

Cleveland, Ohio
October 8, 1951

MEMORANDUM For ~~Bus Guides~~ *Group leaders*

Subject: Routes for visitors - 1951 Biennial Inspection

Registration and Opening Session
ADMINISTRATION BUILDING

Visitors will arrive at the front door and will be admitted to lobby one bus load at a time to register. Leave auditorium via east door for start of tour.

Supersonic Missiles
8 x 6-FOOT SUPERSONIC WIND TUNNEL

Two groups will enter at the same time for each demonstration. Enter main center door and proceed into observation room and control room. Fill control room first and accommodate remainder of group in observation room. After talks, leave via left control room door and leave building via door at end of corridor to right. Caution visitors to watch overhead clearance when passing under tunnel outside building. Board busses and proceed to corner between acoustical house and tunnel diffuser. Leave bus doors open and explain to visitors that acoustical treatment will be demonstrated by opening small access door at end of tunnel diffuser. Leave this area shortly after tunnel door is opened. Tunnel will shut down after this, but will coast for over 5 minutes.

Special Note: Blue and Green groups should arrive in the lobby at 11:35 a.m. for coffee stop, preceding talks in control room. Visitors should be in seats by 11:50 a.m. Tan and Gray groups should arrive in lobby at 3:15 p.m. for coke stop and should be seated for talks by 3:30 p.m.

Turbine Cooling
JET PROPULSION STATIC LABORATORY

Enter small door at south end of building. After talks time is allotted for examination of display and of engine in cell 4. Leave via center office door in old portion of building.

Red group has 15 minutes, from 11:30 to 11:45 a.m., for coffee stop near air compressors in building where talks are given. Gold group will spend extra time from 3:10 to 3:25 p.m. for coke stop in the same area.

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Altitude Facilities

CENTRAL CONTROL ROOM, ENGINE RES. BLDG.

Enter front center door, take office stairs to second floor, east in corridor to central control room. Leave control room via west door into Exhauster Wing. Pass between first and second exhausters, through corridor to central engine overhaul, west through overhaul and past thermocouple shop and south through office across outside hall between SW-23 and SW-24 altitude tanks, and out the south door to bus.

Materials Research

MATERIALS AND STRESSES BUILDING

Enter fenced area to north of building and down stairwell and along pasement corridor to second door on left. After talks, leave through furnace room and shop area and basement stairwell at southeast corner of building. Gray group has extra time, 11:30 to 11:45 a.m. in area adjacent to talks for coffee stop before leaving building. White group has extra time for coke stop in same area from 3:10 to 3:25 p.m.

Blade Fabrication

TECHNICAL SERVICE BUILDING

Enter main center door at north end of building. Proceed down central corridor through main shop and west into blade fabrication shop. After talks time is allotted for inspection of blade fabrication machinery and displays. Leave via small door at north end of room.

Gold group has extra time from 11:30 to 11:45 a.m. for coffee stop at north end of blade fabrication shop area. Green group has extra time for coke stop from 3:10 to 3:25 p.m.

Altitude Engine Research

ALTITUDE WIND TUNNEL

Enter front shop door. After talks leave by same door. Brown group will stay in Altitude Wind Tunnel Shop from 11:30 to 11:45 a.m. for coffee in portion of shop behind the curtain. Red group will stay in same area from 3:10 to 3:25 p.m. for coke stop.

Fuels and Combustion

FUELS AND LUBRICANTS BUILDING

Enter front center door and main stairs to second floor. East in corridor to room 204. Divide groups so that approximately half of the group go in each of the two doors. Return to bus by the same route.

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Instrument Research

In front center door, north through center hall on first floor, up stairs to second floor, in first door to left. After talks proceed directly across hall for instrument display. Leave via second floor hall to center of building, down right corridor and stairs and leave building by rear door at foot of stairs. Bus will be waiting in parking lot.

White group will stay 15 minutes extra for coffee from 11:30 to 11:45 a.m. Brown group will stay 15 minutes extra for coke from 3:10 to 3:25 p.m.

Willson H. Hunter

Cleveland, Ohio
September 28, 1951

MEMORANDUM For All Concerned

Subject: Special duty assignments for 1951 Biennial
Inspection of the Lewis Laboratory

1. On October 9, 10, and 11, 1951, the dates of the 1951 Biennial Inspection, the following persons are assigned duties as listed below:

GROUP LEADERS, ASSISTANT GROUP LEADERS

W. H. Hunter in charge - PAX 3266

<u>Group</u>	<u>Group Leader</u>	<u>Asst. Group Leader</u>	<u>Group Guides</u>
Red	J. H. Collins	A. E. Biermann	J. E. Farmer
White	L. A. Rodert	J. D. Stanitz	J. N. Vivien
Blue	L. C. Gibbons	W. E. Scull	T. Male
Green	D. D. Wyatt	J. F. Connors	D. P. Hearth
Brown	B. T. Lundin	H. G. Krull	R. H. Essig
Gold	H. C. Barnett	E. R. Jonash	H. F. Hipscher
Tan	W. K. Ritter	R. V. Eschborn	J. W. R. Creagh
Grey	C. Kemper	W. K. Koffel	R. S. Ruggieri R. F. Goodnow C. S. Moore

Alternates: S. S. Manson W. F. Brown

DEMONSTRATION ATTACHES

<u>Building</u>	<u>Room</u>	<u>Telephone</u>	<u>Attaches</u>
8x6 Supersonic Tunnel	113	4211	A. I. Wildy
Jet Static Lab.	Office	3271	E. E. Meilander
Engine Research	Control Rm.	3200	J. N. Patterson
Matls. & Stresses	4-Basement	4108	H. J. Hamjian
Tech. Service	Mach. Shop	3273	J. Macuga
Alt. Wind Tunnel	AWT Shop Off.	4250	R. Golladay
Fuels & Lubricants	205	2252	J. H. Lanneck
Instrument	203	682	J. Ryskamp

BUS GUIDES -- J. E. Bullock in charge - PAX 606

<u>Group</u>	<u>PAX</u>	<u>Guide</u>
Red	2103	J. K. Barber
White	4183	C. A. Moran
Blue	4181	L. R. Madigan
Green	4167	E. V. Kindig
Brown	3121	M. Munger
Gold	2151	W. J. Fazulak
Tan	613	J. Toma
Grey	2195	H. S. Lewis
Alternate	637	W. E. Kenyon
Alternate	3168	B. Howe
Alternate	3168	Charles Maley

HOTEL CLEVELAND -- J. S. Brown - in charge
A. C. Burkle
L. F. Hinz

HANGAR -- W. V. Gough in charge - PAX 2155 or 4171

Escorts -- R. F. Kravanya - in charge
M. Collier
F. M. Crichton
H. Zimmerman
B. W. Lowry
L. Backston

Airplane Parking and Servicing -- PAX 2155 or 4171
A. D. Balazi - in charge

Flight Operations Dispatching - PAX 2155 or 4171
W. J. North -- in charge

Weather Adviser - PAX 2151
D. Kline, U.S. Weather Bureau Rep.

CENTRAL MESSAGE CENTER AND NACA AUTOMOBILE DRIVERS

Room 111, Admin. PAX 2137
S. Truscott -- in charge
G. J. LaBanc B. A. Walker
L. A. Wilhelmi A. J. Myers
C. J. Sieber A. B. Szuhai
B. H. Woodman D. E. Gardner

REGISTRATION DESK -- Lobby, Admin. -- PAX 2228
Mary Lou Gosney -- in charge
Rosemary Weiss Marjorie Sharp
Irene Kives Eileen Gibbons
Jan Sullivan Marilyn Sparks
Joan Boutton Annabelle McClain
Peg Lawrence Helen Gondek

TRAVEL INFORMATION, CLEARANCE OF VISITORS

Room 110, Admin. PAX 2213
Pauline Lucas -- in charge
Lucille Barina June Gangler

LOBBY ATTACHES -- Mary Lou Gosney in charge - PAX 2228
F. J. Hurley G. Geist
P. T. Chiarito D. S. Wooldridge

LUNCHEON TICKET SALES -- Foyer, Admin. -- PAX 3109
Esther Wagner -- in charge
Ruth VanDerhoof Ione Furey
Laurie Boyd Agnes Esses