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Secretary of the Navy visits China Lake

Briefings on projects, tours of facilities and meeting with enlisted personnel highlight trip

By Steve Boster
Managing Editor

Research and development efforts remain a Navy priority, said Secretary of the Navy John H. Dalton during his visit to the China Lake site of the Naval Air Warfare Center Weapons Division last month.

Secretary Dalton, who met with enlisted servicemembers at the airfield, had lunch with junior officers and held a brief news conference with local media before departing for San Diego, said he was impressed with China Lake's 50-year history of accomplishments.

This visit marked the first time since September of 1984 that the secretary of the Navy has visited China Lake. During the 1984 visit, then Secretary John Lehman, an aviator in the Navy Reserve, was given a demonstration of the Cheap Night attack system.

During last month's visit, Secretary Dalton also received briefings on several current projects, toured the F/A-18 Weapons Software Support Activity (WSSA) and the Michelson Laboratory complex and met with senior managers from the China Lake and Point Mugu sites.

Discussing his priority for R&D in the Navy's future, Secretary Dalton said during the news conference that, "I am working closely with the assistant secretary of the Navy for research, development and acquisition to make sure we have adequate funding. We are asking for significant dollars in this FY 95 budget."

He also addressed a reporter's question about the Base Realignment and Closure (BRAC) process as it relates to China Lake. "We're just starting to collect data for this round of base closures. We've got a long way to go before we make any decisions. But, we will review every facility within the Department of the Navy to see how it fits into the overall structure," said Dalton.

The bottom line for the Navy is the need to reduce the shore-based infrastructure. "Right now we're planning by the end of this decade to have a Naval size of 330 ships," said the secretary. The current shore infrastructure was designed to support a large force, thus the need to make additional cuts.

Please see **SECRETARY DALTON**, Page 6

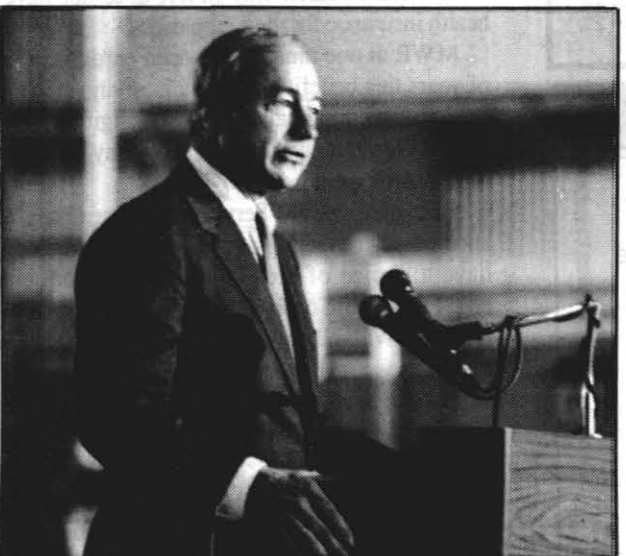


Photo by Mike Johnson, TID

SECRETARY OF THE NAVY John H. Dalton talks to enlisted servicemembers at China Lake.

VAdm. Bowes discusses issues

By Barry McDonald
Editor

"I really do want and need your inputs and your concerns. One thing I know is the people of China Lake have always been the least modest and the most willing to share your concerns, and I'm looking forward to having some dialog here today," said Naval Air Systems Commander VAdm. William C. Bowes shortly before he opened the floor to questions at his all-hands meeting with China Lake employees on March 24, in the Station Theatre. The NAVAIR boss explained the competency aligned organization transition plan was evolutionary with a phased approach based on information gathered from the rank and file.

"(The plan) is one that is meant to not have a top-down driven approach to say, 'here is exactly how we're going to lay out the organization,'" he said. "It's a significant cultural change. It's a new way of doing business....We really need your input to make sure we're looking at things in the smart way. You, the people that are doing the work, are the ones with the knowledge to allow us to take advantage of the smartest things that are going on today and put that into our way of doing business into the future."

After being introduced by Naval Air Warfare Center Commander RAdm. George H. Strohsahl, Bowes called China Lake the "heartland of technology and innovation," and said that Navy Secretary John Dalton, who had visited China Lake the day before (see separate story), went away impressed. He also noted that it was significant that this was the only technical site SECNAV visited in this trip. "It obviously was because of your reputation. I think it was very important that he was here because it allows him to now have some better understanding of the activities that go on and why it is necessary that the Navy maintain a very robust technical capability for us to continue to develop systems that will take advantage of new technology and allow our Navy to be technologically superior in the future as it has been in the past.


"We're taking the right kinds of actions to face the future in a very positive and balanced way, we're downsizing the right way, we're continuing to put investment in new technology, investment in new systems, in procuring new airplanes and not just putting all of our money in the readiness equation," he said.

He repeatedly expressed his confidence in the Navy's direction. "We are marching very rapidly on a positive path," he said, adding that he was pleased that the Army and Marine Corps are "following our lead."

The Air Force, however, is another matter, he said of

Please see **BOWES**, Page 12

Dual roles mesh—taking care of the environment and wildlife



BEV KOHFIELD, a wildlife biologist at China Lake, takes care of an orphaned baby Big Horn Sheep. See story, Page 5.

AO1 Stephan Varga Bluejacket of the Year Navy League praises top eight sailors 3	Aviation safety record recognized China Lake receives the CNO Aviation Safety Award 8	China Laker performs good deed Leukemia victim receives a signed Mighty Ducks jersey 16	Achievements recognized Seven China Lakers receive highest honors 18
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Weather

	High	Low	Gusts	Humidity
March 23-29				
Wed	67	36	19	40-13%
Thurs	66	49	17	60-25%
Fri	69	43	18	—
Sat	85	38	20	—
Sun	86	43	12	—
Mon	84	43	18	45-11%
Tues	86	43	13	33-12%
March 30-April 5				
Wed	86	51	14	48-14%
Thurs	88	45	18	62-13%
Fri	88	45	10	49-13%
Sat	88	41	15	—
Sun	82	55	28	—
Mon	83	55	19	34-14%
Tues	80	43	20	23-12%

China Lake Calendar

Tuesday, April 12

•Retiree and Alumnus Appreciation Day at China Lake, ceremonies begin at 3 p.m. in Room 1000D of Michelson Laboratory

Tuesday-Wednesday, April 12-13

•Annual security refresher, 10 a.m. and 1 p.m., NAVS Station Theatre

Thursday, April 14

•Meeting for tenants living in Station housing, 5:30 p.m., Seafarer Club. Civilians urged to attend

Tuesday-Wednesday, April 19-20

•Annual security refresher, 10 a.m. and 1 p.m., NAVS Station Theatre

Thursday, May 12

•Annual security refresher make-up day, 10 a.m. and 1 p.m., NAVS Station Theatre

THE ROCKETEER

NAVAL AIR WARFARE CENTER WEAPONS DIVISION
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VICE COMMANDER
 Capt. Roger K. Hull
DEPUTY COMMANDER
 FOR RESEARCH AND DEVELOPMENT
 Sterling Haaland
DEPUTY COMMANDER FOR TEST AND EVALUATION
 Gerald Wroot
NAVAL AIR WEAPONS STATION CHINA LAKE
COMMANDING OFFICER
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The Commanding Officer's Desktop



The Commanding Officer's Desktop is a forum for China Lakers who have questions of broad interest. It is not the intent of this column to circumvent the normal chain of command. Questions may be mailed to "CO's Desktop," C/O Code C08033, NAWS, China Lake.

QUESTION

Is there a reason why MWR does not have an open enrollment for health insurance for their employees?

MWR at one time had an open enrollment, but within the last couple of years this benefit has been discontinued. The process available at this time is something called proof of eligibility. This is where Aetna (your only choice) can and has denied many healthy applicants insurance for different reasons.

I feel that if Civil Service employees have a choice of several insurance companies, and because MWR is part of NAWS, they should also have a choice of more than one insurance company. This way the employees could choose the insurance company that best suits their family needs. With all the recent attention there has been on health insurance, I feel this would be a wise decision.

Is there anything that can be done to resolve this problem? I am tired of being put on the back burner.

ANSWER

Thank you for your question concerning health insurance benefits as they pertain to nonappropriated fund employees. I hope this will address the issues and questions in your letter.

First, let me say that full-time employees do have the option, without "proof of insurability," to elect health benefits within 31 days of hire. After that time period the employee and any dependents must have "proof of insurability," unless they enroll during an open enrollment period. Open enrollment has not been discontinued, the last open enrollment period offered was Nov. 15 through Dec. 20, 1993.

It appears the next issue is one of "choice," or maybe a better way to say it would be the "lack of choice." Unfortunately, not all of us are civil service employees and cannot enjoy the same benefits offered to them. Some NAF employees do have the luxury of choice because they live in major metropolitan areas and may enroll in either AETNA or a Health Maintenance Organization, which we do not have access to here in the Ridgecrest area. I spoke with the Bureau of Naval Personnel, Personnel/Benefits Specialist in reference to this matter. They stated that due to the small number of eligible NAF employees, there is just not enough funding available to offer other insurance company coverage. The reality is BuPers cannot get the same low group rates for NAF employees that the civil service system can offer due to the number of employees.

Annual security refresher is set

This year's annual security refresher at the Naval Air Weapons Station China Lake will be held April 12, 13, 19 and 20, with a make-up day on May 12. Sessions, which last approximately one hour, will be held at 10 a.m. and 1 p.m. each day.

This annual security refresher is mandatory for all personnel who have a security clearance. Badges will be scanned at the door.

Meeting for housing tenants planned

On Thursday, April 14, a housing tenant meeting will be held at the Seafarer Club starting at 5:30 p.m. The need for junior enlisted requirements and the immediate need for Hill duplexes will be discussed. Capt. Charles A. Stevenson, NAWS commanding officer, will be attending this meeting. Civilians are urged to attend.

Rosemary Langley passes away

Rosemary Langley, former secretary to the vice commander of the Naval Air Warfare Center Weapons Division, passed away Wednesday morning, April 6, after a lengthy illness. Funeral arrangements are pending. For more information, call the Public Affairs Office, 939-3511.

Pages From The Past

April 6 & 13, 1984

China Lake now has a unique A-3B Skywarrior modified to be a missile component test bed, according to LCdr. John Hersberger, A-3 project pilot in the T&E Directorate. . . Lt. Eric Neidlinger, F/A-18 project officer, is a candidate for a position as a space shuttle pilot with NASA.

Rich Printy was named associate head of the Ranger Department. . . Burrell Hays and Capt. H.H. Harrell officiated at ribbon cutting ceremonies marking the opening of the new Thermal Research Laboratory in the Ordnance Systems Department.

April 5 & 12, 1974

Dick Settles and Chuck Arnold helped develop a new test set for inspecting Shrike missiles. . . Barbara McKee is the new president of the local Navy Wives Club Chapter, succeeding Yvonne Brode. . . Terry M. Driver is the president of the newly organized local Pearl Harbor Survivors chapter. . . The Recreation Council's 1975 budget is estimated to be \$496,000.

April 3 & 10, 1964

Two NOTS scientists, Dr. Pierre St. Amand and Dr. Roland Van Huene are in Alaska as part of a California-sanctioned survey of the earthquake stricken regions of that state. . . Secretary of the Navy Paul H. Nitze paid a brief visit to NOTS this week. . . Bad weather has stalled a search of a VX-5 aircraft, missing since Tuesday, with four people aboard. . . Dr. W.B. McLean, NOTS technical director, was honored on his 10th anniversary of taking the job with a Federal Distinguished Civilian Service Award.

April 2 & 9, 1954

Dr. W.B. McLean was named to succeed Dr. F.W. Brown as NOTS Technical Director by the Bureau of Ordnance. . . The outgoing technical director, Dr. Brown, is moving to Boulder, Colo., to be director of a National Bureau of Standards Lab there. . . H.P. Roberts is the new associated head of the Test Department. . . Donald Schmid and Edward Atkinson, members of the Inyokern CAP Squadron, died in a plane crash during a search operation near Santa Barbara. . . Dr. W.S. McEwan is the new head of the Research Department's Chemistry Division.

Blue Star Memorial Marker honors those in the military

On Saturday,

April 23, mem-

bers of the Oasis

Garden Club and

California Depart-

ment of Trans-

portation will

dedicate a Blue Star

Memorial High-

way Marker honoring the 100th Battalion,

442nd Regimental Combat Team,

Military Intelligence Service, U.S.

Army, on Highway 395 in front of the

Manzanar National Historic Site. The

ceremony begins at 11 a.m. and the

public is invited.

To help pay for the

marker, the Oasis

Garden Club is sponsoring a

fund-raising spaghetti

dinner at the Eagles

Lodge, 301 W. Ridge-

crest Blvd., on Sunday,

April 10, from 4 to 7

p.m. Spaghetti, salad,

dessert, garlic bread and

beverage will be served.

Tickets are \$4.50 for

adults and \$2 for chil-

dren two to 12 years of

age. To purchase a tick-

et, call Dan Butt at 375-

0331.

A spaghetti dinner is planned for April 10 to raise money to help defray the cost.

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Memorial Marker

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ways, living memorials to all who have

served and are serving in the United

States' Armed Forces. In 1949 the first

Blue Star Highway was established in

California.



Help Sarajevo

'Neighbors in Need' Rummage Sale scheduled for April 8 and 9

On Friday and Saturday, April 8 and 9, the Morale, Welfare and Recreation Department, in conjunction with the Naval Air Weapons Station China Lake All Faith Chapel, will sponsor a "Neighbors in Need" rummage sale to raise money for those in need in Sarajevo.

The rummage sale will be held from

9 a.m. to 4 p.m. in the East Wing Annex of the chapel.

Cash, check or rummage sale items may be delivered to the All Faith Chapel or Inga Delp, 629 White Oak in Ridgecrest.

Delp may also be reached by calling 375-3422.

Nellis AFB sponsors chess tournament

In honor of Armed Forces Day, Nellis Air Force Base, Las Vegas, Nevada, is sponsoring an open chess tournament. Games will be held at 7 p.m. on Friday, May 13; and 10:30 a.m. and 4 p.m. on Saturday and Sunday, May 14 and 15. This will be a five-round Swiss tournament.

The prize fund will be \$300 based on 30 entrants, \$400 based on 40 entrants and so forth.

Entrance fees are \$17 if received by May 11 and \$22 at the site. Registration will be held at the Nellis AFB Commu-

nity Center, Bldg. 555 from 6 to 6:45 p.m. on May 13.

United States Chess Federation membership is required. An introductory USCF membership for three months is \$15 and yearly membership is \$30. USCF membership includes a subscription to the monthly magazine *Chess Life*.

Since this is a military event, Nellis AFB officials recommend military personnel to check to see if they can get permissive TDY orders.

April is the Month of the Young Child
For activities, call 939-6681

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COMMUNITY EVENTS

In a diversity of style and media, artists Peggy Gray, Joanne Ingle, Michelle Kilikauskas and Linda Morrison will incite the gallery walls of the Maturango Museum to bloom "wildflowers" now through May 4. Admission is \$2 for adults and \$1 for children, six through 17. There is no fee to members and children five and under. A percentage of all art sales will benefit museum programs. The museum is open Wednesday-Sunday, 10 a.m. to 5 p.m.

Ridgecrest Self Help & Resource Exchange (SHARE) will conduct April registration on April 9 at the Grace Lutheran Church, 502 N. Norma St., from 9 a.m. to 11 a.m. Delivery of April SHARE food packages will be at Grace Lutheran Church on April 23, from 10:30 a.m. to 12:30 p.m. Registration for May food packages will begin on that date. For more information call the SHARE LINE at 371-6332 or 371-4487.

On Sunday, April 10, Paul Colter will be leading a small group of 20 mountain

bike enthusiasts to explore Indian rock art. Participants must be able to make a 40-mile round trip on a mountain bike and be able to do a little walking. Cost is a \$20 donation to the Maturango Museum. For more information, call 375-6900.

Low-cost pregnancy screening services will be offered by the Kern County Health Department, 250 W. Ridgecrest Blvd., on April 12 and 19 from 8 to 10 a.m. Appointments are necessary and may be made by calling 375-5157. Available services include pregnancy testing, counseling, health education and referral information on prenatal and family planning services. There is a \$5 charge for each pregnancy test. Credit cards, insurance forms and large bills will not be accepted; however, Medi-Cal is accepted at the Ridgecrest office.

Starting Tuesday, April 12, the Maturango Museum is offering a variety of spring wildflower walks led by Judy Breitenstein and Carol Panloui. The walks

provide an opportunity to view and learn about the unique wildflowers in the high desert. The all-day hikes involve cross-country walking and primitive conditions. Scheduled dates for additional tours are Thursday, April 28; Wednesday, May 4; and Wednesday, May 18. Tours depart at 8:30 a.m., returning by 3:30 p.m. Cost is \$5 to the general public and free to museum members. Participation is limited, and reservations required. To reserve a space, call 375-6900.

Chanticleer, acclaimed as one of America's premier vocal ensembles, returns to the Naval Air Weapons Station Theatre at 7:30 p.m. on Thursday, April 14, to present the final concert in the 47th season of the IWV Concert Association. Admission to the concert is by season or single-event tickets, which may be purchased in Ridgecrest at the Maturango Museum, Richer's Music and the Village Bookshelf. General admission is \$10, with a reduced rate of \$7 for active-duty military personnel and their dependents, as well as to persons under 21 or over 65 years of age. Tickets will also be available at the door if the concert is not sold out. The theatre box office opens at 4:45 p.m., with doors opening for seating at 7.

On Thursday April 14, the China Lake Photographic Society will present a PSA (Photographic Society of America) slide program at 7 p.m. at the Maturango

Museum. The program is composed of award winning slides in international competition and salons. The public is invited to this free program.

Free family activities will be available at the annual Children's Fair, from 10 a.m. until 1 p.m. on Saturday, April 16 at Leroy Jackson Park to celebrate April as the Month of the Child and Child Abuse Prevention Month. For more information call the Community Connection for Child Care at 375-3234.

On April 18, an immunization clinic will be held at the Kern County Health Department, 250 W. Ridgecrest Blvd., from 9:30 to 11 a.m. and from 1 to 2 p.m. The cost for immunizations required for school entry (polio, whooping cough, diphtheria, tetanus, measles, mumps and rubella) and for Hib and Hepatitis B vaccines is currently \$3 each, with a maximum charge of \$15 per family, per visit. Credit cards, insurance forms and large bills will not be accepted.

On April 23 and 24, Ridgecrest will go to the dogs when the Coso Dog Fanciers of Southern California hosts its second annual American-Kennel-Club-licensed all breed and obedience dog show, the "High Desert Classic," at the Desert Empire Fairgrounds. The show starts at 8 a.m. and is expected to run until 4 p.m. Cost is \$2 per adult, 16 years of age and older.

MILITARY NEWS

AO1 Varga takes home top honors But all eight Bluejacket of the Year contenders for 1993 are winners

Eight China Lake sailors took home cash and prizes from the banquet on March 26. One of them, AO1 (AW) Stephan Varga, took home a little more. The Naval Air Weapons Station China Lake ordnanceman was named Navy League Bluejacket of the Year for 1993. While all the candidates, four sailors from NAWS and four from VX-5, went home winners, Petty Officer Varga got the extra recognition they all sought.

The other seven contenders were LN1 (SW) Richard A. Johnson, AT2 (AW) John H. Linzer and AO1 (AW) Brian S. Fierro from NAWS, and AME1 Thoms M. Taylor, AMS1 (AW) Steven E. Haugh, AMS1 (AW) David F. Curtis and AD2 Pamela S. Schutte from VX-5.

Bud Biery, Navy League president, announced the winner after narrating a slide show featuring photographs of all the candidates at work and at home. Biery, like Capt. Charles Stevenson, NAWS commanding officer, and Cdr. Brain Yri, VX-5 executive officer, stressed the view that all the candidates were deserving of special recognition. And, in fact, all had won a sailor of the quarter competition to earn the right to be there that night.

In addition to more than \$3,100 in cash and prizes

shared by the candidates, the Bluejacket of the Year received some special awards, including being honored with the proclamation of Stephan J. Varga Week in the City of Ridgecrest. Mayor Kevin Corlett read the proclamation that gave Varga his own special week from March 27 to April 2.

Varga joined the Navy in 1981 and has been on the rise ever since. His rapid advancement is no shock to those who know him. He was an Eagle Scout in the Boy Scouts of America, a cadet petty officer in his local Sea Cadet Squadron, a high school student body president and the top Navy student in his aviation ordnance "A" school.

Since completing "A" school, he has earned three Navy Achievement Medals, made three WESTPAC deployments and was recruiter-in-charge of the Navy's recruiting station at Thousand Oaks, Calif.

Active in the community as well, AO1 Varga is a member of the First Class Petty Officers Association and the IWV SPEBSQA "barbershoppers." He has been married to the former Patricia Plank for a little more than five years.

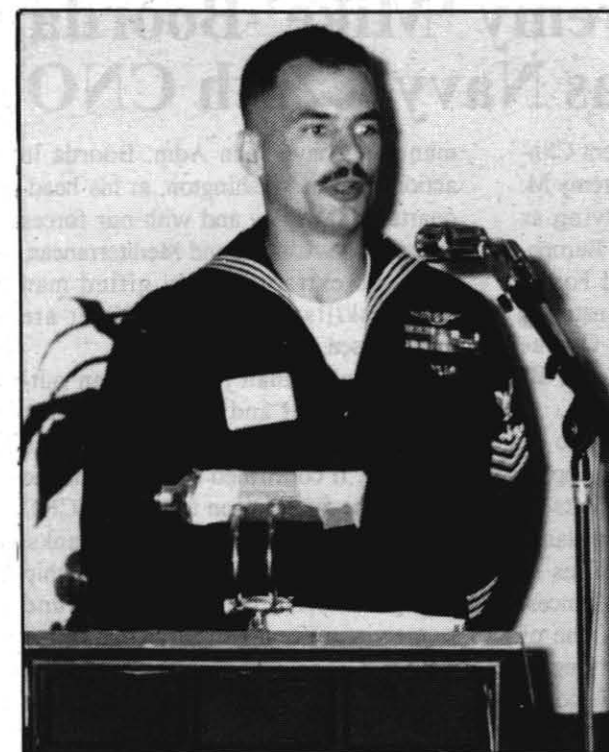
First class to graduate from consolidated OCS

Pensacola, FLA., (NNS) — The first consolidated Officer Candidate School class (OCS) will begin Apr. 11 making Pensacola, Florida, the sole location for OCS.

The Aviation Officer Candidate School (AOCS) consolidated with OCS March 11, ending nearly 50 years of AOCS commissionings. The Newport, R.I., OCS will

graduate its last class in May.

The new school is requesting donations of patches, plaques pictures, etc., displaying historic and current aspects of the various communities in the U.S. Navy. For more information contact Lt. Marc Augustave at DSN 922-2449/4396 or (904) 452-2449/4396.



AO1 Stephan Varga
Bluejacket of the Year for 1993

TAD/TDY pay may be taxable

Washington (NNS) — A recent change to the tax codes makes income from temporary additional duty (TAD)/temporary duty (TDY) assignments of a year or more in duration, taxable income.

IRS Code, Title 26 U.S. Code, Section 126(A) considers a year or more of TAD/TDY at a single location to be permanent in nature.

Any reimbursement received by the service member, including per diem and travel payments, is taxable income and must be included in the service members' gross income. The change affects all travel of this nature after December 31, 1992.

More information can be found in NAVADMIN 039/94.

Equipment for proper maintenance of yard, lawn available at Self-Help

Spring has arrived and lawns should be fertilized and watering schedules should be started. But before preparing lawns for the upcoming hot months, residents should take care of any repairs needed on sprinkler systems and drip irrigation systems.

To save water, the Housing Office staff at the Naval Air Weapons Station China Lake recommends regular weeding and the use of mulches.

Experts say another way to save water is not to water every day, as yards do not need daily soakings, no matter what the season. Lawns, in fact, prefer longer, less frequent waterings, which encourage roots to grow deep in the soil.

The most important step in having an attractive lawn area, however, is to keep it neatly trimmed and free from trash, excess lawn clippings and large accumulations of leaves. Trimmed edges around the flower and shrub beds, along walks and drives, underneath trees and shrubs not only look attractive, but make insect, disease and

weed control much easier and more effective.

Residents in the Capehart "B" and the Hill area on station who keep their yards attractive will be eligible to compete in the Yard of the Month Contest held by the Housing Office. The first selection should be announced in May, with new selectees chosen once a month through September. All selections will be made the last working day of the prior month.

People living on station can take advantage of the Housing Self-Help Store to help them keep an attractive yard. In addition to yard maintenance tools, the store carries lawn mowers, rototillers, grass and fertilizer for residents to use. Sprinkler parts and other lawn equipment are also available.

Because the store doesn't have enough mowers for everyone on station, residents are urged to return them in four hours. Users must provide their own gas and make sure the mowers are clean when returned.

The Self-Help Store is operated by

contractor personnel, with Paul Curran in charge. Curran can be reached at 939-4454. The store is open Mondays,

Wednesdays and Fridays from 11:30 a.m. to 5 p.m. and on Saturdays from 10 a.m. to 2 p.m.

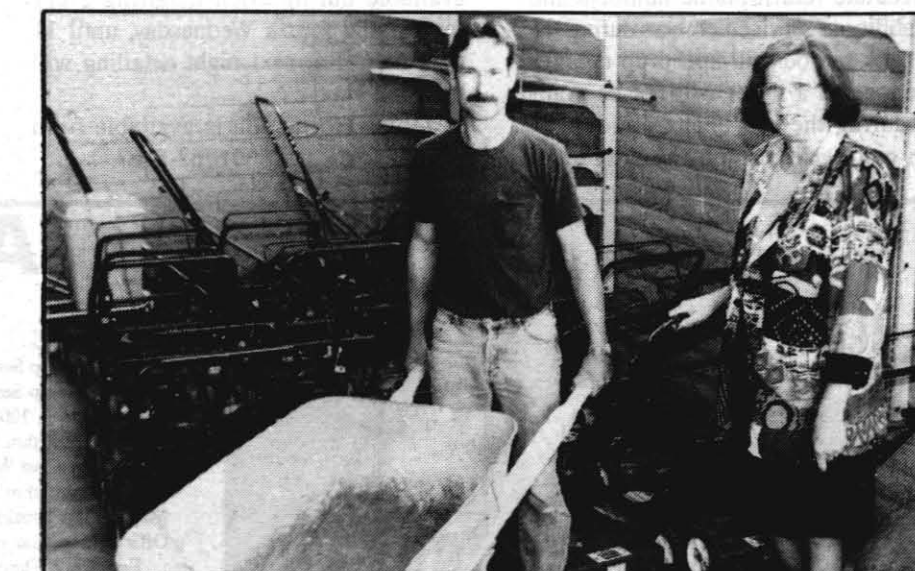




Photo by Margie Hammett, TID

YARD EQUIPMENT is available for use by residents at NAWS China Lake. Paul Curran, Self-Help Store operator, and Syble Cope, head of the Housing Office, show some of the equipment available. Sprinkler heads and fertilizer are also available.



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Commander Henry frocked to captain



Photo by TID

CONGRATULATIONS—Capt. Roger Hull, NAWCWPNS vice commander, offers Doug Henry his best wishes on Henry's frocking to the rank of captain. According to Capt. Paul O'Brien, Henry, who is the military director of the Weapons Directorate, is expected to relieve him as the director of the Aircraft Weapon Systems Directorate. Waiting her turn to offer her best wishes is Marci Burnet, the Aircraft Weapon Systems Directorate secretary.

BuPers shortening time it takes for sailors to talk to their detailers

Washington (NNS) — Responding to recent fleet inputs and surveys, detailers at the Bureau of Naval Personnel are shortening the time sailors wait to talk to their detailers, and returning most phone calls on the same day.

If sailors need to contact their detailers directly, and is in the detailing window (within nine months of their Projected Rotation Date (PRD)), the bureau's switchboard operator will now obtain the servicemembers' names and phone numbers and have the detailer attempt to call back between 2:30 and 3 p.m. Eastern Standard Time that same day.

Accurate return phone numbers and availability of servicemembers during the call back period will speed up detailer operations. If a sailor will not be available during the call back period, optimum calling times and the next night

detailing date will be provided by the switchboard operator.

To minimize waiting times when calling detailers, operators will now help manage the number of calls on hold per detailer. If a particular detailer has a large number of calls waiting, the operator will route calls to another available detailer or rating assignment officer. Overseas calls go to the head of the line and will be routed to the next available detailer.

In addition to the call back policy, detailers are available through command career counselors on BuPers access and during night detailing. Detailers also are available during night detailing every second and fourth Wednesday, until 11 p.m. EST. The next night detailing will be Apr. 13 and 27.

More information is available from BuPers access at (800) 762-8567.

Admiral Jeremy 'Mike' Boorda nominated as Navy's 25th CNO

Washington (NNS) — President Clinton has announced that Adm. Jeremy M. "Mike" Boorda, currently serving as commander, U.S. Naval Forces Europe, and commander in chief, allied Forces Southern Europe, has been nominated as the Navy's 25th chief of Naval Operations (CNO), relieving Adm. Frank B. Kelso II.

"Adm. Boorda brings to the job of chief of Naval Operations a keen appreciation of operational requirements in the post-cold war world and an outstanding ability to work with our allies in complex and challenging circumstances. He has distinguished himself as one of the foremost military leaders serving in the Armed Services today and his counsel and guidance on the many National Security issues facing our nation will be of great value," Clinton said.

The President also nominated VAdm. Leighton W. Smith Jr., deputy chief of Naval Operations, Plans, Policy and Operations, to relieve Adm. Boorda and be promoted to the rank of admiral. "VAdm. Smith possesses a thorough understanding of NATO structure and the requirements of the European theater of operations," Clinton said.

Upon hearing of his nomination, Boorda said, "It is, of course, humbling to be nominated by the President of the United States to be the military leader of one's service. We have a great Navy with wonderful men and women serving around the world. If confirmed, it will be my honor to be their chief of Naval Operations."

Secretary of the Navy John H. Dalton said he was "delighted" at Boorda's nomination, and praised his past performance.

New commissary hours in effect

Effective April 4 the NAWS Commissary will observe new hours of operation. The Commissary will be open

from 10 a.m. to 6 p.m. Tuesday through Saturday and closed Sunday, Monday and all federal holidays.

mance. "I have seen Adm. Boorda in action here in Washington, at his headquarters in Naples and with our forces afloat in the Adriatic and Mediterranean. He is an extraordinarily gifted man whose skills as a Naval officer are unsurpassed."

"But more than just being an outstanding leader and warfighter, Adm. Boorda knows the Navy from the deck plates up. If confirmed by the Senate, he will be the first person to become CNO after rising through the enlisted ranks. Adm. Boorda's inspirational leadership and great affinity for the men and women in uniform will serve this nation well."

"I look forward to working with him to ensure that our Navy continues to be a cornerstone of our national defense and a point of national pride," Dalton said.

Current Chief of Naval Operations Adm. Frank B. Kelso II said of the nomination, "The President has made an outstanding choice for the Navy and the nation. People are the heart and soul of the Navy and no one understands that better than Adm. Boorda. I wish him well as he assumes this challenging and rewarding position."

Boorda enlisted in the Navy in 1956. He attained the rank of petty officer first class while serving in a number of commands, primarily aviation. He was selected for commissioning under the Integration Program in 1962, and attended Officer Candidate School (OCS). He attained his present rank of admiral in November 1991.

Change of command ceremonies have been scheduled for April 23 at the U.S. Naval Academy.

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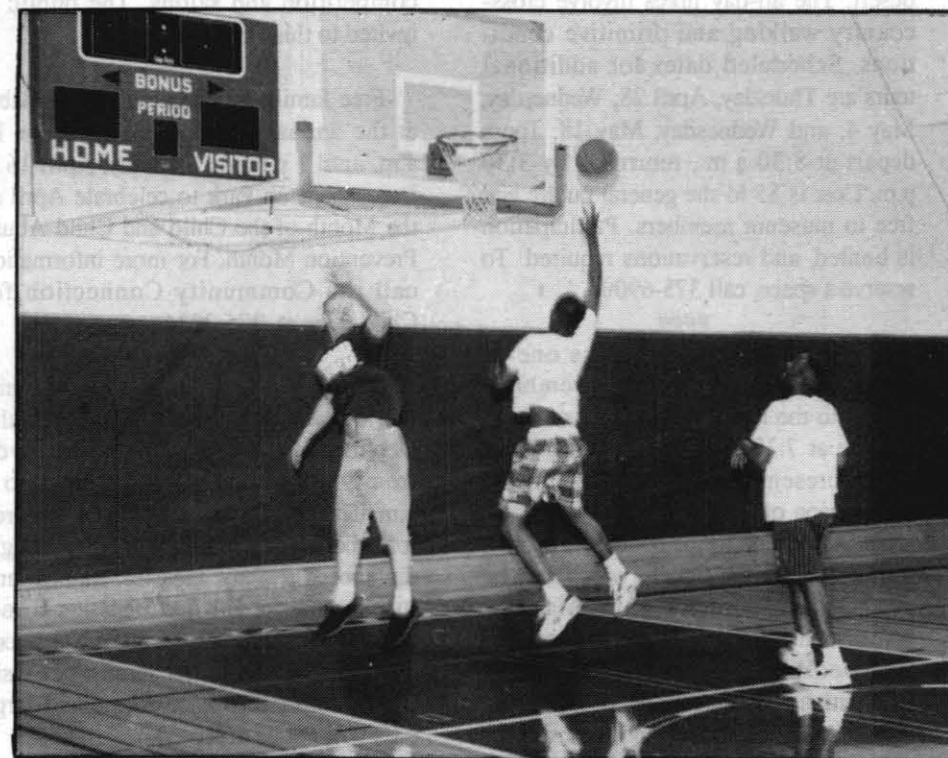
Protestant

Sunday Worship Service, East Wing 8:00 a.m.
Sunday Worship Service, Main Chapel 10:30 a.m.
Sunday School, 1008-10 Blandy & 1903-05 Mitscher 9:00 a.m.
(September thru May)
Bible Study (East Wing), Wednesday 9:00 a.m.
(September thru June)
Men's Prayer Breakfast, East Wing, Thursday 11:30 a.m.
Officers' Christian Fellowship/Christian Military Fellowships, East Wing, Thursday 6:30 a.m.
Jewish (446-3613 Messages)
Weekly Services, Friday, East Wing 7:30 p.m.
October through June
Hebrew Classes, Saturday, 1902 Dibb 2-5 p.m.
Adult Education, Saturday, 1902 Dibb 10 a.m. - noon
September through June
Religious School, Sunday, 1902 Dibb 9:30 a.m. - 12:30 p.m.

Roman Catholic

Sunday Mass, Main Chapel 9:00 a.m.
Daily Mass, Blessed Sacrament Chapel 11:35 a.m.
Confessions, Sundays 8:15 - 8:45 a.m.
Confessions, Weekdays By appointment
Religious Education Classes, Sunday (September thru May)
1902 Dibb, 1002 Blandy, 1008-10 Blandy & 1903-05 Mitscher 10:15 a.m.
Adult Education Classes, Thursdays (September - May)
St. Ann's School Library 7:00 - 8:00 p.m.
RCIA, St. Ann's School Library 8:15 - 9:45 p.m.
Islamic
Jumaa Prayer, Friday (1002 Blandy) 1:00 p.m.

NAWS China Lake Gymnasium basketball courts reopen



PATRONS of the NAWS China Lake Gymnasium take advantage of the newly opened basketball courts. The courts are open for basketball and volleyball whenever the gym is open.

Photo by Margie Hammett, TID

Two softball tournaments planned for Ridgecrest

April 23 and 24 are the dates for Ridgecrest's seventh annual Softball Classics Men's "D" and Men's "Rec" Spring Slowpitch Softball tournaments. They will be two separate double-elimination tournaments with consolation brackets, guaranteeing three games for each team. The entry fee is \$180, with an April 17 entry deadline.

Each tournament will have trophies for the first four places, awards to the all-tourney team, MVP offense and defense, and individual awards for the first two places.

For more information, contact Del R. Kellogg at 384-4068, Blimpie Sandwiches and Salads at 446-6969 or the Ridgecrest Parks and Recreation Department at 371-3741.

Close games highlight racquetball tourney

Gary Humphrey, Jack Rose, Yolanda Zurita and the team of Luis Zurita and Gary Charlton triumphed in the hotly contested Spring Racquetball Tournament, which was held March 25-27 at the NAWS Gymnasium.

In the Men's A Category finales, Humphrey defeated Avitia McGill 15-0, but McGill bounced back with a 15-8 win in the second match, forcing a tie-breaker. While McGill's energy seemed to be lacking in the third match, Humphrey's was evident as he beat McGill 11-4.

In the Men's B Category finales, Rose trounced Wally Beckett 15-5 and 15-8.

In another close contest, the team of Zurita and Charlton unseated the previously undefeated champion team of McGill and Hoffner in the Men's Doubles Category finales. Zurita and Charlton won the first match 15-13, but faltered in the second, losing 13-15, forcing a tie-breaking third match. While both teams showed excellent form, Zurita and Charlton triumphed 11-9.

In the Women's Singles, Yolanda Zurita narrowly squeaked by Hilda Avitia, winning 15-13 and 15-14.

Plan now for 1994 triathlon

Athletes are urged to start training for the upcoming China Lake Triathlon, consisting of a half-mile swim, 26-mile bicycle race and a 6.2-mile run. Participants can compete either as a team or individually. This year there will also be a short course for beginners and the not-so-energetic.

This year's triathlon is tentatively scheduled for late September. Comments to improve this year's race are welcome and may be sent to Code C864 or by calling Karen Rivers at 939-2571.

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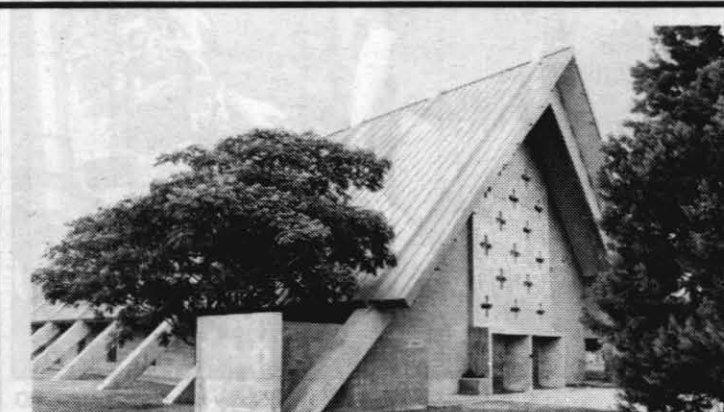
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Photo by Margie Hammett, TID

DEBBI KOYAMA takes top honors in the China Lake Women's Open last week.

SPORTS

Koyama edges out Egan for a one stroke victory

Debbi Koyama fired a one-under par 215 total for a one shot victory over Jane Egan during the China Lake Women's Open last week. Players West Golf Tour, the California-based tour for women professional golfers, brought 34 players to compete for an \$8,000 purse.

This was Koyama's second title this month, winning two weeks ago in Hesperia. Koyama is from Westlake Village, Calif.

Koyama's total take was \$1,225, while Egan, who's from Sioux Falls, S.D., brought home \$975. The third place finisher, Shelly Rule, earned an \$800 purse. Rule is from La Quinta, Calif.

In other action, Nancy McDaniel from Stockton, Calif., fired the tour's second ace of the season, sinking her six iron on the 150-yard eighth hole during the final

round of competition.

The China Lake Women's Open was preceded by the United Way Players West Pro-Am, where men and women amateurs from throughout the area competed in teams of four in a one gross/one net format. Each team had one Players West professional. With a score of 126, the team of Jane Egan, Bob Hill, John Broyles and Dennis Sorger took top honors.

The team of Vivian Overture, John Lentz, Skip Bennett and Wayne Kilburn took second place with a score of 132, followed by the third place team of Kathy Lindley, Herb Barry, Gary Wydra and Dennis Hardin with a score of 131.

All proceeds of the pro/am tournament benefited United Way charities of the Indian Wells Valley.

NAWS biologists become temporary parents

Orphaned baby Big Horn Sheep thriving under the care of Bev Kohfield and Tom Campbell

By Peggy Shoaf
Staff Writer

This is what it's all about, said Bev Kohfield as she discusses the importance of keeping the environment safe for animals such as the orphan Big Horn Sheep she is taking care of for the California Department of Fish and Game. Kohfield and Tom Campbell, wildlife biologists with the Naval Air Weapons Station China Lake, are often asked to take in injured or orphaned wildlife animals.

Kohfield said she never names the animals she takes care of because it make it too hard on her when she has to let them go. But at Crestwood Animal Hospital, the baby girl became known as Daffney.

According to the Department of Fish and Game wildlife biologist, Denise Racine, Daffney was found near its dead mother by some campers in Happy Canyon on the west side of the Panamint Mountains. The campers called the campground director who called the Bureau of Land Management who notified the Department of Fish and Game.

"While Nelson Big Horn Sheep are pretty sure footed, we think the mother fell," Racine said.

Daffney was taken to the Crestwood Animal Hospital

and taken care of by Dr. Jeff Novak, Kohfield's husband. "It was pretty dehydrated and weak," Kohfield said. "Jeff gave it fluids and dextrose to boost its energy level and to help get its kidneys going."

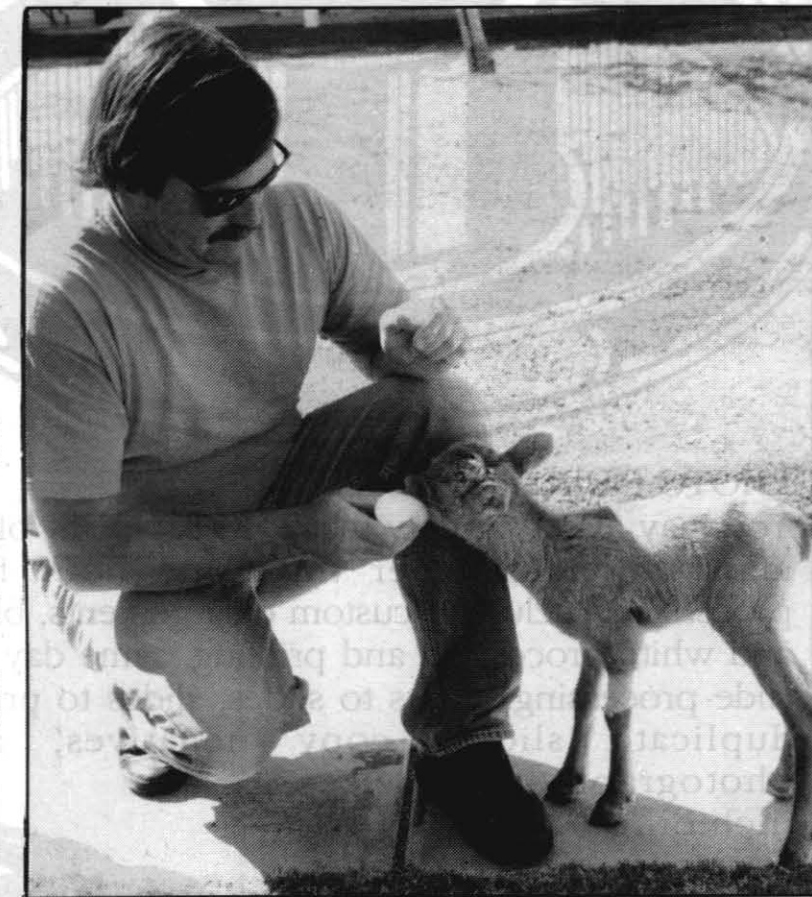
She was then released to Kohfield.

Kohfield felt the baby was only a few days old because it still had its umbilical cord, but Racine thinks it's at least a week old due to the decomposition of its mother at the site. Regardless, it eagerly adopted Campbell as its mother once he began feeding her milk from a baby bottle.

"We'll keep it going for a couple of days and then transfer it to a wild animal park or zoo," Kohfield said.

Unfortunately, this animal is too young to be let loose in the wilds, noted Racine, and the chances of finding another Big Horn Sheep family to adopt her is very remote.

As of last Thursday, the Department of Fish and Game was trying to see if the Los Angeles Zoo could take her in.



Photos by Margie Hammett, TID

MAMA Tom Campbell makes sure Daffney gets her nourishment. Daffney was found by some campers near her dead mother.

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According to OPM, federal employees with incomes less than \$23,760 and having one or more children may receive up to \$2525 in tax credit.

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ble employees must file a W-5, the earned income credit advance payment certificate, with their payroll offices.

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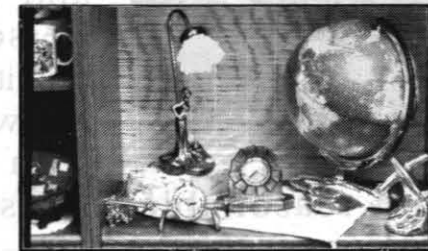
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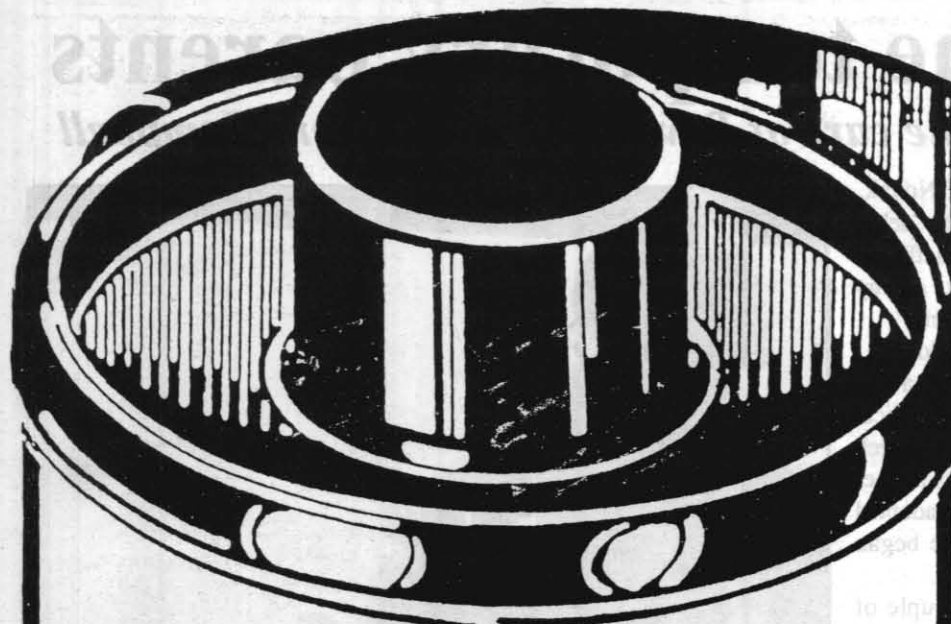


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SECRETARY DALTON, from Page 1

At the start of his visit, Secretary Dalton answered questions from sailors and Marines who gathered in Hangar Three to meet with him.

He addressed what he considers his priorities as the secretary of the Navy which are people, readiness, efficiency and technology.

Talking about the men and women in uniform he said, "Unless we have good people, dedicated to doing their job well, the equipment we have invested in isn't worth anything."

Of readiness, the secretary said, "We have to be ready to do anything the commander in chief asks us to do. There are trouble spots around the world and we never know when we will be called upon to defend the country. We are a free nation today because of the Navy. Readiness also involves morale and leadership, the kinds of things you, as men and women on active duty, can directly affect."

Talking about the efficiency of today's Naval services, he said the goals should be to "Do our job well; offer the country the best value we can and provide the maximum benefit for each tax dollar spent. I ask you to work toward being more cost effective and to please share

any ideas you have to make our Navy more efficient with your leaders."

Secretary Dalton's final area of emphasis was technology. He noted the Navy wants to remain at the cutting edge of technological advancement and cited the work done at China Lake as an example of the importance of technology. "The work you do here is extremely important," he concluded.

Questions from personnel assigned to VX-5 and NAWS China Lake reflected the current concern of enlisted members on health care, retirement, MWR, recruitment and other quality of life issues.

He said, "I am committed to the quality of life issues. We have the finest Navy in the world and the finest we have had in our history in the terms of the quality of the people in the Naval service. There is opportunity in today's Navy and I hope you will take the word to new high school graduates that, despite the need to cut end strength, the quality of life and the opportunities in the Navy remain good."

Secretary Dalton was on a west coast swing when he visited China Lake. He also visited Navy facilities in the Long Beach area, Seattle, Wash., and San Diego before returning to Washington, D.C.

Wellness Corner

By Betty Miller
Wellness Program Coordinator

April is National Cancer Awareness Month. The dietary recommendations for cancer prevention are similar to those to reduce heart disease. Key dietary changes that may be linked with reduced cancer risk include: more fiber, less total fats, more fresh fruits and vegetable (especially those rich in vitamin A, beta carotene and vitamin C), less refined sugar and alcohol, and the right amount of vitamins and minerals.

A fun way to work towards the daily goal of five servings of fruits and vegetable is the Five-a-Day Program. The program was created by the National Cancer Institute and the produce industry to promote daily consumption of five servings of fruits and vegetables. Calendar logs for April, with fruit and vegetable icons on each day of the month, are available from department wellness program area coordinators or the Wellness Program Office. Participants can shade in one icon for each serving they eat during the day. A table listing fruits and vegetables with vitamin and fiber content is on the reverse side of the log. The goal is to consistently be eating two fruits and three vegetables daily by the end of the month.

Fruits, vegetables and other dietary fiber are important in reducing the risk of certain cancers. Some scientists estimate that as much as 35 percent of all

National Cancer Awareness Month

cancers are related to Americans' high-fat, low-fiber diets. Unfortunately, most people fall short of the recommended five servings of fruits and vegetables as suggested by the National Academy of Sciences, the Department of Agriculture and the Department of Health and Human Services.

•Less than 10 percent of Americans eat five or more servings of fruit or vegetables on any given day

•The average adult eats fewer than three servings of fruits and vegetables a day

•Ten percent of US adults have no servings of these foods on any given day.

Walk/Jog

Mark your calendars on May 18 for the 4th annual National Employee Health and Fitness Day Two-Walk/Jog sponsored by the Wellness Program. National Employee Health and Fitness Day is presented by the National Association of Governor's Councils on Physical Fitness and Sports.

The walk/jog will start and finish at McBride Park. Sign ups are at 11:15 a.m. with the event beginning at 11:30. All participants will receive a National Employee Health and Fitness Day button or ribbon. Names will be drawn for door prizes. Everyone is encouraged to come out to this non-competitive event. Shaping up is no sweat and it is free.

AWARDS, from Page 18

Hugu is a former operations research analyst in the Weapons Planning Group. His official retirement date was October 31, 1990.

•The Deputy Commander's Award for Research and Development is given for outstanding achievements in R&D. Those honored in the past couple of months include Dr. Robert W. Schwartz, Scott W. Smith and Tom A. Pearl.

Robert W. Schwartz

Sterling Haaland, deputy commander for R&D, recognized Schwartz during a site meeting on March 21 for his outstanding vision and technical leadership as acting manager of the Technology Advancement Group for the past year.

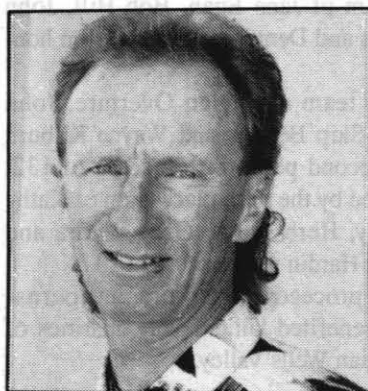
"During this period of uncertainty in the management organizations and processes for the Navy's Science and Technology program, you provided steadfast dedication and a high degree of enthusi-

asm to the issues, talents and facilities of paramount importance to the technical future of the Naval Aviation System Team and NAWCWPNS," Haaland wrote in a letter of appreciation.

"Your leadership and coordination skills have maintained visibility into the evolving priority mission needs and enabled participation by NAWCWPNS experts in the key panels and studies which will have an impact on our future role in S&T..." Haaland continued. "At the same time, you provided guidance to the existing technology base program, both internally and externally sponsored, to balance investments in ongoing developments with emerging opportunities. This included management of the Weapons Division's discretionary programs and oversight of the entire S&T program. The result has been an efficient basis for S&T planning in our traditional areas as well as opening doors for potential new sponsors."

Scott W. Smith, Tom A. Pearl

Members of the A-6E Weapons System Support Activity Office, Smith was recognized for his outstanding



Tom A. Pearl



Fran T. Rugg

management accomplishments on the A-6E SWIP Block 1A Upgrade Program, while Pearl was recognized for his outstanding technical accomplishments on the same program.

In the letter of appreciation accompanying the award, Haaland told Smith, "This award is presented in recognition of your superior performance as the deputy project director for the A-6E SWIP Block 1A Upgrade Program. You have earned the respect of your peers both on- and off-division for your sustained level of excellence and leadership in managing a complex system integration program."

In the letter of appreciation to Pearl, Haaland wrote, "This award is presented in recognition of your superior performance as the systems engineer for the development of the A-6E SWIP Block 1A Upgrade Program. Your technical and interpersonal skills have enabled you to form a powerful and highly motivated technical team that produced a highly quality product on schedule and within budget..."

Pearl and Smith received the awards in early March. Milt K. Burford, head of the Aircraft Weapons Integration Department (Fighter/Attack), wrote in the nominating letter, "Scott Smith and Tom Pearl are outstanding performers who demonstrated that a Navy Laboratory can perform integration of highly complex weapons systems. The success of Block 1A brought credit upon the

Weapons Division of the Air Warfare System and is being cited as an example for performing system engineering in-house."

•The NAWCWPNS Commander's Award is given to individuals who demonstrated exceptional management and leadership support.

Fran T. Rugg

Head of the Congressional/Community Affairs Office, Rugg was honored for her "exceptional contributions to the China Lake 50th Anniversary Celebration and her significant achievements in building positive Navy/community relations."

In the citation accompanying the award, RAdm. McKinney wrote, "Over a period of four years, your 'can do' spirit and willingness to meet the challenges of 50th anniversary planning provided the continuity and stability which was the catalyst for a dynamic celebration and reunion. You have exhibited tireless energies and professional commitment to the overall Navy Community Relations Program for NAWCWPNS, resulting in numerous 'firsts' for the Navy in the Indian Wells Valley. Among the most significant of these was the establishment of a local Navy/Community Council and the naming of China Lake as a World War II Commemorative Community by the secretary of defense."

Rugg was honored with the Commander's Award at the site meeting on March 7.

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China Lakers' achievements recognized with awards

In the past few months, a number of China Lakers have been recognized for their achievements with the Navy Meritorious Civilian Service Award, Deputy Commander's Award for Research and Development and the Naval Air Warfare Center Weapons Division Commander's Award.

● Achievements by Leroy M. Stayton, Billy C. Boatright and Alan J. Hugo were recognized with the Navy Meritorious Civilian Service Award, the highest award that the NAWCWPNS commander can authorize.

Leroy M. Stayton

In the citation accompanying Stayton's award RADM. Dana B. McKinney, NAWCWPNS commander, wrote, "Your technical expertise and personal commitment to excellence have been essential to the success of Fleet Ballistic Missile Sys-

tems that have been the world's primary deterrent to nuclear war. Your contributions in the areas of boost propulsion performance, hazards and service life engineering and evaluation were essential to the success of the Polaris, Poseidon and Trident programs."

Stayton, a senior staff scientist in the Engineering Department's Engineering Sciences Division, was surprised with the Navy Meritorious on the night of his retirement party on Jan. 25.

Billy C. Boatright

Boatright received recognition for his outstanding technical achievements and exceptionally strong skills as a leader, plus his achievements as director of the Intercept Weapons Department's air-to-air projects. The citation accompanying the award reads, in part, "Your innovativeness and technical

expertise in the area of air-to-air missiles have greatly contributed to significant advances and concepts which have been invaluable to the Navy's mission. Through your efforts, the Weapons Division has maintained its technical leadership in air-to-air weapons systems."

Capt. Roger K. Hull, NAWCWPNS vice commander, had the honor of pinning the Navy Meritorious Civilian Service Medal on Boatright during the site meeting on Feb. 14.

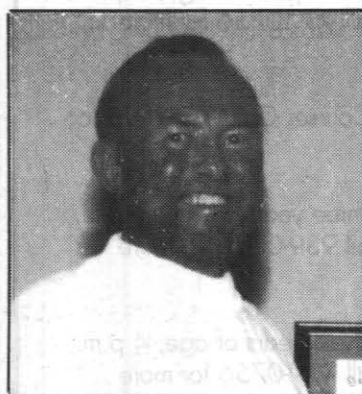
Alan J. Hugo

Called back from retirement to receive his award, Hugo was honored for outstanding and meritorious service to the United States Navy and in recognition of his superior performance and the contributions he made as a physicist, engineer and analyst since 1957. He was recognized, in particu-

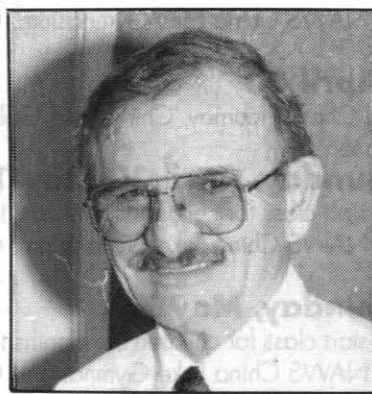
lar, for his work in air strike warfare, including weapon planning, the development and exercise of weapon effectiveness procedures, and the analysis of tactical air operations.

The citation reads, in part, "As a principal analyst for Navy strike systems, you demonstrated extraordinary skill in the development of many new and advanced techniques for conducting analysis, which have been acknowledged to have had measurable impacts on Navy weapons acquisition programs. Your extensive knowledge and personal efforts in the analysis of U.S. Navy tactics and weapons systems have greatly contributed to the Naval Air Warfare Center Weapons Division, China Lake's reputation as having the best warfare analysis capability of all Navy laboratories."

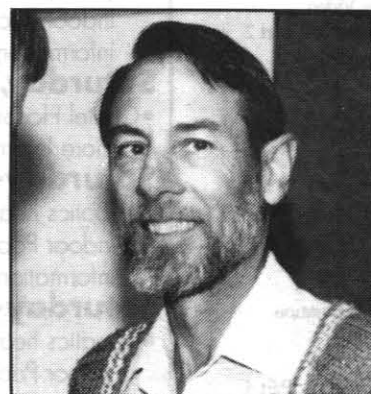
Please see **AWARDS**, next page



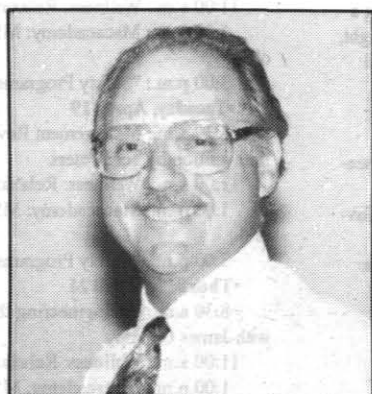
Leroy M. Stayton



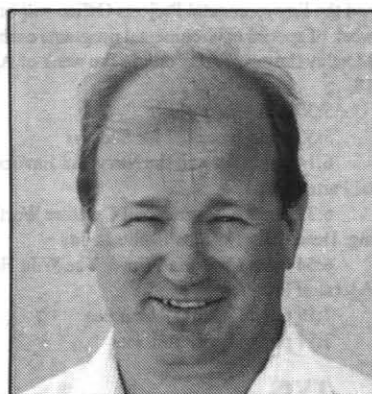
Billy C. Boatright



Alan J. Hugo



Robert W. Schwartz



Scott W. Smith

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China Lake wins the CNO Aviation Safety Award

By Peggy Shoaf
Staff Writer

For the third time in its history, the China Lake site has been awarded the Chief of Naval Operations Aviation Safety Award. VAdm. William Bowes, Naval Air Systems Command commander, presented the Fiscal Year 1993 award to the command during his visit March 24. Bowes also honored the site with the 1993 NAVAIR Aviation Safety Award, the forerunner to the CNO award. RAdm. George H. Strohsahl, NAWC commander, aided Bowes in the awards presentation.

The criteria for the awards covers a multitude of areas, noted David Ganger, head of the China Lake Aviation Safety Office. The main criteria is the absence of a Class A mishap for the past year. A Class A mishap is where an aircraft is lost or had more than a million dollars worth of damage, a death or a disabling injury. "In other words, a serious mishap," Ganger explained.

Other criteria include total day/night sorties, experimental flight hours (weapons testing), landings, average flight times per pilot per month, average ground training per aircrewman per month, number of aircrew waivers, average number of simulator hours per pilot per month, number of instances of items falling off the aircraft, number of hazard reports, and so on.

Commander Chip Mills, NAWC executive officer, noted the award is "truly a great achievement for China Lake and is due to the hard work and dedication of many people, in particular the Aircraft Department led by Capt. Daniel Stone, the Maintenance Division led by Cdr. John Kimmel, the Air Ops Division led by LCdr. Scott Thompson, Cdr. Steve Goad, head of the Aircraft



Photo by Mike Johnson, TID

MILITARY personnel accepts the NAVAIR and CNO aviation safety awards for 1993 from VAdm. W.C. Bowes, NAVAIR commander. Accepting the award on behalf of the command are AVCM Robin Adamson, AO1 Kevin Marks, AO1 Brian Fierro, AEAN Dan Thurman, AMS3 Brad Delage, AD3 John Osborn and AT2 John Linzer.

Configuration Control Board; the Weapons Software Support Activities, led by Milt Burford; and, of course, the professionalism of the China Lake pilots, naval flight officers and aircrew."

Mills noted that keeping the pulse of all of the above efforts is the aviation safety team of Ganger, Lt. Al Coleman and Chief Stephen Wilson.

Ganger noted the award reflected the professionalism of even more people. "Everybody who has something to do with our airplanes contributed to the award," he said. "People have a tendency to just focus on the aircrew. The aircrew is only the tip of the spear, if you will. They are the ones out there flying the product, but the people that really are every bit a part of this award, who proba-

bly have an even better opportunity to introduce a problem into the system, are the maintenance people, the people who develop our weapons and so on."

While the CNO award is a military award, Ganger explained that with the military/civilian team at China Lake, the award crosses a number of lines. It honors military and civil service personnel, contractors and a variety of Navy technical representatives.

Mills agreed, adding that contractors and Navy technical representatives who help maintain China Lake's aircraft and support its projects include personnel from Kay and Associates, MacAir, Hughes Aircraft, CTA,

Please see **SAFETY AWARD**, next page

Video Listings

KNID & TVIS

KNID

Note: Channel 17 Special. At 5:55 p.m. on Thursday evenings, April 7, directly following Navy News, Channel 17 will broadcast the speeches given by the Secretary of the Navy, the Honorable John Dalton, and VAdm. W.C. Bowes, NAVAIR commander, during their visits to China Lake.

Monday-Friday, April 11-15

5:30 p.m.: Navy News
5:55 p.m.: The China Lake Diary
6:17 p.m.: Behind the Scenes
6:47 p.m.: Back in the USSR—The Salvation Army

7:10 p.m.: Local News: The China Lake Police Department talks about bicycle safety, the helmet law and the NAWC Housing Office previews a special award: The Yard of the Month.

Monday-Friday, April 18-22

Note: In celebration of Earth Week, Channel 17 and the Environmental Projects Office will bring a week of special environmental programs each night, Monday through Friday during the week of April 18.

5:30 p.m.: Navy News
5:55 p.m.: Blueprint for Success
6:14 p.m.: You and the Navy: An Environmental Partnership
6:31 p.m.: A Magnificent Creature Worth Saving: Desert Big Horn on Public Lands
6:54 p.m.: Choose a Friend: The Wild Horse Adoption Program
7:10 p.m.: Cultural Resources
7:17 p.m.: Desert Tortoises

TVIS

Programs listed below will be available for viewing on Channel 3 in all FOTS-equipped confer-

ence rooms throughout the Station. Those without access to such rooms can see the programs at Michelson Laboratory "Little D" conference room. A room will also be made available in the Training Center for each program—the room number will be posted in the lobby. Note: We have obtained a subscription to distribute CNN Headline News over the TVIS. CNN Headline News can be seen work-days from 7 a.m. to 5 p.m. on Channel 1.

Tuesday, April 12

8:30 a.m.: Reinventing Government and the National Performance Review With David Osborne
11:00 a.m.: Wellness: Relaxation Video
1:00 p.m.: Macacademy: MS Word 5.1, Part 1 of 4

3:00 p.m.: "Safety Programs"

Thursday, April 14

8:30 a.m.: "First Things First," based on Stephen Covey's book
11:00 a.m.: Wellness: Relaxation Video
1:00 p.m.: Macacademy: MS Word 5.1, Part 2 of 4

3:00 p.m.: "Safety Programs"

Tuesday, April 19

8:30 a.m.: Management Revolution/Corporate Reinvention by Tom Peters
11:00 a.m.: Wellness: Relaxation Video
1:00 p.m.: Macacademy: MS Word 5.1, Part 3 of 4

3:00 p.m.: "Safety Programs"

Thursday, April 21

8:30 a.m.: Reengineering the Corporation with James Champy
11:00 a.m.: Wellness: Relaxation Video
1:00 p.m.: Macacademy: MS Word 5.1, Part 4 of 4

3:00 p.m.: "Safety Programs"

MWR Calendar

Saturday, April 9

•Women's Golf Tournament, China Lake Golf Course. Call 939-2990 for more information.

Saturday-Sunday, April 9-10

•Aquatics head start class for children six months to three years of age, 4 p.m., Indoor Pool, NAWC China Lake Gymnasium. Call 939-0756 for more information.

Saturday-Sunday, April 16-17

•Aquatics head start class for children six months to three years of age, 4 p.m., Indoor Pool, NAWC China Lake Gymnasium. Call 939-0756 for more information.

•Elk's Golf Tournament, China Lake Golf Course. Call 939-2990 for more information.

Saturday, April 23

•Alexander Art Class, 9:30 a.m. to 4 p.m., Craftech Center. Call 939-3252 for more information.

Saturday-Sunday, April 23-24

•Aquatics head start class for children six months to three years of age, 4 p.m., Indoor Pool, NAWC China Lake Gymnasium. Call 939-0756 for more information.

Saturday, April 30

•Contel Hospital Charity Tourney, China Lake Golf Course. Call 939-2990 for more information.

Saturday-Sunday, April 30-May 1

•Aquatics head start class for children six months to three years of age, 4 p.m., Indoor Pool, NAWC China Lake Gymnasium. Call 939-0756 for more information.

Saturday-Sunday, May 7-8

•Aquatics head start class for children six months to three years of age, 4 p.m., Indoor Pool, NAWC China Lake Gymnasium. Call 939-0756 for more information.

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NOTICE INVITING PROPOSALS

NOTICE IS HEREBY GIVEN that The Ridgecrest Redevelopment Agency invites and will receive sealed proposals at the office of the City Clerk of the City of Ridgecrest. Owner of the work located at 100 West California Avenue, Ridgecrest, California 93555 until the hours of 5:29 PM on Friday, May 3, 1994.

DESCRIPTION OF WORK: Request for proposals, request for qualifications to provide management, operation and marketing of a city wide communications node.

SITE OF WORK: The site of work is located in Ridgecrest, California.

OBTAINING REQUEST FOR PROPOSALS/REQUEST FOR QUALIFICATIONS: The documents are entitled "Request for Proposals/Request for Qualifications to the Ridgecrest Redevelopment Agency for the Ridgecrest Communications Node/Network (Ridgenode/Ridgenet)". All proposal documents may be obtained at the office of the City Clerk, Ridgecrest City Hall, 100 West California Avenue, Ridgecrest, California 93555. Documents will be available on Wednesday, April 6, 1994.

ADDRESS AND MARKING OF PROPOSAL: The envelope enclosing the proposal shall be sealed and addressed to the City Clerk, City of Ridgecrest, and delivered or mailed to Ridgecrest City Hall, 100 West California Avenue, Ridgecrest, California 93555. The envelope shall be plainly marked in the upper left hand corner with the name address of the proposer and shall bear the words "Proposal for Ridgecrest Communications Node/Network."

PROJECT ADMINISTRATION: All questions relative to this project prior to the opening bids shall be directed to the Deputy Executive Director of the Ridgecrest Redevelopment Agency.

OWNERS RIGHTS RESERVED: The Ridgecrest Redevelopment Agency reserves the right to reject any and all proposals, to waive any informality in a proposal and to make awards to the lowest responsive, responsible proposer as it may best serve the interest of the owner.

China Laker presents signed Mighty Ducks jersey to Keith Eldredge, an eight-year-old with leukemia

By Peggy Shoaf
Staff Writer

Picture an eight-year old's face when he's told he is going to get to see his favorite hockey team play. Picture his face when he can't go because he's not well enough to go.

The story began when David Stoessel, Mike McGogonagle and David and Lillian Warrick, all China Lakers, decided to go see a Mighty Ducks game with friends.

Stoessel had read that Keith Eldredge, a young boy with acute lymphatic leukemia, had a "thing" about hockey and that his favorite team was the Mighty Ducks. When he told McGogonagle about it, McGogonagle, who had an extra ticket, decided to invite Keith to go with them. Keith's mother, Judy Eldredge, who works in the Corporate Budget Division of the Comptroller Department, said he could go, providing his immune system was at a high level. The day of the game, Feb. 18, Judy told McGogonagle that Keith couldn't go as his immune system was too low.

To make up for the disappointment, McGogonagle, who works in the Defense Printing Service Detachment Branch Office, decided to see if he could get a Mighty Ducks jersey signed by the team for Keith.

"I figured he would really treasure it and that it would pick up his spirits," McGogonagle said. He went to the game with a copy of Keith's story from the *News Review*, a business card and phone numbers of people who could verify his story. "I know there are a lot of people out there

who will try anything to get something like a signed jersey," he explained. "Recently the team had 250 jerseys made up with 24 signatures on them. They went for \$600 to \$800 each."

After locating the person he needed to talk to, McGogonagle told his story and asked for the signatures. Because the team was due to go on a road trip, the team's spokesperson told him to ship the jersey and she would see what she could do.

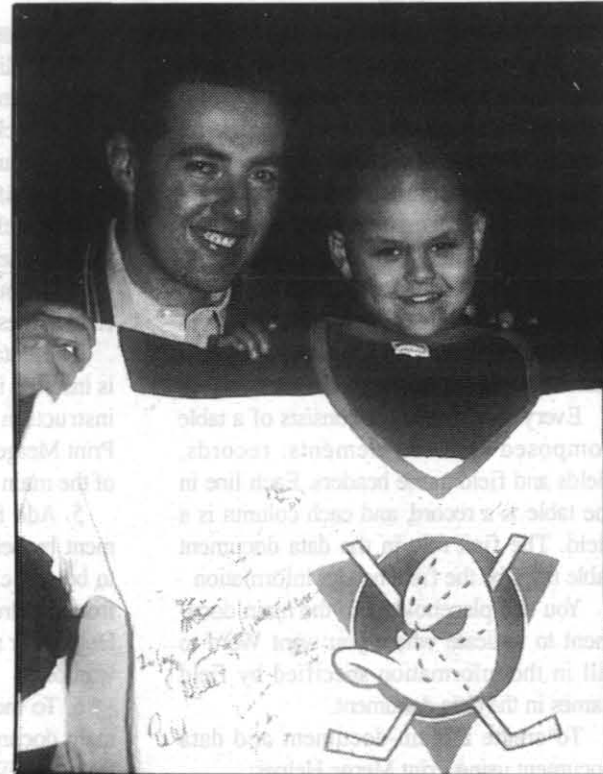
As soon as he could, McGogonagle expressed the jersey to the team and began the wait to see if the Mighty Ducks would come through. In the meantime, Keith's immune system improved and he joined his family on a much-needed vacation.

In early March, the long-awaited package arrived. Inside was the jersey with 13 signatures, which made it one of a kind. Players signing the shirt include Anatoli Semenov, Keith's favorite player on the Mighty Ducks; Ron Ruggitt, who is no longer with the team; and Lonnie Loach, another top player.

"Words can't describe what I felt when I presented that shirt to Keith," McGogonagle said. "But it's something I'll never forget."

When asked why he wasn't wearing the jersey when he came to The Rocketeer Office to pick up one of the pictures of McGogonagle presenting the shirt to him, Keith wailed. "My mom won't let me."

Judy laughed and said, "It's at the frame shop being framed."



SURPRISE! Keith Eldredge's face turns to smiles when Mike McGogonagle presents him with a signed Mighty Ducks jersey. Keith received the jersey to make up for the fact he couldn't go to the Mighty Ducks hockey game due to his illness.

SAFETY AWARD, from Page 8

General Electric, Grumman and British Aerospace.

"This is a pretty significant award," Ganger said. "There's not that many awarded each year and the competition is pretty fierce. It is quite an achievement for all those who have anything to do with our aircraft."

"I'm just thankful we have such an organization that can work together as a team—a team that follows the Total Quality Leadership principles," said the head of the Aircraft Department, Capt. Stone. "I think that's the secret of our success."

China Lake received the NAVAIR and CNO aviation safety awards in 1986 and 1988, and the NAVAIR award in 1987. In all three cases of the CNO award, Ganger has been involved, once when he was in the military stationed at China Lake, and twice as a civilian.



TURNING the symbolic first shovelful of dirt for the construction of the new Aerodynamics and Structural Mechanics buildings in the Michelson Laboratory Compound are RAdm. Dana McKinney, NAVWCWPNS commander; Paul Homer, head, Weapons Directorate; Lee Gilbert, acting head, Attack Weapons Department; Larry Strutz, head, Aerodynamics Branch; Gene Jaeger, Thermal Analysis Branch; and Garry Smith, Rodney Kanagawa and David Hawkins, from the Public Works Department. Target date for completion is Sept. 1.

Construction starts on the Aerodynamics, Structural Mechanics buildings in the Michelson Laboratory compound

Photo by
Margie Hammett, TID

China Lake Retiree and Alumnus Appreciation Day set for April 12

On Tuesday, April 12, the ninth annual Retiree and Alumnus Appreciation Day celebration will be held in recognition of the contributions China Lake retirees and alumnus have made during their careers. Presentations will begin at 3 p.m. in Room 1000D in Michelson Laboratory.

Opening the ceremony with welcom-

ing remarks will be Cathy Partusch, NAWS China Lake public affairs officer.

Guest speakers will include RAdm. Dana B. McKinney, Naval Air Warfare Center Weapons Division commander; Sterling Haaland, deputy commander for research and development; Alex Bellen, acting

Deadline to register is April 7

head of the Land Range Directorate; Capt. Charles Stevenson, NAWS China

Lake commanding officer; John Powers, head of the Employee Assistance Program Office; Tom Blackmore, head of the Morale, Welfare and Recreation Department; and Bill Davis, head of the

Retired Affairs Office at China Lake. A no-host happy hour will follow the presentations at about 4:30 p.m. in the Seafarer Club.

Reservations, which are required, must be made to the Public Affairs Office 939-3511, by close of business on Thursday, April 7. Spouses are more than welcome to attend.

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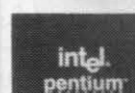
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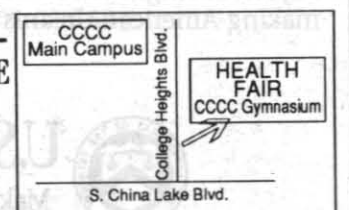
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Editor's Note

Mistakes rectified

By Barry McDonald
Editor

A high school and college friend of mine, whose childhood house on Mitscher Road is about ready to be torn down, says I shouldn't do pieces that admit our mistakes. He's a big PR tycoon with an oil company in Northern California now, so considering the source, I'm going to go right ahead and apologize for a couple of recent literary lapses. Besides, it's not fair to laugh at others if you can't laugh at yourself, and I'm very big on laughing at others, as you'll see later in this column.

On the morning the last issue of *The Rocketeer* came out, a very nice lady named Camille called to say there was a problem with the photo of the fallen tree that ran on Page 10. It seems the tree, which we inferred had been blown down by high winds the previous week, has actually been down since November. We stand corrected and embarrassed...but it really did blow hard that week.

In the previous issue, March 11, a sentence in the article on the GPS mini-conference, ended, "... where sharing information will help reduce duplicity while maximizing efficiency." One would hope there is no "duplicity"—the belying of one's true intentions by deceptive words or actions—going on in the GPS community, but we certainly do want to maximize efficiency everywhere. Obviously the writers of that piece meant to say "duplication," and just as obviously I was a little too busy to do a thorough copy edit on the story. But then I was lulled into a state of trust by the fact that those two engineers could write such a darn good article in the first place.

We recently received a letter, with copies to command, from "A Very Discouraged Reader," who was concerned that, when we feature someone who has received recogni-

tion through an award or other kudos, we neglect the other people who helped with the accomplishment. "Don't your reporters understand that the actual work is performed by the people who work for the people you feature," the writer asked. Yes. We do understand that rarely is an accomplishment a sole accomplishment. We also understand that management has in place the Team Award nomination and presentation process for truly joint efforts. And, as Sterling Haaland told attendees of the Thompson and McLean award luncheon last year, "teamwork can get things done, but it is the individual leadership of a team that makes it work." It's that type of leadership that gets the individual recognition featured in *The Rocketeer*. And the staff is careful to give credit where credit is due, when we're told about it.

Frankly, I consider it very bad form to ask someone who's being honored, "Who really did the actual work on this project?" So I don't ask that question. My suggestion to Very Discouraged is that when evaluation time rolls around, he/she should point out to the boss that he/she deserves a raise, saying something like, "After all, I did win that award for you."

China Lake drivers can no longer feel its safe to speed around the base just because they don't see a police car with red and blue lights on top—CLPD now has an unmarked car with the lights inside the windshield! It is used primarily by and was obtained for supervisors. Regular patrol officers are still required to drive marked cars.

So, if you do something illegal, you may get nailed by the watch commander driving the plain-clothes sedan.

American Heritage Week set June 6-10

American Heritage Week will be held June 6-10 at the Point Mugu and China Lake sites of the Naval Air Warfare Center. The week-long event was established to demonstrate the command's commitment in recognizing and valuing the cultural, social and ethnic differences found in the workforce.

Active participation of the entire workforce through appreciation of the food, dance, history and music of other cultures and awareness training is encouraged.

"Through understanding each others' history and cultures, we enable ourselves to improve our own future," said Ricky Parks, a coordinators for this year's event. "The 1994 theme, 'Courage, Challenge, Change,' reflects the current DoD environment, as well as the variable global and technological climates we operate in."

Dr. Gary Weaver, American University, Washington D.C., will be the key trainer for the week. He will present workshops at China Lake and Point Mugu on racism, prejudice, diversity and the definition of American culture. His workshops will be entitled "Communications, Culture and Conflict." Dr. Suzanne Hard will present workshops at China Lake and Point Mugu entitled the "Cultural/Generational Gap." The Organizational Change will also offer training on change at both sites.

Lunch with food booths and entertainment will be held at China Lake June 8 at Solar Park and at Point Mugu June 9 at the Athletic Field.

Committee members are needed at the China Lake site to assist with food booths, employee art displays, exhibits and publicity. If interested, please contact Parks at 939-8128 or attend an interest meeting April 13 at 1:30 p.m. at the Human Resources Department Conference Room.

Compu Chatter

By Donna Hanson
PC lab

Have you ever wanted to send a form letter out to several people without typing a separate document each time? To generate a series of merge documents, you need two files: a data document and a main document. The data document contains the text that varies, while the main document contains the standard text that remains constant. Word combines the information from the data and main documents to create a series of customized merge documents.

Every data document consists of a table composed of three elements: records, fields and field name headers. Each line in the table is a record, and each column is a field. The first row in the data document table must be the field header information.

You add placeholders to the main document to indicate where you want Word to fill in the information specified by field names in the data document.

To create a main document and data document using Print Merge Helper:

1. Open a new document (this is considered the main document).
2. Select "Print Merge Helper" from the View Menu (if it isn't there, activate it from the "Commands" menu item under the Tools menu).

How to print merge in Microsoft Word

Word displays a dialog box that allows you to open or create a data document.

3. Check the New button to display the Data Document Builder dialog box, and then specify each field that you want to include in the data document.

4. Name and save the data document. Word puts the data in a table with the field names in the first row.

The data document name and location is inserted in the main document. This data instruction is needed by Word to do the Print Merge and should be at the beginning of the main document.

5. Add field names to your main document by selecting where you want a field to be and clicking on "Insert Field Name" from the drop-down list on the Print Merge Helper bar at the top of the main document window.

6. To merge your documents, select the main document and choose "Print Merge" from the File Menu. Choose to merge to a file or directly to the printer.

You can use the same field as many times as you like in a main document, and you can enter the field names in any order.

If you have any questions, call the PC Lab at 499-2081.

40 years of service recognized...

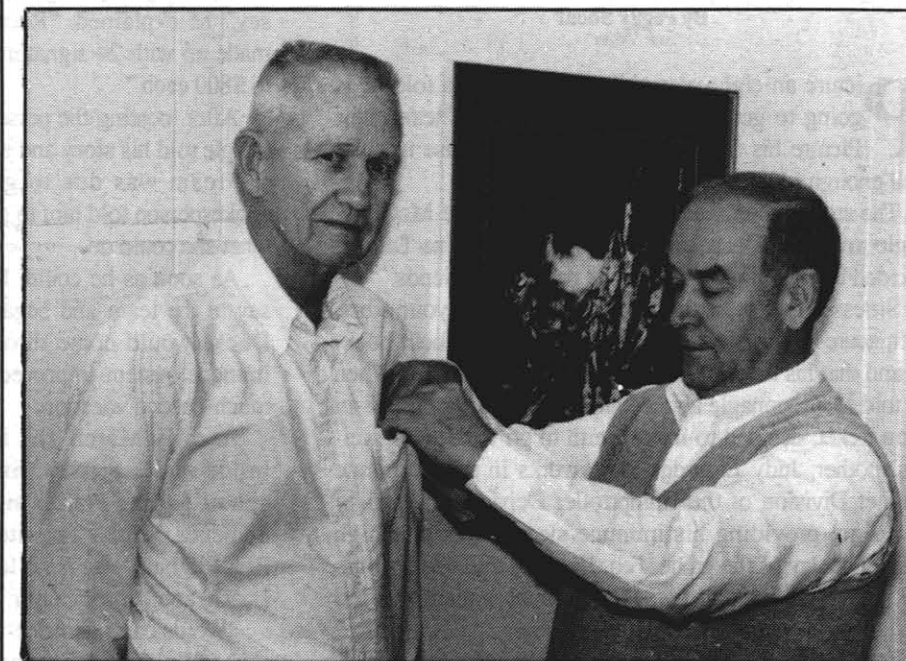


Photo by Margie Hammett, TID

40 YEARS OF SERVICE were honored when Gerry Schiefer, former director of the Weapons Directorate of the Naval Air Warfare Center Weapons Division, pinned a 40-year pin for federal service on Ron Wright. Wright began working for the government at the Post Office when he was in high school in 1953. After high school, Wright spent four years in the Marines. In 1957 he began working at ESL Corona and transferred to China Lake in 1970, when he became part of the Fuze Department's team.

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Boeing opens new Learning Center

On March 10 the Boeing Information Services at China Lake opened a new learning center. The center carries more than 300 courses on video, computer-based training and interactive video instruction covering personal growth, computer systems and programming, career planning and a variety of other subjects for use by China Lake customers and the Boeing team.

The learning center's hours of operation are from 8 a.m. to 8 p.m. Mondays through Thursdays, and from 8 a.m. to 5 p.m. on Fridays. The center is located in Boeing's building at 443 Inyokern Road, at the corner of Inyokern Road and North Norma Street.

Boeing employees invite Navy and civil service personnel to utilize this facility for training. Badges must be displayed while in the facility and users must comply with Boeing rules and guidelines.

"Everything in this learning center is free to government employees," said Vicki Munro, as she urged China Lakers to take advantage of this newest training facility. "This is a good example of the reciprocal arrangement we have with Boeing." Munro is the point of contact for the China Lake Training Center.



Photo by Margie Hammett, TID

NEW LEARNING CENTER OPENS—Herb Campbell, manager of Boeing's Education and Training, looks surprised that the ceremonial scissors actually worked during the ribbon cutting of Boeing's new Learning Center, located at 443 Inyokern Road. Assisting Capt. Paul O'Brien, director of Aircraft Weapons Systems Directorate, with the cutting of the ribbon are Loo Crandall, Boeing program manager; and Patty Mumma, the Learning Center administrator, while Ridgecrest Chamber of Commerce members Ray Arthur, Judy Tharp, Sophie Dodge and Rosie Butler watch.

Tapes available of the 'Reengineering the Corporation' broadcast

Video tapes of the live satellite broadcast of "Reengineering the Corporation" by James Champy are available for check out from the China Lake Public Affairs Office, 939-3511. A live satellite broadcast of the program aired at China Lake on the fiber optic system on April 5.

During the three-hour program, Champy discusses

research work and concepts reported in his book. He addresses the fact that many of our organization structures and work methods have developed out of principles laid down more than 200 years ago.

He makes a case for looking at organizations differently, for consolidating work tasks into coherent business

processes and for looking across and beyond functional departments to entire business processes.

According to Champy, reengineering is neither about working harder nor about automation; rather, it's about adopting the notion of process orientation regardless of the final product or service.

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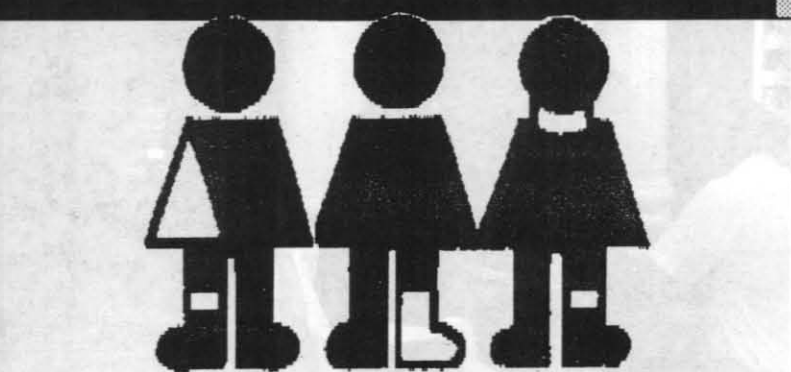
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BOWES, from Page 1

USAF attempts to take over all military aviation. Early in his remarks, while pointing out that China Lake was not just a T&E facility, he said, "We in the Navy do things full spectrum, which is different from the Air Force." Later he noted the Air Force budget for 1995 doesn't call for purchases of new tactical aircraft, but the Navy's does.

He said that this threat is one of the main reasons that NAVAIR needs to change to meet the future. He pointed out that after every major war, as military cutbacks have been pondered, the Air Force has attempted to take over all aviation functions. "At the end of World War II the Air Force was trying to say bombers could do everything, we don't need carriers," he said. "And now at the end of the Cold War the same activity is occurring, and I don't blame the other service. They obviously think they own the air and airplanes. We, own ships and the sea, but clearly an integral part of our ships are the air capability that goes to sea. So we're going to be going through that battle and it's not going to be a battle that has one clean victory. It will probably go on for another number of years.

"I'm confident that we have the moral high ground. We're doing what's right for America, and when people look at the data, look at the capabilities, it's clear that Naval Aviation is being managed. . . in a far better way." Putting it in a purely business perspective, Bowes, cited figures reflecting that the output of Navy employees exceeded that of the Air Force by 20 percent.

When the Q&A session began, the vice admiral got the kind of frank questions he expected from China Lake. How will the NIF concept apply in the CAO? How will work be handled administratively with the competency leaders in one location and the work being performed in another? How do we measure whether the change to the CAO makes us more efficient or less efficient? How do



VAdm. William C. Bowes, NAVAIR commander

you view S&T thriving under the new organization?

The commander answered these questions and more in the session, videotaped by the Technical Information Department. China Lake's cable Channel 17's final showing is scheduled for tonight at 5:55 following the Navy News. The China Lake Public Affairs Office, at 939-3511, has VHS copies to be borrowed and returned.

The most pointed question came when one member of the audience, following up on the commander's comparison of the CAO to an industrial corporation, pointed out that within a corporation there is a close link between the programs and the competencies. He said that same link doesn't appear to exist between the PEOs and the PMAs

in the CAO and asked, "How will the CAO survive?"

When the vice admiral's general answer, that he felt the CAO and private corporation were very similar, didn't seem to be quite to the point, NAWCWPNS Deputy Commander for R&D Sterling Haaland went to one of the microphones, and said, "Admiral, I'll put it on the bottom line. If the PEOs and PMAs are charged by the assistant secretary of the Navy for research development and acquisition to do their job in the most efficient way, if the rates at Indian Head for energetics and warheads are 60K, 30K or 10K less than we have them at NAWCWPNS, even though they don't get the same quality job done, that's where they're going to go. That's the issue."

"But that exists today, too," Bowes responded.

"That exists today," Haaland agreed, and asked, "but how do we keep the team together, if they're going to go use other people who aren't on the team before they look at their own team members to see if they can do the job?"

Bowes said he hoped that the Naval Aviation System Team was not standing alone, but as part of the U.S. Navy team. "Certainly in the area of ordnance, electronics, communications it's rather foolish for NAVAIR to have it's hierarchy, for NAVSEA to have it's hierarchy, and SPAWAR to have its hierarchy," he said. "We're just now at the point where we can start communicating, as I mentioned before, between sea and air, and SPAWAR on things like ordnance, and communications, and electronics, to try to rationalize where those things need to get done for the U.S. Navy. And through our team infrastructure we can build a way that there should be no reason that NAVSEA can't go to China Lake as they do today, or we can't go to Dahlgren, or Crane, or Indian Head for things that are unique to those activities." He went on to explain that the Navy had allowed a system to be set up that each activity could compete with one another. He said the Navy can no longer afford that kind of redundancy.

NAWS Retired Affairs Office becomes NARFE Service Center

Since its inception in 1984, the Naval Air Weapons Station China Lake Retired Affairs Office has provided assistance to both military and federal civil service retirees, their dependents and survivors.

On March 29, Capt. Charles A. Stevenson, NAWS commanding officer; William E. Davis, director of the NAWS Retired Affairs Office; and Pete Hillebrand, district vice president for the California Federation of the National Association of Retired Federal Employees, signed a memo of understanding, establishing the NAWS Retired Affairs Office as an official NARFE Service Center.

The goals and services provided by

NARFE Service Centers are similar to those of the NAWS Retired Affairs Office, which are to provide guidance and assistance to retired federal employees and their survivors in obtaining benefits to which they are entitled as former employees of the U.S. government.

By being a NARFE Service Center, NARFE will provide materials and a level of training to all Retired Affairs Office volunteers, ensuring quality assistance with most commonly occurring civilian retiree problems in the areas of annuities, death benefits, insurance, Social Security, Medicare and so forth.

NARFE volunteers will participate in

any training provided by NAWS with regard to military retiree problems, security, right of privacy regulations and other appropriate matter.

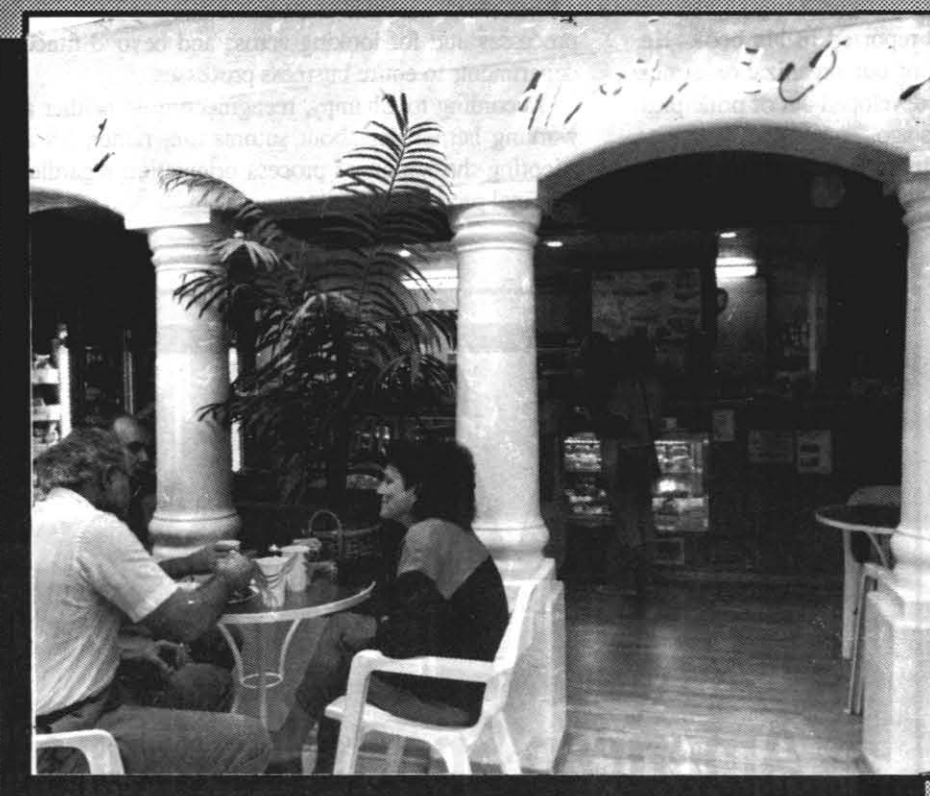
In addition, the services of the California Federation of Chapters and the NARFE National Headquarters in Washington, D.C., will be available to assist in complex problems that cannot be resolved at the local level.

The hours of operation for the NARFE Service Center coincides with the NAWS Retired Affairs Office, which are 9 to 11 a.m. and 1 to 3 p.m. Monday through Friday. The office is closed on flex Fridays.

RAdm. McKinney guest speaker at Navy League dinner

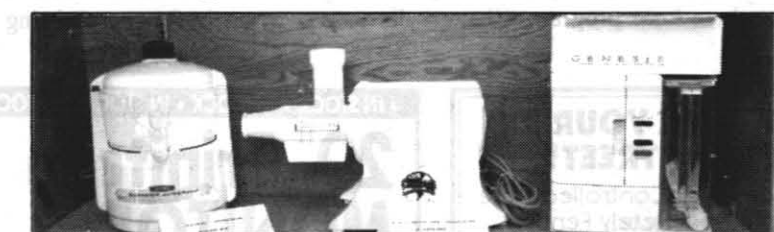
Rear Admiral Dana B. McKinney, Naval Air Warfare Center Weapons Division commander, will speak on "Physical Trends and Impact of Future Naval Aviation" at the Navy League Dinner slated for Tuesday, April 12, at the Carriage Inn. An international buffet, costing \$14, will be served starting at 7 p.m., followed by McKinney's presentation. A no-host social hour will be held at 6 p.m. Reservations, which are due by April 8, may be made by calling Cecile Biery at 446-4730 or Lynda Smith at 375-7859.

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OPERATIONS DIVISION NEWS

APPLICATION PROCEDURES

Applications must be received at the Human Resources Department (HRD) Reception Desk, at any site, no later than 5:00 p.m. on the closing date of the announcement. Individual 171s must be submitted for each vacancy. LATE APPLICATIONS WILL NOT BE ACCEPTED UNLESS ON APPROVED LEAVE, TDY, ETC. THE ENTIRE TIME THE ANNOUNCEMENT IS OPEN. Please make a copy of your SF-171 application for your own retention before you submit it. (Only applications with original signature and date will be accepted.)

Submit a copy of your latest narrative performance assessment/appraisal of record with any application filed against a vacancy announcement. If the assessment/appraisal does not clearly state the tasks/duties performed, attach a copy of your performance plan.

A supplemental narrative addressing your qualifications to each Quality-Ranking Factor (QRF) is highly recommended. This information will be used to identify "highly qualified" candidates to be referred for selection. Additional information will not be accepted after the closing date of the announcement.

When multiple grade levels are advertised, applicants will only be rated for the lowest grade level they indicate on their SF-171 that they will accept and higher grade levels for which they qualify.

Applicants may review the X-118 Qualification Standards at the China Lake Technical Library; at the Point Mugu Directorate/Department Resources Offices; or at any NAWCWPNS Human Resources Department Office.

AREA OF CONSIDERATION INFORMATION

Applications will be accepted from "current appointable employees" at NAWCWPNS and, unless otherwise noted in the specific announcement, the tenant commands with approved cross-service agreements. These include employees with career or career-conditional appointments; temporary employees with Veterans Readjustment Act (VRA) eligibility or reinstatement eligibility; handicapped employees serving on an excepted Schedule (A) appointment; VRA employees, and temporary employees within reach on an OPM certificate (or equivalent). If a tentative selection is made from tenant, VRA, or temporary applicants, the selection process cannot be completed until a waiver to the hiring freeze is approved by COMNAVAIR. Appointable persons include those with reinstatement eligibility, those within reach on an OPM certificate, and those eligible for noncompetitive permanent appointment (e.g., VRA, handicapped).

NOTES

1. If selection is made below the full performance level, the selectee may be promoted to the next higher level(s) without further competition provided the following conditions are met: (1) OPM requirements are met, (2) management determines the incumbent is performing at the higher grade level, and (3) there is work at the higher grade level to justify the promotion. **PROMOTION IS NOT GUARANTEED.**

2. First-time supervisors and managers are required to serve a probationary period of 12 months. Those who do not satisfactorily complete the probationary period will be returned to positions of no lower grade and pay than their former position.

3. **Drug Testing Designated Position.** An applicant tentatively selected for this position will be required to submit to urinalysis for illegal use of drugs prior to a final selection. (Exception: If the position change is for 30 days or less or the applicant currently occupies a Department of Defense Testing Designated Position (TDP), no applicant test is authorized.) The selection is contingent upon a negative drug test result and, thereafter, the selectee will be subject to drug testing on a random basis as the incumbent of a TDP. Further, all Department of Navy employees may be subject to drug testing under certain circumstances such as reasonable suspicion and after an accident or unsafe practice. All individuals will have the opportunity to submit medical documentation that may support the legitimate use of a specific drug to a Medical Review Officer. An applicant's test result will be provided to the selecting official and servicing Human Resources Office before a final selection is made. A verified positive drug test result of a current Department of Navy employee will also be provided to the employing activity/command.

4. **This is a Defense Acquisition Workforce Improvement Act (DAWIA) Designated Position.** P. L. 101-510 requires that all applications for DAWIA designated positions that are advertised be evaluated utilizing a Quality-Ranking Factor (QRF) to determine the best qualified candidates. A supplemental narrative addressing the DAWIA QRF is highly recommended. Applicants who would like to obtain more information on the DAWIA mandatory requirements and/or definitions of DAWIA career fields should contact their Department Office DAWIA representative or their Personnel Management Advisor. **Note:** Applicants selected for Critical Acquisition Positions (GS-14/DP-4 and above) will be required to sign a service agreement to remain in that position for at least a 3-year period.

5. **Merit Promotion Positions for Point Mugu Site Vacancies.** Applicants must meet all eligibility requirements (including, when applicable, time-in-grade and qualification requirements) within 30 calendar days of the closing date of the announcement.

GENERAL INFORMATION

The Naval Air Warfare Center Weapons Division is an Equal Opportunity Employer. Selection will be made on a fully equal basis without discrimination. Selection will not be made on non-merit reasons such as race, color, religion, sex, national origin, age, politics, marital status, physical handicap, or membership or non-membership in an employee organization.

All vacancies are subject to restrictions imposed by the DOD Priority Placement Program (PPP).

Incumbent must hold or be able to obtain the appropriate security clearance.

As of 1 August 1992, Mandatory Direct Deposit/Electronic Funds Transfer (DD/EFT) became the standard payment within DOD for pay of certain civilian personnel. Newly hired civilian personnel and employees (not currently enrolled) who are selected for competitive promotion, reassignment, transfer, etc., will be required to enroll in DD/EFT within 60 days. An asterisk (*) preceding an announcement number indicates a modification has been made to the vacancy advertisement; please note indicated changes.

MERIT PROMOTIONS

ALL FOUR SITES

No. C023-002-KN4, Supervisory General Engineer/Physical Scientist, DP-801/1301-3, Head, Combustion/Detonation Research Branch, C02391, Engineering Sciences Division, Research Department—Area of Consideration: NAWCWPNS. **Opening Date:** 4-7-94. **Closing Date:** 4-21-94. **Selecting Official:** Thomas Boggs, (619) 939-1083 **HRD Contact:** Kym Noh, (619) 939-2393. **Permanent Change of Duty Station Expenses Authorized:** No. **Summary of Duties:** The incumbent is responsible for all technical and administrative activities associated with the Branch, and serves as a member of the Division and Department team. The incumbent will interface with sponsors, other DOD and DOE research groups, and other NAWCWPNS activities. The incumbent will be responsible for schedules, budgets, monitoring, and coordinating

technical work, and making presentations to sponsors and NAWCWPNS management. **Quality Ranking Factors:** Ability to perform research activity in one of the major thrusts of the Branch, e.g., synthesis and characterization of new ingredients (oxidizers, polymers, plasticizers, etc.), formulation of new propellants and explosives, and characterization (performance, hazards, signature, mechanical behavior, and environmental) of these new propellants and explosives; ability to plan, organize, coordinate, and manage a technical program; ability to communicate both orally and in writing; and knowledge of Affirmative Action principles including a willingness to implement EEO practices. Incumbent must be able to meet the mandatory DAWIA requirements for training, experience, and education for Level III of the Systems Planning, Resource Development, and Engineering Acquisition Career Field within 18 months of entering position. Promotion Potential to DP-4, but not guaranteed. Duty station is NAWCWPNS, China Lake. Notes 1, 2, and 4 apply.

No. C21-003-KN4, Supervisory Electronics Engineer/Physicist, DP-855/1310-3, Associate Head, Targeting and Fire Control Division, Head, Targeting Technology Office, C21501/C215A. Area of consideration: NAWCWPNS. **Opening Date:** 4-7-94. **Closing Date:** 4-21-94. **Selecting Official:** Robert Hintz, (619) 939-2890. **HRD Contact:** Kym Noh, (619) 939-2393. **Permanent Change of Station Authorization:** Yes. **Summary of Duties:** As Head, Targeting Technology Office, incumbent is first-line supervisor for five senior S&Es and one clerical. Serves as Fire Control Technology manager to the AC1A Block manager and as such, develops and markets the Fire Control Technology portion of the ONR Air Weaponry Technology Block (approximately eight distinct tasks and \$2.5M per year) in coordination with China Lake and ONR management. Oversees the execution of Block tasks with approved funding including providing senior technical leadership and budget/schedule program management. National level interface with sensor and fire

control technologies in the Air Force, Army, and Marine Corps are required to provide tech base coordination. Written and oral national symposium presentations are required to achieve recognition for technical accomplishments. As Associate Head, Targeting and Fire Control Division, frequently acts on behalf of the Division Head including approving travel, procurements, and personnel actions; provides written and oral presentations supporting Division activities at the NAWCWPNS level and the Washington arena; provides management consultations to Division Head and Branch Heads; interfaces with support departments on behalf of the Division; and attends management meetings. Funding for the above two positions is typically 0.75 workyear per fiscal year. Incumbent is responsible for finding and executing senior technical level tasks to provide the required funding level. **Quality Ranking Factors:** Knowledge of physical principles and engineering limitations of commonly deployed avionics for fire control including but not limited to RADAR, FLIR, IRST, ESM, LASER, and navigation; knowledge of commonly used algorithms employed in fire control systems including trackers, image processing, etc.; ability to plan, organize, coordinate, and manage a technical program; ability to influence and motivate others; and knowledge of Affirmative Action principles, including a willingness to implement EEO practices; and the ability to meet the mandatory DAWIA requirements for training, experience, and education for Level III of the Systems Planning, Research, Development, and Engineering Acquisition Career Field within 18 months of entering position. Promotion potential to DP-4. Incumbent must be able to obtain and maintain a SECRET clearance. Notes 1, 2, 3, and 4 apply.

CHINA LAKE SITE ONLY

No. C32-002-SH4, Secretary (Typing), DG-0318-2/3, Range Department, Range Operations Division, C322. Area of Consideration: China Lake only. **Opening Date:** 4-7-94. **Closing Date:** 4-14-94. **HRD Contact:** Shirley Hauser, 939-2032. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** The incumbent will provide secretarial and administrative support to the Division. The position involves interaction with all levels of management and off-site customers. **Quality Ranking Factor:** Ability to perform the full range of secretarial and administrative support duties including answering telephones and placing calls, making travel arrangements, planning for conferences, maintaining files, processing stubs, and initiating personnel actions. Macintosh and SPEDI experience desirable but not required. Incumbent must be able to obtain and maintain a SECRET clearance. Note 1 applies.



NAVAL AIR WARFARE CENTER WEAPONS DIVISION

ANNOUNCEMENTS



ALL FOUR SITES GENERAL ANNOUNCEMENTS

PROFESSIONAL WOMEN'S FORUM

The Professional Women's Forum will hold a luncheon at the Carriage Inn, Banquet Room on Friday, **15 April** from 1130 to 1230. Lunch will consist of sausage lasagna, green salad, and garlic bread at a cost of \$7.50 in advance and \$8.50 at the door. A presentation titled "Lessons Learned in Managing High-Risk Technology Projects" will be presented by Oran E. McNeil. Oran is the Branch Head of the Target Recognition Branch, C2158, and the Technical Coordinator to the Advanced Radar Periscope Detection and Discrimination (ATD), which is a Multiple Navy Laboratory Project.

For reservations call Shirley Reinhardt at 939-5617. Make checks for \$7.50 payable to "Carriage Inn." Deadline is **13 April**.

CHEMISTRY DIVISION SEMINAR SERIES

A seminar titled "Searching for Truth with High Expectations—5 Years of Cold Fusion Research in China," by Professor Xing Zhong Li will be presented at Mich Lab, Conference Room B/C on Tuesday, **19 April** at 1000. Professor Li will be reviewing the "cold fusion" research in China for the past 5 years. Emphasis will be focused on attempts to set up Chinese-based reproducible experiments and the study of key parameters, which are supposed to control the reproducibility. Theoretical efforts in understanding these phenomena will also be described.

Professor Li is currently teaching Statistical Physics in the Department of Physics at Tsinghua University, Beijing, China. He has a Ph.D. in Plasma Physics and is a member of the Fusion Research Advisory Board in China. Professor Li's visit is sponsored by Dr. Melvin Miles (C02353), 939-1652.

HAVE A HOT PROJECT?

Has your program reached a milestone? Do you have a successful test to report or a new facility or capability to announce to potential users? The Current

Technical Events memorandum (CTE) is a fast, efficient, and low-cost way to tell the technical community about your project. The CTE contains articles about technical events of interest at NAWCWPNS, including program milestones, new laboratory procedures, contract awards, preliminary test results, and other interesting, up-to-date technical items. The CTE is widely circulated at Point Mugu and China Lake and is read by an estimated 2,500 DOD employees outside NAWCWPNS, primarily in the Navy and Air Force RDT&E communities.

TID's Publications Branch (C6411) prepares the CTE, including writing articles, generating photos and artwork, and guiding the articles through review. Articles must be UNCLASSIFIED, and distribution is limited to DOD components only. For information on how to get your project reported in the CTE, call Cliff Lawson at (619) 939-0970 (DSN 437-0970). (C6411)

LOOKING FOR JUST THE RIGHT WORD?

SECNAV INSTRUCTION 5216.5C, Correspondence Manual, contains a list of words and phrases that are commonly used when writing official correspondence and instructions/notices.

This instruction contains a list of used words as well as words that should be used in their place. For example, "addressees" should be replaced with "you"; "commence" with "begin" or "start"; and our all-time favorite "in accordance with" should be replaced with "by", "following", "per" or "under". Official writing doesn't demand the use of big words or fat phrases. Go out of your way to use ordinary English. The result will be clearer thinking and shorter writing.

The Administrative Support Division (C644) has scanned this document and converted it to a Microsoft Word file available on the Admin Support Macintosh file server. To access this server, under the Apple Menu, select "Chooser". Then

CAREER TRANSITION AND PLACEMENT CENTERS

Need assistance with your future career plans? Unsure of how to prepare a resume or complete an SF-171? Confused about the demand for your skills and educational background in today's work environment? Visit the Career Transition and Placement Center (CTPC) at the Point Mugu and China Lake sites. Both offer full-service career transition assistance daily and personal career counseling by appointment. Center resources include periodicals, brochures, and books on many topics including career planning, job searching, and retirement. IBM compatible and Macintosh computers with laser jets and applicable software are available to help you write your resume or SF-171, determine your interests and values, or search available job listings via bulletin boards. The Point Mugu Center is open from 1000 to 1500 daily and is located in Building 5-1, Room 31. For more information call 989-3982/3994. The China Lake Center is open from 1300 to 1600 daily and is located in Building 02330 (the white trailer behind the Training Center). For more information call 939-0873.

CAREER TRANSITION TIPS

First impressions are often lasting ones. Indeed, if you play your cards right during your job interview, you can enjoy the benefits of what sociologists call the "halo effect." This means that if you are viewed positively within the critical first 4 minutes when you are judged on professionalism, social class, morals, and intelligence, the person you have met will likely assume everything you do is positive. Be aware that people tend to focus on what they see (dress, eye contact, movement), what they hear (how fast or slowly we talk, our voice tone, and volume), and what we actually say.

"A bad bit never disappears miraculously; it's an undo-it-yourself project." Abigail Van Buren

select AppleShare. The AppleTalk Zone is CL64 and the file server is named Admin Support. Connect to the server as a guest. The instruction is contained within the file named "CORRECT WORDS". Please copy the file to your hard drive and then remove the file server from your desktop to enable others to connect.

For additional information, contact Elena Bartholic (C6441) at 939-2455 or Bob Bloudek (C6404) at 939-0568 (C6404/C644)

MACINTOSH SYSTEM 7.1 AND MACTCP SITE LICENSE

NAWCWPNS has purchased a site license for Macintosh System 7.1 and MACTCP. The license covers all Macintoshes in use at all four NAWCWPNS sites, and includes software maintenance (support and updates) until 30 June. Free distribution will be via an AppleShare server in your department or manuals and media

can be purchased at nominal cost by calling (619) 939-3165, DSN 437-3165.

Additional details can be found in the memo "NAWC 7.1 Site License Info" on the C63 Department Server in the CL Main Site Zone; Path-C63 Public Volume: Current Versions: System Files: System 7.1 f. If you cannot access this server, send a QuickMail request for the document to Connie Spanner—BCS.

NEW SITE COORDINATION MEETING NOTES SERVER

Effective Friday, **15 April** the China Lake Site Coordination Meeting Notes are being moved to a new Macintosh fileserver.

These electronic notes will be available on the server named ADMIN SUPPORT in the CL 64 zone.

For additional information, contact Elena Bartholic (C6441) at 939-3076 or Bob Bloudek (C6404) at 939-0568 (C6404/C644)

CHINA LAKE GENERAL ANNOUNCEMENTS

WAREHOUSE CLOSURE POSTPONED

The Supply Department inventory scheduled for April has been postponed until further notice.

VAN ALPHEN TO ADVISE CSUN EE STUDENTS

Professor Deborah Van Alphen of California State University, Northridge (CSUN) will be at China Lake on **15 April** to advise current and prospective students in the master's degree program in electrical engineering offered by the school. Those wanting an appointment to see Professor Van Alphen should call Denise at 939-2648.

MANDATORY MEETING FOR ALL TECHNICAL ASSISTANTS ON THE ADP SUPPORT SERVICE CONTRACT N66032-90-D-0003 (BOEING)

There will be a mandatory meeting for all Technical Assistants on Contract N66032-90-D-0003 (Boeing), at Mich Lab, Room 1000D on **Thursday, 21 April** from 0980 to 1100. Contractor Performance Evaluations and the FY95 Delivery Order Packages will be discussed. If you have any questions or concerns you would like addressed at the meeting, contact the Contract Coordination Team at 446-2938.

It is mandatory that all Technical Assistants or a representative be present. (C21B)

WACOM LUNCHEON MEETING

The April WACOM luncheon meeting will be held on Tuesday, **12 April** with a social period at 1100 and lunch at 1130. This month's meeting will feature the Randsburg Players performing a specially written melodrama for WACOM called "Treachery on the Garden Path or Thorn in the Side." The luncheon is western style, and western dress is encouraged. Spouses and friends may join in what promises to be a raucous fun-filled afternoon. Luncheon prices are \$7.50 for members and \$12.50 for guests. Members can make reservations by calling Grace Smith at 375-1142, Theresa Davis at 446-3246, or Mavis Royer at 375-4071.

DEBT COUNSELING AVAILABLE

Financial debt counseling is available through the Civilian Employee Assistance Program (CEAP) office. Arrangements have been made for a representative from the Consumer Credit Counselors of Kern County, a nonprofit community service agency from Bakersfield, to come to the Naval Air Weapons Station to offer counseling. Your financial situation will be reviewed by a trained counselor and a plan developed to get you on the road to financial security. This service is being offered free of charge. If you believe you need financial debt counseling, all you need to do is call the CEAP office at 939-3892 or 939-2574 for an appointment.

The NAWCWPNS Announcements and Human Resources Department Information are published by the PAO and inserted in China Lake's "Rocketeer" and Point Mugu's "Missile" newspapers on the Thursday before payday. Copies of the insert are provided to the Albuquerque and White Sands sites. Personnel at China Lake, Albuquerque, and White Sands may send items for the Announcements section to C08033, Attn: Barry McDonald, FAX 939-2796 (DSN 437-2796). Personnel at Point Mugu may send items for the Announcements section to P0703, Attn: Pat Hollenbaugh, FAX 989-1785 (DSN 351-8094). Items included in the Human Resources Department Information section are provided by the Operations, Human Resources Development, and Employee/Labor Relations Divisions of the Human Resources Department. The deadline for all submissions is Wednesday at 1700, 8 working days prior to the alternate Thursday publication date. NOTE: All inputs MUST include the sponsor's code and phone number. Any questions or issues pertaining to this insert may be addressed to Ron Rogers at 989-3997 (DSN 351-3997), FAX 989-4388 (DSN 351-4388).

NEED A VIDEO TO SUPPORT YOUR PROJECT?

If you have been thinking about having a video made to support your project, now is a good time to change thoughts into action. The Video Projects Branch has a team of producers, directors, writers, videographers, and editors ready to help make the video you have in mind.

For more information call 939-3697 or 939-3660.

IMMIGRATION AND NATURALIZATION SERVICE ASSISTANCE

Representatives of the Immigration and Naturalization Services "Outreach Program" will be at the Training Center on Friday, 15 April to assist active-duty and retired military members and their dependents by answering questions and helping with immigration and naturalization forms.

The team comes from Los Angeles and requires that at least 80 people sign up for assistance by Monday, 11 April. Space is limited, so call early.

If you are interested, contact Jackie at 939-2203 for an appointment.

ACADEMIC PROGRAMS AT CHINA LAKE

NAWCWPNS, CHINA LAKE sponsors the following academic programs on-site: BS and MS in computer science through California State University, Chico; MS in engineering (options in electrical, mechanical, and systems engineering) through California State University, Northridge; BS in business administration and MS in administration through California State University, Bakersfield (CSUB). CSUB also offers a certificate program in environmental management. For more information, call Cecil Webb at 939-0878.

"SMOOTH MOVE" WORKSHOP

Have you received PCS orders or will you be receiving them in the near future? Will you be transitioning soon and leaving the area? A "Smooth Move" Workshop is being held at the Training Center, Room 107 on 21 April from 1500 to 1730. Some topics to be covered include personal property, travel expenses/allowances,

housing checkout procedures, homeowner's assistance, TAMP office relocation assistance programs, having an easier move, etc. Spouses are encouraged to attend. To register call 927-1545 by 18 April.

MANAGEMENT/ADMINISTRATIVE/BUSINESS REFERENCE COLLECTION AT THE TECHNICAL LIBRARY

The Technical Library is not only a resource for the Scientist and Engineer but it is also a tool for the Administrator, Manager, and support personnel. Books, journals, reports, and on-line reference sources in these areas are here for library use or checkout. Reference librarians are also ready to help you with any special project or needs. If you are enrolled in ongoing classes we can help you find sources for your papers. Visit the library or connect by phone 939-3380, FAX 939-0606, Email TECHLIB via SCF VAX, or QuickMail to TECHLIB.

TECHNICAL LIBRARY TOURS

The Technical Library is a valuable resource to the center and we love showing it off. If you have never been in the Technical Library this is a good opportunity to find out what we have to offer. If you have already visited, we can show you what's new in CD-ROM, our file server, and special collections. Tours can be arranged by calling 939-3380 or communicating through the use of FAX 939-0606, Email TECHLIB via SCF VAX, or QuickMail to TECHLIB. Tours take about an hour and will begin 1 April. The Technical Library is located at the North end of the Michelson Laboratory compound.

DIGITAL EQUIPMENT CONTRACT

The Federal Information Processing (FIP) Resources Branch (C6331) has a Center-wide contract for remedial and preventive maintenance of Digital Equipment Corporation FIP hardware and attached peripherals (can be third party). Contractor: MFSI; Contract Number: N68936-94-C-0057; Current Period of Performance: 14 March 1994 through 13 March 1995. The surcharge is 2.8% for administering the contract.

POINT MUGU GENERAL ANNOUNCEMENTS

you perform your job—be it research, development, testing, or just gathering information on that new computer network.

LABOR REPRESENTATIVE FOR BARGAINING UNIT EMPLOYEES

The exclusive Labor Representative for the bargaining unit employees of NAWCWPNS, Point Mugu is the National Association of Government Employees (NAGE).

The local R12-33 President is Louis W. Roger, located in Trailer 10073; he can be reached at 989-1374.

CIVILIAN EMPLOYEE ASSISTANCE PROGRAM (CEAP)

Getting help when you have a problem can be a problem. Do you know that there is someone you can talk to if you or someone in your family is having difficulties? There is no charge for CEAP services, which may be used before, during (on administrative leave), or after working hours. Family members, self-referrals, and supervisory referrals are welcome. The program is located in Bldg. 2-825 (University of La Verne). All interviews are confidential. For further information, call 989-7708 or 989-8161. Ask for Martha or Bob.

Under this contract both on-call and per-call service with a 2-hour response will be available. However, you must be on the inventory to receive service. Systems are covered unless the customer has requested per-call service. The cost per call is \$35.50 per hour plus parts and material, with a 2-hour minimum.

This contract includes remedial and preventive maintenance of Digital Equipment Corporation FIP equipment and attached peripherals (can be third party). To obtain service on this contract, you must place a trouble call by calling (800) 666-9127 and provide the following information: Contact/requestor, code, phone number, system number (if on-call), model number, serial number, brief description of the problem, location of the equipment, and job order number (if per-call).

Direct questions or problems to Martha Faron (C6331) at 939-3395.

TAP WORKSHOP

A Transition Assistance Program (TAP) Workshop is scheduled for 12-15 April at the NAWS Conference Center on King Street. Check-in begins at 0730 on 12 April. You may attend if you are 6 months to 1 year from separating. You must wear civilian clothing and bring your medical record, pen, and paper. It is recommended that you bring a rough-draft resume to class where it will be reviewed. The TAMP Office staff can help you prepare a rough-draft resume prior to the workshop. Spouses are invited and encouraged to attend all or portions of the workshop.

Call Phyllis Bunker, 927-3785 or Pat Tobola, 927-1545 to add your name to the list, or to schedule a resume appointment.

The next TAP workshop will be 5-8 July.

SAFETY OFFICE ORGANIZATIONAL CHANGE

The Safety Office has recently undergone an organizational change. The old code numbers, C8401 and C8405, are no longer valid. The new code is C0804. Primary phone numbers for the Safety Office are still 939-2315 or 939-2314.

ANNUAL SECURITY REFRESHER

It is time for the Annual Security Refresher. The Security Refresher presentations will be held at the Station Theater at the following times:

April 12, 1000 and 1300
April 13, 1000 and 1300
April 19, 1000 and 1300
April 20, 1000 and 1300
May 12, 1000 and 1300 (make-up sessions)

This is mandatory for all personnel who have a security clearance. Badges will be scanned at the door.

BETSY CHARTIER

Betsy Chartier is retiring after almost 29 years of civil service. A farewell party will be held in her honor at the Carriage Inn on 29 April at 1800. Heavy hors d'oeuvres will be served. For tickets, reservations, or further information, call Kelly or Pam at 939-3113/2842.

TECHNICAL LIBRARY CD-ROM HOLDINGS

The staff at the Technical Library, located at the north end of the Mich Lab compound, would like to invite everyone to come in and use the library's extensive holdings of CD-ROMs. Recent additions on disk are the Pentagon Library and the National Defense University holdings. The Defense Library on Disc contains over 220,000 records, including items in the fields of international security affairs, defense policy, military history, resource management, and the art of war. Most of these items can be obtained through the Interlibrary Loan service of the Technical Library. For a complete list of CD-ROM holdings, contact the Technical Library at 939-3389/1017.

EMPLOYEE COMMUTE OPTIONS PROGRAM

GETTING A RIDEGUIDE MATCHLIST

The Tool To Help You Stop "Driving Alone"

For those of you who have thought about ridesharing but have not had the time to search for a potential rideshare partner or partners, you now have the opportunity to do just that. All you have to do is contact your employee Transportation Coordinator (ETC), P622, at 989-3997, and request a Commuter Transportation Services (CTS), Inc. Transportation Survey.

After you have completed the Transportation Survey and returned it to your ETC, the information is processed by CTS you will receive a RideGuide from CTS that will include a Matchlist (if you check box "a," "b," or "c," of question #11) of potential rideshare partners who live and work near you and any other commuter options available to you.

This service is available to you only if you want to use it. It does not cost you anything but the time to complete the survey. There is no obligation to use the information provided, to rideshare everyday, or to even commit to a rideshare arrangement.

For your privacy and protection, your home address will not appear on anyone else's RideGuide—only your name and the phone number you choose to have listed.

Not driving alone will not only reduce the amount of air pollutants produced daily but will also save you a substantial yearly amount on gas and maintenance, as well as reducing wear and extending the life of your vehicle.

You have nothing to lose and everything to gain—call in your request today.

INSTRUCTIONS TO DEVELOP A BUDGET FOR A TYPICAL GOVERNMENT ORGANIZATION. Emphasis is on administrative requirements for budget formulation, basic elements in preparing budget estimates, and steps required to assemble a budget. Workshops are used extensively throughout the course to illustrate concepts of data collection, estimating techniques, and calculations required in the compilation of an operating budget.

11 May; Wednesday, 0800-1630; Bldg. 5-1, Room 23. By: C.C.C.S.

This course includes an explanation of the components of a typical computer system, tips on the safe and efficient operation of a computer, and hands-on experience in a variety of basic computing techniques. After completing this course, students should be able to:

- Understand how DOS relates to the hardware/software
- Organize hard disk
- Format diskettes
- Work with subdirectories
- Name, rename, delete, backup and files

INTERVIEWING WITH CONFIDENCE (2 hrs.)

11 May; Wednesday, 1100-1300; Surfside, Cloud 9 Room. By: Julie Streets, P622

The interview is one of the most important steps in the job search process and, for many people often the most intimidating. Attend this workshop and learn how to improve your performance during a job interview. Key interviewing skills such as anticipating questions, understanding the model interview, comprehending types of interviews, preparing your answers, and the importance of practice will be discussed.

WORKING AND COMMUNICATING WITH PEOPLE OF DIFFERENT BACKGROUNDS (8 hrs.)

3 May, Tuesday; 0800-1630; Surfside, Garden Room. By: P. Partridge

The workshop will teach the participants important points about diversity. Diversity is more than culture and skin color and yet we are more similar than we are different. This course teaches people to have empathy and to develop skills for greater understanding and better communication.

APPROACHES TO DEALING WITH ANGER (3 hrs.)

6 May; Friday, AWS Day; 0830-113

Are you sometimes angry without knowing why? Do you feel guilty when you feel angry? Do you either clam up or blow up? If so, you're not alone. Anger, for many people, is the most difficult emotion to handle. This class will cover:

- Myths about anger
- How to recognize feelings of anger
- Causes of anger
- Effects of past learning on one's present methods of dealing with anger
- Negative methods of dealing with anger
- Three major positive approaches to dealing with anger
- How to deal with the anger of others

BASIC SUPERVISION (32 hrs.)

9-13 May; Monday-Friday, 0800-1630; Surfside, Garden Room. By: T. Makoney

Provides a general overview of the basic skills required for effective supervision. Supervisors will be introduced to skills such as decision-making, conflict management, planning, organizing, counseling, coaching, managing diversity, and communication. Participants will have the opportunity to discuss and share supervisory concerns and experiences with other supervisors. The course consists of lecture, discussion, skill practice exercises, and films. A major emphasis is placed on developing supervisory skills and effectiveness as applied to on-the-job situations. This is mandatory training for new supervisors and should be completed within 6 months of appointment.

DBASE IV, INTRODUCTION (16 hrs.)

9-10 May; Monday-Tuesday, 0800-1630; Bldg. 5-1, Room 23. By: The Memory Co.

Prerequisite: Prior PC experience
This course introduces basic operations of the dBASE IV database program. Participants learn fundamental skills and concepts to create files, use common commands, edit and modify files.

CPR, BASIC PROVIDER (8 hrs.)

11 May; Wednesday, 0800-1630; Bldg. 5-1, Lounge. By: St. John's Medical Regional Center

This cardiopulmonary resuscitation course covers the anatomy and physiology of the heart and lungs; risk factors; prudent heart living; and signs and symptoms of heart attack. The participants are certified in the following CPR techniques: one- and two-person CPR; infant CPR; and obstructed airway maneuver in the conscious and unconscious adult and infant.

DOS, INTRODUCTION (8 hrs.)

11 May; Wednesday, 0800-1630; Bldg. 5-1, Room 23. By: C.C.C.S.

This course includes an explanation of the components of a typical computer system, tips on the safe and efficient operation of a computer, and hands-on experience in a variety of basic computing techniques. After completing this course, students should be able to:

- Understand how DOS relates to the hardware/software
- Organize hard disk
- Format diskettes
- Work with subdirectories
- Name, rename, delete, backup and files

INTERVIEWING WITH CONFIDENCE (2 hrs.)

11 May; Wednesday, 1100-1300; Surfside, Cloud 9 Room. By: Julie Streets, P622

The interview is one of the most important steps in the job search process and, for many people often the most intimidating. Attend this workshop and learn how to improve your performance during a job interview. Key interviewing skills such as anticipating questions, understanding the model interview, comprehending types of interviews, preparing your answers, and the importance of practice will be discussed.

INTRODUCTION TO EXERCISE (8 hrs.)

11 May-29 June; Wednesday, 1100-1200; Surfside. By: St. John's Regional Medical Center

This is an introductory to exercise program that will provide the opportunity for participants to practice:

- Safely using the exercise equipment in the gym
- A stretching routine designed for relaxation and stress reduction
- Flexibility exercises
- Activities that lead to muscle strengthening and development
- Exercises designed to maintain a healthy back
- The joy of movement

The goal of the program is to develop an attitude of comfort and confidence with exercise. The class is reserved for people with little or no experience with exercise. Space is limited to allow individualized instruction.

ADMINISTRATIVE PROCEDURES (16 hrs.)

12-13 May; Thursday-Friday, 0800-1630; Surfside, Cloud 9 Room. By: Center Staff

Intended Audience: Clerical employees, including Worker-Trainees involved in administrative processes.

This course presents regulations and administrative procedures concerning Classified Mail and Security, Travel, Supply, Timekeeping, Mail Room Procedures, Records Management, Filing, Forms Directives, Public Works Services, Navy Printing, Staffing, and Training.

PC, INTRODUCTION (8 hrs.)

12 May; Thursday, 0800-1630; Bldg. 5-1, Room 23. By: Cata

This course is designed for the novice PC users, and provides a basic orientation and overview of personal computers and PC applications. The skills of powering-up and reading the PC and the printer are covered, as is basic keyboard usage.

MS-WINDOWS, INTRODUCTION (16 hrs.)

16-17 May; Monday-Tuesday, 0800-1630; Bldg. 5-1, Room 23. By: Comskil

This course introduces the user to basic functions and features of this graphical user interface package. Students learn to use the Program Manager to manage the running applications, use the File manager to manage files, disks, and drives, and exchange information between applications. Prerequisite: Prior PC experience.

DEVELOPING EXTERNAL PARTNERSHIP

17 May; Tuesday, 0900-1100; Bldg. 5-1, Auditorium. By: Jan Ferri-Reed

Change, restructuring, and competition have forced the necessity for forming partnerships and alliances with others. This lecture will focus on the need for such alliances, techniques for networking to find potential partners, and

methods for building and enhancing partnerships. This is a must-attend session for those initiating and interacting in external partnership.

PROFESSIONAL DEVELOPMENT FOR SECRETARIES/SUPPORT STAFF (16 hrs.)

17-18 May; Tuesday-Wednesday, 0800-1630; Surfside, Cloud 9 Room. By: Participative Management

Intended Audience: Clerical and secretarial employees at the branch, division, and directorate level.

Today's secretary, in the public sector, finds the everyday duties of typing, filing, and answering the phone are only a small part of the job he/she is expected to perform. Being a key member of the organizational team, secretaries are being called upon to expand their responsibilities beyond routine. Management skills, problem-solving, goals and objectives, and identification and self-development abilities serve to make the complete and professional secretary. This course covers the following topics: identifying management skills; assessing interests and achievements; setting your own goals; a problem-solving model; and communications skills.

ROLE OF SUPERVISION/MANAGERS IN EEO (16 hrs.)

18-19 May; Wednesday-Thursday, 0800-1630; Surfside, Garden Room. By: R. Mack

This 3-day workshop is for supervisors/managers who are expected to prevent EEO-related problems. Participants will learn what the current state and federal laws are and how those standards are applied to everyday activities. The workshop will focus on how to utilize the NAWCWPNS disciplinary process to appropriately document so that challenged decisions are easily disposed. This is mandatory training for new supervisors and should be completed within 1 year of appointment.

WORDPERFECT, INTRODUCTION (8 hrs.)

18 May; Wednesday, 0800-1630; Bldg. 5-1, Room 23. By: Tectra

Prerequisite: Prior PC experience.
In this course students will learn basic operations of word-processing, such as how to create, print, and save documents, and editing, modifying and enhancing those documents. Many functions and commands will be demonstrated.

WORDPERFECT, INTERMEDIATE (8 hrs.)

19 May; Thursday, 0800-1630; Bldg. 5-1, Room 23. By: Tectra

Prerequisite: WordPerfect, Introduction.
This course presents intermediate skills in this word processing program such as merge operations, envelopes, mailing labels, macros, headers and footers, math, sorting text, columns, fonts, and graphics for the IBM compatible.

EFFECTIVE PRESENTATIONS (8 hrs.)

23-24 May; Monday-Tuesday, 0800-1630; Surfside, Cloud 9 Room. By: P&R Assoc.

This workshop is designed to help people who would like to have more self-confidence and be more persuasive when they must present information in front of an audience. The workshop helps the speaker understand the reasons and remedies for stage fright and develop self-assurance, and teaches how to use visual aids for greatest impact, organize a talk in a hurry, stick to the subject, simplify technical information, eliminate distracting behavior, and control the question and answer period. Practical experience is given each attendee in developing, organizing, and presenting a work-related briefing with individualized assistance from the workshop leader.

EXCEL, BEGINNING (16 hrs.)

23-24 May; Monday-Tuesday, 0800-1630; Bldg. 5-1, Room 30. By: Saracen Interactive

Prerequisite: Basic Macintosh operating skills.

In this class you will learn basic Excel concept: creating a worksheet; entering values, labels, formulas and notes; worksheet development (editing, moving around, using help, functions, fill copy, absolute and relative addressing, cut and paste, paste special, formatting, insert/delete, rows/columns, borders,

FANTASTIC FRIDAY WELLNESS CLASSES

Classes Available on AWS Day

Approaches to Dealing With Anger
6 May; 0830-1130

Your Career Choice/Personality Type
3 June; 0800-1200

Stress Management
15 July; 0800-1630

saving); printing the spreadsheet (print area, headers, footers, page setup); keyboard macros; database operations (named ranges, split windows); charts; and linking worksheets.

WORD FOR WINDOWS, INTRODUCTION (16 hrs.)

23-24 May; Monday-Tuesday, 0800-1630; Bldg. 5-1, Room 23. By: The Memory Company

This course includes formatting a document at the character, paragraph, and page levels, as well as the popular Spell Check and Thesaurus options. It is recommended that users have a basic understanding of a windows environment.

ADVANCED TQL (16 hrs.)

24-25 May; Tuesday-Wednesday, 0800-1630; Surfside, Garden Room. By: D. Coe

This course is designed to acquaint participants with advanced planning and management techniques of TQL. Using current adult learning technology, participants will learn how, as either supervisors or as leaders of Process Action Teams, Quality Management Boards, or Executive Steering Groups, they can make creative and significant contributions to improving their organization's work performance by applying advanced TQL techniques.

WORDPERFECT, ADVANCED (8 hrs.)

31 May; Tuesday, 0800-1630; Bldg. 5-1, Room 23. By: Tectra

Prerequisite: WordPerfect, Intermediate.
This course covers advanced graphics capabilities, including using automatic indexing, creating and executing macros, and special project applications using various functions on the IBM compatible.

LOTUS 1-2-3, INTRODUCTION (16 hrs.)

1-2 June; Wednesday-Thursday, 0800-1630; Bldg. 5-1, Room 23. By: The Creative Solution

Prerequisite: Prior PC experience.
This course teaches students basic spreadsheet construction, building formulas, entering and editing data, and printing and saving data on the IBM compatible.

YOUR CAREER CHOICE/PERSONALITY TYPE (4 hrs.)

3 June; Friday, 0800-1200; Surfside, Cloud 9 Room. By: Julie Streets, P622

Changing jobs or careers can be a major life transition—one that requires careful thought, planning, and work. The Myers-Briggs Type Indicator is a widely used, accepted, and validated personality assessment instrument that identifies individual strengths or gifts. If you are exploring new career or job options, understanding yourself and others can significantly improve the focus and the decision-making aspects of a career transition.

HARVARD GRAPHICS, INTRODUCTION (16 hrs.)

6-7 June; Monday-Tuesday, 0800-1630; Bldg. 5-1, Room 23. By: The Memory Co.

Prerequisite: Prior PC experience.
Students learn to create simple text charts to complex presentations with screen display effects. In addition, students will see how to use effective design in planning charts, and how to manage files and import and export data for charts, printing charts, creating templates for charts, and using special calculations to analyze data.

POINT MUGU COURSES

To enroll in or ask questions about Point Mugu courses call P622, (805) 989-3982, (DSN) 351-3982.

SCIENTIFIC, ENGINEERING, AND TECHNICAL TRAINING

BASIC ELECTRONICS (40 hrs.)

11-15 April, Monday-Friday, 0800-1630, Surfside, Cloud 9 Room. By: Chuck Lewis, C2943

This course provides the student with knowledge of DC circuit components, circuit analysis, and hands-on measurements of DC circuits. These calculations and hands-on measurements include resistance, voltage, and current measurements of DC series and parallel and series/parallel circuits. The student will develop theoretical and practical skills in voltage divider networks commonly used in electronics. The practical laboratory exercises are used to support the theoretical information. Quizzes, written, and practical evaluations are provided.

C++ PROGRAMMING, INTRODUCTION (40 hrs.)

25-29 April; Monday-Friday, 0800-1630; Bldg 5-1, Room 23. By: John Francis

Prerequisite: The student must have a basic understanding of ANSI C programming syntax. This course is an introduction to both C++ and Object-Oriented Programming.

This course focuses on the structural framework of an object-oriented language, C++. Syntactic properties of C/C++ are covered in detail as though C++ was a new language to the student. Object-oriented design methodologies and design tools will be demonstrated and practiced by the student. A series of small lab projects will lead to complete C++ computer simulation project. By the end of this course, the student will have a good understanding of an object-oriented design method and the C++ language rules that support an object-oriented approach to software engineering.

SYSTEMS ENGINEERING PROCESS (40 hrs.)

25-29 April; Monday-Friday, 0800-1630; Building 5-1, Auditorium. By: Robert Olson, C02A03 and Charles May, Consultant

THIS CLASS IS REQUIRED FOR ENROLLEES IN THE SEC OR SEDP PROGRAMS.

This course builds upon the Systems Engineering Management course by addressing some of the tools and techniques that are available to the systems engineer to realize the systems engineering objectives addressed in the Systems Engineering Management course. This is accomplished through a series of presentations, workshops, and class exercises presented in relation to the system life-cycle phases defined in DOD 5000, from the activities that occur prior to phase O through system disposal. Topics addressed in this course include (1) the context diagram, the system description, and the work breakdown structure (WBS) and their inter-relationship; (2) the service use profile, its purpose, and its uses; (3) the concept of the operations document and its role in the evolving definition of the system; (4) measures of effectiveness; (5) cost and operational effectiveness analyses; (6) requirements analysis; (7) states and modes; (8) functional flow block diagrams, quality function deployment diagrams, and N-squared diagrams; (9) selecting the best specification for the system/system element to be specified; (10) MIL-STD-973 and MIL-T-31000 and how they relate to the specification, drawing, and configuration control needs of systems engineering; (11) systems engineering's role in RFP preparation; (12) system design/system architecture design, including functional analysis and requirements allocation; (13) interface definition and control; (14) defining and leading an integrated interdisciplinary team; (15) risk identification, assessment, and control; (16) establishment and implementation of a technical performance measurement system; (17) design reviews; and (18) systems engineering planning. This course is based on practical experience rather than just textbook

theories and uses examples from actual programs to illustrate the pros and cons of particular approaches. This class consists of presentations, classroom workshops and exercises, and a take-home test given at the end of the class. (It is expected that the Navy Systems Acquisition Management course will have been completed prior to taking this course.)

AUTOCAD 2D (32 hrs.)

2-5 May, Monday-Thursday, 0800-1630; Bldg. 5-1, Room 30. By: Dave Pendleton, C2872

Prerequisites: Must have basic understanding of the system and operating system in the host computer.

This course provides introductory training related to 2-dimensional drawing in Autocad. Example problems and drawings will be practiced in a hands-on environment. Topics include installing and setting up Autocad on a new system, starting a new drawing, editing an existing drawing, the Autocad menu, scaling, basic drawing entities of lines, circles, arcs, and polylines, grouping entities into blocks, layers, line attributes, dimensioning, plotting, printing, and drawing control.

LOCAL AREA NETWORKING (24 hrs.)

2-4 May; Monday-Wednesday, 0800-1630; Bldg. 5-1, Room 23. By: New Horizons Computer Learning Center

Prerequisites: Must have had beginning and intermediate DOS or DOS for Network Users.

This course will provide the daily administration of a Novel 3.11 operating system. Topics include system manager, hardware and software basics, directory structure, drive pointers, security, Netware menu utilities, supervisor and console commands, printing, loading application software, log-in scripts, custom menu creation, and system backup.

BASIC TELEMETRY (32 hrs.)

9-12 May; Monday-Thursday, 0800-1630; Bldg. 323, Room 160. By: Quintech Corporation

This course provides the principles, techniques, and applications of modern range telemetry systems. Major topics include information, information transmission, noise and communication; telemetry principles and terminology; the Range Commanders' Council and bandwidths; data multiplexing; FM/FM telemetry data structures and signals; PAM telemetry data structures and signals.

ADMINISTRATIVE, CLERICAL, AND SKILLS TRAINING

WORD, ADVANCED (16 hrs.)

11-12 April, Monday-Thursday, 0800-1630, Bldg. 5-1, Room 30. By: Computer Focus

Prerequisite: MS Word Introduction. In this course you will learn how to use: text sheets: automatic and custom, based on, next style, copying and pasting styles, linked styles, changing and editing styles; Tables: multiple page tables, combining, merging and splitting cells, sorting in the table; advanced graphics: cropping, resizing, position command, flowing text around the graphic; indexes, custom menus; advanced formatting; tips, keyboard shortcuts.

MANAGING IN THE 90'S (16 hrs.)

12-13 April, Tuesday-Wednesday, 0800-1630, Surfside, Garden Room. By: P. Partridge

This course teaches the principles of transformational leadership. Participants will learn how to move from independence to interdependence while creating synergy and teamwork. They will learn the principles of effective communication in addition to how to be a paradigm pioneer while identifying the rules affecting their paradigms.

EXCEL, ADVANCED (16 hrs.)

18-19 April, Monday-Tuesday, 0800-1630, Bldg. 5-1, Room 30. By: A. H. Goettig

Prerequisite: 6 months experience using

TECHNOLOGY UPDATES

ANTENNA ARRAYS: PHASED, NEAR & FAR FIELD (3 hrs.)

4 May; Wednesday, 0830-1130; Building 5-1, Auditorium. By: Evolving Technology Institute (Wolfgang Kummer)

ANTENNAS FOR TECHNICIANS (2 hrs.)

4 May; Wednesday, 1300-1500; Building 5-1, Auditorium. By: Evolving Technology Institute (Wolfgang Kummer)

NAVY APPLICATIONS OF VIRTUAL REALITY (2 hrs.)

18 May; Wednesday, 1300-1500; Building 5-1, Auditorium. By: Evolving Technology Institute (David Rousseau)

ELECTRONIC WARFARE OVERVIEW (3 hrs.)

13 June; Monday, 0830-1130; Building 5-1, Auditorium. By: Evolving Technology Institute (Hal Freedman)

ADVANCED ELECTRONIC WARFARE (2 hrs.)

13 June; Monday, 1300-1500; Building 5-1, Auditorium. By: Evolving Technology Institute (Hal Freedman)

TEST & EVALUATION OF DEFENSE SYSTEMS (3 hrs.)

3 August; Wednesday, 0830-1130; Building 5-1, Auditorium. By: Evolving Technology Institute (Tom Weber)

ELECTRONIC WARFARE: ESM/ELINT (3 hrs.)

24 August; Wednesday, 0830-1130; Building 5-1, Auditorium. By: Evolving Technology Institute (Stan Hall)

THREAT SIMULATION MODELING (2 hrs.)

24 August; Wednesday, 1300-1500; Building 5-1, Auditorium. By: Evolving Technology Institute (Stan Hall)

STEALTH-LOW OBSERVABLES RADAR (3 hrs.)

14 September; Wednesday, 0830-1130; Building 5-1, Auditorium. By: Evolving Technology Institute (David Lynch)

RESEARCH TRENDS IN AIRBORNE RADAR (2 hrs.)

14 June; Wednesday, 1300-1500; Building 5-1, Auditorium. By: Evolving Technology Institute (David Lynch)

Excel; knowledge of computer programming helpful.

In this class you will learn Array formulas; worksheet functions; database functions; self-adjusting worksheets; programmed macros, and custom menus.

Presentation Method: Hands-On Workshop.

WORDPERFECT, INTERMEDIATE (8 hrs.)

18 April, Monday, 0800-1630, Bldg. 5-1, Room 23. By: Tectra

Prerequisite: WordPerfect, Introduction.

This course presents intermediate skills in this word processing program such as merge operations, envelopes, mailing labels, macros, headers and footers, math, sorting text, columns, fonts and graphics for the IBM compatible.

NEW EMPLOYEE ORIENTATION (8 hrs.)

19 April; Tuesday, 0800-1600; Bldg. 5-1, NAWCWPNS/NAWS Staff.

Intended Audience: New Employees.

The program starts with a Welcome Aboard and an Overview. Other topics included in the program are Prevention of Sexual Harassment; Security; Civilian Employee Assistance Program; Wellness Program; Continuous Improvement Program (TQL); Fraud, Waste, and Abuse; and Environmental Awareness.

New employees will be contacted and approved by their Department office and enrolled.

Note: If, as a new employee, you have a question regarding attendance of the program, call your Department office. If you wish to attend, ask your Department to add you to the list.

Presentation Method: Seminar

Deadline: 12 April.

DBASE III+, INTRODUCTION (16 hrs.)

19-20 April, Tuesday-Wednesday, 0800-1630, Bldg. 5-1, Room 23. By: The Memory Co.

Prerequisite: Prior PC experience.

This course introduces database concepts and fundamental skills to create database files, use common dBASE commands, edit, and modify files using the IBM compatible.

RE-ENGINEERING THE CORPORATION (3 hrs.)

20 April, Wednesday,

Attend a videotape viewing of an earlier satellite teleconference featuring James Champy, co-author of the pioneering book "Re-engineering the Corporation." Mr. Champy will discuss the most important topic in business circles today—the radical design of a company's processes, organization, and culture. He will show how the world's best corporations use the principles of re-engineering to save millions of dollars each year, to achieve unprecedented levels of customer satisfaction, and to speed up and make more flexible all aspects of their operations.

BASIC GRAMMAR REVIEW (8 hrs.)

20 April, Wednesday, 0800-1630, Surfside, Cloud 9 Room. By: Thompson & Assoc.

Whether we are writing a proposal to sell an idea, a letter to solve a problem, or a memorandum to organize a meeting, we want results from that effort. Unless writing is presented correctly, the message will not be conveyed correctly. The objective of this workshop is to help that person who needs a refresher course in the mechanics of written expression and usage, but does not have time to return full time to a classroom for that update. Upon completion of the class, students will identify the improvement they made in applying their knowledge to topics covered during the course.

WRITING YOUR RESUME (2 hrs.)

21 April, Thursday, 1100-1300, Surfside, Cloud 9 Room. By: Julie Streets, P622

The resume is a supplementary job search tool that supports your personal marketing strategy. In this workshop you will learn how to select a resume format, organize your career, select and present events clearly and concisely, and catalog your skills and accomplishments. Learning to write a resume is especially important because the resume may partially replace the SF-171 in the near future.

BUDGET FORMULATION (32 hrs.)

26-29 April, Tuesday-Friday, 0800-1630, Surfside, Cloud 9 Room. By: Edward T. Deppen

This course will provide basic how-to



Human Resources Department Information

The Human Resources Department (HRD) Information section is intended to provide timely HRD information to NAWCWPNS personnel. Any questions or issues pertaining to this section may be addressed to Ron Rogers, P622, (805) 989-3997 (DSN 351-3997), FAX 989-4388 (DSN 351-4388).

EMPLOYEE/LABOR RELATIONS DIVISION NEWS

LEAVE DONORS NEEDED

The employees listed below have been approved as leave recipients under the Leave Transfer Program. These employees have exhausted annual and sick leave because of personal or medical emergencies and anticipate being in a leave-without-pay status for at least 80 hours. Employees who wish to help a leave recipient may donate annual leave to the employee by submitting a completed OP Form 630-A (Request to Donate Annual Leave to Leave Recipient). This form is available at Administration Offices at Point Mugu and Shop Store (Tel-Mart) at China Lake. Forms for Point Mugu may be mailed to P621 and forms for China Lake may be mailed to C621. For additional information call Maria Martinez at (805) 989-3222 or Cindy Halpin at (619) 939-2188.

CHINA LAKE

Sophia (Sam) Merk, C2711

Sam had abdominal surgery and is recovering.

Tracey Stanphill, C834

Tracey has cancer and is undergoing radiation and chemotherapy treatments.

Jim Pinnell, C8433

Jim is off work caring for his father who is terminally ill.

Darrell Ferguson, C3241

Darrell is recovering from hip reconstruction surgery.

Deanna Lopez, P703

Deanna has had complications of pregnancy and will be on maternity leave.

Cheryl Stopps, P622

Cheryl has had surgery and continuing antibiotic IV therapy for osteomyelitis (bone infection of the left heel).

Myrian Connors, P651

Myrian suffered fetal demise.

Phil Saggese, C26101

Phil is hospitalized.

Jean Rongish, C2612

Jean Rongish has undergone surgery on both feet for tarsal tunnel syndrome.

Howard Gerrish, C2772

Howard obtained severe injuries in an accident.

Janice Henderson, C6335

Janice is caring for her brother while he is on dialysis awaiting a kidney/pancreas transplant.

John Duhon, P7363

John suffered a massive heart attack and has had complications from surgery.

Jean Harter, P626

Jean is undergoing major surgery and will be off work for several days.

Alice Howard-Echols, P726

Alice is suffering from a major depressive disorder.

Pearl Mazuleni, C8322

Pearl fell on ice and fractured her arm and badly bruised her back and hip.

Deanna Ball, C219

Deanna is suffering from stress and fatigue.

Larry Kuster, C842

Larry has colon cancer and is undergoing chemotherapy and radiation treatments.

Bruce Katz, C3221

Bruce has injured/broken vertebra of the spinal column and must be immobile for 6 to 12 weeks.

POINT MUGU

Bobbie Heidler, P7304

Bobbie has left lower lobe pneumonia and is on ventilatory support.

Brenda Davis, P625

Brenda is undergoing treatment for Lupes Erythematous.

Jennie Miller, P37121

Jennie is undergoing chemotherapy for bone cancer.

Mary (Kit) Driscoll, C6432

Kit had abdominal surgery and is recovering.

Tamy Burns, C6505

Tamy is undergoing major surgery and will be off work recovering. She has exhausted all of her leave.

Cathy Hannah, C6132

Cathy is recovering from pregnancy complications, diabetes, and congestive heart failure.

Caroline Dishman, P2202

Caroline is on maternity leave.

Melody Dates, P004B

Melody is recovering from brain surgery.

Patricia Pratt, P30, Naval Air Reserve Training

Patricia is undergoing chemotherapy and radiation treatment for perforated colon cancer.

HUMAN RESOURCES DEVELOPMENT DIVISION NEWS

ON-BOARD TRAINING COURSE SCHEDULE

Nominations for courses should be submitted to the Human Resources Development Division at the site where the course is being held. To obtain a copy of the nomination form (On-Board Training Request NAWCWPNS 12410/2) contact your Administration Office or obtain one from Serwart/Telmart. For further assistance, at Point Mugu contact Mary Glasmann, P622, at (805) 989-3982, and at China Lake, contact Dorothy Wiederhold, C622 at (619) 939-2359. Nomination forms should be submitted as early as possible to preclude courses being cancelled due to insufficient enrollment. NAWCWPNS employees may attend training at any site with supervisory approval and on a space-available basis. On-board training courses are presented at no cost to NAWCWPNS employees.

CHINA LAKE COURSES

SCIENTIFIC, ENGINEERING, AND TECHNICAL TRAINING

C PROGRAMMING, INTERMEDIATE (40 hrs.)

9-13 May; Monday-Friday, 0800-1600; Training Center. By: John P. Francis, C2872

Please Note: This is a new date and time; April class was postponed to this date.

Prerequisite: The student must have a basic understanding of ANSI C programming syntax. This course is not for first-time programmers.

This course explores a series of C topics related to data structures, ANSI Standard C Library, C source code debugging, I/O file management, UNIX-specific system calls/routines, and C software engineering and design. Most of the concepts will relate programming "In-The-Large."

Software engineering principles of object-based/oriented design such as classes, derived classes and inheritance, overloading and polymorphism, exception handling, and templates will be discussed as related to C. The C language enhancements under C++ are introduced.

There will be class projects and assignments. Some light outside work will be required. The lab projects are designed to be solved by a small working group.

Presentation Method: Hands-On and Lecture
Deadline: 25 April.

INTRODUCTION TO UNIX OPERATING SYSTEM (16 hrs.)

16-19 May; Monday-Thursday, 1200-1700; Training Center. By: Noble N. Nkwocha, C6343

Prerequisite: General computer knowledge (IBM-PC, Macintosh, or VAX).

This introductory course in Unix will cover the basic ideas and features that novice and intermediate users need in order to use the Unix system effectively. While the course emphasis will be on standard Unix, the hands-on experience will come from a Sun Work Station. Upon completion of this course, the student will have a working knowledge of the Unix Operating System, the Unix Operating System Kernel and Shells, the Unix file system, and some of the most useful Unix utility programs.

Presentation Method: Hands-on Workshop
Deadline: 2 May.

ADVANCED TOPICS IN INFRARED SYSTEMS TECHNOLOGY (32 hrs.)

23-26 May; Monday-Thursday, 0800-1600; Training Center. By: UCCE

This course is presented in three parts. The first segment reviews FLIR systems and related imaging systems and discusses improvements in performance modeling. The second segment

of the course discusses infrared systems technology as it relates to present and next-generation targeting and fire control systems. The last topic covers infrared detectors and detector materials.

Deadline: 9 May.

C++, INTRODUCTION (40 hrs.)

23-27 May; Monday-Friday, 0800-1600; Training Center. By: John Francis, C2872

Prerequisite: The student must have a basic understanding of ANSI C programming syntax. This course is an introduction to both C++ and Object-Oriented Programming.

This course focuses on the structural framework of an object oriented language, C++. Syntactic properties of C/C++ are covered in detail, as though C++ was a new language to the student. Object-oriented design methodologies and design tools will be demonstrated and practiced by the student. A series of small lab projects will lead to complete C++ computer simulation project. Some light outside work will be required. The lab projects can be solved by a small working group or an individual student.

Presentation: Lecture, Hands-On Workshop
Deadline: 9 May.

HAZARD COMMUNICATION (HAZCOM) STANDARD TRAINING

29 CFR 1910.1200 establishes a requirement that all personnel receive Hazard Communication (HAZCOM) Standard training. This mandatory training familiarizes personnel with the requirements of the standard.

A significant number of China lake personnel have not yet received this training, so the Safety Office will be offering it via video presentation. Each showing will last approximately 20 minutes. The showings will run from 0800 to 1630 beginning on the half-hour with a lunch break from 1130-1230. Training will be held at the Training Center on 19 April. Attendance is on a first-come, first-enrolled basis. It is not necessary to call the Safety Office to sign up. People attending must ensure that their badges are scanned in order to receive proper credit for the training.

SYSTEMS ENGINEERING MANAGEMENT (Equivalent to SYS 201) (24 hrs.)

31 May-2 June; Tuesday-Thursday, 0800-1600; Training Center. By: Robert Olson, C02A03 and Charles May, Consultant

Note: This class is specifically designed to meet the SYS 201 DAWIA training requirement for DP/ITs. This class will also meet the Systems Engineering Management class requirement for enrollees in TMC or SEC Programs as space is available.

This course provides an overview of Systems Engineering, addressing what is a system, why Systems Engineering is needed in the development/change of complex systems, what are the basic elements of the Systems Engineering process as it is implemented within the DOD acquisition structure, what engineering specialty areas interface with Systems Engineering, and how Systems Engineering must interface with the engineering specialties to form an effective interdisciplinary team. Included are discussions on need definition, identification and definition of alternative solutions and their associated system concepts, system requirements definition, system design (requirements allocation/system architecture definition), detail design, system integration, and system verification and validation. In addition, topics such as risk management, Technical Performance Measures (TPM), Government/Industry Teaming, the Systems Engineer's role in Request for Proposal (RFP) preparation, technical reviews, and program documentation requirements are also addressed. This course is based on practical experience rather than textbook theories and uses examples from actual programs to illustrate the pros and cons of particular approaches. This class consists of a reading assignment that is to be completed prior to the beginning of the class; 24 hours of classroom instruction; two short evening assignments; and a take-home test given at the end of the class. (It is desirable that the Navy System Acquisition Management course be completed prior to taking this course.)

Note: At the completion of this class, students desiring SYS 201 credit must complete DD Form 2518 (fulfillment form) and return it to C622, Attn: Dorothy.

Deadline: 17 May.

ADMINISTRATIVE, CLERICAL, AND SKILLS TRAINING

CAREER TRANSITION AND PLACEMENT CENTER (CTPC)

The primary purpose of the CTPC is to help employees take responsibility for their own careers by providing them with information and support. Services include vacancy information, computers and software to prepare SF-171s and resumes, career counseling, skills assessment and diagnostic assistance, information on career paths and education opportunities, retirement information and counseling, job clubs, networking, and support. The Center is located in the trailer behind the Training Center and is open for Civil Service employees from 1300-1600 each workday.

CAREER COUNSELING

One-on-one career counseling is available. Each non-payday Friday a Cerro Coso counselor is available at the Career Transition and Outplacement Center, located in the white trailer behind the Training Center. The counselor will be able to help with career decision making, resume writing, and education counseling. The following programs, inventories, and assessments are also available: Eureka, Discover, Strong-Campbell Interest Inventory, Temperament/Values Inventory, Career Assessment Inventory, Meyer/Briggs Inventory, and a Learning Skills Assessment program which help an individual to discover learning difficulties and focus on strengths to overcome those difficulties. To schedule an appointment, call 939-8126.

RETIREMENT COUNSELING

Retirement counseling is available by appointment at the Career Transition and Outplacement Center on Thursday mornings. Call John Powers at 939-2574 to schedule an appointment.

MTF MESSAGE EDITOR 3.4 FOR IBM (8 hrs.)

12 April; Tuesday, 0800-1600; Training Center. By: Naval Telecommunication Center, China Lake.

In this class participants will learn to create, edit, copy, spell check, and prepare for delivery Naval Messages using the MTF Editor 3.4 message preparation program. Diskette preparation is in accordance with NTP-3 Annex D. To enroll call Pat at 939-3159.

REQUISITIONER'S WORKSHOP (8 hrs.)

15 April; Friday, 0730-1600; Training Center. By: Linda Watkins, C6502

This is a "how to" workshop designed to familiarize Center personnel with the small purchase procurement process. Topics include preparation of 9-part stubs, purchase descriptions, commercial versus system orders, stub flow, lead times, GSA orders, and other information to assist and enlighten the "end user." This class will also include an overview of SPEDI.

To enroll or ask questions, call 939-2686.

TECHNICAL REPORT WRITING

18-21 April, Monday-Thursday; 0800-1600; Training Center. By: Technical Writing Workshops

The material in this workshop will be presented in a technical manner with an emphasis on technical report formats, specifications and their modifications, document planning, audience assessment, style and tone considerations (voice), classification requirements, distribution and approval procedures, editing, and shortcuts that will save the writer valuable time. Participants are encouraged to bring work-in-progress to the workshop. Interactive editing will help the students learn to review and edit the work of others as well as their own.

To reserve a space in this workshop call 939-3159 or Quick Mail Pat Nogle at C622.

OJT, CROSS- AND TRANSITION TRAINING (16 hrs.)

20-21 April; Wed-Thurs, 0800-1600; Training Center. By: Maurice Brown.

Intended Audience: Supervisors who are having to use their shrinking staff to continue to accomplish the work of the group.

Supervisors and work teams across the organization have been struggling with problems associated with trying to remain flexible under the conditions of decreasing staff levels and evolving work functions. Learning how to plan the best strategies in light of these constraints is, therefore, doubly important. This workshop will address this problem in three phases, including preliminary data collection, classroom analysis of the data, and construction of an in-group training plan. A short follow-on session will follow after about 1 month, during which results will be discussed and plan adjustments made.

To enroll or ask questions, call 939-2686.

CREATIVE PROBLEM SOLVING (8 hrs.)

26 April; Tuesday, 0800-1600; Training Center. By: Suzanne Hard

Intended Audience: All NAWC personnel; however, SEC students will get first priority.

This class gives students insight into the nature of their problems and helps stop the process of thinking in circles, leading to a systematic analysis of problem causes. Students learn to formulate potential solutions more creatively and make logical and effective decisions. Participants will be able to define problems more concretely, to conduct and control brainstorming sessions, and to apply practical criteria at decision time.

To enroll or ask questions, call 939-2686.

CONTRACTING OFFICER'S TECHNICAL REPRESENTATION (COTR) (20 hrs.)

26-28 April; Tuesday-Wednesday, 0800-1600; Thurs, 0800-1130; Training Center. By: NRCC

The purpose of this course is to enhance the administration of service contracts. The course is for people who furnish technical input to contractors, evaluate contractor performance, and perform inspection and acceptance of services provided under contract. The training is designed to ensure that COTRs understand their responsibilities in administering service contracts.

Note: You need to be recertified if your last

COTR training was before April 1991. When calling to enroll, be prepared to give a job order number for a charge of \$300.00 per participant.

Deadline: 15 April.
To enroll or if you have any questions, call 939-2686.

CORPORATE CULTURE MANEUVERS FOR CROSS-CULTURE EMPLOYEES (8 hrs.)

27 April; Wednesday, 0800-1600; Training Center. By: Suzanne Hard

Intended audience: Employees who are not a part of the mainstream culture and want to learn the skills and behaviors that are valued by the organizational culture.

This 1-day seminar is designed to enable you to make sense of the expectations of the mainstream culture, to understand the written and unwritten rules, to learn verbal and nonverbal communication skills that are desired and the meaning they convey, and to identify the validity of assumptions and expectations that are made. Managing your diversity will help you meet the challenges of building a cohesive team, maneuvering the performance evaluation process, and generally becoming more effective.

To enroll or if you have any questions, call 939-2686.

DEBT-REDUCTION TECHNIQUES (4 hrs.)

27 April; Wednesday, 1300-1700; Training Center. By: Charles Green, Consultant

This course is offered to employees who are concerned about their personal finances. Participants will be encouraged to recognize and deal with credit problems that may be affecting their work and personal lives. The instructor will also help participants learn how to live beneath their means by finding out where their money is going; creating a spending plan that works; paying less for insurance, investments, and taxes; and learning relatively painless ways to save.

To enroll call 939-2468.

CONQUERING STRESS (8 hrs.)

29 April; Friday, 0800-1600; Training Center. By: Dr. Donn O'Neill, Consultant

This course is designed to improve the ways in which we react to potentially stressful events. You will learn how to turn stress into constructive energy. We will teach you techniques to cope, ways to put fun back into your work life, and how to create a more positive work environment.

To enroll call 939-2468.

POWERPOINT ON THE MACINTOSH (8 hrs.)

2 May; Monday, 0800-1600; Training Center. By: Paul Colter, C6264

Prerequisite: General knowledge of Macintosh concepts and usage.

In this class you will obtain the skills necessary to produce the kind of presentations you have always wanted. Topics include creating, editing, and printing presentation slides and charts.

Presentation Method: Hands-On Workshop
Deadline: 18 April.

MS WINDOWS, INTRODUCTION (16 hrs.)

2-3 May; 0800-1600, Monday-Tuesday; Training Center. By: Comskil

In this course participants will learn the Windows desktop, working with Windows, working with Icons, Menus, and Dialog Boxes, on-line help, Windows and DOS, using Program Manager, switching Windows, using the File Manager, using built-in applications, and customizing Windows.

Presentation Method: Hands-On Workshop
Deadline: 18 May.

ADVANCED BUDGET ANALYSIS (24 hrs.)

2-4 May; 0800-1600, Monday-Wednesday; Training Center. By: Ed Dappen

This course presents approaches to situational analysis using nonnumeric and nonstatistical techniques applicable to problems encountered in budget decision making. The four phases of the Federal budget cycle-budget formulation, Congressional action, budget execution, and review and audit will be addressed through lectures and case studies. Participants will be required to analyze various budget situations and present recommendations describing the results of their analyses.

COMPUTER INSTRUCTORS WANTED

The Human Resources Development Division, C622, is looking for NAWC/NAWS employees experienced in using computer applications, networks, and programming languages in the office to conduct occasional short courses for Center employees (the Human Resources Development Division would provide funding for labor while teaching the class, and funding for the preparation of the class).

Topics of interest are Windows training for the PC (basics, Microsoft Excel, Microsoft Word); MS-DOS; Lotus 1-2-3; networks (Internet, TCP/IP); Oracle; and Macintosh training (System 7, 4th Dimension, Microsoft Word and Microsoft Excel Advanced).

If you are a civilian employee or an attached military person with skills in any of the above areas and are willing to expand your contribution to the Center by teaching any of the referenced courses, send a list of topics that you are able to teach and list any prior teaching experiences to Annette Hernandez, C622, 939-0870.

To enroll or if you have any questions, call 939-2468.

HOW TO READ NIF 009 (3 hrs.)

10 May; Tuesday, 1230-1600; Training Center. By: Larry Walles, DFAS-CL, XEAG

This course is designed to help you read and understand one of the most important reports produced by the Center's Defense Business Operating Fund (DBOF) financial system. This course covers the basic DBOF concepts of cost center, accounting shop, job order structure, labor acceleration, stabilized rates, and applied overhead. The job order transaction cycle (commitment, obligation, accrual, and cost) is covered for labor, inventory issues, DES orders, and contracts for material, services, and equipment, travel, cost distributions and transfers, and bad charges.

To enroll call Pat at 939-3159.

CPR/FIRST AID INSTRUCTOR WANTED

Cerro Coso Community College, in conjunction with the NAWS Safety Office (C0804), is looking for an instructor to teach American Red Cross Adult Cardiopulmonary Resuscitation (CPR) and Standard First Aid classes through the summer months.

The classes will be held at the NAWS Training Center from June through August on Monday through Thursday. The instructor will be working as a Cerro Coso employee teaching classes for primarily NAWS/NAWC employees as part of a CPR training program sponsored by the Safety Office. Interested instructors must be American Red Cross Instructor qualified and able to meet Cerro Coso's instructor requirements.

For more information, contact Dena Christison at the NAWS Safety Office at 939-0729 or Dr. Paul Riley at Cerro Coso Community College at 375-5001.

INTRODUCTION TO ROBUST DESIGN USING TAGUCHI TECHNIQUES (8 hrs.)

11 May; Wednesday, 0800-1600; Training Center. By: Dr. Robert D. Smith, C29103

Intended Audience: All NAWC personnel; however, SEC students will get first priority.

Robust design is an efficient experimental strategy for identifying the best, in a well-defined performance sense, set of parameters for a component, subsystem, system, or process. The technique is general in nature and not limited to special areas of science and engineering. Robust design is used extensively by the Japanese, and its use in the U.S. has grown considerably over the last 10 years. Specific topics that will be covered in this course include quality loss functions, orthogonal arrays, data analysis, experiment design, data transformations, performance prediction, and design philosophies. Numerous examples relating to work in the area of simulation and analysis done at NAWC will be presented.

Note: Enrollees are asked to bring a 1-inch three-ring binder.

To enroll or ask questions, call 939-2686.

ADVANCED TOTAL QUALITY LEADERSHIP (16 hrs.)

4-5 May; Wednesday-Thursday, 0800-1600; Training Center. By: Dr. David Coe, University of Colorado

Intended audience: supervisors, team leaders, and other employees with a limited knowledge of TQL principles who want information regarding its practical application to real problems.

This 2-day interactive workshop will acquaint participants with many of the advanced planning and management techniques of TQL. Students will learn how, either as team members or team leaders and supervisors, they can make creative and significant contributions to improving their organization's effectiveness. Topics addressed will include affinity diagrams, interrelationship

diagrams, tree diagrams, process decision charts, activity network diagrams, and prioritization matrices.

To enroll or ask questions, call 939-2686.

INTRODUCTION TO THRIFT SAVINGS PLAN (4 hrs.)

9 May; Monday, 1300-1700; Training Center. By: Charles Green, Consultant

This course is for all CSRS and FERS employees who are eligible to participate in the Thrift Savings Plan. The instructor will explain the operation and advantages of the program. Historical data on risks and rates of return will be presented so that participants can choose appropriate investments. The group will also discuss budgets, borrowing, and saving techniques; ample time will be allowed for questions.

To enroll call 939-2468.

SKILLS FOR CONFLICT RESOLUTION (8 hrs.)

12 May; Thursday, 0800-1600; Training Center. By: Marlon Lapan

Intended Audience: Supervisors and others needing improved skills for resolving conflicts.

During this 1-day workshop, participants will learn how to communicate under pressure caused by people with aggressive and manipulative behaviors. Topics addressed include: underlying causes of conflict, communication styles, and obstacles to resolution. Skills needed to disarm anger and reach win-win outcomes will be identified and practiced.

To enroll or ask questions, call 939-2686.

THE MODERN LEADER (16 hrs.)

12-13 May; Thursday-Friday, 0800-1600; Training Center. By: Jim Saylor

This course provides participants with the knowledge and skills to perform as a leader today. Participants gain understanding of the specific roles of a modern leader. The emphasis is on the development of leaders to: guide a team to accomplish a specific focus, manage empowerment, and optimize differences in today's diverse workforce. The outcome of the workshop is a detailed action plan to apply immediately in the workplace.

To enroll or ask questions, call 939-2686.

BUSINESS PROTOCOL AND ETIQUETTE FOR THE FEDERAL GOVERNMENT EMPLOYEE (16 hrs.)

16-17 May; Monday-Tuesday, 0800-1600; Training Center. By: LaNelle Thompson

This course approaches professional social behavior as a complementary program with cultural diversity training. It also satisfies the need for protocol training in the management training curriculum. The student will leave the program with increased self-esteem and "manners awareness" in business and social situations. The course also brings the student up to date on the changes made in protocol and etiquette over the past few years.

Deadline: 9 May.
To enroll call Sue at 939-2349.

RETIREMENT PLANNING FOR YOUNGER EMPLOYEES (8 hrs.)

18 May; Wednesday, 0800-1600; Training Center. By: Employee Relations, C621

This seminar consists of several lectures that discuss the facts affecting retirement, such as those relating to Civil Service Retirement System and FERS, Thrift Savings Plan, health insurance, life insurance, Social Security, income tax and financial planning, estates, trusts and wills. This course includes pertinent topics from the Pre-Retirement Seminar, with emphasis on what to look for in planning for retirement. This course is recommended for employees beyond 2 years of employment and those within more than 5 years of retirement.

To enroll call Tammy at 939-2451.

BASIC TQL TOOLS (8 hrs.)

19 May; Thursday, 0800-1600; Training Center. By: Bob Huey

Acting as a problem-solving team, the participants will learn specific tools, practice their use, determine when and why to use certain tools, develop an understanding of the use of hard and soft data, and understand techniques used by facilitators, group leaders, or self-managed teams. Emphasis will be placed on USING brainstorming & NGT techniques, cause-and-effect diagramming, and multivoting; LEARNING about pareto charts, flow charts, scatter diagrams, why-because pursuit, force-field analysis, and other easy-to-apply tools, and UNDERSTANDING when to apply each tool and APPLYING the tool appropriately. Members should bring real problems to class so they can choose various tools and apply them to their issues.

To enroll or ask questions call 939-2686.

TAKING THE MYSTERY OUT OF 171 WRITING (4 hrs.)

19 May; Thursday, 1230-1630; Training Center. By: Marie Duff, C622

Audience: All persons interested in competing for positions at Edwards AFB or those trying to move off the unfunded list.

This workshop will help participants both write and use an SF-171 effectively. The presentation style will walk the student through the 171 with actual practice. By the end of the class, participants will understand what readers of 171's are looking for, be able to identify and describe meaningful portions of their work experiences, and be able to use the new computer version of the SF-171.

To enroll call Tammy at 939-2451

FILEMAKER PRO (16 hrs.)

23-24 May; Wednesday-Thursday, 0800-1600; Training Center. By: Marjorie Hunter, C0239

Prerequisite: Basic Macintosh skills.

In this class you will learn an introduction to databases, how to create your own database,

diagrams, tree diagrams, process decision charts, activity network diagrams, and prioritization matrices.

To enroll or ask questions, call 939-2686.

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FANTASTIC FRIDAY WELLNESS CLASSES

Classes Available on AWS Day

LIFESTYLE CONTROL OF CHOLESTEROL (8 hrs.)

22 April; FLEX Friday, 0800-1600; Kerr Mc Gee Center. By: Dr. Wes Youngberg, Consultant

This seminar helps the participant understand cholesterol's role in the body, and will provide information that will help individuals keep their cholesterol at a desirable level. The seminar addresses present and ongoing research, especially regarding the issue of reversibility of heart disease once established.

Deadline: 7 April.
To enroll call 939-2468.

BOOSTING YOUR IMMUNE SYSTEM (8 hrs.)

20 May; FLEX Friday, 0800-1600, Training Center. By: Dr. Wes Youngberg, Consultant

This seminar is geared to individuals who would like to optimize their immune functions in order to limit the influence of family/hereditary risk factors associated with premature aging, disability, and death. Lifestyle and environmental factors that tend to depress immune function will be discussed. Focus will be on the positive steps one can take to improve immune function for all body systems. Key factors such as nutrition, exercise, stress, and other environmental or lifestyle exposures will be discussed.

Deadline: 5 May.
To enroll call 939-2468.

CSUC COMPUTER SCIENCE PROGRAM

The following courses are being offered for the summer in the Cal-State University, Chico (CSUC), Computer Science Program (bachelor's and master's degrees). To enroll in these courses, call Denise at 939-2648. Registration will be held at the first class meeting. Deadline for enrolling is 10 calendar days before the starting date of the class. Employees taking one of the courses below must sign a statement at the time of registration promising to reimburse the government if a satisfactory grade (i.e., "C" or better) is not obtained.

CSCI172: SYSTEMS ARCHITECTURE (3 units)

9 May-24 August; Mondays and Wednesdays, 1130-1245; Training Center (videotape). By: Professor James Murphy, CSUC, (916) 898-4037.

Prerequisite: CSCI1171: Computer Architecture and CSCI151: Algorithms and Data Structures or equivalent or consent of instructor. Students wishing to apply this course to the bachelor's degree must have passed the Writing Effectiveness Screening Test (WEST) or acceptable equivalent.

Scope: Definition of problems relating to interfacing processors and peripherals in computer systems. Channel and bus structures, bandwidth computations, performance evaluation, feasibility studies, and methods of systems analysis. This is a writing proficiency, WP, course; a grade of C- or better certifies written proficiency for majors.

Text: Computer Architecture: a Quantitative Approach. John L. Hennessy and David A. Patterson. Morgan Kaufmann Publishers, Inc., 1990.

Note: This is a core course in the bachelor's degree program in computer science through CSUC and a required foundation course for the master's degree program in computer science through CSUC.

CSCI171: COMPUTER ARCHITECTURE (3 units)

24 May-11 August; Tuesdays and Thursdays, 1100-1245; Training Center (videotape). By: Professors Robert Britton, CSUC, (916) 898-4487.

Lab: Tuesdays, 1700-1800; Training Center. By: Howard McCauley, 939-0546.

Prerequisite: Proficiency in Assembly Language Programming or consent of instructor.

Scope: This course discusses the organization, logical design, and components of digital computing systems.

Text: Computer Systems Architecture. Morris Mano. Prentice-Hall, 1982, second edition.

Note: This is a core course in the bachelor's degree program in computer science through CSUC a required foundation course for the master's degree program in computer science through CSUC.

LISTENING FOR UNDERSTANDING (8 hrs.)

24 May; Tuesday, 0800-1600; Training Center. By: Michele Wolski

In this course participants will be able to listen for understanding in verbal exchanges of factual and subjective information; overcome personal barriers to listening; block out competing messages; apply feedback techniques such as paraphrasing, clarifying, and summarizing; and convey verbal and nonverbal feedback to all levels of an organization. Participants will learn the differences that exist between what is said, what is heard, and the actual intended message. The course will cover the skills and principles used to achieve understanding of the intended message through active listening versus passive listening. Also covered will be comprehension, information retention, emotional barriers, and verbal and nonverbal communication. Importance is placed on how effective listening can decrease job stress, improve job performance, and enhance total quality leadership (TQL) by avoiding misunderstandings.