

The Challenge

Sierra Army Depot, Herlong, CA

October 2006

Vol. 62 No. 10

Legacy lives on in Pentagon Memorial

By Andricka Hammonds

WASHINGTON (Army News Service) – Five years have passed since the nightmarish morning when terrorists shook Americans' faith in the country's security. As the nation responded by supporting the Defense Department's war on terror, families of Sept. 11, 2001, victims rallied to create a Pentagon memorial.

"It's my mission that the crewmembers, passengers and Pentagon employees who died in the Sept. 11 attack are remembered," said Tom Heidenberger, director of the Pentagon Memorial Fund. Heidenberger's wife, Michelle, a flight attendant aboard American Airlines' flight 77, died in the attack.

The Pentagon Memorial Project commemorates the 184 people who died in the attack on the Pentagon. It will include 184 benches, each illuminated by a small, lighted pool. A plaque with a victim's name will be placed at each bench, and the benches will be arranged according to victims' ages, ranging from Dana Falkenberg, 3, to John D. Yamnicky, 71.

"This memorial will be open to the public as a beautiful place for collective contemplation, remembrance, reflection and renewal," said Jim Laychak, Pentagon Memorial Fund president.

Laychak wears a silver bracelet bearing the name "David," for the brother he lost that day. "I just want people to remember," he said.

Laychak said he knew the Pentagon had been hit before the media reported it — he knew it the second the



The Pentagon Memorial will commemorate the 184 people who died in the Sept. 11 attack on the Pentagon.

windows of his Alexandria home vibrated. Laychak's brother was working at the Pentagon that morning.

"He didn't have a cell phone, so I knew he might not be able to call me right away," Laychak said.

Other members of Laychak's family were also working at the Pentagon that day, and had already checked in.

"I started to get worried when I had not heard from David by three o'clock that afternoon," said Laychak. At 6 p.m. Laychak visited David's wife and children in their Manassas, Va., home.

As days passed with no word from his brother, the feeling of dread grew. Seven days later, on Sept. 18, the family was notified that dental records had confirmed David died in the attack.

Laychak and Heidenberger have worked passionately to raise money and create initiatives to support the

building of the Pentagon Memorial ever since.

The U.S. Army Corps of Engineers took on the planning, site selection and design of the memorial. Corps personnel met with the Family Steering Committee, a volunteer group of victims' families, to get loved ones' input.

A jury — made up of design professionals, family members and Washington dignitaries, including two former defense secretaries — reviewed 1,126 design submissions. In Sept. 2002 the family members attended a private exhibition of entries from six design finalists. Those designs were also displayed for Pentagon employees in February 2003 so they could offer comments.

The design by Kaseman Beckman Amsterdam Studio of New York won the final vote, and the selection was

announced in March 2003. Groundbreaking took place June 15 of this year, and the memorial is expected to be completed sometime in 2008.

"The memorial will cost \$28 million to build," said Heidenberger. "We've raised \$12 million so far." Beyond the \$16 million still needed to build the monument, maintenance will cost an additional \$10 million.

The Pentagon Memorial Fund is part of the Combined Federal Campaign. CFC enables service members to donate money to nonprofit organizations that provide health and human service benefits throughout the world.

To learn more about the Pentagon Memorial Fund, visit www.pentagonmemorial.net.

For more information about the Combined Federal Campaign, visit www.opm.gov/cfc.

October 29

11:56

**DAYLIGHT
SAVINGS TIME
ENDS**

**TURN THE CLOCKS
BACK ONE HOUR
BEFORE YOU TURN
OUT THE LIGHTS AND
CHANGE BATTERIES IN
SMOKE ALARMS**



Commander's View

As I write my comments for this month, I want to pass on to you a brief picture of where we stand with our end of year budget, and what the near term future looks like for us as we enter the new fiscal year.

We're ending this fiscal year financially on target with our President's Budget Net Operating Result (NOR) of -\$22.5M, which was the target assigned to Sierra by our higher headquarters. While approximately 300,000 direct labor hours of workload did not materialize this past year, directly impacting our revenue, we managed our costs closely and reduced our overall operating expenses in accordance with the projected earnings in order to meet our NOR.

We've analyzed our current carryover workload for the next fiscal year, and have enough executable workload to keep our workforce gainfully employed through the end of the first quarter. We're working with our higher headquarters to obtain Commander's Commencement Or-



Lieutenant Colonel Brian D. Butler ders until solid funding is allocated, which will allow us to execute the AJ1 Reverse Pipeline program on 1 Oct. This will allow us to keep our entire direct workforce on board until the Defense Appropriations bill is passed by the Congress and funding for all FY07 programs is received.

As Sierra transitions into Fiscal Year 2007 we are set for some excit-

ing times. Army Materiel Command (AMC) is preparing Sierra Army Depot as the Depot of choice Army-wide for equipment and supply Retrograde and Redistribution Operations. This program is set to advance quickly and will certainly provide us with challenging work. To prepare for this increase several facility improvements are in progress including the preparation of a new 5 acre hardstand and the installation of a new wireless LAN backbone in our warehousing areas. This new backbone system will be an enabler for additional technology improvements in the very near future.

Now I'd like to turn your focus to what is happening with some existing programs on the depot to let you know where we are and potentially where we're going with them as we enter the new FY.

AMMO - We're currently shipping out a quantity of demil ammunition and will continue throughout this fiscal year (FY07). There has been some discussion about a Golden Cargo exercise

and a significant increase in the scope of this program, but nothing has been firmed up to this point. We expect to have firm commitments regarding any increases as soon as the Defense Appropriations bill has been passed and Joint Munitions Command is allocated funding.

ROWPUs - We do not have a firm commitment for this workload in FY07. We will continue to work on 69 3K ROWPUs and 22 600 GPH ROWPUs to complete our FY06 obligations. We have been funded to do 2 600 GPH ROWPUs in September that will be executed in 1st Qtr 07 and there is ongoing discussion about working 11 additional 600 GPH ROWPUs in support of a new ASC requirement. Additional meetings are scheduled this month to further discuss ROWPU workload through FY07, and we're confident that the program will remain here at Sierra.

FAWPSS - Although the FY07 workload has not been firmed up, we
COMMANDER (See Page 11)

The Union's Position: AFGES, Local 1808

In a continuing effort to keep the work force informed on the A-76 process the below article is taken from Circular A-76.

STANDARD COMPETITION PROCESS: POST COMPETITION

Tracking the Winner's Performance

After the performance decision, agencies are required to maintain a database to track the execution of contracts entered into under streamlined and standard competitions as follows:

1. Monitor performance for all performance periods stated in the solicitation;
2. Implement the quality assurance surveillance plan;
3. Retain the solicitation and any other documentation from the streamlined or standard competition as part of the competition file;



Jim Swistowicz, Union President

4. Maintain the currency of the contract file, consistent with the FAR, for contracts, MEO letters of obligation, and fee-for-service agreements;

5. Record the actual cost of performance by performance period; and

6. Monitor, collect, and report performance information, consistent with the FAR for purposes of past performance evaluation in a follow-on streamlined or standard competition.

Competitive Sourcing Quarterly Report

In addition to tracking the execution of streamlined and standard competitions, the agency is required to maintain a record of every competition it has conducted during the quarter in a Competitive Sourcing Quarterly Report. This report must be submitted to OMB by the end of each fiscal quarter (December, March, June, and September) and includes both competitions in progress and completed competitions.

Follow-on Competition

The Circular requires that all commercial work won by an in-house bid be put up for competition again in 5 years. That almost sounds fair until you realize that commercial work won by contractors is not required to be put up for competition again ... ever. So even if federal employees win a competition, they must compete again when the solicitation's performance period ends.

However, the CSO may extend the performance period for a high performing organization in some circumstances, so it is helpful to petition the CSO to grant an extension before the 5 years is up.

Poor Performance

If a competition winner is not performing well, an agency has two avenues of recourse.

1. Termination Based on Failure to Perform

The Contracting Officer must notify a service provider (in-house or private contractor) of poor performance through cure notices (a letter saying "we are unhappy, and this is what you've got to do to fix it") and show cause notices (a letter saying "tell us why this is screwed up and explain why we should keep you on").

If the Contracting Officer determines that the service provider has
UNION (See Page 4)

The Challenge

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**SIERRA
ARMY DEPOT
HAS WORKED
7 DAYS
SINCE OUR
LAST
ACCIDENT**



As of September 25, 2006
Look for this sign as you come through the main gate



BE AWARE!

For the Month of
October

Are you working in 302

Are you a General Support Worker

Then you are prone to
Hand & Wrist Injuries

Data provided by Safety Office

READ

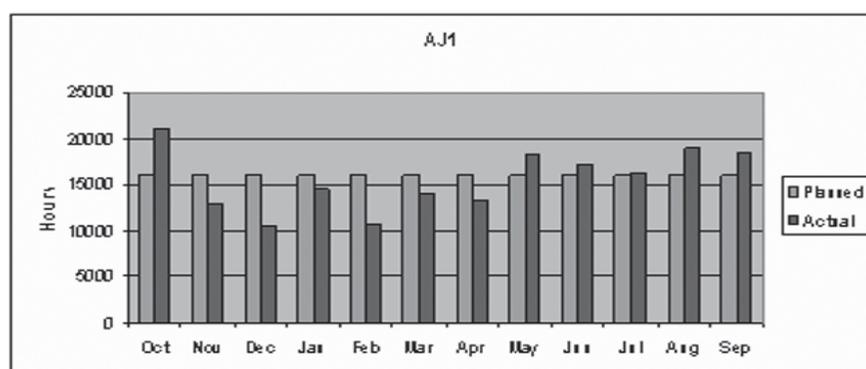
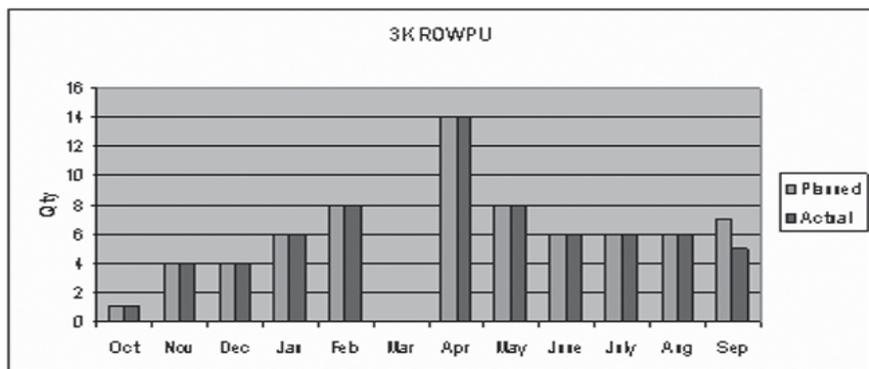
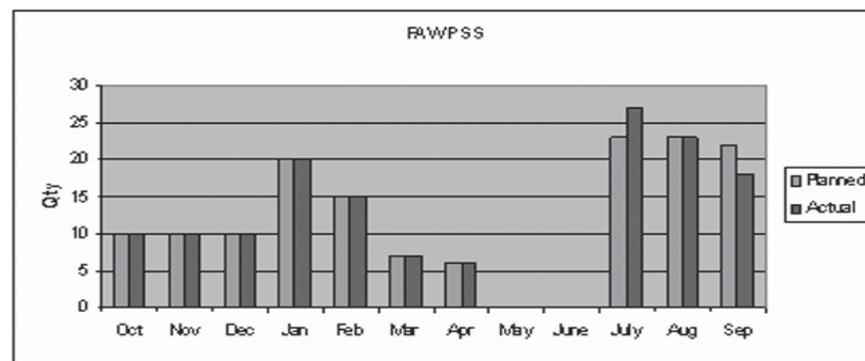
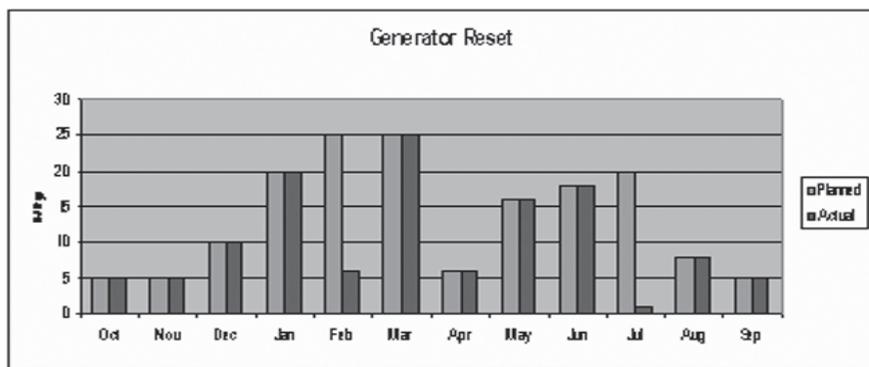


ON THE DEPOT'S INTERNET SITE

CURRENT AND ARCHIVED ISSUES OF THE MONTHLY PUBLICATION CAN BE VIEWED AT

www.sierra.army.mil

**Sierra Army Depot
Production Requirements
As of Sep 31, 2006**



Understanding Contracting 101

Contacts with Industry

There has been a lot of emphasis over the past few years on end user's needing to conduct market research. One objective of market research is to find out if a commercial item versus a non-commercial item is available to satisfy the government's needs. Another objective is to determine if the item or service is available from multiple sources.

When conducting market research some caution must be exercised when contacting vendors in the marketplace:

- Never lead the contractor on to thinking they will be solicited or receive the resultant award. Remember, the Contracting Office determines what the acquisition strategy will be (i.e. 8(a) set-aside, small business set-aside, etc.).

Use of the small business program tools by the Contracting Office can preclude solicitation of large businesses and some times small businesses that are not covered under a set-aside program such as set-asides for service



disabled-veteran owned small businesses.

- You should not be obtaining detailed price quotations from vendors. Estimates should be developed independently by the government. Many companies have catalog price

lists, etc. which you can utilize to provide an independent government estimate.

You can also contact the Contracting Office for price history if we've purchased similar services or items in the past. Also, obtaining detailed price quotations from vendors is another way of leading a contractor to believe they will be solicited and receive the resultant award. Obtaining price quotes is the job of the Contracting Office or purchase cardholder.

The Army Contracting Agency (ACA) has some excellent guides on Market Research and Contacts with Industry. Both guides are available for viewing at <http://aca.saalt.army.mil/Library/Library.htm>

UNION

(From Page 2)

failed to perform to the extent that a termination for default is justified, the Contracting Officer shall issue a notice of termination. Upon terminating an MEO letter of obligation, an agency must perform either a streamlined or standard competition.

2. Terminations Based on Reasons Other than Failure to Perform.

Examples of reasons other than failure to perform include, but are not limited to, elimination of an agency requirement through divestiture, privatization, reorganization, restructuring, national defense, or homeland security. If an agency determines that performance by a service provider is to be terminated for reasons other than failure to perform, the CSO (without delegation) shall approve such terminations, in writing, and provide a copy to OMB before the termination.

Contesting a Performance Decision

The Circular provides federal employees with very meager rights to contest a decision.

1. No one can contest any aspect of a streamlined competition.

2. Federal employees have limited rights to appeal to the agency that made the decision. However, contesting the agency decision is a real long shot. Federal employees have won very few of these contests. Your chance of getting a decision reversed is slim, at best, unless you really have your act together. And the only way you'll be able to have your act together is if you've been involved in the process since day one of the competition. Don't sit back and let management do the study thinking that, if you lose, you'll contest and reverse the decision. It doesn't happen that way! To file a contest, you have to understand the A-76 process, and

Christopher Columbus Trivia

1. What is the date Columbus arrived in the Carribean Islands?
2. Who are the Spanish rulers that gave Columbus money to take the voyage?
3. What is the ship that Columbus was the captain of?
4. What is the date Columbus left from Spain?
5. What is the Nina?
6. Where was Christopher Columbus born?

Answers can be found on page 11

ENHANCEMENTS FOR MILITARY MAIL

Effective August 19, 2006, the Postal Service extended Delivery Confirmation and Click-N-Ship services to most APO and FPO addresses and to some Pacific Islands. The expanded service allows better

tracking and visibility of packages mailed to our armed forces and is possible due to enhancements in Postal Service scanning equipment and transmission capabilities.

MAIL (See Page 5)

you have to know how the underlying decisions were made in your particular study. The only way you'll get that "insider" information is through hard work, study, and being involved throughout the process to the maximum extent allowable.

3. If you lose a contest, you have no other administrative or judicial avenues through which to make an appeal. Contests aren't authorized outside the agency for Government Accounting Office (GAO) or court review.

4. Grievance and arbitration procedures cannot be used for performance decisions under the Circular. In the past, the Federal Labor Relations Authority had held that unions could use the grievance and arbitration process to appeal a contracting out decision. This position was reversed by the District of Columbia Court of Appeals in *IRS v. FLRA*, 996 F.2d 1246 (1993). In this decision, the Court ruled that: (a) the

Circular is a government-wide regulation; (b) it contains an exclusive procedure to appeal contracting out actions; (c) agencies functioning under the Circular cannot be required to negotiate over proposals such as a Contracting Out article that would conflict with Circular procedures; and (d) decisions to contract out cannot be challenged through the negotiated grievance procedure. This decision was adopted by the FLRA in the case *AFGE Local 1345 and Fort Carson*, 48 FLRA 168 at 205-206 (Proposal 17) (1993).

5. Contractors have the right to appeal to a performance decision to GAO or the courts.

Bottom line: You can't contest a decision to contract out except through the procedures established by the Circular. You can't make a contest outside of the agency making the decision, and the decision to contract out is not subject to grievance or arbitration.

Spying on your Child - Or is it really monitoring online activity

In today's world you can pick up a paper and find a story almost daily about a kid, who through communication on the Internet, became entangled in a situation that compromised their safety. Because of this, many parents want to have the capability to see their children's online activity and have installed monitoring software onto their computers.

With most monitoring software, parents can monitor instant messaging, chat sessions, view where their child surfed online and what pictures have been downloaded or exchanged. This secret backdoor into a kid's online communications sometimes alerts parents to their child's poor choices and involvement in potentially unsafe or illegal activity.

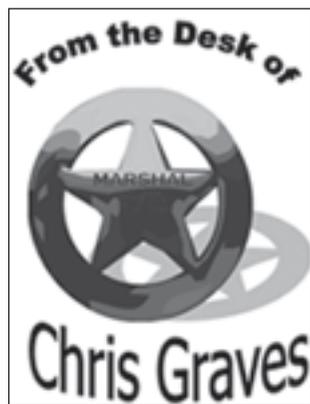
But, is this backdoor into a child's virtual diary an invasion of their privacy? According to PC World Magazines who explored this question, the answer by psychologists is no, but with two important conditions:

- Clearly define the rules you expect the child to follow when getting online.
- Communicate that their activity will be monitored at times.

The point in communicating Internet rules and regulations is to offset the feeling that what you are doing is 'Spying'.

It is not spying if you tell them you are doing it.

Dr. David Walsh, a psychologist and president of the National Institute on Media and the Family, told PC



World, "Parents have a responsibility to monitor the whereabouts of their kids, whether it's in the real world or the cyber world."

Is it Spying or Monitoring?

Most kids would call it spying and probably accuse their parents of not trusting them to act appropriately and wisely online. But does that really matter when a kid's safety is an issue? When it comes to online activity, the playing field changes. Computer communication offers kids increased secrecy and can lure them from natural curiosity to unhealthy decisions.

Take for example an adolescent boy who may occasionally peek at online pornography. Most would agree that this type of activity is normal and to address it would be a breakdown of his right to privacy. However, if his activity then evolved into late night chats at porn sites or numerous e-mails exchanges with strangers online, he is then entering into unsafe territory and parental intervention can be the reality check that is needed to help set him straight.

Parents who deal openly and honestly about their intentions to monitor their kid's computers can offset some of the potential dangers lurking online. If a child knows that their parents can read any online exchange, then the temptation to engage in sexually explicit conversations, posting pictures or exchanging personal information, may be lessened.

For parents interested in obtaining monitoring software, PC World has

done a good job of breaking down some of the programs depending on what level the parent may decide is right for them in the article *Should Parents Become Big Brother?*.

Safe Practices for Children Online

There are other options for those who would prefer not to use this direction for keeping an eye on their children.

- Talk openly with your child about the potential danger online.
 - Help your child understand what sexual victimization is and do not be afraid to use specific examples.
 - Surf with your child and find out what type of websites they enjoy visiting.
 - Avoid having the computer in your child's bedroom. If your child is in a common room in the house when online the ability to engage in undesirable activity is lessened since the screen can be viewed by anyone in the house.
 - Know your child's passwords to online email accounts and monitor them on a regular basis.
 - If your child uses a computer outside the house, such as at school or at the library, find out what type of controls and safeguards are used on those computers.
 - Teach your child the responsible use of the resources on-line. There is much more to the on-line experience than chat rooms.
- Instruct your children:**
- Not to meet anyone face-to-face who they have met online without parental involvement.

· Not to upload or post pictures of themselves on the Internet to people who they do not personally know.

· Not to give post or give out personal information which could identify them to a stranger such as their name, home address, school name, or telephone number.

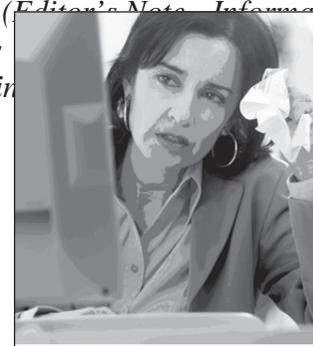
· Not to download pictures from an unknown source.

· Not to respond to messages or bulletin board postings that are suggestive, obscene, belligerent, or harassing.

· Not to believe everything they are told online.

According to the FBI, while electronic chat can be a great place for children to make new friends and discuss various topics of interest, it is also prowled by computer-sex offenders. Use of chat rooms, in particular, should be heavily monitored. While parents should use parental controls provided by their service provider or blocking software, they should not totally rely on them. Other elements equally as important are communication, observation and a little spying.

(Editor's Note: Information for this column is from an online source.)



Sustainment is the key

By John McKeand
Logistics Specialist



The key to LEAN success is sustainment of new processes Sierra personnel develop through the LEAN event process. Recently, we have noticed that once the event is over the "LEANed" activity reverts to the old way of performing the process.

The main purpose of LEAN is continuous improvement. Reverting to the old, inefficient process prevents the ac-

tivity from practicing continuous self-assessment and improvement. For Sierra's LEAN program to be successful, LEAN processes must save more money than the program costs. Senior management and higher command have placed a high emphasis on LEAN cost savings. If a LEAN process is not sustained, anticipated cost savings disappear. This negatively affects Sierra's operations and our customers.

Sierra personnel involved in past LEAN events have developed more efficient processes within their work areas. After these new processes are implemented, it is the supervisor's responsibility to verify new processes are sustained through periodic reviews of

the LEANed work process. In addition, problems that occur should be resolved immediately to limit the negative impact on production.

Bottom line: All personnel are responsible for sustainment of LEAN processes. By documenting and showing our customers our improved efficiencies on their projects, we will improve our image and increase the likelihood future workload requirements from satisfied customers will end up at Sierra. In the long run, LEAN process sustainment is a win-win situation: for the US Army, our customers and Sierra personnel.

MAIL: (From Page 4)

It is known that many internet retailers prefer to use Delivery Confirmation service with their package shipments and most military personnel and their families rely on access to internet shopping to improve their quality of life. By expanding Delivery Confirmation service to additional locations, retailers will be able to verify the date and time of delivery or attempted delivery to APO/FPO addresses that previously could not be served.

The cost for this expanded service is the same as Delivery Confirmation service to regular domestic addresses – free if using Click-N-Ship online or up to 60¢ if mailing at a Post Office. Customers will be able to go online at *usps.com* to check delivery status of their Delivery Confirmation items.

(Article provided by US Postal Service Marketing Department)

Information from the Civilian Personnel Advisory Center

Planning to Retire Soon - Ensure applications are submitted with reasonable time

If you are preparing to retire, please note that the Army Benefits Center-Civilian (ABC-C) strongly recommends that you submit your retirement application package to them within **90-120 days** of your intended retirement date.

Your early submission will help to ensure a timely receipt of your first annuity payment from the Office of Personnel Management. *If you submit your retirement package to the ABC-C with less than 60 days notice, you should be financially prepared for a delay in the receipt of your first annuity payment.*

Although there are circumstances that may cause a delay in an employee's application submission, the ABC-C strives to complete all packages expeditiously. However, employees are encouraged to follow the ABC-C's 90-120 day recommendation whenever possible to help achieve a smooth financial transition into retirement.

For more information on retirement, visit the ABC-C web site at <https://www.abc.army.mil> and check out the Guide to Retirement at <https://www.abc.army.mil/Information/ABCRetirement/Information/RetirementGuide.doc>.

OPM Selects Vendors For Supplemental Dental and Vision Benefits Program

Washington, DC - The U.S. Office of Personnel Management (OPM) has awarded contracts to insurance carriers that will offer supplemental dental and vision benefits under the new Federal Employees Dental and Vision Insurance Program. Following an extensive review, OPM has selected the Aetna Life Insurance Company, Government Employees Hospital Association, Inc. (GEHA), MetLife Inc., United Concordia Companies, Inc., Group Health, Inc., CompBenefits, and Triple-S, Inc. to offer dental benefits and BlueCross BlueShield Association, Spectera, Inc., and Vision Service Plan (VSP) to offer vision benefits.

"This new program, which becomes effective on December 31, gives federal employees additional healthcare choices," said OPM Director Linda M. Springer. "Employees may elect to enroll for dental benefits, vision benefits or both."

The program allows employees to use pre-tax dollars to pay for their vision and dental premiums. However, as specified by law, there is no federal government contribution.

The Federal Employees Dental and Vision Benefits Enhancement Act of 2004 was signed into law by President Bush on December 23, 2004. The Act requires OPM to establish arrangements under which supplemental dental and vision benefits will be made available to federal employees, retirees, and their dependents, and it gives OPM broad contracting authority to leverage the purchasing power of federal enrollees.

The new supplemental dental and vision program will be offered during this year's Open Season which begins November 13 and ends December 11.

Are you interested to know what jobs are available?
Don't know where to find the jobs?
Wait no longer - go online to one of the following websites
www.cpol.army.mil
www.usajobs.opm.gov
You can stay up on the latest vacancies
by checking these sites on a weekly basis

My Biz - the helpful personnel tool

My Biz is an exciting new capability that brings information from your official personnel records to your desktop. It's secure, real-time and online - giving you access and the option to update your personnel data.

My Biz:

- * Allows you to view current information about your position, salary, benefits, awards, bonuses and performance.

- * Allows you to update your telephone number, email address, ethnicity and race indicator, disability code and foreign language proficiency.

- * Can be accessed through the "Employee Portal" within the Civilian Personnel Online (CPOL) web site: <https://cpol.army.mil/>. You can login into the portal using either your AKO user ID and password, or your CAC personal identification number (PIN). Once in the portal click on the "Employee" tab.

- * "How to" info is included in the "My Biz User Guidance" document on the left side of the tab. We encourage you to read the entire document, but for those who can't wait to get into My Biz, page 4 of the guidance explains how to login.

RED RIBBON CAMPAIGN 2006

Red Ribbon Week will be celebrated October 23-31, 2006. The Department of Defense Theme is "United Against Drugs" which is different from the civilian theme, "100% Me, Drug Free." The DoD decided to select a different theme because of the target population we serve. The US Army added yet another word to the DoD Theme: "Warriors United Against Drugs."

This campaign started in 1985 after DEA agent Enrique "Kiki" Camarena was murdered by drug traffickers in Mexico City. Following his death, the tradition of wearing and/or displaying red ribbons to

CAMPAIGN (See Page 10)

Sierra Army Depot supports Javits-Wagner-O'Day (JWOD) Program

October is National Disability Employment Awareness Month, and the perfect time to celebrate the Javits-Wagner-O'Day (JWOD) Program. Currently providing approximately 48,000 employment opportunities, the JWOD Program is the largest single source of employment for people who are blind or have severe disabilities. As a result of this extraordinary socioeconomic program, nonprofit agencies provide Federal customers with a wide array of quality products and services, while allowing thousands of people with severe disabilities to lead more productive and independent lives, pay taxes, help support families and join the American work experience.

The JWOD Program is administered by an independent Federal agency, the Committee for Purchase From People Who are Blind or Severely Disabled, in partnership with two national nonprofit organizations,

National Industries for the Blind (NIB) and Natinal Institute for Severly Handicapped (NISH). NIB and NISH assist more than 600 community-based nonprofit agencies across the nation in their efforts to employ people with severe disabilities on Federal contracts under the JWOD Program.

This important socioeconomic procurement initiative provides Sierra Army Depot acquisition workforce with a unique opportunity to help reduce the 70 percent unemployment that exists among Americans with severe disabilities or who are blind.

The JWOD Program also performs a wide range of professional and business support services. Currently Sierra Army Depot has contracted with North Valley Services, a JWOD-participating agency for custodial and lawn maintenance services. The JWOD Program also has the capability to provide a variety

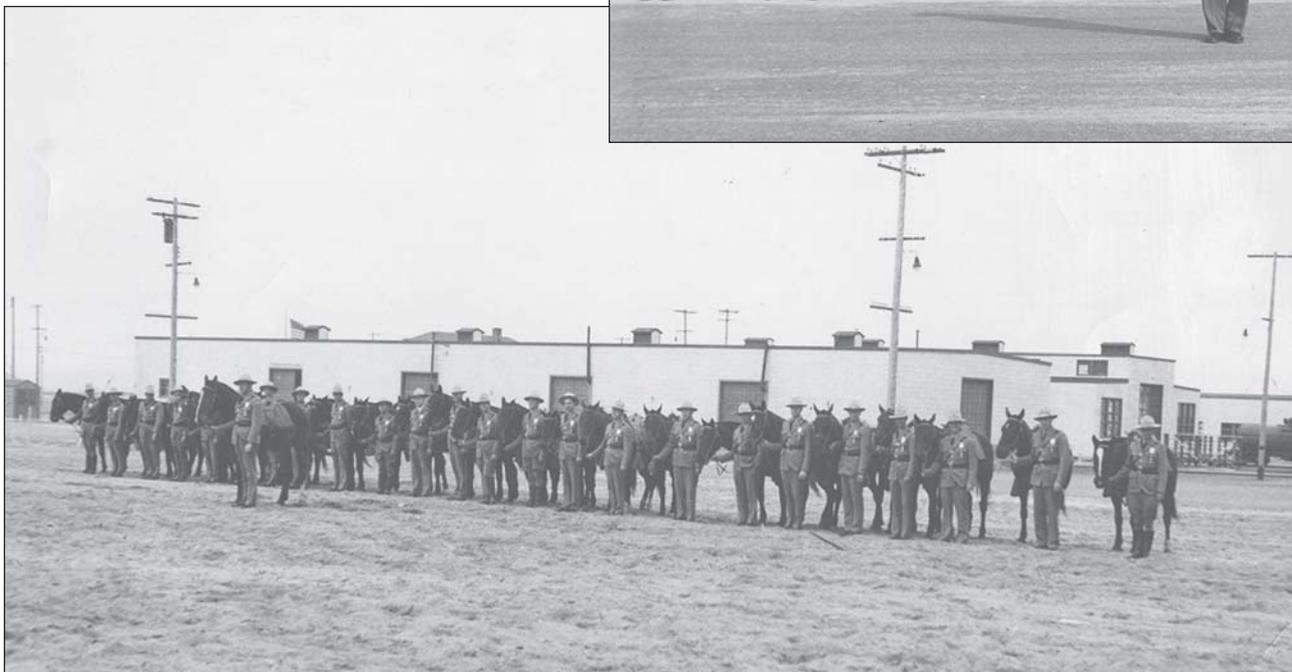
of other services, such as document imaging, CD-Rom replication, food service, mailroom operation, switchboard and call center operation, and warehousing/distribution.

Products available under the JWOD program are mandatory source items, and include a wide range of office supplies, cleaning products, hardware items, medical/surgical products and textiles. These items are distributed through www.jwod.com; the GSA Advantage! and GSA Global Supply online shopping services (www.gsaadvantage.gov, www.gsaglobalsupply.com); the Defense Logistics Agency (DLA) EMALL; military base supply centers; and authorized commercial distributors. In particular, Government Purchase Card users should always buy items furnished by the JWOD Program before considering other commercial sources.



Memory Lane - Time Remembered

The year was sometime between 1942 - 1943. This was the time the installation was in the beginning stages of starting up. The number is unknown as to the strength, but they looked sharp. The first Sierra Army Depot security guard force could be found any morning standing tall during formation. As with all clothing fashion, security guard uniforms are no exception. Since this photo, the uniform worn by security guards has definitely changed considerably, not to mention the cute hats.



This is one way of saving on gas, tires and overall maintenance of a vehicle! The first security guard force patrolled the depot boundary on horseback. The guards better have had some good padded saddles with the size of the installation at that time and spending all that time on horseback. There is probably a security guard or police chief that would welcome bringing back horses to the patrol fleet.

Hot topic for the month is provided by Fire Inspector Ehrman

Warehouse Fire Safety - Part II

Intro to Fire Codes

This month, I share Part II on some valuable information on Warehouse Fire Safety. The following article is going to discuss fire codes and how they will be an integral part of fire safety as it applies to warehouses. Take a few minutes to understand how fire codes can help you if you are working within a warehouse. This information was obtained from the InventoryOps website, www.inventoryops.com, and prepared by David Piasecki.

The best way to become familiar with the fire codes is to read the codebooks. To make this a little more confusing, there are a number of organizations that publish fire codes. There are a lot of provisions left up to the discretion of the local fire chief. Just a note: In the event of conflicts interpreting the fire code, the fire code is "whatever the local fire chief says it is."

Recently the Building Officials and Code Administrators International, Inc (BOCA), International Conference of Building Officials (ICBO), and Southern Building Code Congress International, Inc. (SBCCI) got together forming the International Code Council (ICC). For the most part, all of the various codes are similar. You will find in going through the codes that in certain cases, you may be referred to a separate publication for additional code information such as publications put out by the National Fire Protection Association (NFPA) on specifications for sprinkler systems or storage of aerosols.

While the codebooks may at first seem confusing, you can obtain a good overview of the key requirements fairly quickly. You will also quickly learn why you will need expert help when it comes to the details of determining hazard classifications and code requirements. For information relating to warehousing, the best place to start is the section on *High-Piled Combustible Storage*.

The following are some code requirements and recommendations that apply to many warehouse operations. I'll again note that specific code requirements will vary depending upon your municipality and storage characteristics.

Although some smaller warehouses may not legally require them, automated sprinklers should be considered as standard requirement in any warehouse.

Storage should be maintained at least 18 inches below sprinkler head deflectors.

In racked storage, transverse flue spaces of at least 3 inches should be maintained. Transverse flue space is the space to either side of a racked pallet.

In racked storage, longitudinal flue spaces of at least 6 inches should be maintained. Longitudinal flue space is the space between the rows of back-to-back rack. It is important to note that the flue space is measured as the distance between the loads, not the distance between the racks. In a standard pallet rack configuration you will usually have 3 inches of pallet



overhang, calculating this into the flue space would require the rows of rack to be at least 12 inches apart.

Most warehouses meeting the above flue space requirements do not require in-rack sprinkler systems. Racking with solid decking, storage configurations that prevent maintaining the flue spaces, storage of high hazard materials, or storage greater than 40 feet in height will probably require in-rack sprinklers.

Dead end aisles must not be more than 50 feet in length.

In solid piled floor storage there must be an aisle at least every 100 feet and within 50 feet of walls when materials are stored against the wall. Essentially this means that any portion of the solid piled storage should be within 50 feet of an aisle.

During restocking operations using manual stocking methods (using stock carts, rolling ladders, etc.) a minimum unobstructed aisle width of 24 inches or 1/2 the aisle width, whichever is greater, must be maintained.

During mechanical stocking operations a minimum unobstructed aisle width of 44 inches must be maintained.

Battery charging areas have specific code requirements including ventilation, acid neutralization, eye wash stations, and spill control systems.

Liquid Propane fuel cylinders used on LP forklifts should not be stored within 20 feet of fire exits and are limited to a maximum quantity of 300 lbs per storage location. This is the equivalent of six 43 lb cylinders or nine 33lb cylinders. Empty cylinders are considered full for this calculation. If additional storage locations are required they must be separated by a minimum of 300 feet.

One word: Plastics. Plastic content is the single storage characteristic most likely to contribute to a class IV or Class V high-hazard commodity classification. The classification is based upon the type of plastic and the overall content, measured by percent by weight for unexpanded plastics and percent by volume and weight for expanded plastics. This is where operational changes such as changing packaging materials from paper based to polystyrene or changing from wooden to plastic pallets can have a substantial impact.

Another word: Aerosols. "Rocketing" is a term used to describe the ability of aerosol containers to propel themselves across a warehouse, carrying a trail of fire behind them. There is a whole series of codes dedicated to the storage requirements for aerosol products. Depending upon the chemical content and the amount of aerosols stored (measured by weight), separation areas, chain-link fence enclosures, fire walls, and additional sprinkler protection may be required.

Sierra safety dawg says....



A GOOD SPORTSMAN KNOWS HIS GEAR, ALL OF IT; MAKE SURE YOU KNOW BEFORE YOU GO!

With fall in the air many of us take to the outdoors to enjoy hunting, fishing and boating activities with their friends, families and mans best friend, his faithful dog. Boating brings many risks that can be avoided if sportsmen learn some simple boating safety tips.

1. WEAR LIFE JACKETS, Life jackets won't save your life unless you wear them. There are many new sportsman friendly life jackets out there on the market today that will work to protect you, your friends and family. Don't forget to get a life vest for your hunting dog!!

2. WATCH THE LOAD, Stay within load limits shown on the boat capacity plate. Make extra trips for gear rather than capsize. Distribute the load evenly and keep it low.

3. STAY SEATED, Standing to shoot, land a fish, relieve yourself over the side or pull up the anchor is not worth the risk of parting company with your boat. Sitting on the sides of the boat can swamp or capsize the boat very quickly.

4. WATCH THE WEATHER AND THE WATER, Check the forecast before you leave home, and keep an AM radio with you for updates. Avoid running broadside to waves; keep weight even and low, and trail a sea anchor if necessary. Keep low in thunderstorms. Use caution around dams, rough water, fast currents and areas where rocks, limbs or other debris may be submerged.

5. ANCHOR YOUR BOAT FROM THE BOW, Adding anchor pull to the stern can let water over the transom, swamping the boat.

6. DRINKING AND BOATING DON'T MIX. Half of all boating fatalities involve alcohol. Even without alcohol, a day on the water typically impairs reactions as much as being legally drunk.

7. LEAVE A FLOAT PLAN. So people will know if you're missing, tell someone when you're leaving on your boat, where you're going and when you expect to return.

8. Don't put too big of a motor on your boat; check the label plate to see what size motor your vessel can take.

Free Safe Boating Course information can be acquired by calling toll free 1-800-336-BOAT (2628), and for brochures on boating call the Safety Dawg at 4787.

WOOF!

Russ Collier, Safety Dawg

How to Promote a Positive Safety Attitude

By Larry Gallego Jr.
Safety Specialist

You understand the value of a safe and healthy workplace to employers and employees alike. You've kept up on the latest trends, hired consultants, purchased training programs, even redesigned work sites and invested in ergonomic furniture. If the Occupational Safety and Health Administration dropped by tomorrow, the compliance officer would give you three gold stars. Still, you feel there's something missing in the overall safety program at your workplace. Somehow, even with all you've done, there's the sense that you should do more. What's missing may be a safety-awareness attitude. A safety-awareness attitude is a mind set that makes for an injury-free work experience and fosters employee health and well-being. Of all the things you can do to improve employee well-being in the work-place, helping employees to develop the proper attitude may be the most important and the most cost effective.

After more than 45 years of experience in working with the public, I have found that speaking and teaching them without fitness and improved safety-awareness is like putting a band-aid on a gaping wound. If employers and employees don't change the

habits and the environment that cause injury in the first place, it is only natural that another injury will occur. If you make time to plan for a safe and healthy workplace, you're more than likely to create a workplace that will foster a safety-awareness attitude.

1. *Research and Development:* Your first step in creating a safer, healthier workplace is to form an in-house safety committee. No matter what size of your organization, you can create a committee that represents various areas of your operation. Include both management and workers; it's important to hear from both sides. The committee develops goals for a safety and well-being program and plans research on different programs and equipment purchases. The committee also begins its own inspection of the workplace. Before any compliance inspector comes to your organization; you along with the safety committee, should look around for possible infractions and hazardous situations. For example, check the height of computer terminals and the condition of chair and back supports. Make a list of tasks and possible upgrades, whether they are simple improvements or major projects. Be familiar with OSHA standards, other regulations, ANSI standards, industry practices and any other guidelines that may apply to your workplace. Research the safety programs of other organizations

and you'll save time and money. Chances are, somebody has faced challenges similar to those that your workplace now faces and has developed strategies that might apply to your situation. Find out who has good employee fitness and wellness programs and what they went through to implement them. You will be able to get an idea of what you can expect to pay for such programs and how well they've worked. The best designed safety program in the world won't do any good if employees don't stick to it. Talk to your employees. You'll discover their concerns and find out that some of them will help you develop and foster a safety-awareness attitude to all employees. Lead and set a good example. Nothing diminishes the chance of success for an organizational change more than unenthusiastic leadership participation.

2. *Formulate the Plan:* Planning for the long term is key to a safety-awareness attitude; it shows commitment to the goal of a healthy workplace. Take all the information you gather in your research and develop a long-range plan for implementing a safety and well-being program. A well thought-out plan includes elements of time, cost and ongoing education. Separate your plan into doable steps. Statistics for many industries show that safety and wellness programs more than pay for themselves in dollars and cents, not to mention added productivity and employee morale. Before you implement your safety and well-being plans, spread the word about them among employees. Invite them to submit comments and questions. Above all, make it known that you are committed to working with your employees to develop a workplace that is safe and a healthier life-style.

3. *Implement Your Plan:* Don't waste any time. Get going right away with some of the simple ideas that your committee members or employees have come up with. Your fast action will demonstrate the safety-awareness attitude to the committee and to employees. For example, maybe you can make small investments in easy-to-use ergonomic devices. For \$15 - \$25 each, you can purchase back support pillows for chairs, for possibly \$25 - \$50 each you can purchase an ergonomic computer mouse for each computer work station, screen protectors and wrist rests will assist employees who work at computers. Make a list of all these small items and work within your budget. Encourage employees to use these devices off the job, too. As much as you work toward developing a safe workplace, employees still can be prone to injury because of their off-the-job activities. The goal is to make them aware of safety all the time. Create material that motivates your staff toward safety in the workplace and an overall healthy life-style. Keep the subject in front of your employees. The more they see and read about safety and wellness, the more likely they'll maintain a safety-awareness attitude. Create your own flyers and posters, or order material from the National Safety Council and other sources. Call on safety/health specialists and other compliance specialists to give briefings and possibly demonstrations. Working safe is half the battle to injury prevention; staying fit is the other half. Your overall program should include a before-or after-work fitness regimen that is geared toward the specific

SAFETY (See Page 12)

Find the hidden words within the grid of letters and see if you can discover the secret message!

S C A N A R Y I S L A N D S G
D R C E S A M A H A B H P A N
E A E R G D N A L G N E N N I
T M I H S A N S L T R I O T N
E R C O T G R A E S N A I A O
R U P A Z O G U I I T H T M K
M B F H T U R S O L D U A A C
I E O E T H T B A C G N G R E
N U X R R E A N N N E I I R
A I O P N D T Y A O N R V A D
T P A C L I I P C D Z C A T A
I O E P C O I N I H L N N N E
O U M B S C R A A S I A I I D
N I I V Y R N E H N U N S P C
V E S P U C C I R L D T A P A

Asia	Cipangu	Hangzhou	Pinta
Atlantic	courage	Henry VII	Pinzon Brothers
Bahamas	dead reckoning	India	Portugal
Burma	determination	Indies	Santa Maria
Canary Islands	England	navigation	Spain
Cathay	explorer	Nina	Vespucci
China	Ferdinand	persistence	

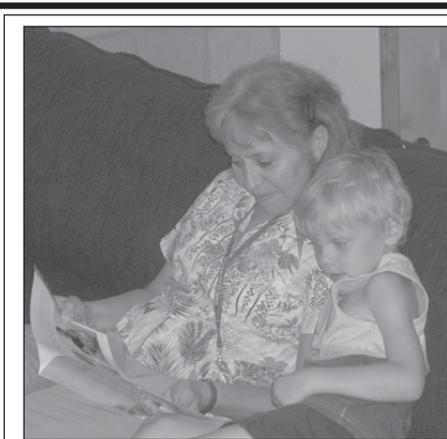
YS monthly happenings

Child and Youth Services (CYS) will be participating in the Annual School-Age Lights-On After School Program on October 12, 2006, at 5:15pm at the Youth Center. The Lights-On program is a national event recognizing structured after-school programs. Last year more than 8,000 after-school programs nationwide participated in the Lights On event. The depot CYS will be participating in Open House festivities displaying youth artwork, a performance, and refreshments. Come and see what the school-age youth have been participating in at CYS. Please contact Renate

Jones or CYS staff at 827-4696 to reserve your space.

CYS sports program will be taking registration for youth basketball league. Season will begin soon. Space is limited so sign up now. Youth must be a member of Child and Youth Services, and have an annual sports physical on file at CYS prior to participating in practice or games. If your child is interested in playing basketball, please contact Marci Smithers or CYS staff at 827-4696.

Upcoming events will include UNR basketball games, a snowboarding trip, and BGCA Fine Arts Exhibit.



There is nothing more soothing to a child than being able to climb up on ones lap or snuggle next to someone and listen to a story being read to them. Chris O'Suna was that lucky child that found the perfect place to sit quietly while Marsha Olsen, YS staffer, read a book during storytime hour.

Propane Safety

By Richard Rock
Utilities Branch

The seasons are changing and the temperature is dropping. Before you bump up your thermostat, stop and think of your heating source, consider the steps you should take to ensure your safety.



Many of us use propane to heat our homes, it is a very safe fuel, but as with any energy source, there are precautionary measures that must be taken and warning signs that must be known before use.

If you detect a gas leak, immediately evacuate everyone from the house and call your local propane provider or the fire department from a neighbor's telephone.

· Learn what propane smells like. Propane retailers have scratch-and-sniff pamphlets to help your family recognize its distinctive odor.

· Know where gas lines are located, so you won't damage them when digging or working in the yard.

· Change or clean furnace filters regularly as recommended by the manufacturer.

· Don't store cleaning fluids, oil-soaked rags, gasoline, or other flammable liquids near a gas-burning

appliance where vapors could be ignited by the pilot light.

CLEAR THE SNOW. Clear heavy snow and ice from regulators, regulator vents, piping, tubing, and valves. Failure to do so can cause damage that could result in a gas leak. Appliance vents, chimneys, and flues also must be kept clear of snow and ice so appliances can vent properly. This is especially critical on the roofs of mobile homes. Use a broom rather than a shovel to avoid damaging any components. Clear the walkway and tank area so that propane-company personnel have ready access to your tank.

WHAT IF SOMETHING DOESN'T LOOK RIGHT AFTER A STORM? If your tank has shifted position; gas lines are bent, broken, or damaged; or you see something unusual about your system or appliance, turn off the main gas supply valve on your propane tank, if it is safe to do so. Then contact your propane retailer or a qualified service technician.

MWR Services

Skedaddle Inn Meeting Center

The Skedaddle 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: skedaddle.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: skedaddle.inn@sierra.army.mil for information. Room rates from \$50.00 - \$60.00 per person.

Sierra Bowling Center and Snack Bar

Open Monday through Thursday, 11:00 a.m. to 8:00 p.m.; Friday and Saturday, 11:00 a.m. to 5:30 p.m.; closed on Sunday. 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.

Sign ups are now being accepted for racquetball tournament, flag football league and the basketball tournament.

Outdoor and Equipment Rental

A safety class is no longer required to rent ATVs. For information call the fitness center during regular gym hours for fall and winter equipment availability at (530)827-4655 or send an e-mail to fitness.cener@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.

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.

National
Boss Day



October 16

CAMPAIGN:

(From Page 6)

symbolize intolerance toward drug use became an annual event. Today, one of the primary purposes of Red Ribbon Week is to present a united commitment against drug use and abuse.

The Alcohol and Drug Control Officer (ADCO) and DARE Officer will sponsor some activities in the community during the campaign to promote the drug free lifestyle. Contact the ADCO at 4190, for dates, times and if you want to help with any of the planned activities.

FIRES: (From Page 8)

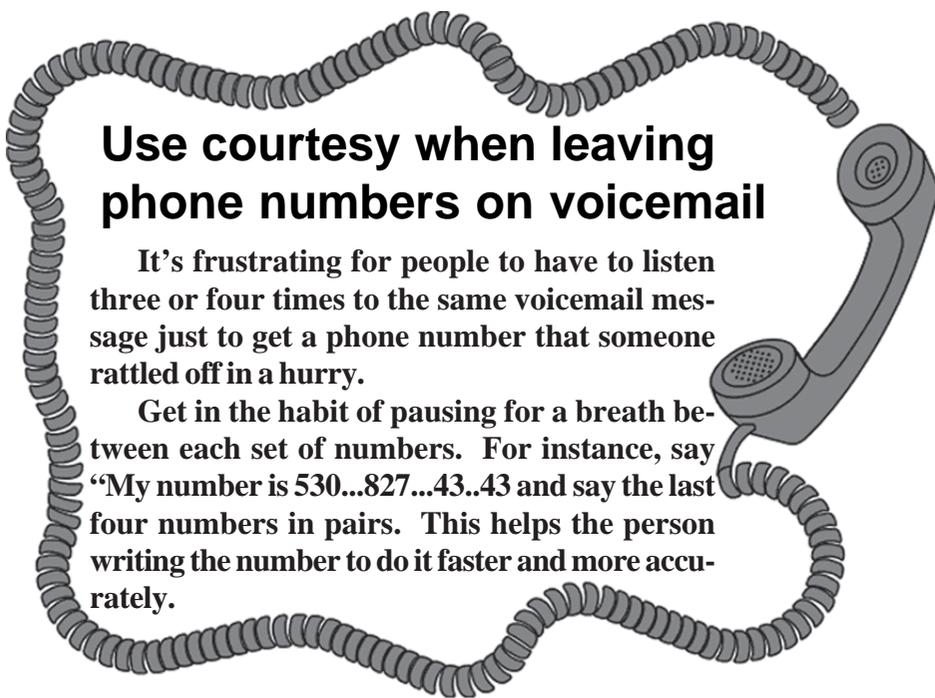
One last word: Hazardous Materials. Flammable liquids, solids, and gasses, explosives, oxidizers, and reactive materials fall under the category of Hazardous Materials and have their own series of codes that apply. You're definitely going to need some expert guidance when storing these types of materials.

Obviously there are a lot of other code requirements including basic fire safety requirements such as not block-

ing fire exits and maintenance and placement of portable fire extinguishers. And, in addition to the fire codes you may also be subject to OSHA and EPA regulations.



Harry Ehrman, III
Fire Inspector



Use courtesy when leaving phone numbers on voicemail

It's frustrating for people to have to listen three or four times to the same voicemail message just to get a phone number that someone rattled off in a hurry.

Get in the habit of pausing for a breath between each set of numbers. For instance, say "My number is 530...827...43..43 and say the last four numbers in pairs. This helps the person writing the number to do it faster and more accurately.

Columbus Day
October 9



COMMANDER: (From Page 2)

will continue to work on 85 additional systems in FY07 with remaining FY06 funding. These 85 systems are included in requirements for 300 additional systems (currently unfunded) in FY07.

TRAILERS – We received some funding in late September for 60 units to be completed during the 1st Qtr FY07 (20ea in Oct, 20ea in Nov & 20ea in Dec) with a requirement and funding commitment for no less than an additional 160 trailers in the new FY. The Trailer RESET is a firm program for FY07.

IPDS (Inland Petroleum Distribution System) – Received funding in late September for 1st Qtr execution of a 15-person effort to execute RESET of the IPDS Systems. A DTV IPR with the customer was conducted in September to discuss the balance of FY07 workload projections –although the FY07 effort is not yet funded, the pro-

gram is expected to remain at a level no less than the 1st Qtr FY07 funded effort.

AJ1 (AMI/NAMI) Reverse Pipeline Initiative – While not yet finalized with funding, the projections are that the planned ramp-up to increase workload volume will take us from a current steady state of 80 personnel to a level of 250 personnel over a 3 month period, with a forecasted execution of 440K man-hours for FY07. This will make the AJ1 operation easily the largest revenue generating program for Sierra in FY07.

Early this month you can expect to see a new, more "restrictive" Leave Policy Letter that will provide additional guidance for supervisors in authorizing/approving leave for employees. An analysis of our productive Yield shows we average 70 hours of LWOP per direct employee. This is much too high;

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.

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



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

Feature stories sought

The Challenge is looking for feature stories about depot employees. If you have, or know someone who has, an interesting story to tell, contact the Public Affairs Office (see contact information on Page 2).

We have published articles about employee interests ranging from stock car racing, horeback riding to individuals that have earned awards at the highest levels of the Army.

Retiring - Toys Must Go!

Would like to enjoy retirement without the hassle of some of my toys. If you are interested in any of the following items call Butch Booher at (530)253-2623 for detailed information.

1985 SB 230 Sunrunner cabin cruiser
1996 Astor Fish and Ski 150 hp Mariner

Answers to Trivia

Questions from Page 4

1. October 12, 1492
2. Queen Isabella & King Ferdinand
3. Santa Maria
4. August 13, 1492
5. The smallest of the 3 ships
6. Genoa, Italy

unscheduled leave affects production, revenue and expenses for the depot, and has a detrimental impact on our bottom line. I need you at work in order for us to remain competitive – it's that simple.

SAFETY continues to be a major priority. If we are not attentive, complacency and carelessness can take over even the most benign activities and produce injuries. This issue is so important that we will undergo a one-day safety stand-down on October 12 in order to review safety policies, procedures and practices, and conduct work-center specific refresher training to mitigate hazards. I need you healthy to ensure we are able to meet our mission obligations to the Army and our soldiers in the field.

Keep doing the great things you're doing; you're all valuable members of our team!

Let's get to work!



Producers of new depot video



Photo by Alison Stokes

Mark Pahuta, left, and William Kirkpatrick from China Lake, Calif., spent two weeks on depot acquiring more than 15 hours of raw video footage to be used for the new depot video. Prior to departing the installation, both men told Lt. Col. Brian D. Butler, depot commander, they have never had the cooperation from employees as they had here at Sierra Army Depot. Once the depot has received the final video, employees will have the opportunity to see it. Kudos to all those individuals that helped make this video taping a success.

Public Affairs Office
Sierra Army Depot
74 C Street
Herlong, CA 96113

SAFETY STAND DOWN DAY 12 OCTOBER 2006 0630-1700 A DAY OF SAFETY FOCUS



TRAINING WILL BE CONDUCTED
AT THE FORMER CHAPEL, THE GYM,

SKEDADDLE INN,
AND BLDG 671

EMPLOYEES WILL REPORT FOR DUTY
AT ONE OF THE ABOVE LOCATIONS.



MORE SPECIFIC INFORMATION
WILL BE FORTHCOMING

SAFETY (From Page 9)

physical activities of your employees. Use all your research and resources to develop the most appropriate program. It may be a good idea to work with a professional exercise therapist with experience in injury prevention.

4. **Evaluate and Improve:** No program shows immediate results. Give it a little time before you evaluate your program, but don't wait years before you take a hard look at how you're doing. You should see some improvement after the first six months. Look for solid, measurable results, such as a decrease in employee injuries and the number of work days lost. Also pay attention to the less tangible results, including employee morale and a shift toward a safety-awareness attitude. Schedule your evaluation periodically, as you would an inventory. Develop an employee or management survey, or conduct random interviews with employees to find out how they're responding to the program. Approach your employees directly about safety and they will understand that you are concerned with their well-being. Based on your evaluation, make adjustments to the program. Your original plan was that; a plan. Adjust it as you learn what works best for your organization and as new needs arise. Don't be afraid to change course when you find something isn't working. Likewise, be willing to incorporate new ideas that come along.

Keep an open mind. Even if your program is working optimally, it will need to evolve. After a short time, everyone's general level of safety-awareness will rise; therefore, your program's goals should rise as well. You want to keep the program interesting and new. If it becomes mundane,

people will stop participating. Developing a safety-awareness attitude in the workplace is a long-term project, just like building a business. It's a never-ending job, because your needs are constantly changing. The rewards are just as important to your business as

increased sales: a healthier, happier, more productive work force.

(This article represents an independent viewpoint. If you would like to share your views on an important safety and health concern, please submit an article for consideration).

Trick or Treat General Halloween Safety

Costumes

- Be sure your costume is NOT too long. You don't want to be tripping over it. If you wear a mask, be sure you can see out of it clearly
- Consider using FACE PAINT instead of a mask, because you will be able to see better.
- It is a good idea to wear clothing with reflective tape.
- Carry a white bag for your candy or a bag with reflective tape on it.

Back at Home

- Let your parents check your treats before you eat them.
- NEVER eat unwrapped candy, opened candy or fruit given to you on Halloween.
- Then DO NOT eat too much, or you may get a stomach ache.

Trick or Treating

- Be sure your parents know where you are going.
- Take along a couple of quarters for emergency phone calls or carry a cell phone
- Go with a group or 3 or more people.
- If you feel unsafe, take along an adult.
- Do NOT ride a bicycle. Your costume could get hung up in it.
- Carry a Flash Light.
- Walk on a sidewalk.
- If a sidewalk is not available, walk on the left side of the road facing traffic.
- Cross busy streets at an intersection or cross walk
- Be sure to look both ways (2 times) before crossing the street.
- Walk, don't run.
- Take off your mask while walking from house to house.
- Stay away from Parked Cars.
- Be very cautious of STRANGERS.
- Only stop by houses that have their front porch light on.
- Accept treats only in the doorway. NEVER go into the house.
- Always say "THANK-YOU"

Always use Common Sense