

6. BABY CHICKS - The Baby Chick shipping season is getting under way in earnest again. So far we have been fortunate in the handling of these shipments. This has not been because of luck. Continue to use extreme care in --

- (1) When accepting a Baby Chick shipment be sure that it is "fresh" - (Record time received and trip forwarded. This information for your files. Record times on airbill if shipment originating your station. This will prove valuable in case of claims.)
- (2) Use extreme care in warehousing and loading on ships. Be sure that the chicks are not exposed to drastic changes in temperature. Don't let them get too hot or too cold - store so that air can circulate. Pay particular attention to this when storing in crowded cargo bins. Don't Store in rear cargo bins.
- (3) Should shipment be delayed in route by WX or mechanical the Purser will be responsible for notifying ground personnel of such shipment who in turn will exercise their good judgment in estimating length of delay and what disposition is to be made of shipment.
- (4) Receiving station will notify consignee as expeditiously as practical of shipment's arrival. Again care will be used in warehousing until final disposition is made.

Remember one justifiable claim can wipe out all profits in AF for a long time. There is no substitute for good common sense - let's use it.

7. MINIMUM HALF FARES - For your help in constructing half fares in connection with rule 5(A) on 26th revised page 8 of Passenger Rules Tariff PR-2, below is an example of a half fare on a LEX-CVG-CHI ticket:

	<u>Full Fare</u>	<u>Half Fare</u>
LEX-CVG (FAI)	\$ 4.40	* \$ 2.50
CVG-CHI (DAL or AAL)	16.55	8.30
	<u>\$20.95</u>	<u>\$10.80</u>

*You will note that on FAI's portion of the above ticket it was necessary to ignore the half fare of \$2.20 and use the correct fare of \$2.50 in order to comply with the tariff minimum fare ruling. The same rule applies when computing round trip half fares. Use the minimum round trip - - - when one half the full round trip falls below the minimum round trip - use the latter - The minimum RT fare is _____.

8. LOST AND FOUND - You fellows in the field and Purser's can help George Willard out by letting him have as much information on articles sent in L & F as you can - send along a note - give the trip and date and where found and by whom. George is doing a good job in returning lost articles. Let's take an extra moment and help him out in all cases.
9. BE CAREFUL - Several instances have been reported where station personnel are getting awfully close to turning props -- yes, we are anxious to get them in and out in a hurry, but not to the extent of having one of you fellows getting hurt. Please use extreme care.

Congratulations to the boys of the SDF-DAN and CLT - winners of February contest. Good going - looking at this month's records indicate new faces in the winning line-up next time.