



AMERICAN AIRLINES

BULLETIN

To: Supervisory Personnel - AA & AOA

Number 585-49

From: President

December 21, 1949

Subject: Organization

The maintenance and overhaul of our aircraft and equipment is a specific, specialized job. Closely related to it are the jobs of service engineering and of purchasing and providing the parts and supplies needed for maintenance and overhaul and for provisioning the day-to-day operation of the fleet.

It is sensible to combine the direction of these jobs in one department. There will be closer association of people doing similar work. The overall organization will be simpler in form, with consequent reduction of "red tape." There should be improvement in the direction of work and corresponding increase in efficiency.

Effective January 1, 1950, we will establish the "Maintenance and Supply" department. This change has the endorsement and backing of all the departments of the Company.

The Maintenance and Supply Department will include:

1. All employees at Tulsa Overhaul base, including those presently assigned to Engineering, Personnel and other departments.
2. Employees of the present Materials Department.
3. The employees in Maintenance Division, General Office.

The Materials Department, having been merged into this department will no longer exist as a separate department. There will be some changes in the responsibility of Operations, having principally to do with the supervision and direction of Tulsa and the establishment of standards and procedures for line maintenance work. There will be some changes in the responsibility of Engineering, principally by provision that the Engineering employees at Tulsa will hereafter report to the Manager there. The detail of the changes will be available by reading in the revision to the Organization Book the re-defined responsibilities of the several departments.

This plan of organization makes no changes in personnel or responsibility at the stations or in the Regional Operations organization. All employees at the station will continue to report to the Manager of Operations. All Managers of Operations will continue to report to the Regional Operations Directors. All Regional Operations Directors will continue to report to the Assistant Vice President - Operations.

Tulsa Overhaul will report directly to the new department. The new department, having responsibility for establishing standards and procedures for the accomplishment of line maintenance work will have the duty of working directly with Regional Operations Directors in connection therewith. Study the organization chart and I believe the flow will be obvious.

The Maintenance and Supply Department will be headed by Mr. G. J. Brandewiede, Vice President. He will continue to reside in New York and make his headquarters there. Mr. Marvin Whitlock, as Assistant Vice President - Maintenance and Supply, will be in charge of the Tulsa Overhaul Depot. Other assignments of responsibility will be found in the Bulletin which will come to you directly from Mr. Brandewiede.

This Bulletin is being sent to the Supervisory Personnel. It is essential that you understand it fully and completely, in order that you can explain it to your associates in the Company. If you do not understand it, write to your supervisor and ask him the questions for which answers are not apparent to you; you will receive a reply with promptness. You cannot explain something unless you understand it; we have endeavored to answer your questions ahead of time, by giving you full explanation, but it may be that we have missed some point.

This is a good change, designed to spread the work more evenly and permit it to be accomplished with minimum red tape. Give it your support; it will work well.

C. R. Smith

Distribution

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