

April 4, 1909.

**FOR FILE**

My dear Mr. Friedman:

As you are probably aware, I have recently caused a reorganization of the Education Division of the Office. In effecting this reorganization I have aimed to have the lines of division between the work of different grades sharply defined, and to have all work of a definite character performed effectively in one place.

For instance, the two former rather loosely organized sections dealing with appointments for schools and agencies have been combined into one section, which has to do with appointments and with nothing else. This section is in charge of a man trained in appointment work, and one in whose judgment I place reliance.

This man personally selects the prospective appointees from certificates of the Civil Service Commission. I believe that his selections are made wisely, with due regard for the requirements peculiar to each position to be filled. Since this is so, I have wondered whether you would not wish to be relieved from the burden of being called into consultation, by mail or by telephone, when eligibles are certified by the Civil Service Commission to fill vacancies at Carlisle. Of course, I do not wish to

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abridge any privilege, but this always has been the practice for every school and agency excepting only Carlisle, and of course you will agree that it is good office administration to have a uniform procedure. I have always been doubtful anyhow whether we were able to convey to you sufficient data concerning eligibles to give you an advantage in selecting commensurate with the extra trouble imposed upon you.

If perfectly agreeable to you, therefore, I shall have selections for Carlisle made in the same manner as for our other schools. Of course, any recommendation made by you concerning the manner of filling a vacancy will receive the same careful consideration which has always been accorded you. Suppose we try it for a time, anyway. **Let** me hear from you in regard to this matter.

Sincerely yours,

*(Signed) R. G. Valentine,*  
Acting Commissioner.