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DIVISION OF SIMPLIFIED PRACTICE
AMERICAN MARINE STANDARDS COMMITTEE
NATIONAL COMMITTEE ON WOOD UTILIZATION

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TABLE OF CONTENTS

<u>Paragraphs</u>		<u>Paragraphs</u>	
An Age of Accuracy.....	21	Marine Standardization.....	24
Budget Cuts Production Costs.....	20	Progress in Simplification.....	22
Commercial Standards Group Holds Meeting.....	17	Quartermaster Corps Cooperates with Division.....	2
Cutting Inventory Costs.....	19	Rationalization.....	13
Decreased Costs Through Elimination of Waste.....	15	Retail Credit Men in Position to Reduce Commercial Failures.....	1
Druggists' Research Bureau.....	18	Simplification of Highway Organizations.....	3
Envelopes Simplified.....	8	Simplification Radio Talks.....	7
Farm Products Simplified.....	9	Sweets to be Simplified.....	5
Glass Standardization Needed.....	12	Two Questions.....	4
Hospital Association Convention.....	16	Waste Not, Want Not.....	11
International Standards.....	14	Weights and Measures Laws.....	10
Management Week.....	23	Will Simplify Fire Hose.....	6

1. Retail Credit Men In Position To Reduce Commercial Failures.
Simplified Practice Of Vital Interest.

Ray M. Hudson, Chief,
Division of Simplified Practice.

One hundred and thirty-five thousand commercial failures from 1920 to 1927, inclusive, with total liabilities of \$3,500,000,000, is a record that every retail credit manager can help to reduce. Seventy per cent of all the failures in 1924-25 and 26, occurred in the trading groups and their share of the total liabilities increased from 37 $\frac{1}{4}$ % in 1924 to 49% in 1926.

Broadstreet's analysis of causes of failures during the years 1922 to 1926, inclusive, gives "incompetence", as the reason for 35% of the cases, and "lack of capital" for 33% more. The other 27% are scattered among "inexperience", "extravagance", "speculation", "fraud", etc.

Insofar as "incompetence" expresses a deficiency in managerial ability, it can be overcome by intensive study and application of methods that have helped others to success, but oftentimes "lack of capital" means "too much money tied up in slow moving or dead stocks". The effort to carry a wide variety, a large assortment or a full line, has handicapped many an otherwise capable merchant. Fear that he would lose trade if he could not fill every order that came his way has tempted more than one merchant to "overstock". Simplified Practice helps the merchant to cut down his inventory, get quicker turnovers and better profits.



One merchant carried in his women's and children's hosiery department an average monthly investment of \$55,850 divided among 26 manufacturers. His annual sales were \$87,633 and his stock turned 1.57 times per year. Eighty per cent of his business was done on 5 brands, 20% on the other 21. Even under these conditions he lost 54% of the people who came in his store because 4 times out of 5, he did not have the size they wanted. He simplified his stocks to 5 brands, cut his investment to \$29,000 and increased his sales to \$187,795 a year. He cut his lost sales from 54% to 23% and cut down the number of clearance or mark-down sales necessary under the former conditions by 15%. A well known Eastern hardware merchant cut out 31% of his stock items, 28% of his territory and 56% of his customers. These changes caused some decrease in his gross sales but the volume of net profits increased 35% in 3 years and the percentage of "net" to "sales" increased 68%. These examples demonstrate the meaning of simplification

A credit manager is in excellent position to bring this subject before the other executives of his company to determine if simplification will help increase the net profits. One hundred dollars saved each month, whether through the avoidance of bad debt losses of that amount, or through elimination of non-profitable varieties of merchandise, is equivalent to a 6% net return on \$20,000 worth of new business. Excessive variety is often a profit-waster. Simplification helps the credit manager in his job of saving profits.

2. QUARTERMASTER CORPS COOPERATES WITH DIVISION. The Quartermaster General of the Army, Major-General B. Frank Cheatham, has at all times cooperated with the Division of Simplified Practice, in making the work 100 per cent successful. Under date of August 15, Brigadier-General William E. Horton, Acting the Quartermaster-General, wrote the Chief, Division of Simplified Practice, as follows:

"The Quartermaster-General desires that you be informed that the bulletins have been received and placed in the hands of our specification writer for use as a guide in the preparation of specifications for the new construction under the Army Housing Bill. It might be well to say that many of these bulletins have been reprinted in the form of Circular Letters and sent to the field for the guidance of our quartermaster activities."

3. SIMPLIFICATION OF HIGHWAY ORGANIZATIONS. "The tendency to simplify highway organizations to get away from the motley array of small inefficient bodies, each busily 'grinding its own axe' with but little regard for the work of other bodies, is indeed a splendid sign", observes the Engineering World, going on to state that a step toward simplification is the organization of county officials as a part of the American Road Builders' Association, recently effected in Washington. The development of all all-inclusive highway association thus is brought one step nearer.

"The development of strong organizations is certainly a well recognized American idea which has as yet not completely permeated the highway industry", continues the Engineering World. "The reason is undoubtedly the youth of the new highway industry which has grown up as a result of the changes in traffic during the past decade. With maturity will come the tendency to simplify into a single organization, or, preferably, a closely knit group of affiliated organizations."

4. TWO QUESTIONS. "There are two master questions which the president of one of our large corporations asked himself", states the Executive magazine. "The first is, 'Is It Necessary?' and the second is, 'Can It Be Simplified?' By asking these two questions and following through with answers, his company has been able to cut its manufacturing turnover from 60 to 15 days. The fact that tradition says a certain thing can not be done means nothing to this executive and his associates. They ask 'Why Can Not This Be Done?' and they refuse to rest until they get an answer."

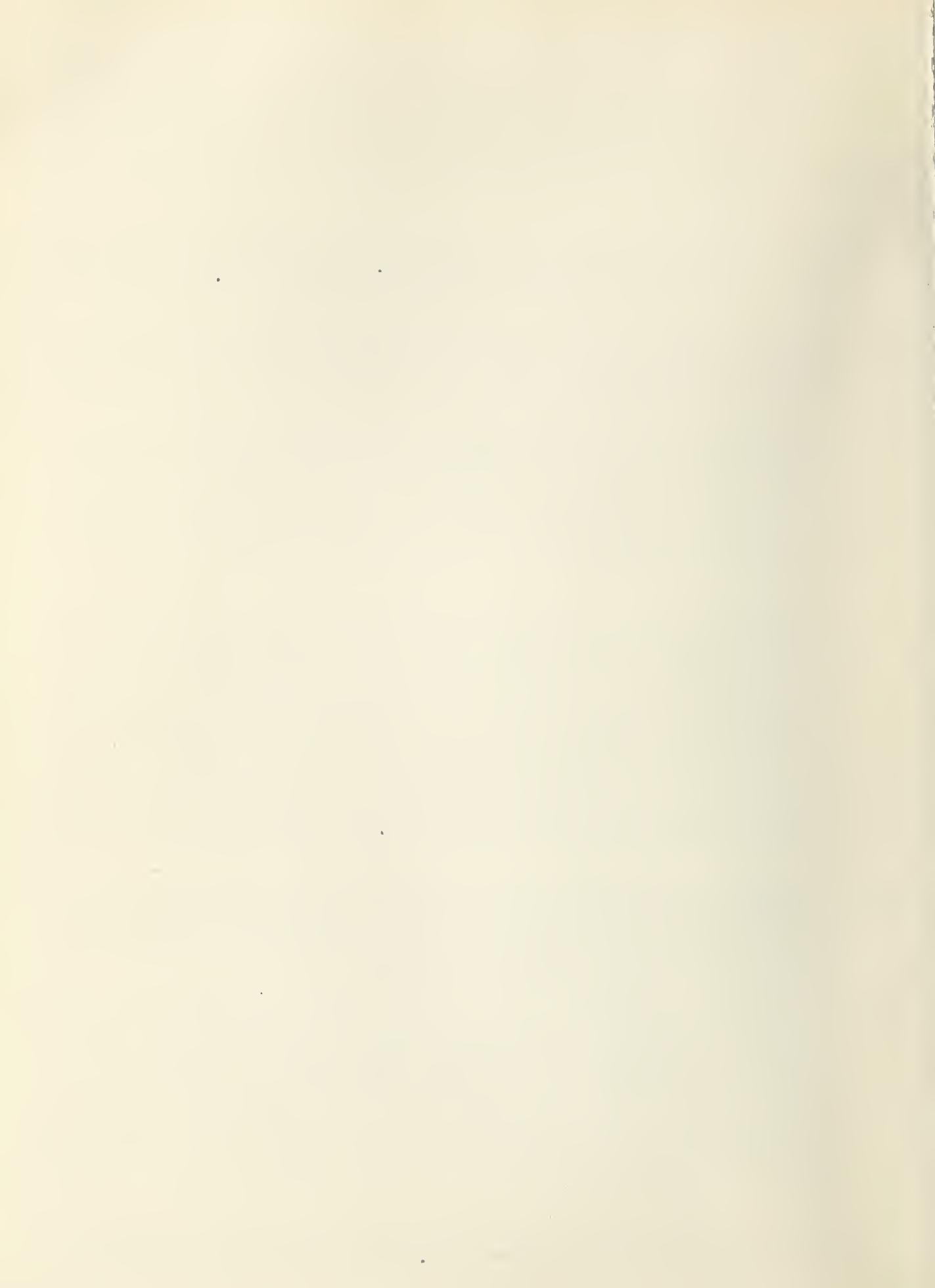
5. **SWEETS TO BE SIMPLIFIED.** "There is in the candy industry a great need for standardization of trade practices", according to Nation's Business. "If such activities do not bear immediate fruit, it should be remembered that the candy industry has for some time carried several burdens in the form of practices which have been a heavy tax upon the whole body. Maybe we are about to see another industry pull itself out of a hole, by tugging at its own boot straps".
6. **WILL SIMPLIFY FIRE HOSE.** A bill has been introduced in the State legislature of Texas to appropriate \$5,000 annually, for two years, to provide a fund to standardize or simplify the fire-hose threads in the various cities and towns of the State. At present there are 354 protected cities and towns in Texas, only 75 of which have standard threads.
7. **SIMPLIFICATION RADIO TALKS.** Mr. David Lawrence, publisher of the United States Daily of Washington, D. C., is making a series of radio talks on "Simplification". The first broadcast was made August 25th from New York City.

"Usually we think of waste as something unused, a surplus perhaps or a quantity of material left unsold which perishes. Waste is something more than that - labor that is unemployed is wasted. Transportation that is interrupted or consumes too much time means waste. Seasonal operations frequently involve waste", said Mr. Lawrence in his first address over the air, remarking that "It has been recognized as proper function of the Federal Government to encourage cooperation and provide for fundamental investigation as to what may or may not be done in this direction.

"Primarily, of course, Government cooperation in proposed simplifications of various industries is directed to the improvement of the commercial and industrial practices only, but it is obvious that in most instances, at least, these standards which are best for the business of a democracy are also best for the Government which represents it. The Government is, therefore, particularly active in this field, and is constantly working on definite simplification programs with a view to functioning on a better business basis. It is generally admitted that the Government pays a higher price for what it buys than any other consumer, but it has been "sold" on the simplification idea and is now adopting it extensively and urging it upon all Government departments and agencies as a means of reducing costs and overcoming the prejudice that exists against the Government as a customer. Simplification and standardization may be abstract terms but they can be reduced to concrete gains".

8. **ENVELOPES SIMPLIFIED.** The War Department has just informed the Office of the Chief Coordinator, that the standard list of envelopes for the fiscal year 1927-28, will be reduced from the present listing of 80 sizes and styles to 30. This is in line with the Government's effort to practice what it preaches, - namely, simplification.
9. **FARM PRODUCTS SIMPLIFIED.** "An essential step toward bringing the farmer and his market together is standardization of products", observes A. M. Michener of the National Bank of Commerce New York, in Commercial Monthly. "In the common language of standardized grades is found the meeting ground with marketing agencies and consumers of which he has been deprived by geographic remoteness. Moreover, in standardized grades is found a meeting ground with other agricultural producers, affording fundamental basis for competition. Through this medium the essential factors of a market can be brought together on a scale commensurate in extent with that of production and consumption without assembling those factors physically.

"The value of reliable standards for agricultural products was recognized long ago, even as it became manifest in industrial progress. In some agricultural lines, the exigencies of



the situation brought action, either on private initiative or through Government agencies, even before the world war".

10. **WEIGHTS AND MEASURES LAWS.** A compilation of the weights and measures laws of the Federal Government, the various states, territories and insular possessions has been completed by the Bureau of Standards. Copies may be had from the Superintendent of Public Documents, Government Printing Office, Washington, D. C. It is known as "Miscellaneous Publication No. 20", price \$2.30. This document will be found particularly useful as a reference work to weights and measures officials, legislative reference bureaus, law libraries, and national and local trade associations of grocers, canners, producers, packers, and distributors of commodities sold in packages or containers.

11. **WASTE NOT, WANT NOT.** "You never yet found a merchant who could not, by investigating, discover wastes in his store that were detracting appreciably from his net profits", remarks the "Happy Van Club News" issued by L. H. Gilmer of Philadelphia, stating that, "in many instances, the whole net profit that ought to show in the business disappears in wastes. A few of these wastes are:

"Leaving light using current in places where no light is needed steadily. Using electric bulbs of greater candlepower than necessary, - a 40-watt bulb where a 15 would do; using up brooms, pails, store cleaning utensils by careless use or by failure to store properly; unpacking merchandise carelessly, or placing where it gets soiled; piling goods so high that they tip over, causing loss of value; leaving covers off boxes; leaving drawers open; allowing rats or mice to injure stock; wasting water when water is bought on meter rate; overloading carriers of any sort and causing undue wear or damage; handling breakable merchandise too rapidly or carelessly; allowing promiscuous removal of merchandise from stockrooms; failure to protect stock from theft by customers and others; depreciation of stock by tossing it instead of carrying it; leaving perishable goods where they will be affected by heat, light or cold".

12. **GLASS STANDARDIZATION NEEDED.** "Something should be done regarding the standardization of glass containers, something similar to that which has been done for the tin can", states T. L. Taliaferro, General Manager of the Phoenix-Hermetic Company, in a recent issue of the Canning Age. He says that "there are too many shapes and sizes. When one thinks of what standardization has done for the tin can, one can not avoid the conviction that it will be for the good of the food-packing industry, as well as for the glass companies, if fewer shapes and sizes are manufactured and sold.

"I have been looking for something to occur in the case of the glass container similar to that which has taken place with regard to the tin can, where the shapes and sizes have standardized themselves in some degree according to the products. For instance, the sardine and other flat forms of fish cans have evolved quite naturally, and serve to permit orderly and tempting arrangements of these small fish in the container. The corn-beef can has become standard, and for no other reason than that, its particular shape permits the contents to be removed easily in a convenient form to be sliced."

13. **RATIONALIZATION.** In a recent issue of Chemical and Metallurgical Engineering, an editorial states that, "In its broad German conception, rationalization includes standardization and simplification, reduction of waste and scientific management, labor-saving equipment, reduction of overhead cost, economy in selling, and finally, and highly important from our point of view, the consolidation of corporations with allocation of production and the closing of uneconomic industrial units. The program, as a whole, has a familiar sound to American industry, but it is a new factor in Germany, a constructive policy of internal reorganization that has not only gripped industry but has enlisted the sympathy and cooperation of labor and the public.

"There is a national committee that encourages standardization in all its ramifications throughout industry. Nearly two thousand standards have already been approved, covering materials, equipment, and methods. In fact, this phase of rationalization has been carried into minute details that would seem to us of minor importance."

14. **INTERNATIONAL STANDARDS.** "In the matter of International Standards there are, of course, various views as to what the nature of these should be, and to what extent they are possible, and would be valuable in the automotive engineering field", states the August Journal of The Society of Automotive Engineers. "Obviously, many of the Society's standards are of marked benefit to motor-vehicle users throughout the world. On principle, there should be standards, making possible interchangeability of various units of automotive apparatus that are in practically universal use. This is dictated by the need for promptness and economy in servicing."

The Society has interchanged information with the Institution of Automobile Engineers of Great Britain in matters relating to standardization for many years. Considerable work has been done by the Society through Sectional Committees, organized under the procedure of the American Engineering Standards Committee, looking toward international agreement in standardization of ball bearings. There is still some question, however, as to how much can be accomplished in this direction. Conferences on the subject are being held currently in Europe, and it has been urged that this country be represented at a meeting to be held at Stockholm, Sweden, in October.

15. **DECREASED COSTS THROUGH ELIMINATION OF WASTE.** In discussing this subject in The Foremen's Magazine, William Leiserson, Professor of Economics, Antioch College, states:

"The only reduced costs that can really result in more sales and more work for the wage-earners are those which eliminate wastes, improve efficiency, substitute machines for hand labor, and cut out unnecessary processes. All such reductions in costs result in increased sales because they make possible not only the maintenance of wage and salary schedules, but also increases in wages and salaries, and, consequently, in the buying power of the country.

"A decade ago business men ridiculed people who said you could increase wages for the workers and at the same time lower prices for the consumer. Today the most successful business men are holding that the only sound principle upon which a permanent business can be built is to seek constantly to sell at lower prices and to pay higher wages. The soundness of this principle depends upon the relation between costs and decreasing demand for the product which we have attempted to explain. The future of industry in this country, depends on the ability of the employers and wage-earners to cooperate in cutting costs by means of improved methods, labor-saving machinery and elimination of unnecessary and wasteful processes. Only in this way can prices be reduced and at the same time wages and salaries, and consequently, demand for products be increased."

16. **HOSPITAL ASSOCIATION CONVENTION.** The second day of the 1927 American Hospital Conference, October 11, will be devoted to hearing the report of the committee on simplification and standardization of furnishings, supplies, and equipment. This report will be rendered to the Minneapolis convention by Miss Margaret Rogers, chairman of the committee. Perhaps no other activity of the Association has attracted as much merited attention as the work of Miss Rogers and her associates in their endeavor to eliminate wasteful practices resulting from the lack of any efforts on the part of institutional people to standardize on the sizes of certain items of equipment and supplies.

Directly resulting from the labors of the committee, in collaboration with the Division of Simplified Practice, the number of bed sizes has been reduced from 33 to 1, standard

length, and because of the saving in manufacturing costs thus affected, the standard sizes of beds can now be purchased at lower prices. The members of the committee are, Miss Margaret Rogers, St. Luke's Hospital of St. Paul, Minn., chairman, Charles F. Neergaard, 512 Fifth Avenue, New York City, David C. Shepard of St. Luke's Hospital, St. Paul. Sister M. Veronica of Mercy Hospital, Chicago, and Dr. G. Walter Zulauf of Allegheny General Hospital of Pittsburg.

17. **COMMERCIAL STANDARDS GROUP HOLD MEETING.** A meeting of the Commercial Standards committee was held on August 3rd, with Dr. A. S. McAllister, N. F. Harriman, I. J. Fairchild, and R. M. Hudson, in attendance. The meeting discussed the Handbook of Consumers Standards and delegated Dr. McAllister to review the work being done in this connection by the Bureau of Home Economics of the Department of Agriculture, and then take up with the various organizations, the proposed handbook. It was also voted that announcements will appear in this Bulletin regarding Federal specifications as and when issued, also specifications proposed or in the making whenever such announcements are appropriate.

18. **DRUGGISTS' RESEARCH BUREAU.** There has recently been formed a Druggists' Research Bureau, with offices at 51 Maiden Lane, New York City, to act as a national clearing house for obtaining facts necessary to the welfare and success of the drug industry.

The committee in charge consists of A. K. Mayer of Indianapolis, chairman, J. F. Finneran of Boston, vice-chairman, G. B. Evans, Albany, N. Y., Sidney Hollander, Baltimore, Ambrose Hunsberger, Philadelphia, H. S. Noel, Indianapolis, P. C. Olsen, Philadelphia, Alf. W. Pauley, St. Louis, J. T. Woodside, Chicago, and E. L. Newcomb, secretary.

The bureau gathers facts, making for the better conduct of the industry. This includes data on simplification of stock, to increase turnover and increase profits; simplify and standardize cost accounting; and simplify and standardize arrangement of stock to expedite service within the drug store and eliminate waste. In the research work along the lines of simplification, the Division of Simplified Practice will cooperate with the Druggists' Research Bureau.

19. **CUTTING INVENTORY COSTS.** "In the present-day attack on the costs of production and manufacturing operation, special attention is being given to the inventory", says John J. Swan, in the Manufacturing Industries, under the caption of "Cutting Your Inventory Costs". He says that "here is a point where great losses can be suffered. Likewise, substantial savings can be secured by proper oversight and care. Into this situation are woven purchasing, production, sales and financial requirements as they affect the supply of raw materials and finished goods, for that, in broad terms, is what the inventory is.

"Therefore, a program for reducing inventory costs is vital and imperative to any executive who is trying to bring his production costs down to the irreducible minimum. For inventory is not an incident of the business to be accepted 'as is', rather it requires the same managerial attention for general manager, superintendent and foreman, that is given to the pressing matters of daily production", concludes Mr. Swan.

20. **BUDGET CUTS PRODUCTION COSTS.** Through the application of budget system for control of expenses in all departments, the Belden Manufacturing Company of Chicago, has reduced total overhead expenses about 12½ per cent, according to Harold V. Coes, general manager, in his article, "Budget Cuts Production Costs", in the Executives' Bulletin.

"Introduction of system immediately revealed overlapping of functions so that responsibility could not be fixed. Four divisions of the company were therefore made, sales, purchasing, and production, manufacturing and accounting, and financing. Budget control brought

great reduction in spoilage. Some results of the system were as follows: Ratio of non-productive expense labor to direct labor has been reduced. More efficient utilization of labor has made possible a saving of \$40,000 in production of same volume of goods. Maximum and minimum points have been determined for amount of raw materials needed for efficient operation".

21. AN AGE OF ACCURACY. "What Price Carelessness?" asks the Compton's Pictured Newspaper in a most appropriate editorial in the August issue. The editorial answers this query by saying: "a manufacturer of automobiles has just found out it will cost him \$5,000,000 for the fraction of an inch in error. A new model of car was about to be launched, but in planning measurements, some one had erred the smallest part of an inch, the part would not fit and the car would not go, or rather, a hundred thousand cars would not go, and the delay and replacement costs will run into the millions.

"Standardization makes things cheap; it makes repairs easy; it multiplies the luxuries we can all have. We say this is an age of machinery, but it is also an age demanding careful, and attentive accuracy from the man back of the machine. Accuracy pays, whether it is reflected in a hundred thousand smoothly running motors, or in the reliability of a mechanically perfect airship to which a trans-Atlantic flyer may trust his life."

22. RECENT ACTIVITIES OF DIVISION OF SIMPLIFIED PRACTICE

Preliminary, general, and revision conferences, have recently been held under the auspices of the Division of Simplified Practice, U. S. Department of Commerce, looking to the simplification of:

ASH HANDLES. A general conference was held August 19, at Cleveland, Ohio, for the purpose of promulgating a Simplified Practice Recommendation on ash handles. This conference adopted 3 grades for fork, hoe, rake and shovel handles. Each handle will have impressed in the wood its respective grade symbol. The recommendation is effective November 1, 1927.

JACK CHAINS. A preliminary conference on jack chains was held at the Department of Commerce Building, August 25. This meeting expressed the belief that not only jack chains, but also plumbers' link, safety, register and ladder chains could be simplified. Accordingly, the following were appointed as a committee to make a survey of current practice on these types of chains, the data obtained to be used as a basis for a Simplified Practice Recommendation. The following will comprise this committee: John S. Black of the Corbin Screw Corporation, New Britain, Conn., Charles C. Swartz of the H and O Chain Co., South Norwalk, Conn., E. J. Trevethan, The American Chain Co., Bridgeport, Conn., A. B. Way of the Turner and Seymour Mfg. Co., Torrington, Conn., and of Sargent and Co. of New Haven, Conn., and P. H. H. Dunn, of the Division of Simplified Practice.

POCKET KNIVES. Manufacturers of pocket knives have requested the cooperation of the Division of Simplified Practice in making a survey of current practice, through the medium of a questionnaire. Replies which are being received by the Division will be compiled into a report showing the conditions in the industry.

ACCOUNTING SECTION OF THE PENNSYLVANIA ELECTRIC ASSOCIATION. A representative of the Division of Simplified Practice addressed the Accounting Section of the Pennsylvania Electric Association, September 9th, at Bedford Springs, Pennsylvania, on the subject of simplification.

MANAGEMENT WEEK. Progress continues in the development of a program for the 1927 observance of Management Week, October 24-29. Many local Chambers of Commerce have written to the Secretary of the National Committee for information regarding the movement.

Eighteen additional towns have been organized since the list was last published in the Monthly News Bulletin. K. W. Decherd, P.O. Box 464, Meriden, Conn.; W. H. Pitcher, Secretary, Chamber of Commerce, Norwich, Conn.; H. J. Odenthal, Executive Secretary, The City Club, Washington, D. C.; Martin H. Spangler, Albion, Indiana; Edward F. Stager, Chairman of Committee; A. Corcoran and T. R. Thacker, members of committee, Louisville, Ky.; George J. Clautice, Executive Secretary, Purchasing Agents Assn., Baltimore, Md.; E. Grosvenor Plowman, Boston, Mass.; C. L. Wyant, Flint, Mich.; W. W. Bates, Organizer; P. F. Williams, Chairman, Albany, N. Y.; G. A. Newman, Secretary, Manufacturers' Assn. of Syracuse, N. Y.; Prof. John M. Foster, Chairman, Raleigh, N. C.; Prof. A. C. Schmitt of the School of Finance, Oregon State College, Corvallis, Oregon; A. S. Keller, Secretary, Natural Resources Division, Chamber of Commerce, Pittsburgh, Pa.; B. R. Brown, President, Technical Club, Dallas, Texas; G. L. Cline, Commissioner of Purchases and Supplies, Fort Worth, Texas; J. S. Early, Manufacturers' Association of Utah, Salt Lake City, Utah; W. R. Conner, Everett, Wash.; and Frank H. Browning, Seattle, Washington.

23.

AMERICAN MARINE STANDARDS COMMITTEE

A group of twenty-two printed publications of marine standards became available during August which was distributed to the membership of the committee and others interested. A limited number of sets of the papers were distributed in binders supplied by the executive board of the committee.

Information was given to all concerned, regarding the form of binder adopted, which is similar in type and size to the one furnished by the American Society of Mechanical Engineers for its standard publications. This binder is a convenient holder for the publications most useful for ready reference. It is manufactured and sold by the Franklin Book-binding Company, 229 West 28th Street, New York City, for \$2.25 each, which includes postage.

Twenty-eight publications comprising 47 standards are now approved for issue, but one, namely, No. 4, "Rigging Screws for Ships", is in suspense pending adjustment of simplified standards for turnbuckles.

A preliminary draft of proposed specification for metallic packing for condenser tubes with appended notes on features of design, construction and installation of condensers affecting the effectiveness of tube packing; also instructions for installation of the packing, has been submitted to the membership of the American Marine Standards Committee and others concerned, for critical comment.

Manuscripts and drawings have been prepared for the publication of marine standards for fire-hose racks, cargo booms, pilot ladder, and details of propeller shafts and stern tube bearings.

Preliminary drafts have been begun on proposed standard medicine chests and supplies for first-aid equipment.

There are to be issued at an early date preliminary drafts of proposed standard specifications on the following items: $\frac{3}{4}$ inch air hose; $1\frac{1}{2}$ inch water hose; $\frac{3}{4}$ inch and $1\frac{1}{2}$ inch steam hose; $2\frac{1}{2}$ inch water suction hose, smooth bore; 4 inch, 6 inch and 8 inch oil suction and discharge hose; insulation coverings for piping and machinery on ships; magnesia molded pipe coverings and blocks; magnesia asbestos cement or plaster; asbestos millboard; hair felt; and cotton duck for insulation coverings. These tentative specifications will be distributed to the committee members and others interested for criticism and comment.

Note: Publications are available for all items on following list except those indicated by (*), and may be obtained from the Superintendent of Documents, Government Printing Office, at the price shown. - Do not send stamps.

S.P.R. No.	Item	Price	Reduction in Varieties		Per Cent Reduction
			From	To	
1.	Vitrified Paving Brick Fourth Revision Conference.....	5¢	66	4	94
2.	Beds, Springs and Mattresses.....	5¢	78	4	95
3.	Metal Lath.....	5¢	125	24	81
4.	Asphalt (Penetrations).....	5¢	88	9	87
5.	Hotel Chinaware	5¢	700	160	77
6.	Files and Rasps.....	5¢	1351	496	65
7.	Rough and Smooth Face Brick.....	5¢	75	2	97
	Common Brick		44	1	98
8.	Range Boilers.....	5¢	130	13	90
9.	Woven Wire Fencing.....	5¢	552	69	87
	Woven Wire Fence Packages.....		2072	138	93
10.	Milk bottles and Caps..... (Bottles)	5¢	49	4	92
	(Caps)		10	1	90
11.	Bed Blankets (Sizes).....	5¢	78	12	85
12.	Hollow Building Tile (1st Rev.)....	5¢	36	20	44
13.	Structural Slates for Plumbing and Sanitary Purposes.....	5¢	827	138	82
14.	Roofing Slates.....	5¢			
	Descriptive Terms, Thicknesses and Sizes.....		98	48	51
15.	Blackboard Slates.....	5¢			
	Slab Heights and Sizes.....		251	25	90
16.	Lumber (Second Revision)	15¢	Standard Nomenclature Grades and Sizes for soft-wood lumber.		
17.	Forged Tools.....	5¢	665	351	47
18.	Builders Hardware (1st Rev.)	10¢ (2)			
	(Items).....		6948	5130	26
	(Finishes).....		100	29	71
19.	Asbestos Paper.....	5¢			
	Sizes, Widths, Weights of Rolls		72	12	83
	Asbestos Mill Board.....				
	Sizes, Thicknesses.....		21	4	81
20.	Steel Barrels and Drums.....	5¢	66	24	64
21.	Brass Lavatory and Sink Traps.....	5¢	1114	72	94
22.	Paper.....	5¢ (1)		15	
23.	Plow Bolts.....	5¢	1500	840	44
24.	Hospital Beds.....	5¢			
	Length.....		33	1 Standard	97
	Width.....		34	2 Specials	91
	Height.....		44	1	98
25.	Hot Water Storage Tanks.....	5¢	120	14	88
26.	Steel Reinforcing Bars	5¢			
	Cross-sectional areas.....		40	11	73
27.	Cotton Duck (Widths and Weights)	5¢	460	90	80
28.	Sheet Steel (First Revision)....	5¢	1819	263	85
29.	Eaves Trough and Conductor Pipe...	5¢	21	16	24

S.P.R. No.	Item	Price	Reduction in Varieties		Per Cent
			From	To	Reduction
30.	Terne Plate (Weights)	5¢	9	7	22
31.	Loaded Shells (2nd Revision)	5¢	4076	1758	57
32.	Concrete Building Units, (Length, Width and Height of Blocks, Tile and Brick)	5¢	115	24	80
33.	Cafeteria and Lunch Room Chinaware	5¢	668	177	73
34.	Warehouse Forms	10¢	Thousands	15	
35.	Steel Lockers	5¢	65	17	74
36.	Milling Cutters	5¢	944	570	40
37.	Commercial Purchase Forms	5¢	Thousands	3	
38.	Sand Lime Brick (Length, Width and Height)	5¢	14	3	79
39.	Dining Car Chinaware	5¢	700	113	84
40.	Hospital Chinaware	5¢	700	113	84
41.	Insecticides and Fungicides (Packages)	5¢	38	21	45
42.	Paper Grocers' Bags	5¢	6280	4700	25
43.	Paint and Varnish Brushes	5¢	480	138	71
44.	Box Board Thicknesses	5¢	244	60	75
45.	Grinding Wheels	10¢	715,200	255,800	64
46.	Tissue Paper (Roll Tissue)	5¢	13	3	77
	Shoe Tissue		21	6	72
47.	Cut Tacks and Small Cut Nails				
	Sizes	5¢	428	181	58
	Packing Weights		423	121	71
48.	Shovels, Spades and Scoops	5¢	5,136	2,178	57
49.	Sidewalk Lights (Sizes)	5¢	120	6	95
	Styles		80	5	94
	Shapes		10	2	80
50.	Checks, Notes, Etc	5¢	Thousands	One size for each instrument	
51.	Die Head Chasers (For Self-Opening and Adjustable Die Heads)	5¢			75
52.	Staple Vitreous China Plumbing				
	Fixtures	5¢	441	58	87
53.	Steel Reinforcing Spirals	5¢	7	3	58
54.	Sterling Silver Flatware	5¢	190	62	67
55.	Tinware, Galvanized & Japanned Ware	5¢	1,154	873	24
56.	Carbon Brushes & Brush Shunts	5¢ (3)			
57.	Wrought Iron & Wrought Steel Pipe, Valves and Pipe Fittings	5¢			
	Sizes of Valves and Fittings		20,000	19,238	4
	Sizes of Pipe		62	49	21
58.	Classification of Iron and Steel Scrap	10¢	Specification for Scrap		
59.	Rotary Cut Lumber Stock for Wirebound Boxes	5¢			
	Length		102	6	94
	Width		65	6	91
	Thickness		9	6	33
62.	Metallic Cartridges	5¢	348	256	26

SIMPLIFIED PRACTICE RECOMMENDATIONS IN PROCESS OF ACCEPTANCE

S.P.R. No.	Item	Reduction in Varieties		Per Cent
		From	To	Reduction
*60.	Packing of Bolts and Nuts.	(1)	18	
*61.	White Glazed Tile & Unglazed Ceramic Mosaic.	(4)		
*63.	Metal Spools and Reels.	(1)	6	
*64.	Spark Plugs	(1)	6**	
*65.	Piston Rings Oversizes.	(1)	6**	
*66.	Brake Linings	(1)	37**	
*67.	Taper Roller Bearings.	(1)	172**	
*68.	Flashlight Cases	25	14	44
*69.	Razor Blade Packages	(2 systems of packing reduced to 1)		50
*70.	Salt Containers	35	19	46
*71.	Grading of New Billet Steel for Concrete Reinforcement.	(3 grades of steel reduced to 1)		67
*72.	Solid Section Steel Sash.	42,877	2,244	95
*73.	One-Piece Porcelain Insulators.	272	249	9
*74.	Hospital and Institutional Textiles.	575	26	95
*75.	Composition Blackboard			
	Colors	3	1	66
	Widths	18	8	55
	Lengths	54	13	76
*76.	Ash Handles (Grades)	(1)	3	

- (1) Original Total not known.
- (2) These figures are the average reduction in catalogue items in 1922 of four leading manufacturers of 'Builders' Hardware as result of simplification.
- (3) Increments of increase in dimensions, and dimensional tolerances for carbon brushes, sizes of holes or slots in terminals for flexible shunts, and size and specifications for cable for brush shunts.
- (4) Shapes, patterns, dimensions, grade nomenclature, grade marks, grade specifications, and certifications of grades, for white glazed tile and unglazed ceramic mosaic.
- ** Society of Automotive Engineers Standards.

SIMPLIFIED PRACTICE RECOMMENDATIONS IN PROCESS OF REVISION

S.P.R. No.	Item
1.	Vitrified Paving Brick (Fifth Revision).
10.	Milk and Cream Bottles and Bottle Caps.
19.	Asbestos Paper and Asbestos Millboard.
27.	Cotton duck
37.	Invoice Forms
45.	Grinding wheels

OTHER PUBLICATIONS

- Limitation of Variety Recommendation No. 1 - Paint and Varnish..... 5¢
- Simplified Practice - What It Is and What it Offers..... 10¢
- A Primer of Simplified Practice..... 15¢

PUBLICATIONS OF AMERICAN MARINE STANDARDS COMMITTEE

A.M.S.C. Serial No.	Title or Subject	Price
	Organization of the American Marine Standards Committee, Its Constitution and Rules.....	5¢
	Stability and Loading of Ships.....(Out of Print)	
1	Glass for Air Ports and Fixed Light	5¢
2	Mooring Bitts - Cast Iron	
3	FIXED LIGHTS FOR SHIPS Type A - Pressed Steel Frame Type B - Cast Brass Frame Type C - Cast Brass Finished Frame	
*4	RIGGING SCREWS FOR SHIPS Rigging Screws with Spliced Rope Rigging Screws with Sockets	
5	SHIP FITTINGS FOR DECKS AND RIGGING Chain Plates Wire Rope Sockets Solid Thimbles for Wire Rope Open Thimbles for Wire Rope Thimbles for Manila Rope Pad Eyes and Links	
6	CARGO HANDLING GEAR FOR SHIPS Railroad Iron Sling Chain Sling	5¢
7	Kinds and Sizes of Hose for Ship Equipment	5¢
8	Specifications for $\frac{3}{4}$ " and 2" Flexible Metallic Hose	5¢
9	Specification for 2 $\frac{1}{2}$ " Double-Jacketed Cotton Rubber Lined Fire Hose	
10	Specifications for 2 $\frac{1}{2}$ " Unlined Linen Fire Hose	5¢
11	Instructions for Care and Maintenance of Steel Hulls	
12	General Instructions for Operation, Care and Upkeep of Scotch Type Marine Boilers	10¢
13	Kinds and Sizes of Mattresses and Pillows and Woolen, Linen and Cotton Articles for Ship Equipment.	
14	Kinds and Sizes of Glassware for Ship Equipment	5¢

A.M.S.C. Serial No.	Title or Subject	Price
15	Kinds and Sizes of Silverware for Ship Equipment	
16	Distinctive Markings for Piping	
17	Specification for 2½" Single-Jacketed Cotton Rubber-Lined Fire Hose	
18	Essential Machinery Spare Parts, Accessories and Supplies for Sea-Going Ships	
19	Equipment and Methods for Safety on Ships	5¢
20	General Instructions for Operation, Care and Upkeep of Water Tube Marine Boilers	
21	Condenser Tube Ferrules and Tube Sheets	
22	Specifications for Pressure and Vacuum Gauges for Ships	
23	Mooring Bitts - Cast Steel	5¢
*24	FIRE HOSE RACKS FOR SHIPS Metal Rack - Pocket Type Metal Rack - Saddle Type Wooden Rack	
*25	Pilot Ladder	
*26	TUBULAR STEEL CARGO BOOMS 5 tons Capacity 10 tons Capacity 15 Tons Capacity 20 Tons Capacity 30 Tons Capacity	
*27	COUPLINGS FOR PROPELLER SHAFTING Flanged Couplings Loose Couplings for Inboard Shafts	
*28	PROPELLER SHAFT DETAILS Tail Shafts and Stern Tube Bearings Propeller Keys Propeller Nuts Stern Tube Stuffing Boxes	

