

## KENNY LETTER



VOL. 50

CHAMBERSBURG, PENNSYLVANIA, U.S.A.—AUGUST 2012

NO. 4

## Letterkenny Army Depot has new commander

by LEAD Public Affairs/Protocol Office

Col. Victor Hagan succeeded Col. Cheri Provancha as commander of Letterkenny Army Depot (LEAD) in a ceremony on Aug. 10.

Hagan accepted the LEAD flag and the responsibility of command from AMCOM commander Maj. Gen. Lynn Collyar. Hagan is the depot's 47<sup>th</sup> commander. Held at the depot's recreation area pavilion, the ceremony featured an Army Materiel Band quartet, a color guard comprised of military and civilian LEAD workforce members, and was attended by a number of local officials, family, friends and employees

A ceremony held prior to the



Col. Victor Hagan accepts the Letterkenny colors from AMCOM commander Maj. Gen. Lynn Collyar during Friday's ceremony. Hagan succeeds Col. Cheri Provancha who will transition to III Corps at Fort Hood, Texas, and become the chief of logistics. Hagan is the depot's 47th commander.

change of command recognized Provancha for her outstanding performance. She received a number of distinguished awards, including the Legion of Merit. Provancha became the commander at LEAD in September 2009, and will become the III Corps chief of logistics at Fort Hood, Texas.

Under Provancha's leadership, LEAD has been recognized for manufacturing excellence and making improvements in its industrial facilities, safety trends and environmental practices. LEAD has received seven Shingo Awards for excellence in manufacturing and applying Lean principles.

"Cheri is a leader, a warrior and an innovator," Collyar said. "This is a capability-based depot that has a global reach. LEAD excels in delivering the highest-quality products at the least-possible cost.

"The depot is able to do that – day in and day out – because Cheri takes care of people, and the people execute the mission. Plus, both the Army chief of staff

#### See *Commander* on page 8

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#### Hello, Letterkenny Team! I am very excited to be joining the best work force in the area. My family and I are originally from Louisville, Ky. Our last duty station was Washington D.C., where I previously served in the North American Aerospace Defense Command and U.S. Northern Command as the Director of the Washington Office at the Pentagon. We are happy to make Chambersburg our new home.

I look forward to the challenge of leading such a large and diverse organiza-

## From the Commander's Desk

by Col. Victor S. Hagan, Depot Commander

tion. I will be visiting your work areas over the next couple of weeks to learn from you how we can improve upon the great accomplishments that you have already achieved.

Let me take a moment now to congratulate you on an excellent job earning the VPP Star certification. With this title LEAD is recognized as an organization whose employees demonstrate exemplary achievement in the prevention and control of occupational safety and health hazards, as well as the development, implementation and continuous improvement of the safety and health management system. Your hard work has paid off. Congratulations to everyone on a job well done! Let's keep up the great work with our safety trends and continue to remain vigilant.

Letterkenny has a great legacy. Seventy years of supporting our troops is outstanding and I am proud to be a part of leading the depot into the future and becoming a piece of that legacy. The Safety Stand Down day which includes the employee appreciation picnic will be Oct. 4 and I look forward to having some fun and celebrating the great things that we do for our Army. Until then...

Letterkenny is and will remain the depot of choice for industry and government by delivering superior maintenance, manufacturing, logistics, life cycle support and service to the greatest Warfighters in the world.

Army Strong!!!

## ARMY CORE VALUE FOR JULY & AUGUST:

## $\mathbf{DUTY}$

#### FULFILL YOUR OBLIGATIONS.

66Make it a point to do something every day that you don't want to do. This is the golden rule for acquiring the habit of doing your duty without pain. 99

~ Mark Twain, American Author, 1835-1910

#### **VPP starts with LEAD**

by LEAD Public Affairs/Protocol Office

Occupational Safety and Health Administration (OSHA) recognized LEAD with Voluntary Protection Program (VPP) Star

Certification for exemplary achievement in employee safety and health on Aug. 14.

OSHA director for Harrisburg, Pa., Kevin Kilp presented depot commander, Col. Victor S. Hagan, with the VPP certificate, plaque and flag during a presentation ceremony held at LEAD Headquarters on Aug. 27.

"It is an honor and a privilege to accept this award on behalf of the workforce," Hagan said. "You in this room are the real change agents. You got engaged, took charge, made this program your own,

and encouraged your co-workers."

Participation in the Star VPP acknowledges that LEAD's employees and managers have demonstrated exemplary achievement in the prevention and control of occupational safety and health hazards as well as the develop-



Hagan said. "You in this room are the real change agents. You got engaged, took charge,

ment, implementation and continuous improvement of their safety and health management system.

Even though the program is voluntary, Kilp recognized LEAD for an extremely high level of employee involvement.

"This is no small feat. No single person or small group is responsible; everyone has been involved in this five year journey," he said. "Star approval is a culmination of all your hard work and you've really achieved something here today. I hope you understand what it means to achieve star status."

Implementing a Safety and Health Management System (SHMS) that reflects excellence takes resources and commitment from employees and leadership. For many organizations, it is difficult to

transition from a program based safety system to an all encompassing SHMS. LEAD was no exception.

See VPP on page 15

### **Employee honored for outstanding support**

Health Clinic Manager & Senior Nurse selected as 2012 Woman of the Year by Kimberly S. Raley, Ways/Means Chair, FEW

Vernell Perry was selected as the 2012 Letterkenny Army Depot Woman of the Year and received the award from depot commander, Col. Victor Hagan, during a luncheon on Aug. 23, held at Burt J. Asper Post 46 American Legion, Chambersburg, Pa. Perry was nominated for her contributions to the depot as health clinic manager and senior nurse.

Following a surprised reaction, Perry's acceptance stated she was honored to receive the award and thankful for the nomination from her co-worker.

The Federal Women's Program (FWP), part of LEAD's Special Emphasis Program, sponsors a luncheon to commemorate the anniversary of the passage of the 19<sup>th</sup> Amendment to the U.S. Constitution granting women throughout the nation the right to vote.



Health clinic manager and senior nurse, Vernell Perry (middle), is recognized as the 2012 Woman of the Year for her outstanding contributions to Letterkenny Army Depot, by depot commander, Col. Victor S. Hagan and Attorney General of Pennsylvania, Linda L. Kelly.

See *Honored* on page 15

## What you need to know before you get behind the wheel

by Terry Acie, Directorate of Public Works

As you are already aware, our government has initiated extensive budget cuts, which has led to decreased government spending and in particular, a truncated defense budget. The Directorate of Operations Planning & Support along with the Directorate of Public Works has been slated to reduce the General Service Administration vehicle fleet inventory to support cost savings initiatives of the Army. Together the directorates have begun to carry out strict scrutiny of all vehicles currently in inventory to see what responsible cuts can be made to fulfill the Department of the Army's mandated elimination/reduction of inventory.

To help justify our quantity of vehicles, there are a few things the depot employee can do to help secure many of the vehicles we have.

- Ensure vehicle utilization reports (trip tickets) are filled out completely and properly every time the vehicle is used to include correct annotation of mileage, date(s) of usage and fuel consumption.
- -Ensure all trip ticket transactions have a start and end date to include signatures by the dispatching officer and operator.
  -Immediately report any damage to the vehicle or misuse.
- -Only use the vehicle within the

scope of its intended use. For example, do not use a government Chevy Malibu to transport hazardous materials or load it past its recommended gross combined weight rating.

- -Do not use any government vehicle for personal use, including stopping at the HUB for lunch, even if you are buying for a group.
- -Perform all preventative maintenance according to the manufacturers' recommendations, such as; checking tire pressure and inspecting fluid levels and proper operation of lights.

These six easy steps will help your supervisor, branch chief, division chief, director and higher echelons of command know the vehicle you are using is mission critical and without it you cannot perform mission accomplishment in an efficient and timely manner.

## **Equipment Procurement Procedure**

- 1. The procurement of all mobile equipment to include non-tactical vehicles, material handling equipment, engineering equipment and other passenger carrying vehicles (ATV's, UTV's, Gators etc.), requires the approval of your director and of the equipment manager.

  2. The first line supervisor will complete AMLD FORM 3765, IAN 2012
- -Supply as much information as

possible.

- -Complete blocks 2, 3, 4 and 9 on Sheet 1.
- -Complete blocks 1 through 6 on Sheet 2.
- -Common errors include insufficient annotation of information and failure to complete Sheet 2.
  -Without the completion of all required information, the procurement authority may dismiss the request altogether or
- search and input the information themselves. Either scenario results in lost time and procurement inefficiency.
- 3. FORM 3765 will be submitted by the first line supervisor through their division chief and the director to the equipment manager for approval.
- 4. Upon approval by the equipment manager, the purchase will be processed by the Logistics Division.

#### **Road Side Spot Checks**

The Transportation Services Branch motor pool has been conducting random roadside spot checks over the past three years. These spot checks are conducted at random sites across the depot and are organized by Jeff Souders, mechanic leader of the Transportation Services Branch. During the spot check, points of interest, such as trip tickets, fluids levels, load test dates, inspection due dates as well as driver's licenses

...see *Vehicles* on page 8

## LEAD MILITARY MOMENT

#### Sen. Alloway named to PA Military Community Protection Commission

by Sally Kohr, Office of Senator Rich Alloway II

Sen. Rich Alloway (R-33) was appointed on Sept. 17 by Gov. Tom Corbett to serve on the newly formed Military Community Protection Commission. The panel was created to serve as an advocate for Pennsylvania's military installations.

Alloway joined Corbett as he signed an executive order to establish the commission. The order was signed at the Pennsylvania National Guard's 28<sup>th</sup> Infantry Division Headquarters in Harrisburg and goes into effect immediately.

"I know the important role that Letterkenny Army Depot and other military installations play in local economies and their importance to our national security," Alloway said. "I'm pleased that we will be working hard to ensure that these facilities continue to be economic development engines in our state – providing jobs and opportunities for area residents."

Led by Lt. Gov. Jim Cawley, the commission will be composed of four members of the General Assembly who serve on the Military Installations and Base Development Caucus: Senators Alloway and John Blake,

and Representatives Scott Perry and Harry Readshaw, along with others familiar with military installations or operations.

The commission will be an advocate at the federal, state and local levels for the enhancement of Pennsylvania's military installations, organizations and defense-related regions. It will assist with the expansion of the economic development opportunities and defense related industry regions across the state.



Sen. Rich Alloway addresses guests on the positive impact LEAD has on its community at the Letterkenny Business Opportunity Showcase in June 2012

#### 3rd Ouarter NCO & Soldier/Airman



Sgt. Corey Woodward



Senior Airman Emmanual Marcel-Rene

#### 4th Quarter NCO & Soldier/Airman



Sgt. Eric Harper



Spc. David Farina



The United States Army Reserve and the Army Reserve Careers Division, 2<sup>nd</sup> Battalion is looking for Individual Ready Reserve and Prior Service soldiers interested in participating with Reserve units or entering into Individual Mobilized Augmentee positions.

Our mission is to assist potential candidates with processing their requests for transfer and to provide assistance with Reserve related questions.

Letterkenny U.S. Army Reserve Center units include:

52<sup>nd</sup> Military History Detachment

374th Military Police Company (Guard)

443rd Military Police Detachment (Guard)

630th Transportation Company, Detachment 1

811th Ordinance Detachment

947th Quarter Master Company

Defense Information Systems Agency detachments

Army Reserve Career Counselors:

SFC Michael Sullivan

(717)267-5892

SSG Ronald Ezzell

(717)267-8029

SSG Douglas Kopp

(717)267-5892

## Transportation...it's not just a truck

by the Transportation Division, Directorate of Supply & Transportation

Shipping is a process which involves much more than making arrangements for a truck to pick up the freight. There are various methods of shipment each with a unique set of requirements that are governed by specific rules and regulations. The Transportation Division's advanced planning process ensures accuracy and efficiency to guarantee the customer will receive the right material, at the right time, and at the right location.

The shipping process begins with the DD1348-1A, which can be initiated either in the Logistics Modernization Program or as a manual off line. The term "off line" is used to describe the shipment of an asset that is not on the program's accountable records. Off lines are also used to move assets inbound to the depot in support of various programs. This information is then entered into an internal database to maintain accountability.

Freight moves through transportation to destination by various means. Shipments can be moved by mail, truck, vessel, commercial air (FedEx, UPS, DHL), military air, and rail.

Continental United States shipments moving by truck are accompanied by a Commercial Bill of Lading that is created in the Global Freight Management section of the **Electronic Transportation Acquisi**tion system. The Transportation Facilities Guide is updated with the depot's shipping and receiving information and is also used to ascertain information on other installations. Gathering the necessary information to complete the Commercial Bill of Lading can be a timely process. Assets that are overweight or over-dimensional require special permits and may also require special equipment. The Controlled Item Inventory Code on the paperwork indicates whether an asset is classified or sensitive. Transportation

Protective Service will be required to ensure safe transit and delivery of material. These shipments are monitored by Surface Deployment and Distribution Command and tracked by satellite. Another tracking system that is updated is the Army Container Asset Management System. Any time a container is received or shipped off depot it must be recorded in the system. Shipping outside of the continental United States is a complicated process and the number of steps involved varies depending on the asset and the final destination. Vessel shipments require inputting an Export Traffic Release Request into the Integrated Booking System. The booking is confirmed by email from Surface Deployment and Distribution Command. The most commonly used methods of vessel shipment are container and break-bulk. Both types of shipments require a Radio Frequency

See Transportation on page 12

## Norman presented Purple Heart from Gen. Dennis L. Via

by Lindsay Bryant, Public Affairs Specialist, LEAD Public Affairs/Protocol

Chambersburg native and LEAD employee, retired Sgt. 1st Class John W. Norman, Headquarters & Headquarters Company, 2D Battalion, 70<sup>th</sup> Armor Regiment, 101<sup>st</sup> Airborne (Air Assault) was awarded the Purple Heart during a ceremony Aug. 27 at the LEAD Headquarters.

The medal was presented by Army Materiel Command commander, Gen. Dennis L. Via, to recognize Norman's sacrifice and the wounds suffered when his convoy was hit with an improvised explosive device during Operation Iraqi Freedom on Jan. 22, 2004.

"Award ceremonies like this give us the opportunity to pause and reflect on the important things in life like service and sacrifice," Via said. "I am deeply honored for this opportunity to participate



Army Materiel Command commander, Gen. Dennis L. Via pins the Purple Heart medal onto retired Sgt. 1st Class John W. Norman, during a ceremony presentation at Letterkenny Army Depot on Aug. 27.

and pay tribute to a great Soldier."

Norman graduated from Chambersburg Area Senior High School in 1987 and joined the Army on Nov. 7, 1990. He completed assignments at Fort Sill Okla., Germany, Norway and Bosnia before joining the 309thTransportation Company reserve unit in Greencastle Pa. After the events of Sept. 11 Norman volunteered to go back on active duty as a Cavalry Scout.

"I wanted to see action so I signed up to be a scout," Norman said. "I saw burning buildings and people mangled on the streets. Knowing what I know now I wouldn't have done it, but I'm proud of my service and glad I did it."

He completed a second deployment in January 2006 then returned to

See *Norman* on page 16

## TAKING THE HIGHER

#### Tattoo crackdown in effect

by Kevin Phillips, Legal Office

The long war is winding down. Sergeant Major of the Army, Raymond Chandler wants to crack down on the appearance of Soldiers as the force transitions from the field to the garrison. Tattoos have been a source of friction, especially with the popularity among the younger citizens. Under the 2006 ALARACT, neck tattoos were allowed, overriding the Army Regulation. This change in policy was a reflection of the times, in that America was in heavy combat in Iraq, and we needed as

many recruits as possible, regardless of tattoos. However, that ALARACT has been superseded by the new regulation, effective June 11, 2012.

Once again, neck tattoos are no longer allowed.

'Existing tattoos on the hands that are not extremist, indecent, sexist, or racist, but are visible in the

class A uniform (worn with slacks/ trousers), are authorized.' AR 670-1, para 1-8e(5). This grandfather clause deals with hands, not the neck. There is no grandfather clause in the current regulation for neck tattoos.

As a Soldier, if you have a neck tattoo, you will be counseled by your commander. Your commander may not order the removal of the tattoo. However, your commander must counsel you that you can seek medical advice about the removal of the neck tattoo. If the neck tattoo is not removed, then a removal action would be started against you.

Some Soldiers have expressed anger, stating that if tattooed troops are good

enough to fight and die in Iraq and Afghanistan, why not a garrison Army during a time of peace?

Sgt. Maj. Chandler has stated: "Anyone

who has served at any time is worthy of dignity and respect and they are worthy of the

things that they get for their service. But I do not believe in my heart that we owe somebody something just because of their service other than 'thank you' and the benefits of service. We do not owe you more just because you served and you happen to have a tattoo . . . . it is on you to get that tattoo removed now. If you are committed to

the Army as part of that profession, then you are going to make that decision about whether or not you want to keep that tattoo or you want to serve in the Army. It is not about saying we do not value your service. We do. But in order to serve, these are the standards."

So . . . if you got that tat on your neck, and you see the unit commander taking his finger and signaling for you to come to him, you are going to need to make some decisions. How badly do you want to keep that skin ink? More than a career in the Army? Only you can make those types of decisions, but do not make the decision lightly.



#### ...from Commander on page 1 recorded exemplify the Army

and the vice - two four-star general officers who have served downrange for nine years in this 12-year war – have said that at no time has a mission commander been in want of logistical support. That speaks highly of the superb efforts that the LEAD workforce continuously demonstrates to provide equipment for America's sons and daughters in harm's wav."

Provancha, a 28-year veteran, said she remains in awe of the depot's capabilities, dedication and honor.

"We have made significant strides and performed miracles," Provancha said. "The partnerships that we have made with industry absolutely keep this machine roll-

"It's been a great ride. The stellar achievements that we have

Values, and I thank you for permitting me to have part of the team."

Hagan most recently served as the director of the Washington Office in the Pentagon for the North American Aerospace Defense Command and U.S. Northern Command.

Hagan, a 14-year veteran and Louisville native, said his previous assignment will dovetail nicely with his depot commander responsibilities.

"It was eye-opening to have that experience and to watch how the Department of Defense interacts with other departments and agencies," he said. "For example, the work we did with Homeland Security and FEMA in support of state and local partners in emergencies was most enlightening. In its liaison function, the NORAD and U.S. NORTHCOM Washington office aided the wildfire fighting efforts in Colorado by providing the aircraft to drop retardant.

"We also had the air sovereignty mission, with aircraft on call 24 hours a day to protect the nation's airspace," Hagan said. "For 15 months – August 2006 to November 2007 – I was in charge of a command corps support battalion in Iraq. Some of the equipment that we used actually came from Letterkenny. Before that, I was a field artillery officer, and now I actually see the radar systems and the Patriot systems, which brings back fond memories.

"I thank Col. Provancha and the community who actually make things work. The depot has a great reputation, and my goal is to continue to build on that reputation of world-class support to Warfighters and our partners around the world."

#### ...from *Vehicles* on page 4

and permits are inspected. Results of the spot checks are reported to the director of the organization checked.

The objectives of the road side spot checks are to assess the overall safety and maintenance of trip inspection and operator prethe equipment. These checks help reduce accidents due to potentially unsafe equipment, ensure that the operator is properly utilizing the equipment, and guarantee equipment is being properly maintained. Vehicle areas assessed for safety during the inspection include: functionality of lights, horns, seat belts and lifting devices. Requirements for the opposit. If the equipment requires

erator during the inspection include: proper license for the equipment in use, Army accident avoidance course training as well as completing pre-

ventive maintenance.

During the inspection the operator has the opportunity to discuss any deficiency and they are offered additional guidance to prevent this deficiency in the future. If a deficiency is found during the inspection, it may be repaired at the inspection point or deadlined and scheduled for re-



additional repair then the operator is instructed how to submit a repair ticket and what needs to be included on the ticket

for the motor pool to perform the necessary repairs.

Road side spot checks will continue and are scheduled every month of the year. The Directorate of Public Work's motor pool requests you support these road side spot checks to help ensure the safety of all LEAD employees, and to help ensure the proper maintenance of our mission critical equipment.

CHANGE OF COMMAND



### Not just watching paint dry

A first person perspective of a production manager's journey to the cost centers at the edges of the routes

by Kate Williams, Production Manager, Directorate of Industrial Operations

They say that where you stand depends on where you sit – being a part of the Process Support Division has given me an entirely new perspective on things that had seemed so simple when I was in my old job.

#### A Matter of Time

When an item is inducted it receives an 1800 number, sometimes referred to as the top level order. As it gets broken down into pieces that go out for repair to various cost centers, they get their own numbers. Simple right? Yeah, I thought so too. So when I agreed to sit down with one of my leaders, I had it in my mind all the things I was going to show him in order to input his time. By about hour four I was wishing that I had thought ahead to get a root canal scheduled for that day. I could not believe how incredibly time consuming it was to get time entered - even if everything was perfect. Some of the issues we ran into were orders that were written incorrectly either by the feeder shop or when transcribed by employees onto their 307s (timecards). Other orders were closed because the higher level production had been completed with robbed ahead parts. Some had two different levels written on the tags or the wrong level order was written, while others were put on hold because there was too much time charged – but no instructions given as to where the most recent time should be charged.

Parts come to paint in all sorts of forms, as pieces of one vehicle or pieces of many vehicles. Hundreds of orders go through the paint branches every day and when the timekeeper is recording the time, the part has usually already been processed and moved onto the next work station on the route. Production controllers will sometimes send emails out to the timekeepers requesting they change the tags on this order or that, not realizing that the timekeepers rarely see the product; they just enter the



time, most of them doing so for multiple shift operations. There is no way they can keep track of all of the changes that occur and remember when they see a number written on a 307 that they need to change it to some other number.



#### **Greater Together**

We are working very hard to improve our throughput and controls. There are simple steps you can follow to help out as well. Ensure that items are properly tagged. This should include:

- 1. the valid PO number (only one PO on each item (higher and lowers get confusing)
- 2. the process (Wash/ Sand / Blast / Paint)
- 3. the color (indicate if you want it high heat black, tan, green or a print)
- 4. stencil instructions / print
- 5. any other special instructions

Please do not drop and run. If you are serviced by any of the paint branches other than Building 370 cleaning, who pull items, check in at the respective paint offices when you drop off shipments. Ensure you know where your item gets painted. We are re-working routes as much as we can, but an ounce of prevention in this case could help avoid lengthy delays.

Put all the parts to be processed the same on one pallet (for example all your green parts or all your parts you want dipped). Include just one shop tag per pallet with a quantity count. Do not bring a pallet late and

## 'Comings...

## LEAL

## ...Goings

Alvin D. Myers Jr.
James D. Bensinger
Dennis L. Glessner
Mark L. Monn
Vernon Buckner
Milton A. Chisolm
Melissa A. Lynn
Terry M. Acie
Jeffrey L. Arrowood
Zachary Lee Dile
Brett M. Koontz
Brandon N. Shoemaker
Jeffrey L. Trani
Elizabeth Sanjuana Healey

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Jason R. Strite
Coyde A. Wolfe
Beth A. Barnett
Kelly S. Jackson
Andrew M. Patterson
David G. Barnett
Katie C. Bryant
Eric Murach Jr.
James E. Owens
Todd A. Ramsey
Mathew C. Ramsey

Jay D. Peck lan Ross Dalrymple Harry E. Hallett Jr. Timothy J. French Mark Allen Choate Carrie A. Jeanneret Shirley M. Ramsey

Stephen J. Bonafede Chrystal J. Neil Nathaniel R. Heckman Michelle G. Jeffcoat Alee R. Long Joseph R. Olson William D. Newell Larry M. Selinsky

## Multi-function devices provide a package deal

by Bridgette House, Management Support Specialist, Directorate of Information Management

It is almost impossible to imagine an office today without a desktop computer, printer, scanner and copier as offices have become increasingly dependent upon modern technology to perform daily tasks. The above-mentioned devices are now considered standard and some of the benefits of these modern marvels in the workplace are increased efficiency, capacity, flexibility and capability. Now more things get done quickly, accurately, and remotely—in real time. We have come a long way from scroll, quill and ink well!

While the Directorate of Information Management works hard to keep the depot's computers and networks running smoothly, those are not our only goals. The DOIM also looks for ways to reduce equipment footprint and cost within the realm of information technology without compromising quality. One recent project involved converting the old, strictly walk-up copiers to networked, remotely-accessible multi-function devices that can do much more than just copy.

Essentially the same from the user's perspective, the multi-function devices can perform the job of a copier, printer and scanner—all in one—and they are designed to run reliably and



The Konica Minolta bizhub® multi-function device allows users to print, scan and copy all in one location and directly from their personal computer.

save space and expense by reducing the need for three separate devices with three separate sets of maintenance and supply needs.

As always, the DOIM is here to answer your questions and help with any issues you may have as you become familiar and impressed with the capabilities of the new, Konica Minolta bizhub® multi-function devices on depot.

Identification tag, which is written and uploaded in the Total Asset In-transit Processing Station System through the tag docking stations. The tags are attached to each freight piece in order for it to be monitored through the Radio Frequency-In Transit Visibility tracking portal. For container shipments, one additional tag is attached to the container. The Transportation Control and Movement Documents, which identifies the material and indicates the necessary booking information on the vessel, are created in Global Freight Management. These documents as well as the Commercial Bill of Lading travel with the driver to the port for offloading. For hazardous shipments,

HAZMAT declarations are generated by HAZMAT certifiers and provided to the vessel carrier. When assets depart the depot, the information is entered into Global Air Transportation Execution System. This information provides a valuable source of information for the vessel carrier when offloading in country.

Commercial air shipments require adequate preparation time in order to ensure a smooth process. Customs requirements vary from country to country so the Trans-

portation Division must be thorough when completing and filing documentation. They must select the appropriate carrier to best transport the asset to destination. Documentation may include airway bills, shipper's letters of instruction, commercial invoices, certificates of origin, and levy exemption waivers. Information may also be transmitted to the U.S. Customs and Border Protection through the Electronic Export Information input in the Automated Export System. Prior coordination with commercial air carriers is critical to ensure that they can accommodate the material. If not, transit time, especially for oversize cargo, may increase or the method may be downgraded from air to surface due to capability restrictions.

When shipping by military air, data must be entered into the Financial and Air Clearance Transportation System so that the Army Air Clearance Authority will allow the cargo to be loaded onto a U.S. Air Force plane. The aerial port plans for arrivals based on the information that Financial and Air Clearance Transportation System feeds directly into their system.

#### ...from Transportation, page 6

Foreign Military Sales shipments must follow a specific set of rules, which are primarily dictated by the Delivery Term Code. Depending on the code, movement will be totally under customer country/freight forwarder control, totally under U.S. Government control or a combination of both. Title or ownership of these items always remains with the purchaser. The code is assigned to the assets to document and control their movement to their final destination. In regards to the Foreign Military Sales repair & return programs, the code is assigned to the items (one per

item) to document and control their movement to and from repair facilities. The repair facilities (DoD depots or contractors) must use these numbers to determine how to return the repaired/rebuilt material to customers. With all Foreign Military Sales, any deviation must be approved by the U.S. **Army Security Assistance** Command. All shipments require close communication with the organization physically transporting the material out of the country. If not shipping through a freight for-

warder, all customs documentation must be completed by the Transportation Division prior to shipment

The Transportation Division accesses multiple systems to forecast inbound shipments coming by truck and rail. It maintains documentation for inbound shipments, process Transportation Discrepancy Reports and claims, and forwards misdirected freight to the correct destination.

Transportation is also responsible for obligating and approving the expenditure of funds through Power Track, U.S. Bank. All freight that ships off depot needs to be accompanied with a Transportation Accounting Code or third party account number. Without either of them the shipment will not be processed.

The transportation team is dedicated to the American Warfighter. No matter where the material is being shipped, at the end of all processes there is a Soldier defending our freedom.

## LEMC receives excellence in explosives safety award

by Tom Peske, Public Affairs, Crane Army Ammunition Activity

Letterkenny Munitions Center received Secretary of the Army and Chief of Staff, Army, Excellence in Explosives Safety Award for the fiscal year of 2011 during its annual Safety Stand Down Aug. 2, 2012

The award reflects the dedication toward safety while working with explosive materiel and devices by all of the LEMC employees. LEMC is a LEAD tenant with more than 200 employees. According to LEMC Director, Ed Averill, this was the first time the LEMC employees earned the award.

"Personally, it is a great accomplishment. It is even more important when you consider the large number of new employees versus 'old timers' we have now," Averill said. "Right now we have a workforce where 25 percent have more than 30 years of service, but 50 percent have less than 10 years. So we have a mix of youth learning the ins and outs of working with explosives, and a large number of people who have been working with explosives for a long time. We have managed to avoid incidents that may come from inexperience in one group and complacency in the other. This is a testament to the safety program and the dedication



CAAA Commander, Col. Linwood Clark presents the Secretary of the Army and Chief of Staff, Army, Excellence in Explosives Safety Award for the fiscal year of 2011 to LEMC Director, Edward Averill and LEMC Safety Specialist, Erin Shoemaker.

and attentiveness of the workforce."

LEMC Safety Specialist, Erin Shoemaker explained that the award is a competitive award among all installations in the U.S. Army as a part of the Army Safety Awards Program. The Army Safety Awards Program is accountable for recognizing outstanding work in the field of

...See *LEMC* page 16

## Don't forget to register

by Jason Owens, Administrative Assistant, Directorate of Risk Management

This is a friendly reminder of the changes that took place in the Badge/ID office just under a year ago. The Department of the Army released an order in September 2011 that eliminated the requirement for the display of decals for motor vehicles that need access to Army installations. This order also allowed installation commanders to choose to keep the decal system in place.

LEAD has opted to do away with the issuance of decals, but all privately owned vehicles that operate on the depot must continue to be registered at the Badge/ID office. There is no mandate to remove the decals from your vehicle now if they have not expired, but as they expire, the decals must be returned to the issuing office (i.e. LEAD, Carlisle,

etc.) to be cleared from your record as they are accountable government items. This is to include Radio Frequency Identifier tags. The AIE system is solely operated by your ID (DBIDS card or CAC) and the need for identifier tags has been eliminated.

The prior policy of needing a notarized statement from the owner of a vehicle you wish to operate on depot but are not the registered owner of, is still in effect. You may either write/type a document that lists the vehicle's information to include make/model, license plate number and insurance information or pick up a sample form at the badge room. Either must be notarized prior to registration with the Badge/ID office.

Temporary vehicle passes must continue to be obtained at the gates in order to operate on depot. Rental vehicles are considered privately owned vehicles for purposes of installation entry and access control.

The vehicle rental contract will suffice as proper licensing, registration and insurance for installation access.

Badge/DBIDS office 717-267-8003 7 a.m. - 3:30 p.m Monday-Friday

CAC/Military ID office 717-267-8751 Monday-Friday by appointment only

### Killinger awarded for civilian service

by Vicky Logue, Staff Action Officer, Directorate of Industrial Operations

Steven Miller, director of the Directorate of Industrial Operations (DIO), recently awarded Tracey Killinger, DIO (formerly the Directorate of Maintenance) directorate administrative assistant, with the Department of the Army Achievement Medal for Civilian Service. The award culminates a career spanning just over 36 years at LEAD.

Working as the directorate administrative assistant, Killinger served under six different directors, requiring the ability to adjust to each director's leadership skills and preferences, while also overseeing and mentoring subordinate division administrative personnel, as well as building strong working relationships with external customers, both on depot and other installations.



Directorate of Industrial Operations Director Steve Miller presents Tracey Killinger with the Department of the Army Achievement Medal for Civilian Service. Killinger had 36 years of service.

Killinger continually strived to improve work processes and routinely went above and beyond the call of duty to support her directors and the employees of the DIO. She also routinely volunteered to organize both directorate and depot morale and welfare activities, such as the quarterly hoagie sales and the depot Christmas party committee.

When asked what her duties are, Killinger said her primary duty has always been to ensure the director and deputy director are where they should be at the time they are supposed to be there.

When bestowing the medal, Miller stated that the medal was not just from him, but awarded on behalf of all the directors she had worked for.

## Patriot FCU: Do you have a senior in high school?

by Patriot Federal Credit Union

For many parents seeing a child enter their senior year in high school feels like they are almost "there." Steps away from their child's entry into adulthood, it is a time that can evoke many emotions. The senior year also represents the final year of preparation for spring-boarding into a new chapter of life that is driven by personal decisions and desires. But are they ready?

For some students, the next step is to enter college. Others have determined that military service is the path for them. Some decide they have had enough of school and intend to enter the workforce. There are of course, those who do not know what they are going to do after graduation; for these the transition from high school to being "free" creates the most challenges.

Whatever path your child or grandchild takes, personal finance is no longer an elective course (in most cases) at school, but is now thrust into their hands. If you have not already addressed money management, or your child has limited experience with personal finance, here are a few tips you can start now to help him/her.

First, provide information on how a checking account works. While few of today's generation will actually write paper checks, the checking account is still the primary account where financial transactions take place. Coach your child that a blank check does not mean there are unlimited funds; it does mean that you have a lot of responsibility. If you are unsure how to explain the workings of a checking account, have someone at your financial institution sit down with your child and explain the proper handling of this powerful tool.

Second, encourage that they have direct deposit for paychecks to avoid the risk of carrying that important piece of paper. Plus the money is often deposited faster than waiting for a paper check.

Third, teach your child about protecting his/her identity. Explain to your child that they should never leave their

identifying information and account statements lying around where it can be seen by friends, roommates or others who happen to be in their room or apartment. Counsel your child that there will be people looking to take their identity for illegal purposes that can create tremendous financial problems.

Finally, help your child to start building a credit history. For example, setting up a secured credit card where the amount of the limit is based on the amount in his/her savings account. As your child uses the card and makes regular payments, this history is reported to the credit bureaus to begin establishing credit. Ask a representative at your financial institution to explain the benefits and risks of using credit.

Life after high school is filled with many hopes, dreams, and expectations. Properly managing financial resources can help dreams come true.

#### ...from *Honored*, page 3



2012 nominees included: Cindy Banzhoff, Vernetta Brown, Sylvia Smith, Crystal Alleman, Debra Hoffman, Kathy Leese, Becky Chilcote, Ashley Summers-Duvall, Vernell Perry, Tracy Ruhl, Gladys Hager, Natalie Carmack and Charla McKee.

Each year, nominations are submitted by depot employees to select a 'Woman of the Year' based on the women's accomplishments and support to the depot. There were 13 women nominated this year: Cindy Banzhoff, Vernetta Brown, and Sylvia Smith, Directorate of Operations Planning & Support; Crystal Alleman, Debra Hoffman, and Kathy Leese, Directorate of Industrial Operations; Becky Chilcote and Ashley Summers-Duvall, Directorate of Resource Management; Vernell Perry, Health Clinic; Tracy Ruhl, Directorate of Information Management; Gladys Hager, Letterkenny Munitions Center; as well as Natalie Carmack and Charla McKee, Army Contracting Command.

Approximately 70 employees listened to Attorney General of Pennsylvania, Linda L. Kelly's keynote speech which emphasized the essential role that women play and the important contributions they make.

"As we celebrate Women's Equality Day 2012 let's look back to see some of the significant accomplishments from women, such as the 2012 Olympics," Kelly said. "Some have categorized it as the 'Year of U.S. women.'"

When the Olympics began in 1896 no female athletes competed. This year 269 female and 261 male athletes competed on behalf of the United States. She commented on how the women competing were strong, tough, graceful, competitive and dominated the 2012 Olympic games.

"The 2012 Olympics threw a spotlight on the role women play in the world of sports," Kelly said.

She spoke about the continued struggle of women, mentioning that in the field of law women have not always been taken seriously. She continued by stating that women in her generation have been gradually accepted in areas dominated by males.

"We need to set the example for the whole world, which I believe we do each day in our own roles, in our own jobs." Kelly said.

Aug. 26, 2012 marked the 92<sup>nd</sup> Anniversary of Women's Equality Day and recognized both women's suffrage and continued efforts toward equal rights in the United States.

#### ...from *VPP*, page 3

LEAD's VPP journey began in 2007 when the depot recognized the value of shifting to a SHMS for both the workforce and the organization.

The VPP steering committee was reorganized into a VPP senior leadership advisory board that was supported by four VPP subcommittees. This was necessary to engage employee and leadership participation depotwide. Employees throughout the organization were embracing the changes being recommended by subcommittees and put in place by the advisory board.

LEAD submitted an application to OSHA and underwent a rigorous onsite evaluation by a team of safety and health professionals. Based off of the positive evaluation, the depot was recommended for Star certification.

One of the highlights for LEAD has been the ability to maintain injury and illness rates below the National Bureau of Labor Statistics averages."

Since beginning this journey in 2007 the accident rate has dropped 34 percent." Hagan said. "That's miraculous...truly a feat within itself."

To become a Star site, organizations must move beyond just having safety and health programs and establish an all encompassing SHMS that covers a wide variety of areas surrounding a program such as training, job analysis, safety/health staff oversight, reward/disciplinary systems and continuous improvement within the system itself.

"In my 22 years as a safety specialist at LEAD, I would have never thought LEAD would be able to achieve VPP Star certification," Jeff Graham, said. "But after seeing employees get involved, I saw our safety culture change at all levels of the organization. Safety changed from being pushed on employees to one being owned by employees."



#### ...from **Paint**, page 10

expect it to get finished right away. Items brought too early can also be problematic if they are painted early, stored outside and have to be re-painted later on

Come talk to us if you are having a problem and myself and the branch chiefs will do whatever we can to support your mission.

#### "If I Have Seen the Future..."

It has been my great privilege to be a part of the both the Industrial Business Division and the Process Support Division and to work with all the branches and divisions and directorates in between. I have seen things from both sides of the spectrum but the one thing that remains the same is the people. People who do more than just their jobs every day. I am constantly awed and humbled by the employees' technical knowledge, ingenuity and ability to accomplish the impossible. I know that you probably do not hear it near enough, but as a former Soldier, I know that folks like you made sure my gear was good to go and brought me back home safely to my family. Thank you for what you do and for the pride that you take in every task. There is no doubt that we have many challenges and that things are not always the way we want them to be. I am assured knowing that our future rests on the shoulders of giants, the employees of Letterkenny Army Depot.

#### ...from *LEMC*, page 13

safety by individuals as well as by units.

"The workforce considers safety to be paramount when working in the inherently hazardous environment that comes along with working with explosives," Shoemaker said. "Through the use of collaborative efforts from both employees and management, LEMC ensures the safest working environment is afforded to every employee. LEMC has been actively pursuing the status of being one of OSHA's Voluntary Protection Program Star Sites since 2006. LEMC's target to becoming a VPP Star Site is 2013."

Additionally Crane Army Ammunition Activity, which has command and control authority over LEMC, received the Excellence in Explosives Safety (Brigade Level) from the Army Materiel Command for fiscal year 2011.

"This award is a testament to the great things that CAAA workforce does every day, providing our Warfighters materiel safely, all across the globally networked logistics enterprise," AMC Safety Director John Manfre wrote to CAAA. "A thorough knowledge and institution of the Composite Risk Management Process were instrumental in driving CAAA toward safe mission accomplishment."

CAAA was established in October 1977 and is a subordinate of the Joint Munitions Command. The Army activity maintains ordnance professionals and infrastructure to receive, store, ship, produce, renovate and demilitarize conventional ammunition, missiles and related components.

LEMC is a government owned and operated installation. Since 1999, command and control of LEMC have been under CAAA as a directorate.

#### ...from *Norman* on page 6

the reserves in August 2006 where he completed his final deployment. Norman retired with the Headquarter & Headquarters Company, 398th Combat Sustainment Support Battalion on Dec. 29, 2011.

After twenty years of service, Norman has experienced setbacks and challenges as well as accomplishments and victories.

"As a leader bringing all of your guys back with you with no major permanent disfigurement or injuries was my most significant achievement," Norman said.

The Purple Heart is meaningful to Norman because it is earned through experience rather than subjective opinion over your personal performance or achievements.

Making the moment a memorable and special occasion for Norman were the family members that were able to witness him receiving an award for the very first time. Family members included wife Linda Norman, mother Louisa Cowles, father John Norman and step-mother Leila Norman. Many of Norman's friends, comrades and coworkers from LEAD's Directorate of Supply and Transportation also attended the ceremony.

According to Via, the Purple Heart is the oldest award established that is still given to members of the U.S. military.

Norman's other awards include Iraq Campaign Medal with four Campaign Stars, Army Commendation Medal with V Device, Army Commendation Medal (fifth award), Army Achievement Medal (seventh award), USA/USAF Pres Unit Citation Award, Valorous Unit Award, Army Superior Unit Award, Army Good Conduct Medal (third award), Army Reserve Components Achievement Medal (second award), National Defense Service Medal (second award), Armed Forces Expeditionary Medal (second award), Global War on Terrorism Expeditionary Medal, Global War on Terrorism Service Medal, Armed Forces Service Medal, Non-Commissioned Officer Professional Development Ribbon (second award), Army Service Ribbon, Overseas Service Ribbon (fourth award), Military Outstanding Volunteer Service Medal, NATO Medal, Combat Action Badge, Driver and Mechanic Badge-for Wheeled Vehicles as well as Driver and Mechanic Badge-Mechanic.

## Length of service awards



Employees were congratulated and thanked for their time and service at an award ceremony held on July 25. Recipients included the following: 25 years: Gina R. Carbaugh, Richard Allen Miller, Darren L. Peiffer, Shirley M. Ramsey, Douglas L. Ricker, Timothy E. Stouffer and William C. Tarman. 30 years: Francis W. Abbott, Richard L. Barnes, David H. Hassinger, Todd L. Johnson, Kathleen E. Leese, Michael T. Lockwood, Douglas W. Maun, Jeffrey K. Myers, Clarence W. Pensinger, Walter Siembieda Jr., Lawrence A. Steinberger, Edward W. Suders Jr. and Steven D. Winegardner. 35 years: John R. Ankney, Thomas E. Armstrong, Pamela F. Beaston, Samuel H. Beauchamp Jr., Susan K. Brechbill, Timothy K. Brendza, Jack A. Hall, Michael D. Hampton, Loyd D. Helman, David E. Horn, Tracey G. Killinger, Michael C. Knechtel, Sidney E. Kohr, Frederick H. Leister, William P. McCloskey, Richard B. Mohler, Scott A. Nehf, Jeffrey F. Sellers, David L. Simpson, Michael R. Spangler, Carl L. Swandol, Tammy J. Wiley and Foster C. Williamson Jr. 40 years: David C. Bowman, John D. Forrester, Mary E. McGarity, Richard D. Saunders and Larry E. Zimmerman. 45 years: Frank M. Snyder

#### ...from *Devices*, page 11

The new equipment is leased from Konica Minolta through the Defense Logistics Agency. Konica Minolta services and provides all the toner and staples, but not paper, for the devices. Anyone can place an order for toner and staples; just call the telephone number on the front of the machine—have the eight-digit identification number and the page count ready.

To become mapped to a device there are two options. Either submit a DOIM Helpdesk ticket or wait for the final plan that is currently being worked to map as many people as possible to a new multi-function device. More information will be forthcoming by email.



Contact a POC for details on a specific event!

## Letterkenny Connects

#### Community

#### **Announcements:**

#### LEAD couple welcomes baby girl

Tiffany Veney (DOPS) and husband Earl Veney (DPW) welcomed their first child on March 22. Emily Ann Veney was a happy and healthy 8lbs and 20.25 inches. Rumor has it, Emily's lavish locks had the other newborns green with envy!







## Thanks a million!



LEAD and Marine Corps employees were recognized by Marine Corps APM, Al Shaw on Sept. 13 after completing a Proof of Principle on a Marine Corps Buffalo. LEAD is the Center of Industrial and Technical Excellence and Depot Source of Repair for all route clearance vehicles.

Participants included: Front row: From left, Rebecca Bucher, Tammy Wiley, Marisa Maroukian, Stacie Frankenfield (MC), Lynne Holt, Tim Falco (MC), Al Shaw (MC). Back row: From left, Don Coffey, Keith Boss, James Greff, Matt Fegan, Brian Maraghy (MC), Christopher Campana (MC), Gary Rosenberry. (Pictured top right), Al Shaw presents a coin and "million dollar bill" to Logistics Management Specialist, Tammy Wiley.



The Buffalo mine-protected clearance vehicle (MPCV)

### Quality partnering with Husky MK III VMMD

by The Directorate of Product Assurance

The Husky MK III Vehicle Mounted Mine Detector (VMMD) is a V- shape hull single occupant mine-resistant landmine and improvised explosive device detection vehicle. The components have been engineered in a unique modular configuration so that in the event of an IED detonation, they will break apart in a predictable fashion. This facilitates fast in-field repairs, decreasing vehicle downtime and increasing Soldier's productivity in their route clearance missions. The Husky is equipped with a central tire inflation system which gives it the ability to deflate the tires. It can then pass over pressure fuse anti-vehicle landmines without detonating them.

LEAD has partnered with Critical Solutions International (CSI) to provide MKIII VMMD Husky assembly support that includes warranty item application, storage and exercising of vehicles and initial service pack that will be fielded to the Warfighter. LEAD's primary responsibility in the partnership is to assemble the Husky that is

shipped from the manufacturer. The complete VMMD Husky System is housed in five different ISO containers.

Assembly of the VMMD Husky system requires the removal of component sub-assembly front and rear module and bolting them to the main hull. After the assembly process, quality control inspectors perform a verification de-processing inspection to ensure all components are complete and assembled correctly. Once verification is complete the Husky will undergo an operational road test inspection to confirm vehicle completeness and roadworthiness.

Upon completion of the road test the vehicle is turned over to CSI personnel to apply warranty items that have been generated from the manufacturing process. CSI's warranty work includes providing a field service representative to make all the necessary retrograde changes that were not applied when the vehicle was originally built. Some of these changes include step upgrades, detector panel configuration enhancements and automatic fire suppression system modifications. Once warranty is completed by the CSI field service representative the VMMD Husky is returned to LEAD where it will be processed for shipment in the staging area. When specific fielding instructions are received and Warfighter unit allocation is determined, the system is transported and shipped determined by the customer requirements.





#### **Letterkenny Army Depot Red Cross Blood Drive Results**

The American Red Cross held their quarterly blood drive for Letterkenny employees on Aug. 21-22, 27 and received donations from 247 donors. The next blood drive will be Oct. 23-24 from 10:00 a.m. until 3:00 p.m. at Salem United Brethren Church.

#### **WANTED: LEAD Announcements**

The Kenny Letter is accepting submissions for Community Announcements.

Send to: nora.l.zubia.ctr@mail.mil

DEADLINES FOR SUBMISSION ARE:

Oct. 10, 2012 Dec. 10, 2012

Be sure to visit the 70th Anniversary table at the Employee Picnic (under the Wellness tent) on October 4th!

Stock up on LEAD goodies while supplies last!

Visit the Public Affairs office in Building 10 any time between 6:30a.m. & 4:30p.m. to start shopping in advance.

### **UPCOMING TRIPS!**

SATURDAY, NOV 3, 2012

 $Arundel \ Mills \ Outlet \ Mall: \ shopping \ trip, \$35$ 

SATURDAY, NOV 10, 2012 Atlantic City Resorts Casino: \$60 SATURDAY, DEC 1, 2012

New York City: day on your own, \$60

For more information or reservations: Kim Raley at 717-267-5223

Sponsored by the Molly Corbin Chapter of Federally Employed Women



# Curious about continuing education?



A Wilson College representative will be on depot *October 16th & November 8th* to promote adult degree program options:

Building 370 8:30a.m.-10:15a.m.

Post Restaurant 10:30a.m.-12:30p.m.

Building 10 1:00p.m.-3:00p.m.







## **U.S.Army**

I Overcash Avenue Chambersburg, Pa. 17201

Phone: 717-267-9356

Website: www.letterkenny.army.mil

Facebook:

www.facebook.com/usarmy.letterkenny.army.depot

\*If you no longer wish to receive the Kenny Letter please contact the PAO office at usarmy.lead.usamc.mbx.lead-pao@mail.mil or 267-9741/5482.

\*\*If you would like your family to receive the Kenny Letter via e-mail please contact the PAO office to be added to the e-mail list.

Photos courtesy of LEAD photographers Don Bitner and Trent Shields. Images are from Google.