

The Challenge

Sierra Army Depot, Herlong, CA

August 2006

Vol. 62 No. 7

Army continues prudent budget constraints in 2006, prepares for 2007

Faced with the high costs of war, the Army currently plans to continue most of the spending restrictions it imposed prior to the Fiscal Year 2006 supplemental, which passed three weeks ago. These budget constraints will remain in place through the rest of this fiscal year, ending Sept. 30, and into Fiscal Year 2007. Certain policies will be reviewed for possible modification, including civilian hiring and contracting limits, both of which were originally intended to be temporary means to preserve solvency in FY 2006.

To conserve funding while awaiting passage of the main FY 2006 emergency supplemental appropriation, the Army significantly scaled back spending from its operations and maintenance account. Among the constraints implemented were:

- Limiting supply purchases to critical wartime needs only
- Cancellation and/or postponement of all non-mission-essential travel
- Stopping shipment of goods, unless necessary to support deployed units or those preparing to deploy

— A hiring freeze on new civilians, except for new interns and lateral moves/promotions of current employees

— Releasing temporary employees (who will not be hired back even with receipt of supplemental funding)

— A freeze on all new contract awards and all new task orders on existing contracts

— Restrictions on the use of government credit cards

The Army also began and continues to plan for the release of selected service-contract employees.

The Army chose to retain these constraints for two purposes: to ensure closing Fiscal Year 2006 without an Anti-Deficiency Act violation and to prepare for anticipated cuts to the Fiscal Year 2007 base budget now on Capitol Hill.

Through these measures, the Army has achieved an overall downward trend in spending — largely resulting from cost avoidance. Travel and transportation monthly obligations are down 10 percent; contract obligations fell by

11 percent; supply obligations are lower by 8 percent; and government credit-card use is down 5 percent. Civilian employee end strength has remained constant.

With Fiscal Year 2007 less than 80 days away, the Army continues its war-fighting mission and other activities at a vigorous pace. Providing relevant and ready land power to the long war remains the primary objective. Concurrently, the Army is moving forward with the formation of a campaign-quality modular force; modernization of its weapon, intelligence and communications systems; rebalancing of the active and reserve components; and implementation of base closure and realignment, and global positioning initiatives.

This extraordinary density of activities and complexity of demands require the direct attention of three- and four-star commanders to ensure greater visibility over traditional controls and policies. Both also require fundamental change in the way that the Army conducts business. The Army must

streamline or eliminate redundancies to free financial and human resources that can then be redirected to its core war-fighting mission. The Army therefore is striving to:

— Improve the processes for repairing equipment and resetting the force

— Reengineer manufacturing and administrative processes

— Outsource where it makes sense

— Make the best use of economies of scale in all contracted services

— Apply information technology in order to improve support activities and eliminate functions where possible

— Achieve cost savings in software and hardware while pursuing enterprise-level solutions for networking practices

These steps will increase stability and help senior leaders to focus on current fiscal reality. They also will help to set the conditions needed to proceed with Lean Six Sigma and other key business reengineering techniques.

Employees receive yellow belt certification



Photo By Lynn Goddard

In December, five depot employees were introduced to a new training program called "Problem Solving and Corrective Action." Last month, these employees learned the basics of the Six sigma process along with the tools to complete projects. After completing a two 3-day classroom session and a project designed to improve a process on the depot, these individuals became "Yellow Belt" certified. Lt. Col. Brian Butler, commander, presented certificates to Jon France, far left, Sherry Padilla, Susan Catuccio, John McKeand and Allen Jones for their dedication and hard work to achieve this goal. Congratulations!

Commander's View

It's hard to believe that I've already completed the first year of my tour here at SIAD. The year went by quickly and was chock full of significant and memorable events. As you know, our focus has been on developing our core capabilities and establishing predictable workload that we can sustain over several years. Those major capabilities include long term storage, reset operations for water systems, generators and trailers, our AJ1 operation, and support to USAMMA programs. In every area the depot has performed well and our reputation continues to grow. Base closure has come and gone, and our mission is increasing at a steady rate. We are on a good, healthy course and you should all be proud of your accomplishments. I couldn't do this without you, and none of us could be as successful as we've been without the hard work of each and every work center out there.

Summer is now in full swing, and as you all know, it's come with a se-



Lieutenant Colonel Brian D. Butler

ries of unfortunate forest fires. The recent fires that occurred in this area have actually been close enough to endanger some of our employee's homes. Don't wait until your home is threatened to be prepared. The depot Public Affairs Officer put together a simple rule of thumb that outlines some of the more important things that you should

be able to grab before an evacuation due to fire or other natural disaster. I encourage you to take a look at the chart on page 4 to ensure you and your families are as prepared as possible.

Periodically, we all need to take the time to reflect on our daily routines to ensure that all of our actions are prudent and within the realm of Army regulations. One area that we all need to be constantly aware of is the limits on use of government vehicles. We use them so often that we may forget that stopping at the Skeddadle Inn and walking over to the post office or credit union, for example, is prohibited by both Army regulation and U.S. law. The table of punishment for such infractions is extremely stringent with very little leeway. As a constant reminder, I've asked the Depot Counsel to put together a very easy to follow flyer for all job center bulletin boards that outlines some of the more common "do's and don'ts" concerning the use of our Government owned vehicle fleet (see back page). Please be mindful of this regula-

tion and avoid the possibility of disciplinary action for unauthorized use.

As I continue to meet with employees of SIAD, I become more and more aware of concerns and issues that exist on depot. I will continue to address them through a variety of forums, to include THE CHALLENGE and our process of publishing weekly passdown notes for all of you. In addition to these, I'll continue to schedule employee/commander lunch meetings with employees selected on a random basis as a way to provide a chance to talk face-to-face and respond immediately to your questions or concerns. I generally schedule these meetings on a quarterly basis; for concerns/questions that arise between these sessions, I ask you to contact the SIAD hotline. It's available 24-hours a day, 7 days a week at 827-4249. Although I'd prefer that you leave your name so I can respond to you directly, you can remain anonymous if you choose. If you do leave your name but prefer your com-

COMMANDER (See Page 3)

The Union's Position: AFGE, Local 1808

What is our mission/responsibility here at Sierra as employees?

We as employees have a responsibility to be at work that is what we were hired to do. Our mission as at Sierra Army Depot is to support our Soldiers - the "War Fighter". The Soldiers rely on us to get the supplies and equipment they need to accomplish their mission. In order for this to happen, we have to do our part by producing the required work on schedule and in good working condition. In the upcoming months the AJ1 operation is going to increase three-fold. We will increase our employees by 250; there will be more shifts and more overtime in the new fiscal year which begins October 1. People will be moved to support the AJ1 mission, trailer reset and the generator reset missions. We have proven in the past that we can and will continue to do what is necessary to give the support that our Soldier - the



Jim Swistowicz, Union President

"War Fighter" - needs to accomplish their mission. So let's keep up the good work.

In accomplishing our mission we have to keep one very important thing at the top of our priorities and that is "Safety". It is everyone's responsibility to ensure that there is a safe work environment at Sierra. If you don't have the proper PPE to perform your work, let your supervisor know and he will

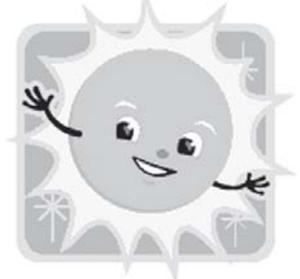
make sure that you are provided the necessary equipment to accomplish your job.

Management is looking at purchasing a new Food Truck to better serve the employees at Sierra. There will be a survey sent out to all employees. Please take the time to take the survey so that Morale Welfare and Recreation will be better able to serve the workforce at breaks and lunch. This may mean there could be staggered breaks and lunches so that everyone will have the opportunity to use the food truck. So please fill out the survey.

I will be leaving on August 4 to attend the AFGE National Convention in Atlanta. Cecil Fain, Executive Vice-President and Garry Garrett, Vice President will also be going as delegates to the convention representing AFGE Local 1808. Mr. Bobby Harnage is running for National President. Mr. Harnage visited our Depot in October

2000. He is very familiar with DoD issues and also with issues that affect Sierra Army Depot. Our Local is in support of him being our next National President. While I am gone, Sue Leslie Local 1808's Secretary/Treasurer will be my representative on all labor issues. She can be reached at extension 4286.

Union Meetings are on the first Tuesday of the month at bldg.58 at 5:15 p.m. All bargaining Unit employees are welcome to attend, member or not. Union Office telephone number is 827-5375.



The Challenge

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SIERRA ARMY DEPOT HAS WORKED 7 DAYS SINCE OUR LAST ACCIDENT



As of July 27, 2006

Look for this sign as you come through the main gate

BE AWARE!
For the Month of August

Are you working in 308, 358 or 363

Are you a Packer or General Support Helper

Then you are prone to

Hand Injuries

Data provided by Safety Office

COMMANDER:

(From Page 2)

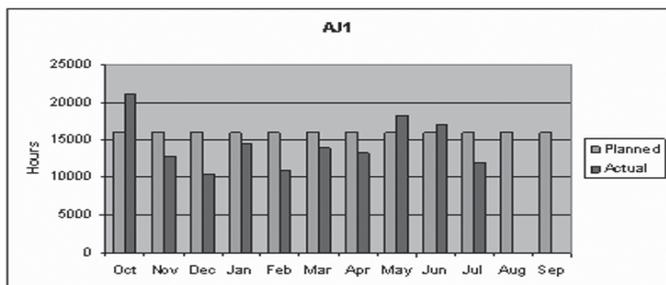
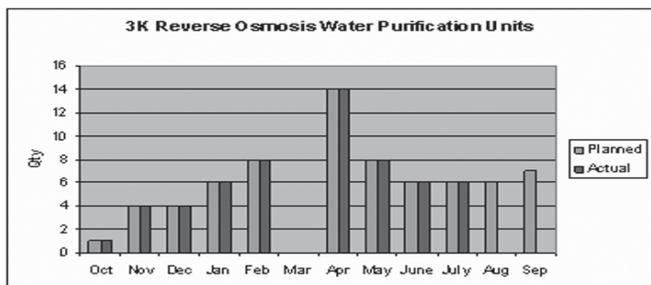
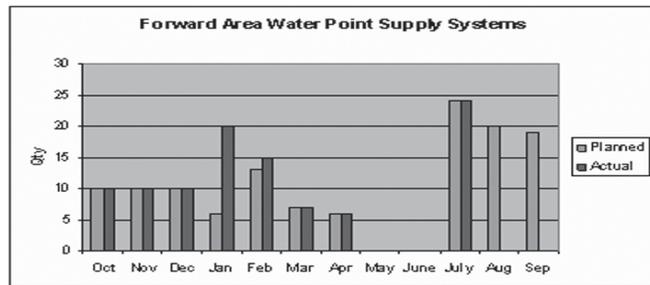
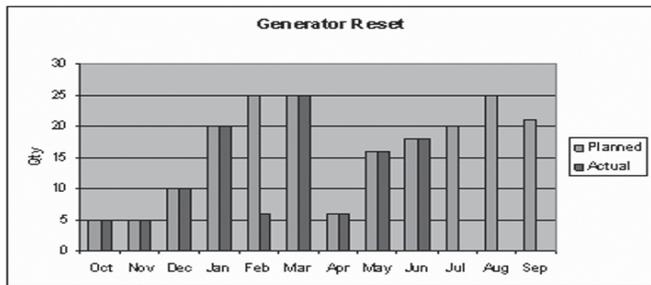
ments to be kept confidential, let me know that when you call and I'll maintain that confidentiality.

Keep doing great things – I have no doubt my second year here will be a bright one!

Let's get to work!



Sierra Army Depot Production Requirements As of Jul 31, 2006



Understanding Contracting 101

Mandatory sources of supply

Before making a purchase, screening has to be completed for what is called “mandatory sources of supply” or “required sources of supply”.

Required sources of supply include:

- Committee for Purchase From People Who are Blind or Severely Disabled (NIB/NISH/JWOD), which offers janitorial, cleaning and office (Skilcraft) supplies. Website: www.jwod.com Note: Their “convenience items” are not mandatory source items.

- Federal Prison Industries (UNICOR), which carries office furniture, safety gloves, to name a few items. Note: Only required for purchases over \$2,500. Website: www.unicor.gov

- DoD Emall Army Blanket Purchase Agreements (BPAs) for all office supplies. These BPAs carry NIB/NISH/JWOD items. Website: www.emall.dla.mil, click on “Army Office Supply BPA’s” after registering to browse. Use DoDAAC W912G4 for the registering.

How does all of this affect an end user?



Well, if you initiate a purchase request for a “Papermate” pen and you get a “Skilcraft” pen, it’s because the person buying the item did the proper screening and obtained the “mandatory source of supply” item.

It’s helpful if the end user reviews for required source of supply items before initiating the purchase request. If there is a required source item available, that should be called out on the purchase request. Otherwise, valuable time can be lost in the purchas-

ing process trying to determine if the required source item is equals to the commercial item shown on the purchase request.

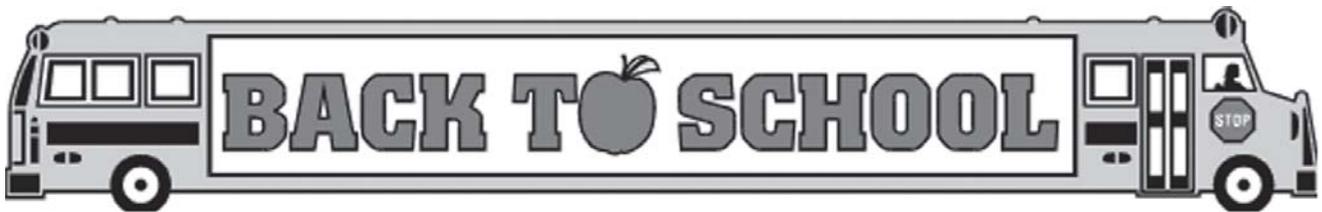
A few more notes on using the Army BPAs and NIB/NISH/JWOD:

- There is a minimum purchase amount. So, combine purchases to avoid shipping charges at www.jwod.com of \$15.00 for orders under \$50.00. For BPA vendors, most minimums are \$25.00 or the purchase can’t be made.

- Purchase must be made from one of the 12 BPA vendors or directly from www.jwod.com. A purchase from any other vendor on the DoD Emall violates the mandatory source requirement.

- Under the Army BPA’s, find the NIB/NISH/JWOD item which is normally annotated as “JWOD” in preference to a commercial item.

- If a national office supply store is an Army BPA vendor you cannot make the purchase from their local store. All purchases have to be done through the DoD Emall.



Keep equipment and vehicles working, conduct spot checks before you operate

By Gerard Olsen

Tire and Tube Inspector-Repairer

Somebody goofed! They asked me, a tire man, to write about the motor pool and what we all do to keep our vehicles/equipment in the best condition possible. Perhaps a little “Tire Man philosophy,” maybe not. Sierra Army Depot gives us all the means to enjoy our life and the surrounding area is a place to do just that. This area offers any type of recreation that you could want, with just a small amount of travel. Personally, I like the feel of something with power, be it a motorcycle, ATV, snowmobile or a horse. I love the joy of riding in style, no matter the season. But, no matter what is your mode of transportation, it should be operating at its best. You always check fluid levels (oil, coolant, transmission, power steering, brake) and of course the tread on your tires and the air pressure. It is very important to do this; it is being safe and SMART! We have to be safe and smart on the depot too. Check out the vehicle/equipment you are using, before you operate it!

Safe, Prepared. Early morning - on my bike headed home on highway 89. The air is crisp and clear. Alone on the black top, what a sight, asphalt rolling in a straight line in front of me, deep green trees

standing tall on both sides. At the end of what I could see in the far distance was the sun centered over the top of everything. With the wind in my face, warmth of the morning sun, I just float on down the road. Floating, what a sensation. In fact, I ride north to Bartal, Calif., each year, where I have breakfast at a small restaurant, Big Bar, a place of historical character, just for a BLT and a cup of coffee. The refreshing reminder, the sights and sounds are now part of my soul.

Although I travel many miles and ride hard, I maintain my bike, making repairs when needed, keeping the best oil fresh and topped off. I even plan to start mounting my own tires (ah work never ends!). I have never washed or polished anything more in my life. All of these little things and proper maintenance enable me to have these great experiences. I am solely responsible for my bike.

Here on the depot, we have a network of people to care for and maintain the equipment and vehicles. But the responsibility starts with you the operators! Anytime you get on a piece of equipment, you should be checking all the fluid levels and noting any damage or problems on your trip ticket. It only takes a few minutes and you will be protecting yourself as well

as the equipment from problems. We have a van at the motor pool that will come to you and repair your equipment, no matter how small, if possible. Otherwise, parts can be ordered from this on site inspection. One of our biggest problems at the motor pool is that when equipment and vehicles come in for scheduled servicing, the mechanics have many other little things to repair, if the parts are on hand. Otherwise the equipment is held up because parts have to be ordered and the equipment is down for much longer, waiting on the repair parts. A service should be a “quick in and out” situation. Help us keep up on the small repairs and in turn keep the mechanics aware of possible larger problems.

The tire shop works a little different, since my parts are mostly tires that can be kept in stock. Although recently, finding the large tires on the market has been more difficult, because of the war. The tire industry has changed to more low profile tires to save rubber (that last comment is my theory, but possible). The morning at the tire shop begins with coffee.....well let me make this shorter! I am in the shop early each morning, taking care of the customers (that’s you!) that can get their vehicles in to be repaired. At the

TIRE (See Page 5)

Identify unsafe areas through job hazard analysis (JHA)

By Larry Gallego
Safety Specialist

What is a hazard?

A hazard is the potential for harm. In practical terms, a hazard often is associated with a condition or activity that, if left uncontrolled, can result in an injury or illness. Identifying hazards and eliminating or controlling them as early as possible will help prevent injuries and illnesses.

What is a job hazard analysis (JHA)?

A JHA is a technique that focuses on job tasks as a way to identify hazards before they occur. It focuses on the relationship between the worker, the task, the tools, and the work environment. Ideally, after you identify uncontrolled hazards, you will take steps to eliminate or reduce them to an acceptable risk level.

Why is JHA important?

One of the best ways to determine and establish proper work procedures is to conduct a job hazard analysis. A JHA is one component of the larger commitment of a safety and health management system.

What is the value of a JHA?

Supervisors can use the findings of a JHA to eliminate and prevent hazards in their workplaces. This is likely to result in fewer worker injuries and illnesses; safer, more effective work methods; reduced workers' compensation costs; and increased worker productivity. The analysis also can be a valuable tool for training new employees in the steps required to perform their jobs safely. For a job hazard analysis to be effective, management must demonstrate its commitment to safety and health and follow through to correct any uncontrolled hazards identified.

Otherwise, management will lose credibility and employees may hesitate to go to management when dangerous conditions threaten them.

How do I identify workplace hazards?

A JHA is an exercise in detective work. Your goal is to discover the following:

- What can go wrong?
- What are the consequences?
- How could it arise?

- What are other contributing factors?
- How likely is it that the hazard will occur?

To make your JHA useful, document the answers to these questions in a consistent manner. Describing a hazard in this way helps to ensure that your efforts to eliminate the hazard and implement hazard controls help target the most important contributors to the hazard.

Descriptions of good hazard scenarios:

- Where it is happening (environment),
- Who or what it is happening to (exposure),
- What precipitates the hazard (trigger),
- The outcome that would occur should it happen (consequence), and
- Any other contributing factors.

Rarely is a hazard a simple case of one singular cause resulting in one singular effect. More frequently, many contributing factors tend to line up in a certain way to create the hazard. Here is an example of a hazard scenario:

In the metal shop (environment), while clearing a snag (trigger), a worker's hand (exposure) comes into contact with a rotating pulley. It pulls his hand into the machine and severs his fingers (consequences) quickly.

To perform a JHA, you would ask:

· **What can go wrong?** The worker's hand could come into contact with a rotating object that "catches" it and pulls it into the machine.

· **What are the consequences?** The worker could receive a severe injury and lose fingers and hands.

· **How could it happen?** The accident could happen as a result of the worker trying to clear a snag during operations or as part of a maintenance activity while the pulley is operating. Obviously, this hazard scenario could not occur if the pulley is not rotating.

· **What are other contributing factors?** This hazard occurs very quickly. It does not give the worker much opportunity to recover or prevent it once his hand comes into contact with the pulley. This is an important factor, because it helps you determine the severity and likelihood of an accident when select-

ing appropriate hazard controls. Unfortunately, experience has shown that training is not very effective in hazard control when triggering events happen quickly because humans can react only so quickly.

How likely is it that the hazard will occur?

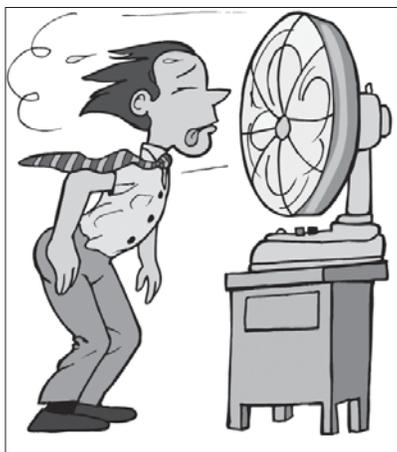
This determination requires some judgment. If there have been "near-misses" or actual cases, then the likelihood of a recurrence would be considered high. If the pulley is exposed and easily accessible, that also is a consideration. In the example, the likelihood that the hazard will occur is high because there is no guard preventing contact, and the operation is performed while the machine is running. By following the steps in this example, you can organize your hazard analysis activities.

How do I correct or prevent hazards?

After reviewing your list of hazards with the employee, consider what control methods will eliminate or reduce them. The most effective controls are engineering controls that physically change a machine or work environment to prevent employee exposure to the hazard. The more reliable or less likely a hazard control can be circumvented, the better. If this is not feasible, administrative controls may be appropriate. This may involve changing how employees do their jobs. Discuss your recommendations with all employees who perform the job and consider their responses carefully. If you plan to introduce new or modified job procedures, be sure they understand what they are required to do and the reasons for the changes.

Why should I review my JHA?

It is particularly important to review your JHA if an illness or injury occurs on a specific job. Based on the circumstances, you may determine that you need to change the job procedure to prevent similar incidents in the future. If an employee's failure to follow proper job procedures results in a "close call," discuss the situation with all employees who perform the job and remind them of proper procedures. Any time you revise a JHA, it is important to train all employees affected by the changes in the new job methods, procedures, or protective measures adopted.



TIRE: (From Page 4)

same time, I am taking calls and getting tires ready for the employees who can't get in. I get out and about the first chance I get to help the outside customers with their repairs. Forklifts have a different size tire, so if you can tell me if it's front or rear, steering or drive, will shorten the time to get to you and get the repairs done. My goal each day is not to have any flats left in your area!

Another bit of information that might be helpful in preventing tire problems is that when you have debris in your area, you can call the Base Operations Work Order Desk (4448) to request that the magnet and sweeper come out. You may be re-

quired to describe the area to be cleaned and of course give specific location. Call Lee Harris (4291) for jump-starts and small repairs. Oh and of course for tire issues call Jerry Olsen (4394). These numbers are direct lines to us and will result in our helping YOU our customer. When a larger problem is found, it will be referred to the motor pool help desk (4167) by us or by you. Working together no matter the problem, will make things run smoother and life a bit easier for us all. Having a little less stress at our job is always a good thing. Doing a good job, supporting the soldier and enjoying life are what it is all about.

EMPLOYEE APPRECIATION SHOW



&



SHINE

Photos by
Lynn Goddard



H O R S E S H O E S



KARAOKE

ASSOCIATION DAY 2006

EATING
JOHNS



FUN
in



the
SUN



MUSIC BY CLEAR BLUE ZZ



How to report a traffic accident

No matter how safely you drive, chances are someday you'll be involved in an accident. Regardless of who is at fault, it's important that you know what to do.

If you are involved in an accident, there are several things you are legally required to do. First, you must stop at the scene of the accident or as close to

the scene as possible without blocking traffic. Even before the arrival of police, you may move the vehicles if they are a traffic hazard.

Second, give any help you can if someone is obviously injured. Don't attempt to move an injured person from a wrecked vehicle unless you have the necessary medical training or there is another immediate danger, such as a fire.

Third, report the accident to the police as quickly as possible. This includes accidents that occur on private property that involve personal injury or death.

Fourth, exchange information with other people involved in the accident, as soon as possible. This includes name, address and driver's license number of other drivers; license plate numbers; names and addresses of anyone injured; names and addresses of any witnesses; name, address and insurance policy number from other vehicle owners. Be sure to notify your own insurance company immediately.

If you have had an accident with an unattended vehicle, you must make a reasonable effort to find the owner of the vehicle or the owner of other property that may be damaged as a result of the accident. If no one can be located, leave a note that can be easily found at the scene of the accident. Include your name, address, driver's license number, the date and time of the accident and an estimate of the damages. You must also report the accident to the police.



Hot topic for the month is provided by Fire Inspector Ehrman

Wild Fires



More and more people are making their homes in wooded settings in or near forests, rural areas, or more remote mountain sites. There homeowners enjoy the beauty of the environment, but face the very real danger of wildfire.

Wildfires often begin unnoticed. They spread quickly, igniting brush, trees, and homes. Reduce your risk by preparing now before wildfire strikes. Meet with your family to decide what to do and where to go if wildfires threaten your area. Follow the steps listed below to protect your family, home, and property.

- People start most wildfires... find out how you can promote and practice wildfire safety.
- Contact your local fire department, health department, or forestry office for information on fire

laws. Make sure that fire vehicles can get to your home. **Clearly mark all driveway entrances and display your name and address.**

- Report hazardous conditions that could cause a wildfire.
- Teach children about fire safety. Keep matches out of their reach.
- Post fire emergency telephone numbers.
- Plan several escape routes away from your home by car and by foot.
- Talk to your neighbors about wildfire safety.

Plan how the neighbors' skills, such as medical or technical can help during an emergency. Consider how you could help neighbors who have special needs, such as elderly or disabled persons. Make plans to take care of children who may be on their own if parents can't get home.

ARE YOU PREPARED ?



Harry Ehrman, III
Fire Inspector

Sierra safety dawg says....



Here I am, the Safety Dawg, almost involved on the tail end of a major head on collision that could have killed four Sierra Army Depot employees. I was headed south to work and I had just turned off of Highway 395 and was in the left turn lane next to the Herlong Junction. Time seemed to go into slow motion when I see the second car up in front of me make a hard left turn on to County Road A-25 just barely missing a head on collision with a car heading North towards Susanville. What I saw next was a red sedan coming from the South had swerved into my lane to avoid hitting the car that turned left in front of him on A-25. He almost hit the next car in front of me that was going to turn left when he swerved and managed to get back into his lane to avoid the accident. I was thankful that no paint was transferred between vehicles. It could have very easily been a 4 car accident with multiple injuries.

There were several contributing factors to this "Close Call"! The first was that the car traveling north didn't have his headlights on. This was during early morning, low light conditions, in a headlight required area. **DRIVERS PLEASE**, turn your headlights on so you are seen by other drivers. Many accidents can be prevented if everyone turns on their headlights right after they fasten their seatbelt. Drivers passing slower traffic on 395 could pass safer if they could see oncoming traffic better because headlights were turned on. Please, drive with your headlights on.

The second thing that was a contributing factor to this "Near Miss Accident" was that a driver was moving a sun visor at the wrong time. While driving south towards Herlong vehicle sun visors are adjusted to the driver's side window because the sun is shining from our left (East). When we turn left (to the East) on to A-25 towards Herlong the Sun is shining into your eyes and you typically readjust your sun visor back to the windshield so you can see to safely drive. That's what happened in the car turning left that almost caused the accident. The driver was changing the position of his sun visor from the driver's window to the windshield just before turning left on to A-25 in order to avoid having the sun shining directly into his eyes. He lost focus on the road while adjusting the visor, didn't see the car coming North without his headlights on, and almost had a head on collision.

The Safety Dawg recommends using your headlights all the time so other drivers can't help but see you, stay focused on driving and be looking out for other drivers who may be crossing the line.

One last thing, please don't leave the Dawg in a hot car with the windows up in the summer, unless you have a craving for a HOT DOG!

WOOF!



Russ Collier, Safety Dawg

Depot smoking policy reinforced

Employees, tenants, contractors and visitors are reminded smoking is prohibited in DoD occupied or owned workplaces. Smoking is not allowed in DoD vehicles or aircraft - this includes GSA vehicles.

Designated smoking areas throughout the depot are clearly marked. These areas shall be at least 50 feet from entrances and exists, and cannot be located in areas commonly used by nonsmokers.

The following chart can be used as a quick reference guide when and where smoking can take place.

WHEN AND WHERE FOR SMOKERS	
WHEN	WHERE
BEFORE AND AFTER WORK DURING DESIGNATED BREAKS DURING LUNCH	IN PRIVATELY OWNED VEHICLES IN AREAS AT LEAST 50 FEET FROM ENTRANCE AND EXITS OF BUILDING DESIGNATED AND CLEARLY MARKED AS A SMOKING AREA. OFF DEPOT
PROHIBITED	
↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ NO SMOKING IN DEPARTMENT OF DEFENSE OCCUPIED OR OWNED WORKPLACE NO SMOKING WITHIN 50 FEET OF AN ENTRANCE OR EXIT OF WORKPLACE NO SMOKING IN GOVERNMENT OWNED VEHICLES OR AIRCRAFT ↑ ↑ ↑ ↑ ↑ ↑ ↑ ↑ ↑ ↑ ↑ ↑	
NO EMPLOYEE WILL BE GRANTED ADDITIONAL TIME FOR SMOKE BREAKS. ROUTINE BREAKS AND REST PERIODS ARE CONTROLLED BY ARMY REGULATIONS AND LABOR-MANAGEMENT NEGOTIATED AGREEMENT	
PERSONNEL FOUND IN VIOLATION OF THE SIERRA ARMY DEPOT SMOKING POLICY MAY BE SUBJECT TO DISCIPLINARY ACTION	



COMMANDER'S POLICY STATEMENT " ZERO TOLERANCE"

Violent, harassing or threatening behavior in the workplace which harms or instills fear in others not only many constitute a violation of Federal law, but also is an unacceptable way of dealing with problems, no matter how severe the problem may be. I will not condone nor tolerate this type of behavior nor will I allow it to go uncorrected; there will be "Zero Tolerance." "Zero Tolerance" means management will initiate swift and appropriate corrective action, to include removal, against employees engaging in violent, harassing, intimidating, and/or threatening behavior directed against employees. It also means supervisors and managers will be held accountable for ensuring their work areas are free from threats, intimidation, or fear and for responding promptly and appropriately to incidents of harassment, threats, or acts of violence.

National crime statistics indicate that violence in our society is at an all time high; there has been an alarming increase in acts of violence in the workplace throughout our nation. Sierra is not immune from this disturbing trend. Workplace violence is a multifaceted problem that cannot be prevented or eradicated by a policy or program. Nevertheless, there are positive steps I am initiating to ensure the SIAD workforce is insulated from workplace violence to the greatest degree possible.

I have directed the Civilian Personnel Advisory Center (CPAC) to establish a Critical Incident Response Team (CIRT) and develop a plan that will safeguard the SIAD workforce from acts of violence, harassment, intimidation, and threats which adversely affect employee morale, well-being, and efficiency. This effort to prevent violence and other unacceptable behavior in the workplace will only be successful with supervisors and manager's early intervention and SIAD soldier and civilian awareness and support.

A healthy workforce is the foundation for preventing violence and other unacceptable behavior in the workplace. Sierra has a number of support services and programs through the Employee Assistance Program to assist employees in resolving problems on or off the job through acceptable means.

BRIAN D. BUTLER
LTC, OD
Commanding

Evacuations are done to save lives - do not wait, be prepared

You will often hear the terms Voluntary and Mandatory to describe evacuation orders, however, local jurisdictions may use other terminology such as Precautionary and Immediate Threat. These terms are used to alert you to the significance of the danger and all evacuation instructions provided by officials should be followed immediately for your safety.

Long before a fire or natural disaster threatens you and your family, prepare an evacuation checklist so that you can be better organized. If you are unsure as to what really needs to be taken during emergencies, just remember the 5 P's, people, pets, papers, photos and prescriptions. Everything else is either insured or can be replaced.

The chart at the right, is a guide and can be tailored to each person's preference such as essential valuables, clothing, etc.

You must take the initiative to stay informed and aware of emergencies in your area. Listen to your radio/TV and for announcements from emergency personnel.

(Editor's Note: Information gathered from the California Department of Forestry)

5 P's

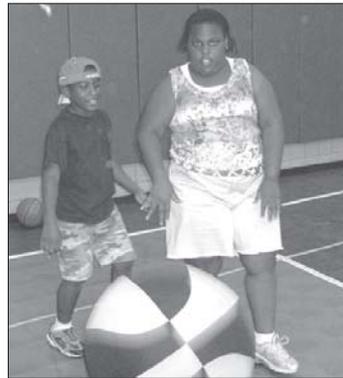
- **People**
 - ♦ Ensure every member of your family is accounted for
- **Pets**
 - ♦ Don't leave them behind
 - ♦ Make arrangements for livestock
- **Papers**
 - ♦ Have important papers together in a place that is easy to grab and pack (birth certificates, marriage licenses, car titles, wills, etc)
- **Photos**
 - ♦ Family photos cannot be replaced or replicated. Download all pictures on computers onto CDs and store in a central location with other photo albums
- **Prescriptions**
 - ♦ Gather all current prescriptions

Youth Services monthly update corner

CYS SUMMER SPORTS CAMP 2006

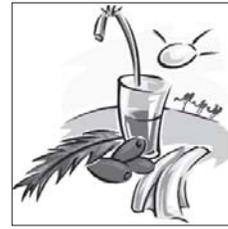
CYS Summer Sports Camp has provided an opportunity for youth to learn new skills in various sports each week throughout the summer. Our Athletic Director, Marci Smithers, developed a sports program that promotes skill building for numerous

sports, including: Volleyball, Soccer, Flag Football, Basketball, Bowling, Ultimate Frisbee, Hockey, and Baseball. Throughout each week, youth learn new skills and are then given the chance to compete against each other and other Boys and Girls Clubs throughout Nevada. It has been exciting for the youth to make new friends while participating in these sporting events. They are enjoying their time spent in the camp and having fun with each new week.



Extreme summer fun and extreme drinking don't mix

Dr Aaron White from Duke University Medical Center and his colleagues have introduced a new term called "extreme drinking."



DON'T LET EXTREME DRINKING take the fun out of your summer. Individuals that chose to drink alcohol at these extreme levels are experiencing severe negative consequences. Extreme drinkers are involved in

more accidents on the job, in their cars and when they are doing water sports. Higher level than binge drinking. Four drinks per occasion for women and at least five drinks per occasion for men is the definition of a binge. Extreme drinking doubles or even triples the minimum amounts for binge drinking.

more accidents on the job, in their cars and when they are doing water sports.

Extreme drinking is more common among men. Obviously, extreme drinking can be extremely dangerous and even deadly.

Low risk drinking choices will increase your chances of having a summer full of fun and not sorrow. Call the Alcohol and Drug Control Officer (ADCO) at 827-4190, if you want more information on how to avoid developing extreme drinking habits.



MWR Services

Skeddadle Inn Meeting Center

The Skeddadle Inn Meeting Center/Lounge is now open Monday through Thursday, 6:30 a.m. to 5:00 p.m., Thursdays until the last customer leaves. It is also equipped to cater large or small events.

Call the manager at 827-4360 or email: skeddadle.inn@sierra.army.mil. Business hours are Monday through Friday, 6:30 a.m. to 5:00 p.m.

Sierra Lodge/Guest House

Call the depot lodging manager, 827-4544, or email: skeddadle.inn@sierra.army.mil for information. Room rates from \$50.00 - \$60.00 per person.

Sierra Bowling Center and Snack Bar

Open Monday through Saturday, 11:00 a.m. to 8:00 p.m. Call 827-4442 for information. Check out the Lunch Specials that are advertised Monday through Thursday. Delivery available on all orders received before 10:30 a.m. Contact the Snack Bar to book your birthday packages and holiday parties early.

Physical Fitness Center

Open Monday through Thursday, 11:00 a.m. to 1:00 p.m. and 5:00 p.m. to 8:00 p.m. Open Friday, Saturday, Sunday from 11:00 a.m. to 1:00 p.m. There is no charge for general use for military and depot personnel. For other authorized patrons, there is a \$2.00 daily charge with special monthly rates available. Regular membership is \$20.00, premier membership is \$40.00. A tanning bed is also available at a rate of \$6.00 per tan or a monthly rate of \$35.00. Use of the Racquetball Courts is only \$3.00 per hour.

Now available - Prepaid orders for custom hats, jackets, and shirts with depot logos.

ITR is available at the Physical Fitness Center. For more information call 827-4655 or email ITR@sierra.army.mil or ok.fern@sierra.army.mil.

Outdoor and Equipment Rental

Party rental items are now available along with ATVs. **A safety class is no longer required to rent ATVs and Boats.** However, you must take the State of California test for water craft. Now is a great time to get it done

- Warm weather is here. Books and test are available at the gym during regular business hours - THIS IS A REQUIREMENT TO RENT ANY WATER CRAFT. For information call Erika Manfull at (530)827-4655 or send an e-mail to erika.manfull@sierra.army.mil

Laundromat

Open daily, 6:00 a.m. to 10:00 p.m. in building 142. Cost for wash, \$1.25 and \$.50 cents with a longer drying cycle. Please call 827-4655 for additional information.

Recycling Center

Open Monday through Thursday, 6:30 a.m. to 5:00 p.m. Call 827-4504 or email christopher.long@sierra.army.mil to schedule a pick up or service.

Swimming Pool

Open Tuesday through Sunday, 11:00 a.m. to 7:00 p.m. Cost for a single season pass: Active Duty Military - Free; Dependents of E-1 to E-5, Civilians & Dependents GS-01 to GS-05, WG-01 to WG-02 - \$20.00; All others - \$30.00. Cost for a family pass: Dependents of E-1 to E-5,

Civilians & Dependents GS-01 to GS-05, WG-01 to WG-02 - \$60.00; All others - \$70.00.

MWR Office

The Administrative Assistant can be reached at (530) 827-4497, Monday through Thursday, 6:30 a.m. until 5:00 p.m., or send an email to bonita.weaver@sierra.army.mil. Business Office is (530) 827-4178 or (530) 827-4609.



Community Bulletin

Editor's Note: The Community Bulletin provides an avenue for depot employees to advertise van or car pools, and for-sale items. Money making items such as rentals and personal business will not be accepted.

All information to be considered must be submitted via e-mail to Lori.McDonald@sierra.army.mil, or written items delivered to the Public Affairs Office.

Submission must include a name and telephone extension. Only home phone numbers will be published in The Challenge. Ads will be published in four consecutive newspapers. It is the customer's responsibility to update or renew items listed in the Community Bulletin.

For more information, call Lori McDonald, X4343.



Photo by Lynn Goddard

Richard Chase, a native of Utah, began his federal service at Tooele Army Depot where he worked for 13 years before transferring to Sierra Army Depot in 1994. Since his arrival, Chase has been a Tire and Tube inspector and Repairer, Preservation Servicer, Painter Worker, Motor Vehicle Operator and leader, Forklift Operator and currently is a Mobile Equipment Operator within the AJ1 Branch. In 2005, Chase, along with Richard Schmidt and Sam Turner were recognized during a ceremony in Washington, DC where they received the Army Suggestion Award. Their suggestion was a realignment of the DEP MEDS rolling stock to improve accessibility and minimize movement. Chase enjoys shooting, hunting, fishing and listening to good music (oldies). Lt. Col. Brian Butler, depot commander presents Chase with a length of service award for his 25-years of continued federal service.

Van Pools



Want to start your own van pool? Contact Lori McDonald at 4343 and we will arrange meetings with the current van pool owners and provide both parties a place in the Challenge to advertise available space and potential riders.

Garage Sale Items



1989 CORVETTE

With the warm weather here, here's your next perfect car!

1989 Chevrolet Corvette Convertible (brand new cloth top). **5.7L V8 Power.** Sexy Black, 105K miles. Looks and Runs Great.

Leather Seats, Convertible, 6 CD Changer, Anti-Lock Brakes, Cruise Control, Power Windows, Air Conditioning (needs repair), Power Seats, Power Locks, Bose Speakers, Auto Transmission, All Digital Gauges

Asking \$9,500 or best offer. Call Jennifer or Randy at (530) 253-1265



Motorcycle for Sale

1986 Suzuki Savage motorcycle, 750 CC, burgundy and black in color, extremely low mileage, and asking \$1,500.00 O.B.O. For more information please contact Roxane at 827-3026

Postal tips help make next move easy, new online change of address

By Christine Olson
Herlong Postmaster

This post office still receives a lot of mail addressed to street addresses when they should be addressed to P.O. box addresses. PLEASE do your best to make sure your mail will come to your P.O. address, because it could mean the difference between your mail being timely or too late or, worst case scenario, returned to sender. If you have any questions, please call the postmaster at 530-827-3374.

You know those yellow package notices that you get in your P.O. box? We reuse those, so please bring them in when you want to pick up your package. Do your part in recycling!

The following has been provided by U.S. Postal Service Marketing:

MOVING IS HARD, BUT GETTING YOUR MAIL THERE IS EASY

Are you moving? Please accept our condolences! Moving is one of the most difficult things we do in life. And yet, each year about 17 percent of the United States population changes addresses. Hmmm...do you think that's one reason why so many people are stressed out?!

As challenging as moving may be, getting your mail to your new home is simple and easy, thanks to the Postal Service.

With Online Change of Address available at USPS.com, you can file a change of address electronically. You'll also get move-related informa-

tion and special deals on products and services at no extra charge. You can use the Web site to create your own personal moving checklist, change phone service, update your e-mail address with friends and change your magazine subscriptions so you won't miss your next copy of "Relaxation Techniques for the Truly Stressed Out!"

To access Online Change of Address, go to USPS.com, look for "Receiving Your Mail," and click "Change of Address." Then fill in your information, pay \$1 with your credit card to guarantee that the change of address is authentic, and you're done! If only **moving** were that easy!

The sooner you log on, the easier and more successful your move will be. Complete your Online Change of Address at least 30 days prior to your departure.



What is Misuse of a Government Vehicle?

GOVERNMENT PASSENGER MOTOR VEHICLES (GOVs) ARE FOR OFFICIAL USE ONLY!

EXAMPLES OF PROPER USES	EXAMPLES OF IMPROPER USES	NOT SURE?
<ul style="list-style-type: none"> • Official business (e.g., making rounds of area work sites, attending a meeting, officially participating in a public ceremony). • Traveling from place of duty to after-hours official functions. GOV must return to place of duty, • Transporting employee's spouse with employee, at no increased cost, to an official function. • Transporting official non-DoD visitors invited to take part in DA function • Going to the dry cleaners, barber, drugstore, or a local restaurant while on TDY. 	<ul style="list-style-type: none"> • Going to private social function (e.g., unofficial birthday ball, hail and farewell, private dinner party). • Going to lunch at home, on post, or off post. • Doing personal errands, side trips or other personal business (e.g., going to bank, post office, concession, commissary). • In support of non-DoD activities (unless specifically approved) • Transporting dependents/visitors without an accompanying DoD official • Going to the movies or bowling alley while on TDY. 	<p>ASK:</p> <ol style="list-style-type: none"> 1. Am I on official business? 2. Does travel end at my normal place of duty? <p>When in doubt, contact SIAD Legal Office, 4548</p>

PENALTY: If an employee willfully uses or authorizes the unofficial use of a passenger motor vehicle owned or leased by the United States Government::

Employee **SHALL** be suspended without pay for **AT LEAST one month (30 DAYS)**. When circumstances warrant, employee may be suspended for a longer period or removed from position.

See 31 U.S.C. § 1349(b) and AR 58-1.