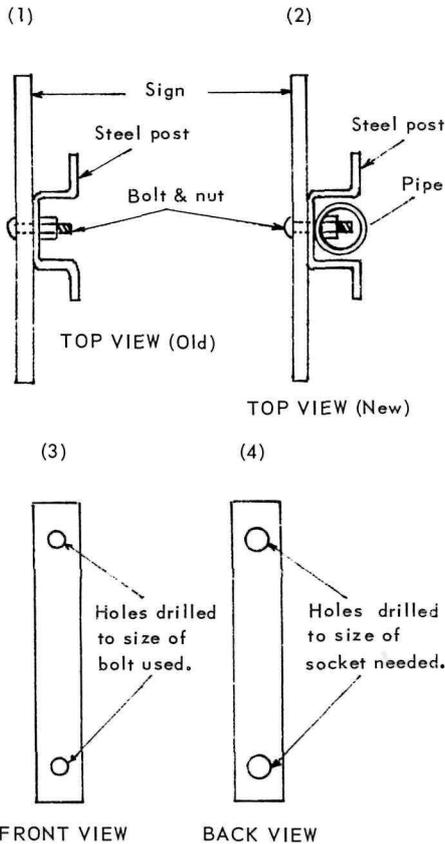
units can be combined if a longer sling is needed; (5) drogue chute swivels suitable for these sling assemblies are readily available from surplus sources at minimum cost. Total cost per sling is about \$9.00 for swivel, cable, rings, cable clamps and carabiner.

John describes these cable sling swivels as being 10' lengths of 1/8" airplane cable with a ring at one end and a swivel, ring and carabiner at the other end.

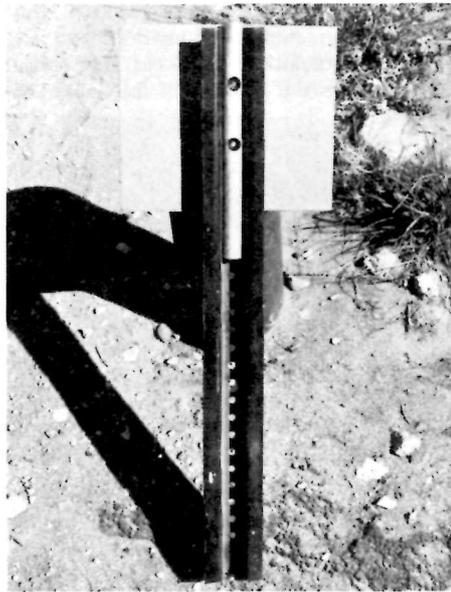
**PREVENT SIGNS FROM BEING STOLEN**  
(NPS SW 67-142)

From Grand Canyon National Park comes the idea of using a piece of short pipe to prevent signs from being stolen from roadways, campgrounds, trails, etc., that cannot be patrolled at all times.

William P. Mote, ex-signmaker at the Park, states that signs that are mounted on pipe or steel posts can easily be removed by loosening the two nuts which hold the sign in place, thereby making signs an easy target for souvenir hunters. He has made drawings to illustrate his suggestion for preventing removal.



Drawings # 1 and # 2 show signs in place on steel post and pipe. Drawings # 3 and # 4 show the way to drill the pipe for mounting. By using this method the bolt and nut are inside the pipe instead of on the outside where they can easily be removed.



The tools necessary for the installation are a deep socket and a ratchet handle, which incidently are not carried by most people when they are hiking nature trails.

**TRAILER FOR HAULING DUMPSTERS**  
(NPS SW 67-144)

Caretaker Jesus Sandoval, White Sands National Monument, offered a suggestion a while back that a small trailer be procured from excess on which to haul contractor-owned trash-collecting dumpsters. At the time, trash cans were emptied into a truck and the load was then driven to an area where the dumpsters were stored and thus unloaded. A pickup truck was used and the unloading done by hand.



The suggestion was made with the idea that dumpsters mounted on a trailer would mean hauling the trailer around the area dumping directly into the dumpsters, thus eliminating many trips to the storage area and saving considerable amount of time otherwise needed for unloading the truck.

A suitable metal trailer excess from Holloman Air Force Base was found and altered to carry two dumpsters as shown in photo. Gene Daugherty, Chief Ranger, has indicated that this improved method saves the Government approximately \$1,000 per year in man power.

**MAKE A STAND FOR SADDLE REPAIR & STORAGE**  
(NPS SW 67-160)

George Hanley, Foreman II Trails, Saguaro National Monument, decided to make work easier by constructing a simple stand for saddle repair and storage. The body of the stand as shown in photo is made from an used 30-gallon grease drum. The legs are of scrap angle iron with support and bracing for the legs of scrapelectrical conduit.

Pointing out that the stand constructed of metal is more durable and sturdy than previous stands of wood, George explains how a saddle can be cinched to the stand to prevent accidents while making repairs which could occur if the saddle slid on the stand. While on the stand, the saddle is in an easy position to work on, thus making work easier and faster.

The body of the stand, legs, and bracing were constructed of scrap materials. In utilizing the 30-gallon drum as the body of the stand, a shape similar to that of a horse is more simple to obtain than through the use of wood.

The open end of the grease drum can be used for storage of saddle maintenance items such as saddle soap and neatsfoot oil. Saddles can also be stored on the stand and still retain their shape.



*The National Park System is a definite expression of the highest in our American code of government—equality for all.*  
—Isabelle F. Story

**ADJUSTABLE BOOK DISPLAY RACK**  
(NPS SW 67-143)

A wall rack for books (measuring 4' x 5' as shown in photo) consists of shelves adjustable to various book or magazine heights. Dale Smith, Park Naturalist, Platt National Park, states that the rack, mounted on a wall within view of the information desk, not only conserves space in the museum but also relieves congestion at the information desk. The visitor who wishes to browse can do so more casually without the feeling of being in the way of others at the desk.

The tempered masonite shelves, tilted slightly upward, slide into grooves at either end and are supported at the center by a grooved strip to prevent sagging. Fin-

ished naturally, these shelves lend a pleasant contrast to the enamelled rack. A strip of masonite glued to the rear of each shelf keeps the bottoms of the books for-



ward. This not only prevents the books from falling forward, but also keeps each book in position for easier viewing.

The cost of materials will not exceed \$10.00. Basic materials consist of 3/8" plywood for the back, 2 1/2" pine strips grooved to accept the shelves, 3/4" pine strips for the shelf center supports, and tempered masonite shelves measuring 29" long by 4" wide.

Dale also suggest that similar racks could be used advantageously at temporary contact stations with limited space.

**MOVABLE LIGHT STAND**  
(NPS SE 66-212)

Paul Schriver of Fort Smith National Historic Site tells that when he needed a movable light stand for use in a shop instead of a drop light or extension cord, he used two discarded reflectors and fixtures from an oil company sign and a stand he made to meet his requirements.

The light fixtures fit onto 1/2-inch street elbows, using 1/2- by 6-inch nipples into 1/2- to 3/4-inch tee onto 3/4- to 1 1/2-inch reducing coupling onto 1 1/2- by 64-inch pipe set into a base made up of crossed 2- by 4- by 23-inch wood with a set of four 2-inch casters.



If there is need to raise and lower the light stand, Paul states that the base pipe could be of a larger size than the top, with the top smaller to slide into the bottom. The bottom pipe should have a hole drilled with a nut welded over the hole and a stud screwed into it to hold the top pipe at any position.

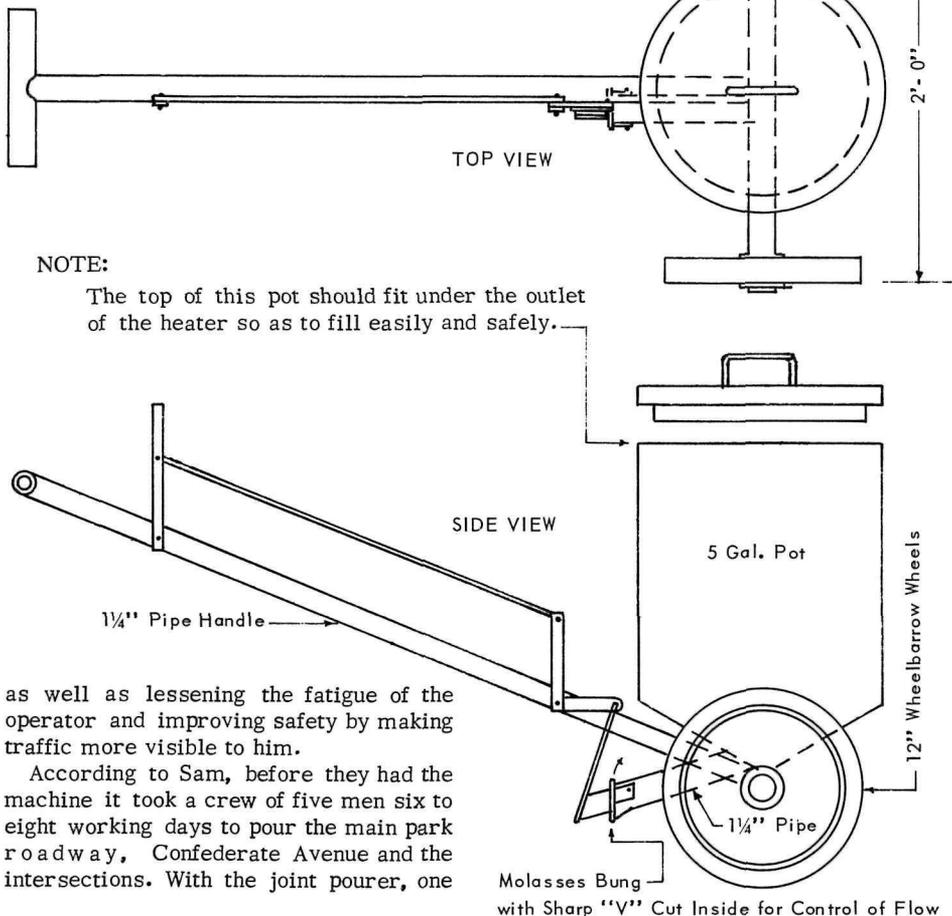
The cost of the stand was \$2.30; 30-foot heavy duty rubber cord, \$1.50; polarized rubber plug cap, 30 cents; and two each 150-watt long life bulbs, 50 cents each.

**JOINT POURING MACHINE**  
(NPS SE 67-61)

Sam P. Lacy, Work Supervisor, Gap Job Corps Conservation Center, Cumberland Gap NHP, suggested use in other parks of a joint pouring device he developed at Vicksburg National Military Park some time ago. He submitted a sketch to illustrate construction of this machine. The pourer has proven to be a time-saver,

man can do this job (with one helper to pour the irregular broken cracks) in two days.

Also, the pourer provides a neater joint because the outlet is nearer the joint and you can pour in a heavy wind. With the old type spout this was impossible to do.



**NOTE:**

The top of this pot should fit under the outlet of the heater so as to fill easily and safely.

as well as lessening the fatigue of the operator and improving safety by making traffic more visible to him.

According to Sam, before they had the machine it took a crew of five men six to eight working days to pour the main park roadway, Confederate Avenue and the intersections. With the joint pourer, one

**WORK UNIFORMS  
CAN BE PROTECTED**  
(NPS SE 67-132)

Kenneth Caldwell at Fredericksburg and Spotsylvania National Military Park has noted that many dollars worth of work uniforms have been ruined while painting tree cuts with a brush fastened to a pole.

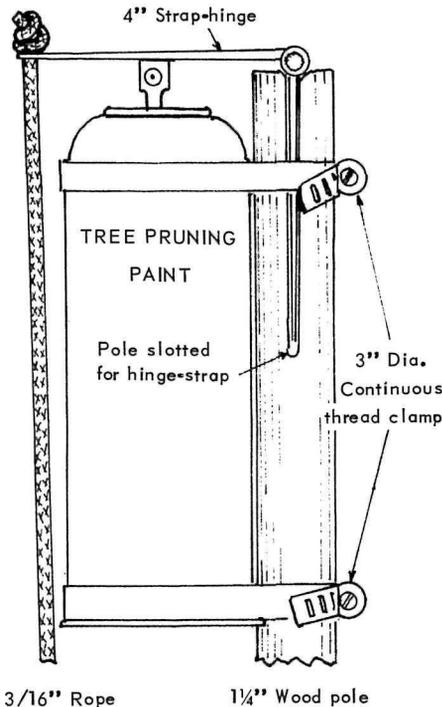
For this reason, a cleaner and more effective method of applying paint to tree pruning cuts has been in use for sometime at the Park.

Ken offers the following instructions for the better way of doing this work:

Using a 1 1/4" clothes closet pole, your choice of length, split one end with coarse tooth saw to a depth of 4 1/2". Insert one end of a 4" strap-hinge as shown in the attached drawing. Fasten a 13 oz. pruning paint bomb to pole with 2 radiator hose clamps of continuous thread type, being careful not to tighten to the extent of puncturing the can. Fasten light rope through screw hole in opposite end of hinge and run full length of pole.

To paint cuts, just hold up to proper height and angle and pull cord. Replace lid on can when not in use to prevent accidental discharge.

DIAGRAM



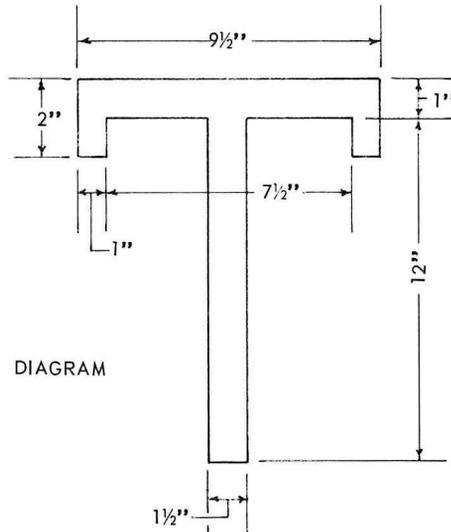
A 13 oz. pruning paint bomb will last a full day in average road clearing and eliminates the messy chore of carrying a can of paint and a brush on a stick, not to mention ruined uniforms from paint splashing down.

This method of application works equally well for wasp and hornet control. (Check contents of can for approved pesticides.)

**HOW TO PREVENT SCATTERING  
OF TRASH FROM BINS**  
(NPS W 68-117)

Truck driver Rossie Harp of Sequoia and Kings Canyon National Parks has suggested a successful method for keeping the bears from turning trash bins over and scattering the trash.

The idea is that a "T-bar" be made to drop through the handle of the trash bins



DIAGRAM

into a 2-inch pipe mounted in the concrete pad installed in the campgrounds.

In addition to preventing the bears from disturbing the trash, this installation will also keep children from wheeling the bins around and possibly injuring themselves.

The dimensions for the construction of this heavy plate iron "T-bar" are shown in sketch.

**120-SLIDE "SUPER-SORTER"**  
(NPS MW 68-89)

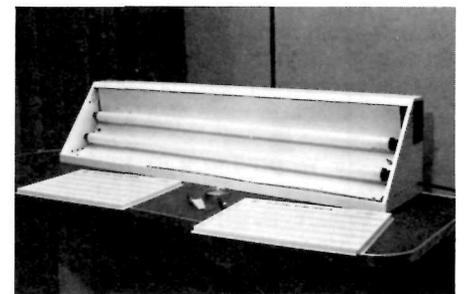
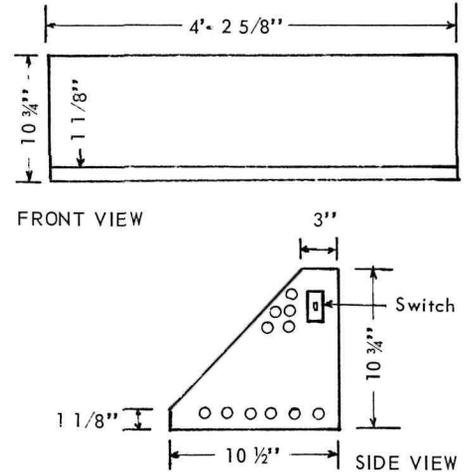
Present-day dissolve slide programs usually require more slides than single-projector shows, which means that there may be from 100 to 160 slides to sort in making up one presentation. Wayne B. Alcorn, asst. chief park naturalist at Rocky Mountain National Park decided that using a standard 40-slide sorter for such work didn't make much sense, so he got busy with other people on the Rocky Mountain staff and made up a 120-slide "super sorter."

The new unit employs fluorescent lamps giving well dispersed light and reduced heat in comparison to incandescent lamp types previously used.

"In the construction we used three plastic slide sorter panels and one double 40-watt fluorescent shop light unit," Wayne reports. "The sorter also has a strip of stainless steel along the edge below the panels which is connected to the third (grounded) prong of the power plug.

In mounting slides, dust is brushed from the slides against the grounded strip, which dissipates static electrical charges. This speeds up the removal of dust before placing transparencies in glass mounts."

The housing for the unit is a simple enclosure for the fluorescent fixture, this housing being constructed of half-inch plywood and 3/4-inch lumber. The interior is painted white for reflectivity. Ventilation holes are bored near bottom and top of each end piece. A switch is mounted on the right end panel, and a double three-prong outlet is mounted on the other end. This is a convenient power source for a slide projector or other electrical devices. The unit is wired so that the power outlet is "hot" constantly and the switch controls only the light.



Materials for the job cost only \$11.30. The three sorter panels, of plastic, are "E-Z View Slide Sorter Panels" No. 1055 made by Logan Electrical Specialty Mfg. Co., 1431 W. Hubbard St., Chicago, Ill. 60622 and cost \$1.50 each.

USE BIRDWATCHER'S BULLETIN  
BOARD TO INFORM PARK VISITORS  
(NPS SE 67-151)

George B. Stevenson, park ranger, Everglades National Park, has submitted his idea for a birdwatcher's bulletin board. Made of plywood panel covered with flannel and suitably framed, the board is readily adaptable to presenting information on other subjects besides birds.

Felt-pen sketches on poster board of species of birds restricted to the region are appended to the flannel by fine sandpaper. An index card is affixed below each sketch, and this contains relevant data for birdwatchers such as most likely location, frequency of sightings, etc. Additional information is added to each card when necessary. As the species change with the seasons, the sketches of birds no longer present are removed, and sketches of other species are substituted.

George indicates that the board attracts considerable attention from non-birders as well as from those visitors who have come, in some cases, from considerable distance to see the species depicted.

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The following is a partial listing of individuals who have received National Park Service suggestion awards to date. Following the listed awarded idea, you will find a page number if the idea was reported in this issue of PLOWBACK. Other listings cover awards for ideas of local application only. Awards information received after December 1, 1968, will be reported or listed in subsequent issues of PLOWBACK.

- Alcorn, Wayne B. (NPS M 68-89) Slide "super-sorter." See p. PL-7.
- Anderson, Lewis D. (NPS W 68-171) Control offensive odors with Lysol- Trisodium Phosphate solution.
- Anstey, Elsie (NPS SW 68-36) Omit typing at end of memo names, "Acting" or "From."
- Arms, Nick, Jr. (NPS W 67-199) Suggestion Award Certificate.
- Bassan, Jacob (NPS WASO 68-71) Inform WASO personnel assigned outside Interior Bldg. in case of accident procedures.
- Bell, Ellis W. (NPS NCR 68-107) Honor awards guidelines for preparation.
- Blinn, Gilbert E. (NPS W 68-174) Use plastic bags to reduce overflow garbage cans.
- Boaz, D. T. (NPS SW 68-52) Install curb along blacktop apron.
- Bouché, Elinor (NPS SW 68-24) Employee information sheet.
- Bowdler, John P. (NPS W 68-111) Cable sling swivels for helicopter sling loads. See p. PL-4.
- Brown, Hilary R. (NPS SW 68-68) Garbage

- collection on scenic drives of the Monument.
- Brownscombe, Tom (NPS WASO 68-65) Place directional sign in NCR Bldg. lobby for prospective employees.
- Brownscombe, Thomas E. (NPS WASO 68-42) Make available to new employee publications list.
- Caldwell, Kenneth J. (NPS SE 67-132) A simple way to paint tree pruning cuts. See p. PL-7.
- Cammack, Leslie W. (NPS SW 68-14) In Form 10-46 make change in printing.
- Carlson, Edward R. (NPS SE 68-53) Use administrative roads for hiking and bike trails marked with proper signs.
- Casstevens, John E. (NPS M 69-9) Change walkway system at Grant Village Visitor Center.
- Clancy, James N. (NPS SW 66-112) Add purchaser's mailing address to \$7 annual permit.
- Clark, Larry D. (NPS SW 68-45) Safety slogans on park vehicles.
- Cleary, Mereda D. (NPS NE 68-108) Relocate public telephone.
- Crane, Howard E. (NPS SW 68-56) Safety signs.
- Cunningham, William T. (NPS W 68-163) Keeping toilet deodorant cakes on toilet bowls.
- Dickson, Ronald D. (NPS W 69-2) Use of Federal Specification Numbers.
- Fisher, William P. (NPS SW 68-62) Golden Passport holder.
- Fletcher, Edward C. (NPS NCR 68-121) Place sign on GWMP for traffic control.
- Fox, Joyce (NPS SW 67-121) Quick way to make slides. See p. PL-2.
- Gantt, Cecile E. (NPS W 68-153) Utilization of space for first aid kit, fire extinguisher, etc.
- Griffith, Samuel H., Sr. (NPS SE 68-55) Spacer to separate several secondary power lines.
- Grika, Pearl M. (NPS NE 68-91) Maternity uniform.
- Gringer, Harold F. (NPS SW 67-195) Ladders on trucks for safety. See p. PL-4.
- Hacket, Marjorie M. (NPS W 68-136) Timekeepers leave card.
- Hanisko, Raymond T. (NPS NE 69-10) Use Tucker Window Washer for exterior windows.
- Hanley, George (NPS SW 67-160) Saddle repair and storage stand. See p. PL-5.
- Harmon, Judith A. (NPS WASO 69-6) Separate allotment ledger for cost account 0122.
- Harp, Rossie E. (NPS W 68-117) "T-bar" for handle of trash bins. See p. PL-7.
- Harris, William A. (NPS NE 67-134) Modification of traffic counter. See p. PL-4.
- Harris, William A. (NPS M 68-34) Use frank mail to return lost & found items.
- Howe, Olive D. (NPS M 68-105) Compilation of place names.
- Jacobs, Barbara S. (NPS SE 68-24) Office adapt wall rack to display pamphlets.
- Keeling, Robert P. (NPS WASO 69-2) Use time clock to log in work received in Accounting Operations.
- Kohajda, Anthony M. (NPS NE 67-134) Modification of traffic counter. See p. PL-4.
- Kohlman, Eldon (NPS M 68-34) Use frank mail to return lost and found items.
- Lacy, Sam P. (NPS SE 67-61) Joint pouring machine. See p. PL-6.
- Lacy, Sam P. (NPS SE 67-62) Portable speaker's stand. See p. PL-2.
- Lindsey, Carmon (NPS SE 67-159) Install hand rails to steps on Cypress Swamp foot bridge.
- Lovegren, Robert R. (NPS WASO 66-60) Highlight EEO in future editions of Interior telephone directory.
- Marshall, Yvonne L. (NPS W 68-137) Change "Reply Due Dates" on reports.
- Martinez, Ray G., Jr. (NPS W 68-162) Preventive Maintenance System - Manual.
- Martinez, Vidal (NPS NE 68-111) Install water cooler at Hamilton Grange NM.
- Mathis, Paul E. (NPS SW 68-81) Revise form SF-92A, Accident report.
- Meadows, Ellen (NPS SW 69-10) First aid sign.
- Miller, Glendon D. (NPS SE 68-37) Entrance sign for self-guiding tour.
- Montgomery, Jon B. (NPS SW 68-69) Bind reports with plastic spine.
- Mote, William P. (NPS SW 67-142) Pipe prevents stealing of signs. See p. PL-5.
- Owens, Harold (NPS SW 68-76) Completing GSA form 494M.
- Owens, James A. (NPS SE 67 148) Use two signs to identify electrical shutoffs in case of fire.
- Paris, Lucille A. (NPS NE 68-126) Check cooling equipment prior to issuance.
- Paulits, Thomas J. (NPS NE 69-8) Print "Pull" and "Push" on glass doors at First Bank Visitor Center.
- Pearson, Kenneth (NPS M 69-10) Check posts' plumb with level when setting.
- Resto, Eduardo Lugo (NPS SE 68-12) Use lime-cement mixture to paint masonry constructed walls.
- Riddle, Jennings E. (NPS SE 67-108) Use rear entrance step ladder on trucks. See p. PL-1.
- Sandoval, Jesus S. (NPS SW 67-144) Trailer hauls dumpsters. See p. PL-5.
- Schrifer, Paul M. (NPS SE 66-212) Movable light stand. See p. PL-6.
- Smith, Dale L. (NPS SW 67-143) Adjustable book display rack. See p. PL-6.
- Smith, Robert K. (NPS WASO 69-3) Revise filing procedures.
- Thomas, Larry B. (NPS SW 68-92) Include water skiing regulations with boating regulations.
- Trebell, Thomas (NPS SW 68-91) Collar stay device with breakaway ties.
- Trexler, Keith A. (NPS SW 67-111) Maximum wattage labels for light fixtures.
- White, Benjamin F. (NPS W 68-141) Hose house modification. See p. PL-4.
- Zink, Robert C. (NPS W 66-49) Moisture and dust-proof exhibit assembly. See p. PL-3.