

The Challenge

Sierra Army Depot, Herlong, CA

May 2006

Vol. 62 No. 5

Army Materiel Command Deputy Commanding General comes to SIAD

By Lori McDonald
Public Affairs Officer

Lt. Gen. William Mortensen, Army Materiel Command Deputy Commanding General, visited here in April for the first time since assuming his new position.

Upon landing at Amedee Army Airfield located on the installation, Mortensen had the opportunity to climb aboard a Blackhawk helicopter provided by the Nevada Army National Guard for an aerial of the depot. The helicopter then landed near the Headquarters building, where Mortensen was

provided a command briefing by Mike Pilkington, Director of Mission Operations. The briefing topics included current programs, financial trends, safety, Lean Six Sigma, BRAC and the airfield extension project.

Mortensen said AMC will need to identify a wedge for the FY08 - FY13 budget to support increase returns of the AJ1 operations and receipt/storage of other returns from Southwest Asia based on theater drawdown. "Light maintenance reset fits well into SIAD's core competencies and I'd rather have it done here," Mortensen said.

DEPUTY (See Page 2)



Photo by Lori McDonald

John Dingman, left, and Joe Henderson explain to Lt. Gen. William Mortensen, AMC Deputy CG, the tracking board that is used within the AJ1 operation that identifies containers received and timeframes required to process the equipment. This is just one area within the installation SIAD has implemented and is improving through the Lean Six Sigma concept.

VISION STATEMENT

To expand our capabilities and capacities to be the best value rapid deployment logistics platform to satisfy joint war fighters' materiel requirements during peacetime and national emergencies

Memorial Day - May 29, 2006



*All gave some -
Some gave All*

Improving the quality of daily business practices

By Lynette Hall
QEO Office

Welcome to ISO 9001:2000

Sierra Army Depot is ISO 9001:2000 third-party certified as of May 25, 2005. ISO is a Quality Management System that outlines some basic good business practices that we need to have in place. By complying with ISO 9001:2000, we will be able to make our company run more efficiently, increase our customers' satisfaction and communicate to potential customers that we have good quality processes in place.

What will employees need to do for the ISO 9001:2000 Quality Management System?

First Management will be identifying our "Key Processes". Those are the processes that affect the quality of our product and our services. Then they will identify how we will control these processes to make sure that we are all doing them the same way, and

the best way our organization has identified.

Controlling the process means documenting the work instructions, training employees or finding other ways to make sure that the process is done consistently no matter who is doing it. This means that employees may be required to have certain training, or to follow specific work instructions.

Employees will also need to be aware of how their job affects the quality of our product and customer satisfaction.

ISO 9001 Highlights: Things that you will be hearing about as we proceed with this project....

Our Quality Policy

We have developed our Quality Policy, and have communicated it to 99% of all employees.

Quality Policy: Sierra Army Depot is committed to meeting re-ISO (See Page 4)

Commander's View

As the weather warms up, we're beginning to see more traffic and the start of construction on I-395 in both directions from the depot. This greatly increases the risk for our employees traveling to and from work on a daily basis, so extra caution is needed. Please drive carefully and be alert at all times as we need each and every one of you to continue the great support we provide to our Nation's Warfighters every day.

Lt. Gen. William Mortensen, Army Materiel Command Deputy Commanding General visited the depot on April 11, 2006. Although his visit was very short, he left an incredibly positive impression with the depot.

Lt. Gen. Mortensen stated AMC will explore more long term work for Sierra Army Depot that matches our core competencies, i.e., long term storage of operational project stocks, receipt/shipment (redistribution), shipment consolidation, set assembly, COSIS, light maintenance and repair,



Lt. Col. Brian D. Butler

long term storage of tracked and wheeled vehicles, and selected reset missions.

He was extremely impressed with the professionalism of our work force and the potential of our facilities, and is committed to helping us establish long-term work that will provide us the

stability we're searching for in terms of funded workload.

Our next visitor will be Gen. Benjamin Griffin, AMC Commanding General, in early May. This is Gen. Griffin's second trip to the Depot, and he remains a staunch supporter. I am confident that Gen. Griffin will be pleased with the progress of our operations since his last visit, and will depart SIAD with the confidence that we remain a critical link in ensuring timely, complete support to our Soldiers in the field.

As we become more active in marketing our capabilities, one area that is really paying off is the efforts of our reserve coordinators. Units and individuals are increasingly aware of our capabilities, and are increasingly taking advantage of the opportunities that are unique to SIAD. This month, Soldiers will be conducting training throughout the depot and active duty Airmen will conduct an airfield seizure
COMMANDER (See Page 3)

DEPUTY: (From Page 1)

Additionally, he stated AMC will need to explore more long term work for SIAD that matches the depot's core competencies, i.e., long term storage of operational project stocks, receipt/shipment (redistribution), shipment consolidation, set assembly, COSIS, light maintenance and repair, long term storage of tracked and wheeled vehicles, and selected reset missions.

After the briefing, Mortensen was given a windshield tour of the warehouse area, with a walk through of the AJ1 operations. Mortensen said the future for SIAD is steady and work will be forthcoming.



The Union's Position: AFGE, Local 1808

To Keep the Work force informed on the procedures and personnel involved in the A-76 competition there will be a series of Articles written explaining the A-76 process. If there are any questions that you might have please send me an e-mail to james.swistowicz@sierra.army.mil, with your question(s) and I will respond with an e-mail and print the question with the answer(s) in the next issue of the Challenge.

Below are the Competition Officials and their duties.

Competition Officials. Appoint competition officials. The **Competitive Sourcing Official (CSO)** shall appoint competition officials for each standard competition, and, as appropriate, may appoint competition officials for streamlined competitions. The CSO shall appoint all competition officials, in writing, and shall hold these



Jim Swistowicz, President

competition officials accountable for the timely and proper conduct of streamlined or standard competitions through the use of annual performance evaluations.

a. Agency Tender Official (ATO). The ATO shall (1) be an inherently governmental agency official with decision-making authority; (2) comply with this circular; (3) be independent of the contracting officer (CO),

source selection authority (SSA), source selection evaluation board (SSEB), and performance work statement (PWS) team; (4) develop, certify, and represent the agency tender; (5) designate the most efficient organization (MEO) team after public announcement of the standard competition; (6) provide the necessary resources and training to prepare a competitive agency tender; and (7) be a directly interested party. An agency shall ensure that the ATO has access to available resources (e.g., skilled manpower, funding) necessary to develop a competitive agency tender. **COL Brian Butler.**

b. Contracting Officer (CO). The CO shall (1) be an inherently governmental agency official; (2) comply with both the FAR and this circular; (3) be independent of the ATO, human resource advisor (HRA), and MEO team; and (4) be a member of the PWS

team. **Mr. Mike Yilmaz (from HQ TACOM Warren),**

c. PWS (Performance Work Statement) Team Leader. The PWS team leader shall (1) be an inherently governmental agency official; (2) comply with both the FAR and this circular; (3) be independent of the ATO, HRA and MEO team; (4) develop the PWS and quality assurance surveillance plan; (5) determine government-furnished property (GFP); (6) assist the CO in developing the solicitation; and (7) assist in implementing the performance decision. **Jim Swistowicz, Bill Benningfield.**

d. Human Resource Advisor (HRA). The HRA shall (1) be an inherently governmental agency official and a human resource expert; (2) comply with this circular; (3) be independent of the CO, SSA, PWS team, and SSEB; (4) participate on the MEO
UNION (See Page 5)

The Challenge

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SIERRA ARMY DEPOT HAS WORKED 4 DAYS SINCE OUR LAST ACCIDENT



As of April 24, 2006

Look for this sign as you come through the main gate

Most hazardous location, occupation and injury for the month of April

Warehouse 304

General Support Worker

Back Injury

COMMANDER (From Page 2)

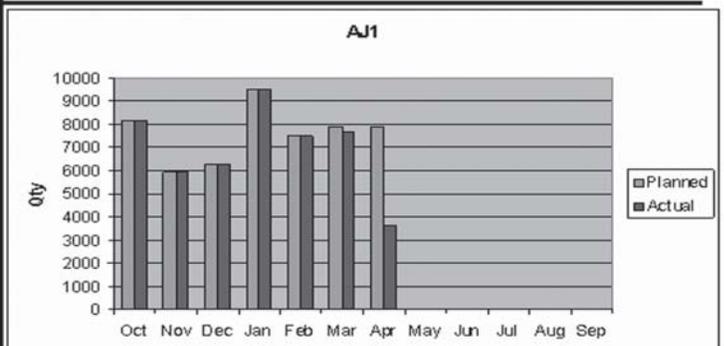
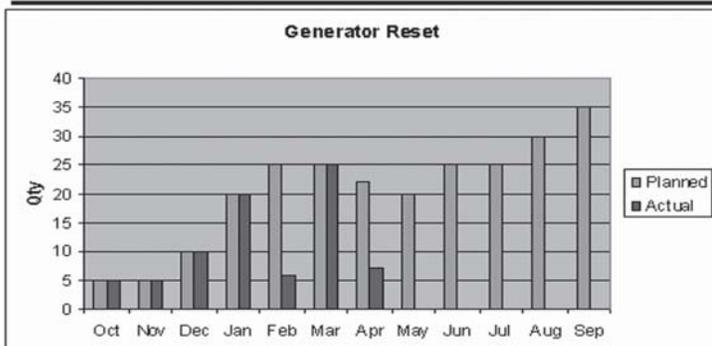
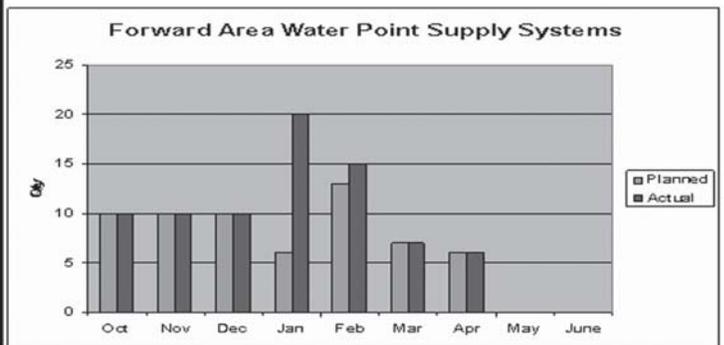
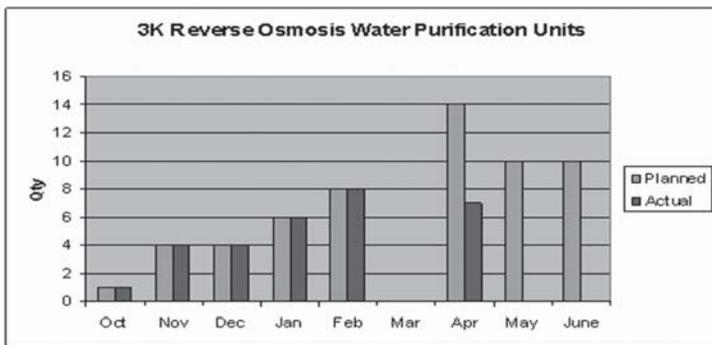
exercise involving multiple aircraft and personnel at Amedee Army Airfield. While they're here, I know I can count on all of you to display the pride and professionalism that has become the hallmark of our operations.

As a final note, every few minutes, someone, somewhere – maybe a friend or a relative, needs blood to get them

through a critical injury or illness. As a blood donor, you may hold the key to that person's future. On May 18, 2006, please try to give that gift of life. It only takes a few minutes to donate, but the benefits to someone in need is a matter of life and death.

Thanks for all you do, ever single day! Let's get to work!

Sierra Army Depot Production Requirements As of April 24, 2006



Understanding Contracting 101

Small Businesses

Small businesses play an important role in supporting the Depot's needs.

You probably didn't know that all purchases between \$2,500 and \$100,000 are automatically reserved for small business. The Contracting Office also has a commitment to make every effort to set-aside procurements that are

over \$100,000 for small business. This includes a requirement to obtain competition from two or more



small businesses. Soliciting a quote from one small business and making a subsequent award doesn't satisfy this reservation/set-aside requirement.

There are exceptions to the above, but they must be adequately justified. For instance, sometimes only the original equipment manufacturer can provide a part and they just happen to be a large business.

Additionally, there are small business award targets that are assigned throughout the Department of Defense which trickle down to us through the Army Materiel Command and

Tank-automotive and Armaments Command. TACOM-Warren divides these targets among the various subordinate installations.

Why is this information important to end users? We want you to keep the small business community in mind when you are preparing your requirements. Try not to be restrictive with your statements of work as to preclude small businesses from participating in the procurement. Additionally, you need to allow us time to obtain competition among the many small businesses that want to do business with the Depot.

Without the support of the requirements community, it would be impossible to significantly contribute to Army's assigned targets. Thanks!!!

Ben Franklin and other things postal

By Christine Olson
Herlong Postmaster

Before I talk about Ben, I want to remind everybody to use their P.O. Box numbers as their mailing addresses. I wish I could say that things are better since I wrote an article concerning this a couple of months ago. Many of you are still receiving mail addressed to your street address. Let me reiterate that this could slow down your receiving your mail and you might not even receive it at all. If whoever is handling the mail doesn't know the recipient's box number, she can return it to sender. On the other hand, let me apologize for mail you receive that does have your box number, but has a different name on it. We try to look at every name as the mail goes into the box, but sometimes we get in a hurry and mistakes happen.

Also, some customers are not aware that you can pay for a money order or any postal product with a Debit card. It's a lot easier than having to go to the Credit Union for cash first. Some Debit cards have

limits, but I know that the limit can sometimes be raised through your bank.

Now, about Benjamin Franklin, America's Leonardo de Vinci. We have a new series of stamps honoring the man and he was quite an interesting fellow. According to the back of one of the stamps, Benjamin Franklin was "vital to the organization of the American postal system, serving as postmaster of Philadelphia and a deputy postmaster for the American colonies before being appointed Postmaster General by the Continental Congress in 1775. He marked postage-free letters with his unique personal signature: 'B.Free Franklin.'"

A second stamp in the series talks about Ben Franklin being "deeply involved in politics and civic life. He served in the Continental Congress and signed both the Declaration of Independence and the Constitution. Often considered America's first diplomat, Franklin negotiated an alliance with France and helped to secure a peace treaty with Great Britain."

The third stamp honors Ben Franklin as a printer. "From his childhood apprenticeship in Boston to his career in Philadelphia as an adult, Benjamin Franklin enjoyed a lifelong association with printing. In addition to the *Pennsylvania Gazette* and *Poor Richard's Almanack*, his presses also printed a wide range of materials, such as government pamphlets, religious tracts, currency and books."

Lastly, the fourth stamp brings to mind Ben Franklin's scientific prowess. "Remembered for the pursuits he called 'philosophical amusements,' Benjamin Franklin was intensely curious about natural phenomena. His observations and experiments in areas such as electricity and meteorology resulted in interesting inventions, including a heating stove, the lightning rod and an early electrical battery."

Come into the post office and see these stamps, but don't try to fly a kite in a thunderstorm like Benjamin Franklin did!

Attorney's advice — No charge

A corporate attorney sent the following advise out to the employees in his company.

1. The next time you order checks have only your initials (instead of first name) and last name put on them. If someone takes your checkbook, they will not know if you sign your checks with just your initials or your first name, but your bank will know how you sign your checks.

2. Do not sign the back of your credit cards. Instead, put "PHOTO ID REQUIRED."

3. When you are writing checks to pay on your credit card accounts, DO NOT put the complete account number on the "For" line. Instead, just put the last four numbers. The credit card company knows the rest of the number, and anyone who might be handling your check as it passes through all the check-processing channels will not have access to it.

4. Put your work phone number on your checks instead of your home phone. If you have a PO Box, use that instead of your home address. If you do not have a PO Box, use your work address. Never have

your social security number printed on your checks, (DUH!). You can add it if it is necessary. However, if you have it printed, anyone can get it.

5. When you check out of a hotel that uses cards for keys (and they all seem to do that now), do not turn the "keys" in. Take them with you and destroy them. Those little cards have on them all of the information you gave the hotel, including address and credit card numbers and expiration dates. Someone with a card reader, or employee of the hotel, can access all that information with no problem whatsoever.

This attorney experienced first hand the consequences a person lives with when your wallet is stolen. Within a week, the thief(S) ordered an expensive monthly cell phone package, applied for a VISA credit card, had a credit line approved to buy a Gateway computer and received a PIN number from DMV to change the attorney's driving record information online.



ISO: (From Page 1)

quirements and continually improving the effectiveness of our Quality Management System.

It is important that all of us are aware of what this statement says about our company's vision meeting customers' expectations and for quality.

Internal and Surveillance Audits

The ISO Team at Sierra scheduled and conducted Internal Audits between January 23, 2006 and March 31, 2006. Perry Johnson Registrars will send an auditor or an audit team to come into our facility and evaluate the processes we have set up. They will check to see if the processes meet the requirements of the standard, if we are following the processes. If everything looks good, we will remain ISO Certified. The Auditor was at Sierra on April 18 - 19, 2006. Information of how well we did or did not do will be in the next issue of the Challenge.

ADVICE (See Page 12)

Memorial Day

Memorial Day is more than flags flying for a holiday. It is a symbol that we annually rededicate ourselves to carry forward the torch of freedom which the brave men and women throughout this nation's history have passed to us as they were struck down.

We cannot honor them enough for the price they have paid to provide for us a way of life in which we value highly the worth of freedom. Our work for freedom is never finished. From them we have learned that we must be willing to guard our freedom and be ready to fight for it. They have given us the goal of peace and strong military defenses are the guardians of that peace.

Let us each take that moment of silence on this Memorial Day to pay our personal tribute to those who have insured for us the priceless heritage of freedom and pray for that continuous uniting of soldier and civilian which will preserve our heritage for the future of all mankind.

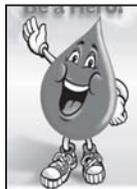


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May 20th



~ Stand Tall ~
~ Stand Proud ~
~ Be A Hero ~

Your blood can save LIVES . . .

it could even be someone you know!

Herlong Community Blood Drive

Thursday, 18 May 2006, @ the Gym, 10 a.m. to 5 p.m.

Call Dan Hankins, X5223 for an appointment or Email

Please bring your ID

United Blood Services

“A Tradition of Heroes”

Armed Forces Day History

On August 31, 1949, Secretary of Defense Louis Johnson announced the creation of an Armed Forces Day to replace separate Army, Navy and Air Force Days. The single-day celebration stemmed from the unification of the Armed Forces under one department — the Department of Defense. Each of the military leagues and orders was asked to drop sponsorship of its specific service day in order to celebrate the newly announced Armed Forces Day. The Army, Navy and Air Force leagues adopted the newly formed day. The Marine Corps League declined to drop support for Marine Corps Day but supports Armed Forces Day, too.

In a speech announcing the formation of the day, President Truman “praised the work of the military services at home and across the seas” and said, “it is vital to the security of the nation and to the establishment of a desirable peace.” In an excerpt from the Presidential Proclamation of Feb. 27, 1950, Mr. Truman stated:

Armed Forces Day, Saturday, May 20, 1950, marks the first combined demonstration by America's defense team of its progress, under the National Security Act, towards the goal of readiness for any eventuality. It is the first parade of preparedness by the unified forces of our land, sea, and air defense.

The theme of the first Armed Forces Day was “Teamed for Defense.” It was chosen as a means of expressing the unification of all the military forces under a single department of the government. Although this was the theme for the day, there were several other purposes for holding Armed Forces Day. It was a type of “educational program for civilians,” one in

which there would be an increased awareness of the Armed Forces. It was designed to expand public understanding of what type of job is performed and the role of the military in civilian life. It was a day for the military to show “state-of-the-art” equipment to the civilian population they were protecting. And it was a day to honor and acknowledge the people of the Armed Forces of the United States.

According to a *New York Times* article published on May 17, 1952: “This is the day on which we have the welcome opportunity to pay special tribute to the men and women of the Armed Forces ... to all the individuals who are in the service of their country all over the world. Armed Forces Day won't be a matter of parades and receptions for a good many of them. They will all be in line of duty and some of them may give their lives in that duty.”

The first Armed Forces Day was celebrated by parades, open houses, receptions, and air shows. In Washington D.C., 10,000 troops of all branches of the military, cadets, and veterans marched past the President and his party. In Berlin, 1,000 U.S. troops paraded for the German citizens at Templehof Airfield. In New York City, an estimated 33,000 participants initiated Armed Forces Day “under an air cover of 250 military planes of all types.” In the harbors across the country were the famed mothballed “battlewagons” of World War II, the *Missouri*, the *New Jersey*, the *North Carolina*, and the *Iowa*, all open for public inspection. Precision flying teams dominated the skies as tracking radar were exhibited on the ground. All across the country, the American people joined together to honor the Armed Forces.

(Editor's Note: Information was obtained from the Department of Defense web site - <http://www.defenselink.mil/afb>).

UNION: (From Page 2)

team; and (5) be responsible for the following: **Lori King (CPAC MER).**

Leave Without Pay (LWOP): I have attended meetings where leave without pay has been a major topic of discussion and I have had complaints where LWOP has been denied and the employee charged AWOL. The Union's position on this issue is this. There are employees who have used up all their leave due to a long term family illness and/or personal illness that has caused the employee to have little or no leave on the books which is unavoidable. Then there are some employees that use the sick/annual leave as soon as it is accrued, and when they need it for an illness or emergency or they just want some time off—they don't have the leave, and then they are charged LWOP/AWOL depending on the circumstance. There are thousands of hours of LWOP being used throughout the Depot, some is legitimate—most is not. It is our responsibility as depot employees to manage our leave, not to mention it is a condition of employment to be at work. There are options available if you have used your leave and need time off for an extended period of time or have no leave and wish to take time off. The options are: (1) When you work overtime work - take it as Comp time if you are eligible; (2) If you have a long term illness or may require long term medical care, apply for the leave donation program or request advanced leave. You can work through your immediate supervisor to try and accommodate your needs. **Remember that our customer, “the Soldier in the Field” needs our support and we need to provide them with the equipment they need to complete their mission, we can only do that by being at work.**

Union meetings are on the first Tuesday of the month in Bldg. 58 at 5:15 p.m. Union Office phone is x5375.

A special thanks to co-workers

On April 18, I was called up to the Command Group to be recognized by the Product Manager of the M1A1 Abram Tanks for my coordination with the customer and support of the program requirements. Although it is nice to be recognized in this fashion, my recognition would not be possible without all the hard work and support received from those of you who are doing the “real” work. I just wanted to take this opportunity to thank you all for the many things that you do to make this program successful for the customer and Sierra Army Depot.

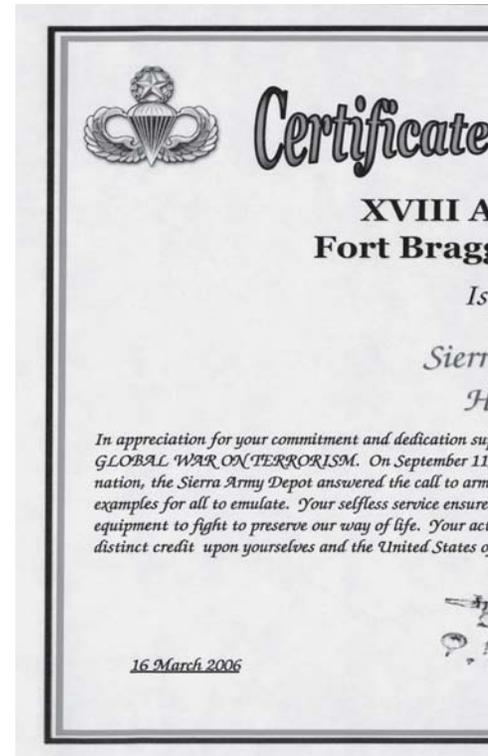
Please disseminate as appropriate to other personnel involved in this program.

Thank you very much for all the hard work.

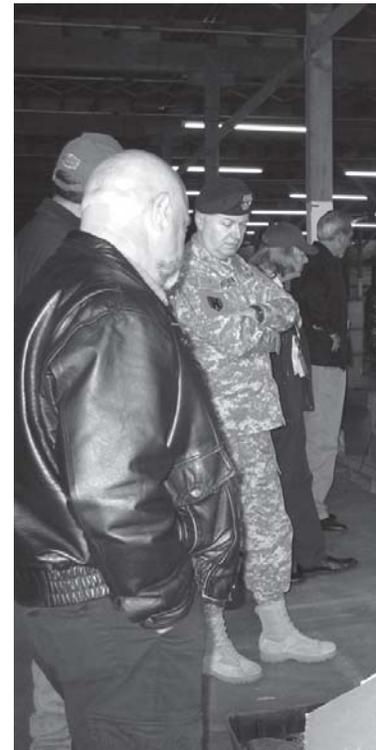
*Kathy Ayers
Program Manager*



The employees of Sierra Army Depot were once again recognized for their commitment and dedication to support the Soldier in the field during the Global War on Terrorism. On behalf of the employees, Mr. Vincent Sabatino, Civilian Executive Assistant, receives a certificate of appreciation (shown at right) from Col. Mark Yenter, XVIII Airborne Corps.



Tom Gordon, EEO Officer takes a few minutes to discuss the EEO program at SIAD with Command Sgt. Maj. Otis Cuffee, TACOM CSM, during his first visit to the installation.



Lt. Gen. William Mortensen, AMC Deputy Chief of Staff and Joe Henderson explain the steps taken to process equipment at the depot and then stored until a materiel shipment to a using unit. Don Olson, Chief of Staff, AMC Division talks with Robert Dittmann, Airmen's Aide de camp to the AMC Deputy CG and processed on a daily basis.



Kathy Ayers, center, is recognized by Linda Mentink, TACOM, and Lt. Col. Brian D. Butler, depot commander, for her exemplary service to the M1A1 Abrams program including the receipt, storage and issuance of Abrams tanks at Sierra Army Depot. Ayers' outstanding performance helped guarantee timely shipments of Abrams tanks to meet both RESET requirements and USMC tank programs.



Deputy CG listens as John Dingman explains when AJ1 material is received on aerial release order is processed for the Chief, Production Planning and Control in the AMC G-3 Office and Maj. Robert Law, CG about the variety of items received



The DARE program graduates from the Fort Sage Primary gather for a group photo with depot commander and DARE Officer. Front row left to right are C.J. Tong, Jonathan Crank, Alicia Flecher, Sara Tong, Jessie Custer, Christina Breuning, Kiefer King and Brian Thomas. Middle row left to right David Silva, Jason Manfull, Richard Crank, Lynette Child, Audrae McGinnis, Angela Hawley, Jamear Owens and Dalton Black. Back row left to right Marsha Olsen, Ken Holmes, Lt. Col. Brian Butler, depot commander, and Robert Brent, DARE Officer.

From the Desk of



Chris Graves

Recently the Commander approved the SIAD Suppl to AR 190-5 "Traffic Supervision" This Regulation covers Traffic enforcement and other traffic related issues on the installation. Below is a break down of the offences that will affect your post driving privileges. This regulation can be found on the intranet.

Again as always obey all traffic laws and be safe.

33. OFFENSE AND SUSPENSION PERIODS:

a. The following suspension or revocation periods will be utilized in accordance with AR-190-5.

- (1) Wanton excessive speed 21 or more over posted limit - 6 months
- (2) Speeding with 1 or more prior traffic offenses - 6 months
- (3) 25 mph over posted limit - 1 year
- (4) Reckless Driving - 6 months
- (5) Hit and run - 1 year
- (6) Eluding Police - 6 months
- (7) Racing - 6 months
- (8) Driving without insurance - 6 months
- (9) Driving on a Suspended or Revoked License - Civ-2 years/ Mil-5 years

b. Assessment of 12 points in one year or the assessment of 18 points within a two year period requires a minimum 6 month revocation. "

New Cell Phone Use Restrictions on DoD Installations

Employees are still seen around depot in violation of the new cell phone use restrictions while driving a personal vehicle or a government vehicle.

•Per federal regulation (32 CFR 634.25), vehicle operators on a DoD Installation and operators of Government owned vehicles shall not use cell phones unless the vehicle is safely parked or unless they are using a hands-free device.

•The wearing of any other portable headphones, earphones, or other listening devices (except for hands-free cellular phones) while operating a motor vehicle is prohibited.

•Violators may be issued a traffic violation.

For more information contact the Police Operations office at 827-4215.



Sierra safety dawg says....



Use extreme caution when driving in the Industrial Area around buildings 210 and 211. We have a contractor installing a new sewer system which will be connecting the bathroom facility in building 211 SE to the man hole on the NE corner of 210. This construction will cause some man made safety hazards such as open trenches and areas where the pavement will be temporarily replaced with aggregate material and it will also create some confined space hazards. We should try to avoid this area as much as possible during this construction which should be completed this summer.

Drivers beware of the big ball of fire in the sky as you drive onto the Depot! The Sun as some call it will be directly in your eyes and has the potential to cause us to make driving mistakes. Please slow down and if needed use sunglasses to make your entrance to the Depot as Safe as possible.

Lastly anytime you do **any task**, think for an extra 10 seconds and make sure you can do it where you won't hurt yourself or someone working next to you! Look for safety hazards constantly. Use the **S.E.E. Strategy**, **Search** for hazards, **Evaluate** hazards to avoid or eliminate and **Execute** your task **Safely!**

Thank you, 
Russ Collier, Safety Dawg

May 14th **Mother's Day**

Hot topics with Fire Inspector Ehrman



Every day Americans experience the horror of fire. But most people don't understand fire. Only when we know the true nature of fire can we prepare ourselves and are families. Each year more than 4,000 Americans die and approximately 20,000 are injured in fires, many of which could be prevented.

The United States Fire Administration (USFA) believes that fire deaths can be reduced by teaching people the basic facts that explain the particular characteristics of fire.

Fire is FAST

There is little time! In less than 30 seconds a small fire can get completely out of control and turn into a major fire. It only takes minutes for thick black smoke to fill a house. In minutes, a house can be engulfed in

flames. Most fires occur in the home when people are asleep. If you wake up to a fire, you won't have time to grab valuables because fire spreads too quickly and the smoke is so thick. There is only time to escape.

Fire is HOT!

Heat is more threatening than flames. A fire alone can kill. Room temperatures in a fire can be 100 degrees at floor level and rise to 600 degrees at eye level. Inhaling this hot air will scorch your lungs. This heat can melt clothes to your skin. In five minutes a room can get so hot that everything in it ignites at once: this is called **flashover**.

Fire is DARK!

Fire isn't bright, it's pitch black. Fire starts bright, but quickly produces black smoke and complete darkness. If you wake up to a fire you may be blinded, disoriented and unable to find your way around the home you lived in for years.

Fire is DEADLY!

Smoke and toxic gases kill more people than flames do. Fire uses up the oxygen you need and produces smoke and poisonous gases that kill. Breathing even small amounts of smoke and toxic gases can

make you drowsy, disoriented and short of breath. The odorless, colorless fumes can lull you into a deep sleep before the flames reach your door. You may not wake up in time to escape.

Fire Safety Tips

In the event of a fire, remember time is the biggest enemy and every second counts!

Escape first, then call for help. Develop a home fire escape plan and designate a meeting place outside.

Make sure everyone in the family knows two ways to escape from every room. Practice feeling your way out with your eyes closed. Never stand up in a fire, always crawl low under the smoke and try to keep your mouth covered. Never return to a burning building for any reason; it may cost you your life.

Help stomp out fires 

Harry Ehrman, III
Fire Inspector

Indispensable tips for Word users - Part I

No matter how long you've been using Microsoft Word, you can always learn new techniques to help you work faster and smarter.

The next three editions of *The Challenge* will feature Microsoft Word tips that range from basic to Advanced and Things you don't have to do. Here are some favorite tips and tricks for Word 97/2000/XP:

THE BASICS

* **Learn to use Undo.** Make a mistake? Press [Ctrl]Z or choose Undo from the Edit menu right away. Keep pressing [Ctrl]Z to backtrack through and undo the most recent editing changes you've made.

* **Save often.** Press [Ctrl]S or click the Save button on the Standard toolbar. Save your work frequently. You can also instruct Word to automatically save your work periodically. Open the Tools menu, select Options, click the Save tab, and activate the Save AutoRecovery Info Every option. You can specify an interval from 1 to 120 minutes.

* **Quickly move around in a document.** To move to the top of a document, press [Ctrl][Home]. To move to the bottom of a document, press [Ctrl][End]. To go to the top of the next page, press [Ctrl][Page Down]. For the top of the preceding page, press [Ctrl][Page Up].

* **Open menus and select commands from the keyboard.** Press [Alt] plus the letter that's underlined to open a menu, such as File, Edit, View, and so on. Once a menu is open, you don't need to press [Alt] to select a command; just press the underlined letter of the command you want to select. Here are some

common examples: Quick Print Preview: [Alt]F,V. Quick Save As: [Alt]F,A. Quickly reopen the first document in the most recently used file list: [Alt]F,I.

* **Four ways to select a block of text.**

· Use the mouse. Just click and drag the mouse to select text.

· Use [Shift] plus the arrow keys. Hold down [Shift] and press an arrow key to select text in the desired direction. To select a word at a time, press [Ctrl][Shift] and the left or right arrow key.

· Use the mouse with the [Shift] key. Move the mouse pointer away from the insertion point position, hold down [Shift] and click to select all the text between the insertion point and the place where you clicked.

· Frustrated when you try to select text with the mouse past the bottom of the currently visible page and Word leaps past what you want to select? Those are the times to use [Shift] plus the down arrow key instead of the mouse.

* **Select a word.** Double-click on it. If a space immediately follows the word you select, the space gets selected, too. Punctuation is ignored.

* **Select a sentence.** Hold down [Ctrl] and click anywhere in the sentence.

* **Select a paragraph.** Triple-click within the paragraph or move the mouse just past the left margin of the paragraph. When the pointer changes to a right-pointing arrow, double-click to select the whole paragraph.

* **Select a table.** Select a table by holding down [Alt] and double-clicking anywhere in the table.

* **Select all the text between the insertion point and...** To select all the text between the insertion point and the end of the current line, press [Shift][End]. To select the text from the insertion point through the end of the current paragraph, press [Ctrl][Shift] and the down arrow. To select the text from the insertion point to the end of the document, press [Ctrl][Shift][End].

* **Select an entire document.** Press [Ctrl]A. This is handy when you need to change the font or add or remove formatting. Once you've selected the entire document, apply the formatting to everything and either leave it applied or apply it again to remove it. For example, suppose some text in your document is underlined and you want nothing underlined. To avoid spending time visiting each underlined section of text and un-underlining it, select the whole document with [Ctrl]A. Press [Ctrl]U to apply underlining to the entire document and then press [Ctrl]U again to remove the underlining. Be careful when you use [Ctrl]A. If you accidentally press [Delete] or type a keystroke and erase everything, don't panic. Just press [Ctrl]Z or choose Undo from the Edit menu.

* **Grow font, shrink font.** Here are three quick ways to change the size of selected text: Choose Font from the Format menu and specify the desired point size. Click the Font Size button on the Formatting toolbar and select an entry from the drop-down list. Or use the Grow Font and Shrink Font shortcuts, which are [Ctrl] plus the close- and open- square bracket characters, respectively.

* **Rename an existing document.** Use Save As. When you need to use an existing document as the basis for a new one, don't overwrite the old document. As soon as you open it, press [Alt]F and then press A. (Or open the File menu and choose Save As.) Then immediately type a new name or change some part of the old one.

* **Print envelopes.** Want to address your envelopes in the printer? Type an address in a blank document or in a letter. Open the Tools menu and select Envelopes And Labels. (Word XP users choose Letters And Mailings and then select Envelopes And Labels.) In the Envelopes tab, enter the return address if you want one, and click Print.

* **Expand your vocabulary.** Word has a built-in thesaurus. Press [Shift][F7] or open the Tools menu, select Language, and then choose Thesaurus. Word will display a list of synonyms for the word you've selected or the word closest to the insertion point marker.

* **Make friends with the right mouse button.** Don't be afraid to right-click on a block of text or a table cell. The shortcut menu offers immediate access to some handy formatting options.

* **Paste plain text.** When you copy and paste text from a Web page or another document, the text brings its formatting into your document. To get around that behavior, copy the text and place the insertion point marker where you want to insert the copy. Then, open the Edit menu, choose Paste Special, and select the Unformatted Text option.

Soldiers enjoy lunch with TACOM CSM



Photo Submitted

It was a pleasure for Command Sgt. Maj. Otis Cuffee, TACOM CSM to have lunch with a few senior Soldiers of the 345th Combat Support Hospital unit, especially since there are no Soldiers assigned to SIAD, during his recent visit here. Cuffee enjoyed hearing the unit explain their purpose for being on the installation which was performing medical reset of their assets.

Youth Services monthly update corner

By Lanaya Chapman
Youth Services

2006 Annual Easter Party

CYS Children's Annual Easter Party was filled with excitement, fun, and magic. Mrs. Magic entertained us with all of her exciting magic tricks and balloon animals. The Easter bunny was there to take pictures with all the children and youth, and the weather was perfect for all of the Easter egg hunts. We had refreshments, prizes, and giveaways so no child went home empty handed. The event was successful and

everyone had a great time. Thank you to all the adult and youth volunteers that assisted us. CYS would like to give a special "THANK YOU" to the Sierra Army Depot Fire Department for all their help and support every year with the Easter party!

Volunteer of the Month Award Ceremony

CYS awarded eight youth volunteers last month during the Volunteer of the Month Award Ceremony. The Volunteer Award Ceremony is done

quarterly to honor CYS school age youth, middle school, and teen volunteers. George Ray the Chief of Staff had the honor of awarding our youth their certificates. The youth volunteers awarded were Justin White, Tori Hamilton, Mitchell Tescher, Antionette Lopez, David Davis, Zanetta Newton, Austin Newell, and Alex Harris. Alex's sister Danielle Harris received the award for her. Congratulations to everyone and keep up the great work!!!

CYS Mother's Day Tea Party

Child and Youth Services staff and youth want to honor and celebrate our Mother's in a special way. This year the youth and staff are putting on a Mother's Day Tea event. All Mother's and Grandmother's of youth from CYS are welcome to attend our Mother's Day Tea event. The tea party will take place on Thursday, May 11th, at 5:30 p.m. at the CYS. Please come and join us in celebrating and honoring CYS Mother's.

2006 Easter Party



Photo Submitted

Volunteers of the Month



Photo Submitted

Fetal alcohol awareness

Fetal Alcohol Syndrome (FAS) is caused by the mother's heavy use of alcohol during pregnancy. Fetal Alcohol Effects (FAE) is caused by an unborn child being exposed to alcohol in the mother's womb.

What you need to know about:
FETAL ALCOHOL SYNDROME

- Every time a pregnant woman has a drink, the BAC (blood alcohol con-

FAS (See Page 11)

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 just around the corner. 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 of 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 diane.plaster@sierra.army.mil. Business Office is (530) 827-4178 or (530) 827-4609.



About MWR
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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.



Alvarez says.....

Lost Badges

A current problem the Law Enforcement Division is experiencing is the reporting of lost or stolen depot access badges. This applies mainly to those employees who can arrive at their work location using only their common access card. Here's how this scenario works out. Generally an employee would have been turned around at the main gate if they could not produce a legitimate Sierra Army Depot access badge. This employee would in turn report to the Pass & I.D. office to get a temporary badge. The Pass & I.D. office would point them to the Emergency Services Dispatch to report the lost or stolen badge. Lately employees that have lost, or have had stolen their depot badge will continue to their work location by displaying a common access card each morning to the guard at the main gate.

Sooner or later, mostly a lot later, the employee will report the lost or stolen badge to the Emergency Services Dispatch. If the badge is lost, it can be acquired by anyone for any purpose. If stolen, the perpetrator may try to gain unlawful access to the depot. In either case it is important the Law Enforcement Division knows about the missing badge as soon as possible. Once you are aware that you no longer have possession of your depot access badge, and you have searched your work site, home, backpack and the vehicles you have been traveling in, report it in a timely manner to the Emergency Services Dispatch at building P-100. It will take about 15 minutes to complete the forms and send you on your way.

Appreciate your help in this matter.

Sgt. Alvarez

DARE program educates students - Say no to drugs and violence!

By Robert Brent DARE Instructor

A Drug Abuse Resistance Education graduation was held here in the Skeddadle Inn, March 24, 2006 for the 4th and 5th grade classes of Fort Sage Sierra Primary School in Herlong.

The students completed 17 weeks of DARE training where they learned the importance of consequences, decision making skills, self esteem, and ways to say no to drugs, violence and gangs. They also learned about positive activities they can be involved with.

The DARE program is taught by Sierra Army Depot Police Officer Robert

Brent, Directorate of Emergency Services, Law Enforcement Division and is the only DARE program within Lassen County.

Before the students are eligible to graduate from the program, they must write an essay on "How to Be Drug Free." This year's winners are Angela Hawley and David Silva. Congratulations to these two individuals for excellent essays.

We also applaud the other students for their initiative in taking the steps forward to further educate themselves about how drug abuse can affect the rest of their lives.

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



4x4 Truck for Sale - 1997 Ford Crew Cab, seats 6, Auto-trans, equipped nicely, Great Family Recreational Vehicle, very clean reliable truck, asking \$15,000 or will consider part trade for an older Toyota 4X4. Please call evenings between 6 p.m. and 7:30 p.m. at (530) 253-3805 and ask for Russ.

FAS (From Page 10)

tent) in the mother is the same as the BAC in the baby.

- Alcohol and other substances can damage the developing baby's brain. Even moderate and light drinking can put the baby's health at risk.

- The leading cause of brain damage in newborns is caused by Fetal Alcohol Syndrome

- Women of childbearing age (18-44) or pregnant woman are more likely to drink if their male partners drink.

For National Alcohol and Other Drug Related Birth Defects Week, May 14-20, 2006, the Alcohol and Drug Control Officer (ADCO) will have an information booth at the Food Wagon in the Mission area on 18 May 06 from 1000 to 1400 so more people can learn how to prevent this problem. Our children are our future.

Employees can also call the ADCO at 826-4190 to get information about any substance abuse related problem.

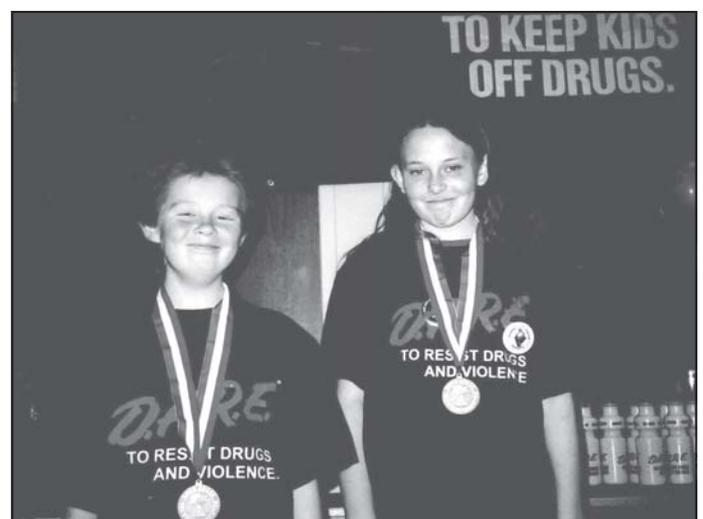


Photo by Robert Brent

This year's winner of the essay contest that is a requirement prior to graduating from the DARE Program are David Silva and Angela Hawley.

Meet Your Civilian Personnel Advisory Center (CPAC) Personnel

By Joleen Robles
HR Specialist

The Civilian Personnel Advisory Center is now fully staffed and ready to provide any assistance when needed. This will be the beginning of a CPAC corner in the monthly edition of The Challenge. To help employees know who to talk with when they need help, a short background on each one is provided below to include the areas of responsibility.

Human Resource Officer (CPAC Chief) – Kathleen L. Schneider (“Kay”) – Has 28 years of government service. Kay provides human resource service in an administrative and advisory capacity. She directs the CPAC operations through human resource specialists and assistants. Serves as a consultant and troubleshooter to management on personnel management matters. Kay is married and has two children and three grandchildren and enjoys the outdoor activities of hiking, camping and gardening. She can be reached at extension 4255.

Human Resource Specialist (Staffing & Recruitment) – Edna J. Robles (“Joleen”) – Worked for the Forest Service for 29 years in Personnel and Civil Rights and started working for Sierra Army Depot in September 2005. Joleen handles all staffing and recruitment actions as well as the leave donation program, requests for advance leave, and retirements. Joleen is married, has two sons and six grandkids. She enjoys all sporting events, especially those her children/grandchildren are involved in. She is at extension 4333.

Human Resource Specialist (MER & Labor) – Lori M. King – Started working for Department of Army in 1989 at Sierra Army Depot and has been in the civilian personnel field since 1990. She left Sierra in 1999, when civilian personnel was regionalized and recently returned from Fort Huachuca in December 2005. Lori serves as the principle point of contact between management and the union. She provides advice and assistance to management in the resolution of labor and MER issues. She also provides advice and guidance in performance management. Lori is married to Brian (Sierra firefighter), has three

children and six grandkids. She enjoys traveling and hiking on her time off. Her extension is 4313.

Human Resources Assistant (Employee Benefits) – Charvette Comier – Worked in the Sierra Safety Office for 9 1/2 years as a Safety Technician and transferred to the CPAC in October 2005. She has a total of 21 years of federal service. Charvette manages the Workers Compensation Program. She advises employees and supervisors of the procedures to follow when an injury occurs. She is the central point of contact for traumatic and occupational injury claims. If you have an on-the-job injury, Charvette is the one to see, her extension is 4450.

Human Resources Assistant – Judith A. Everett (“Jude”) – Has worked for Sierra for 16 years and has 20 years of federal service. Jude handles all Non Appropriated Fund (NAF) personnel actions, processes in new hires, and helps employees with their benefits. She sets up medical appointments and can answer employee’s general personnel questions. She is also the Depot Passport Agent. If you are being sent overseas, please see Jude to ensure that you receive your government passport before you deploy. Jude can be reached at extension 4407.



May 20, 2006



Photo by Lori McDonald

The friendly staff of the Civilian Personnel Advisory Center are always willing to lend a helping hand. The smiling faces of the CPAC ladies are - front row left to right, Charvette Comier and Kay Schneider. Back row, left to right, Lori King, Joleen Robles and Jude Everett. The CPAC Office is located in the headquarters building, P-150, just as you come in the front door. So if you need assistance, or just want to get to know them, don't be afraid to stop by, they don't bite!

ADVICE (From Page 4)

Here is some critical information to limit the damage in case this happens to you or someone you know:

1. We have been told we should cancel our credit cards immediately. The key is having the toll free numbers and your card numbers handy so you know whom to call. Keep those where you can find them.

2. File a police report immediately in the jurisdiction where your credit cards, etc., were stolen. This proves to credit providers you were diligent.

3. Call the three national credit reporting organizations immediately to place a fraud alert on your name and Social Security number. Here are the numbers you always need to contact:

(1) Equifax: 1-800-525-6285; (2) Experian (formerly TRW): 1-888-397-3742; (3) TransUnion: 1-800-680-7289; (4) Social Security Administration (fraud line): 1-800-269-0271 A corporate attorney sent the following out to the employees in his company.