



Sketch of File Case.

A few words about a proposed cipher which we contemplate putting into effect in the near future, by which the ordinary wording of all tracers can be reduced to a minimum. The following are a few of the words and their meaning, which will give an idea of what it will mean in the way of reduced telegraphing: "Apple" will mean "Advise date from connecting line, date forwarded and full routing (if shipment destined beyond our rails)". "Boy" will mean "Important. Advise quick present location, and hurry forward, also advise probable time car will arrive at destination or delivery to connection." "Dog" will mean "Advise arrival at destination." "Donkey" will mean "Furnish disposition quick." For example, if we wired a superintendent for an arrival, our message would read: "C. & E. I. 20,130; time out of Springfield, 2d; destination, Thayer. Dog." There will be about thirty-five cipher words, representing all the phrases which are used in connection with tracing. This cipher will be furnished all concerned, and its use required in necessary tracing.

The following is the system we use in handling each tracer we receive:

First, each tracer is assigned a file number. The file numbers run in consecutive order, commencing with one each month. The cars on the tracer are entered in a symbol record book indexed by the last two digits in the car number, and the file number placed opposite each car number in this record, and also placed on the upper right hand corner of the tracer. The tracer bears this file number until same is closed; or, in other words, until the car or cars have arrived at destination (if a point on Frisco rails), or delivery established to connecting line.

The index record book is a permanent record, therefore we can always ascertain at a moment's notice if we have a file on any car which we are requested to trace, and also avoid duplication of tracers.

CAR TRACER RECORD

CAR		TRACER		DATE CLOSED	
INITIAL	NUMBER	FILE	NUMBER	MONTH	DAY

Fac-Simile of Leaf of Index Record Book.

After the file number has been placed on the tracer it is turned over to a record clerk to secure the last record, by which we mean the last move of car that we have recorded. This informa-

tion is secured from the records of our Car Accountant on dead freight, and from our red ball records on red and green ball freight. The tracer is then turned over to tracer clerk for handling, and any wires, traingram or letters which are dictated on same are given the same file number, which is placed on the upper right-hand corner.

The tracer is then filed away in a special file-case and in numerical order. When a tracer is closed it is placed in the "Closed" file-case, and in case it is still "Open," in the open file-case. Each file-case has fifty pigeonholes, and each pigeonhole holds one hundred files. Below each pigeonhole is the number of the files it contains, as "1 to 100," etc. We keep the open and closed files separate for convenience in handling.

In order to distinguish one month's files from those of another, we have assigned a letter for each month in the year. For illustration: "M" stands for March, and file "MM 10" represents the tenth file marked up in March, and same being handled by tracer clerk "M."

In connection with securing last record: The record clerk, providing the car

has not arrived at destination or been delivered to a connecting line, enters the file number which appears on upper right-hand corner, also the destination of shipment. For instance, "MM 10, destined 282," opposite the car number in either the records of our Car Accountant or our red ball records, according to the class of freight, and every time the car moves thereafter, and until it arrives at destination, the record clerk in whose record the file number has been entered, fills in a special blank which calls for the file number, initial and number of the car and last record. This blank is turned over to file clerk for attachment and then to tracer clerk for further handling.

OFFICE OF
SUPT. TRANSPORTATION
CAR TRACING DEPARTMENT

No. _____

Springfield, Mo., _____ 190__

TO CAR TRACER DESK

Car No. _____ Initial _____

For _____

Arrived _____ 190__

Blanks Used by Record Clerk.

A FEW OF THE RUBBER STAMPS WHICH ARE IN DAILY USE.

FILE CLOSED

All Closed Files Stamped Accordingly.

UNABLE TO LOCATE
FEB 12 1908
FILE

All Messages, etc., Stamped with this Stamp if Unable to Locate before 6 P. M.

CHECKED OUT
FEB 25 1908
G. E. W.

Used in Stamping Files when Checked Out of Filing Case.

**LET ME HAVE THIS FILE
WHEN COMPLETED.**

Used in Stamping Files on Which it is Desired to Make Investigation.

The above system is religiously followed out daily and the results are very satisfactory.

To guard against the overlooking of a file after it is placed in the file-case, we have three safeguards. First, the file reference which is entered in the records. Second, all files are checked over twice a week. Third, second requests from parties who placed the tracers.

A few words in regard to the handling of our tracer messages, traingrams and letters by division and terminal offices: One feature which stands out prominently is the apparent careless manner in which tracers are handled. Seemingly, the files which are started are not handled until closed, or, in other words, until the car or cars have been delivered to connecting line or division, as the case may be. It is important that every tracer which is received in division and terminal offices be held open until the above has been accomplished, and proper advice furnished this office. The files should be handled systematically, and would suggest that the system which we have adopted be put in effect in those offices, only on a smaller scale, which handle a large number of tracers. For in-

stance, terminal trainmaster's office at Memphis. We have many cases where it is necessary to wire or write several times before the desired information is secured. This should be unnecessary. It increases our work and lessens the efficiency of our service. Would it not be better to answer our communications the same day as received, and in the same manner as received; or, in other words, if you receive a wire, answer by wire, as the information is important, or we would not have wired for it. If you receive a traingram, answer by traingram, unless it is specified to reply by wire, etc.

What we need, and what we must have, in order to have an efficient tracing department, and one which our management would be proud of, is the close co-operation of our division and terminal offices. A little more system, a little more interest, and the realization by all of the importance of efficient tracing will bring about the desired results.

In conclusion, please do not fail to quote our file reference in your replies.

Veteran Pumper Walks Many Miles.

A. J. Smith, pumper at the Richland pump station, has, in his fifteen years of service, almost as great a mileage to his credit as some of the men on runs, the only difference being Mr. Smith covers his mileage on foot.

It is two miles from the pump station and one mile from the tank to the depot, making six miles' walk every day. Multiplying the num-



ber of days in a year by fifteen, and this by six, we get an astonishing total which Mr. Smith has covered on foot.

"Jack," as he is familiarly called, although sixty years old, is hale and hearty, and handles one of the most important pump stations on the line. He entered the service of the Frisco February 28, 1893, and has worked continuously.

Three good things to keep — Your temper, your secrets and your money.

Along the Line

Notes of improvements, personal mention of employes and all items of general interest will be gladly received for this department. You should see that your town is represented every month.

St. Louis.

The trustees of the Frisco Employes' Christmas Fund Association closed business April 6, with average earnings, per share, of .062, as against .056 the same date last year, and .052 April 7, 1906.

The trustees of the Ticket Accounting Department Christmas Fund Association closed business April 17, with average earnings per share, exclusive of individual interest, under 20 per cent clause to be .1630.

Because of the death of J. E. Leith, Freight Claim Agent, it was decided that the regular meeting of the Frisco Railroad Club, to be held April 16, be postponed until some time in May, when the election of officers will take place.

The advertising department of the Frisco has recently issued two attractive folders, and one especially attractive card. The card is in colors, representing a Colorado scene, and has been commented very favorably upon by all who have seen it. The folders, U. C. V. and Elks' folder, are also particularly good.

Chouteau Avenue.

Chouteau avenue has been allotted a new tool-car for wrecking purposes; something that has been badly needed at this point.

Mr. Rau has the bad-order-car situation, at this point, well in hand, having reduced the bad orders from 350 to 150 since April 1.

C. F. Musselman, Division Foreman at Chouteau avenue, attended the banquet given in honor of Mr. O'Hara, at Springfield, April 13. Also several engineers from this point were there.

The first berry train of the season was brought from Newburg to St. Louis by Engineer F. G. Thiel, engine 1,009, consisting of twenty cars. Engineer Thiel made the run in a little less than four hours.

We are sorry to say that John Tripp, who has been in the service of the car department at this point for the last twenty years or more, has been confined to his home since March 15, on account of sickness. His presence at Chouteau avenue has been missed by all employes in the mechanical department, and we hope he will soon recover and resume his old position.

The photograph herewith reproduced is of the following employes at Chouteau shops:



Reading from left to right, front row - Ed. Nelson, C. F. Musselman, Division Foreman, and Joseph Kirkwood. Back row - William Stuhlman, F. Donze, G. Rau, Foreman Car Department.

H. H. Brown, Superintendent of Eastern Division, visited Chouteau avenue on April 22, going over the grounds with Mr. Musselman. We are always glad to have the officials of the system call on us, as it gives us an opportunity to show them what we are doing.

Engineer Kearney E. Light was recently married to Mrs. Daisy D. Tweddle. Mr. Light is known among railroad men as "Door Knob." How he fell heir to this name is a mystery to many, but it is "Door Knob" nevertheless.

Wellston.

Harry D. Smith has sent to THE FRISCO-MAN a photograph showing a work train widening the dump between Chandler and Okla-



homa City. The road-bed, when completed, will be twelve feet on each side, and the average work of this train has been forty cars a day.

Neodesha.

Fireman John Depew, wife and children, are visiting at Ft. Wayne, Ind.

Engineer J. M. Rasback has been transferred to Monett from Neodesha.

Engineer E. N. Walker, of Wichita, Kan., visited his family here for several days about the middle of April.

Engineer Woods, of Joplin, has been transferred to this point to take the Cherryvale-Neodesha switcher.

L. E. Blurton, of Joplin, is acting as foreman of bridges and buildings while J. A. Finkenbinder is away.

Night Foreman William Bankson and son leave the first of May for Kansas City, where his son will enter a hospital for treatment.

J. A. Finkenbinder, foreman of bridge and buildings, is up again, after a three weeks' illness, and will be ready to resume work in a week or so.

W. J. Birch, of Springfield, has accepted a position as clerk and stenographer in D. A. Bowersock's office, vice Miss Winnie Robertson, resigned.

Jack Oliver, who is employed as clerk at the Frisco depot, has made good with the ball team here. He handles the pig-skin like a cub bear handles a shot-gun.

Engineer Fred Zenter, who has been in the hospital for the last nineteen months, arrived

about the first of April to take a run out of here, but, after a few trips, was compelled to return to the hospital.

The Frisco Ball Park, at this point, is being dragged, and will soon be in first-class condition for the ball boys, who are very anxious to get the ball rolling.

Engine 576 is in the shops here, being equipped for oil burning. A tank capacity of 2,300 gallons is being put on, and work is being rushed to get this engine into service by May 1.

The foundation for a large oil tank for supplying oil-burning engines has just been completed, and work on the tank will begin in a few days and rushed to completion. Oil will be piped to it from the Standard refinery.

Wichita.

James Forsythe, the veteran car-repairer, recently visited friends at Springfield, Mo.

Fireman Robert Gordon is, owing to dull business, taking a ninety days' lay-off.

Frank Farmer, engineer on the Burrton District, is taking a vacation on account of a sore finger.

Engine 162, the old reliable, was transferred from Neodesha to Wichita to protect trains Nos. 7 and 8, Wichita to Ellsworth.

S. Wahl, mechanical foreman at Ellsworth, is absent from work on account of sickness. J. M. Kearney, of Wichita, is filling Mr. Wahl's place during his absence.

THE FRISCO-MAN is indebted to George Howell, Division Foreman, Wichita, Kan., for the accompanying photograph, which shows



the great flood at Wichita, Kan., June, 1904, when, owing to the depth of water over Frisco tracks, all trains were annulled out of Wichita. Frisco trainmen, however, secured a donkey, hitching same to a hand car, got