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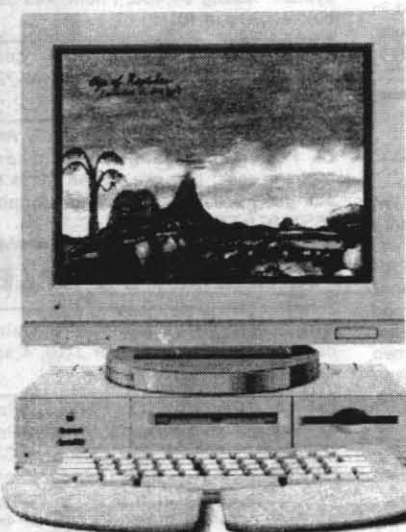


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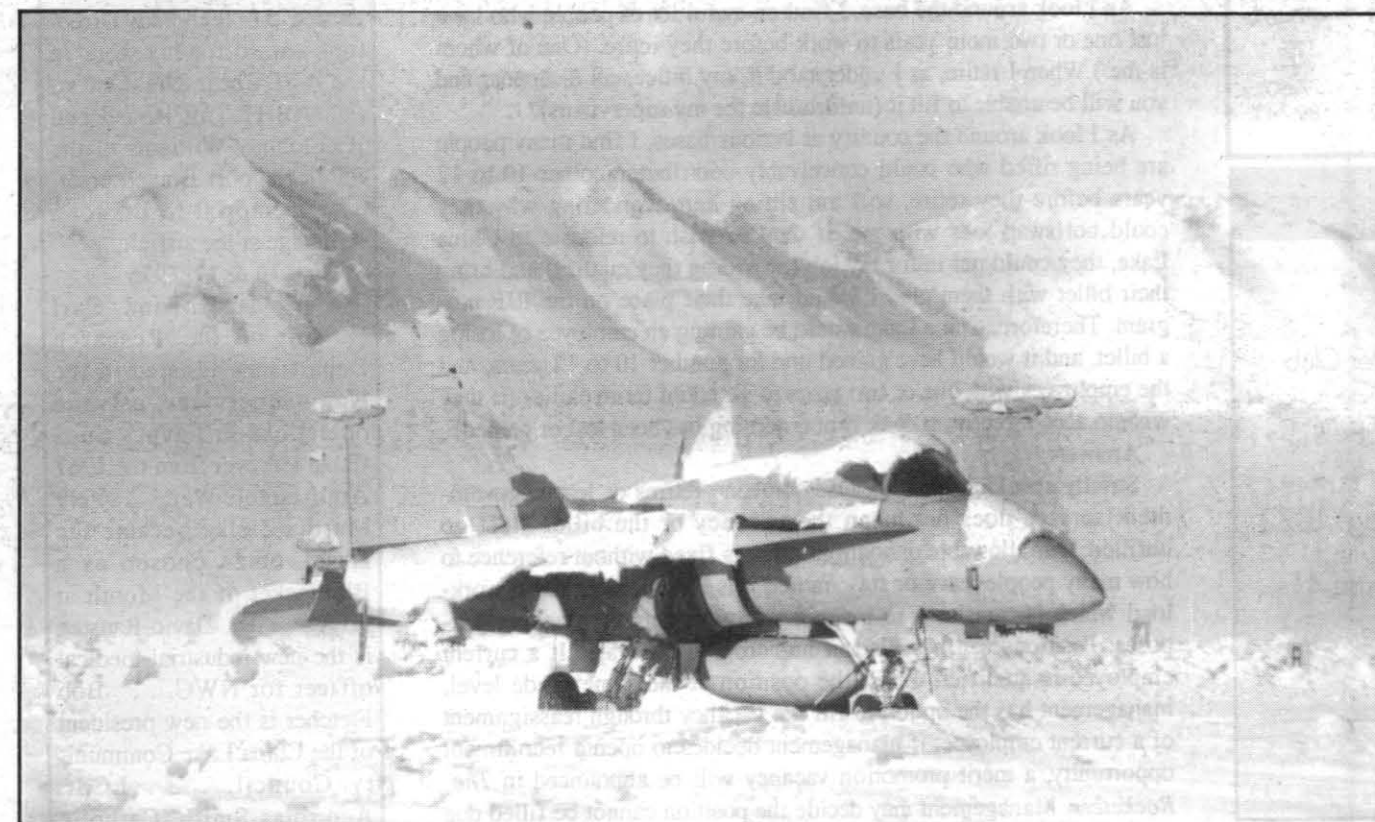
THE ROCKETEER

THURSDAY, JANUARY 12, 1995

NAVAL AIR WEAPONS STATION, CHINA LAKE

Vol. 51, No. 1

Desert storm pummels valley with snow, rain



SNOW BIRD—Frosted Air Test and Evaluation Squadron Nine F/A-18 (above) seems totally out of its element backdropped by ground fog below the eastern slope of the Sierra at first light last Thursday. Volleyball net spiked by tree limb at MWR Teen Center (below) suffered know lasting damage.



Photo by Barry McDonald

By Barry McDonald
Editor

Despite downed trees and power lines that sparked small tree fires, power outages, some fender benders and minor damage, China Lake escaped generally in pretty good shape last Thursday from beneath the 6.5 inches of snow that fell steadily for roughly 12 hours the day before. Then the rain took over again, and by the time it was all done, with some scattered sunshine over the past week, the total precipitation thus far for January is at 2.72 inches. This brings the season (beginning July 1) total to 3.25 inches, including last week's snowfall, which equated to .65 inches using the meteorologist's 10:1 conversion ratio. And another storm is due in the Indian Wells Valley Sunday or Monday.

While employees awakened to rain and already puddled streets last Wednesday, the rain turned to snow at about 11:30 a.m. Owing to the temperature of 40 degrees and wet ground, most felt the snow wouldn't "stick." But stick it did, and luncheon diners at local eateries emerged to find completely blanketed parking lots and had to scrape their windows before attempting the drive back to the Station. After just two and one-half hours, RAdm. Dana B. McKinney granted administrative leave at 2 p.m. to desert dwellers unaccustomed to snowy driving.

Though schools officially remained open Wednesday, some were mostly empty by the final bell. The district did close schools on Thursday and Cerro Coso Community College cancelled early morning classes.

At China Lake it was a "normal" work day. Liberal leave was in effect for employees of Echo Range. Travelers wanting to return to and from Point Mugu got to spend the night Wednesday, and while crews began grading runways at Armitage Field early, the noon shuttle was the first cleared to land Thursday. More distant wayfarers suffered the same fate as Inyokern Airport was similarly closed for a time.

Forecasters at China Lake's Naval Pacific Meteorology and Oceanography Detachment were still predicting just rain an hour before the snow began to fall. AGC Charles Casperson, CPO-in-charge of the detachment, said temperatures measured every hundred feet from a weather balloon sent up early in the morning indicated that snow was not possible.

"Since we didn't have a balloon up at the time, we can only speculate that some cold air slipped in between 3,000 and 4,000 feet in the late morning," Casperson said. "This can happen even when the surface temperature is up to 43 degrees, and sometimes even higher. It's

Please see **WEATHER**, Page 17

Weapon systems analysis earns kudos for Bert Gould

Forty-year veteran China Laker favored with Meritorious Civilian Service Award

6

Joint Standoff Weapon passes free flight testing

Aircraft and personnel from NAVCAD travel to the lake for combined test effort

10

Charlie Range cleanup success gives program a boost

Two fulltime employees authorized after effort comes in at half the scheduled time

14

Weather

	Dec. 28	Jan. 3	
High	65	40	31
Low	58	36	13
Gusts	67	35	5
Humidity	61	21	5
Wed	67	35	5
Thurs	61	21	5
Fri	56	36	9
Sat	61	24	—
Sun	47	36	14
Mon	43	41	8
Tues	53	21	23
	55	26	5
	52	36	11
	63	34	12
	64	54	18
	64	51	22
			89-81%
			92-55%
			77-46%
			—
			—
			77-60%
			89-74%

China Lake Calendar

Monday, Jan. 16

•Martin Luther King, Jr. holiday

Thursday, Jan. 26

•Blue by Nature Concert, 5 to 11 p.m., Seafarer Club

Thursday, Feb. 2 and Feb. 3, 6

•Surplus auction inspection, 7:30 a.m. to 2:30 p.m., Bldg. 1073, Warehouse 41

Tuesday, Feb. 7

•Surplus auction inspection, 7:30 to 9 a.m., Bldg. 1073, Warehouse 41

•Surplus auction, 9 a.m., Bldg. 1073, Warehouse 41

Monday, Feb. 20

•Presidents Day holiday

Saturday, March 4

•Seabee Ball at Seafarer Club

Sunday, March 25

•Bluejacket of the Year Award Dinner

THE ROCKETEER

NAVAL AIR WARFARE CENTER WEAPONS DIVISION COMMANDER

RAdm. Dana B. McKinney

VICE COMMANDER

Capt. Roger K. Hull

NAVAL AIR WEAPONS STATION CHINA LAKE

COMMANDING OFFICER

Capt. Charles A. Stevenson

Public Affairs Officer

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The Commander's Desktop

By RAdm. Dana B. McKinney
NAWCW/PNS Commander



Question:

As I look around the base, I find an awful lot of people who have just one or two more years to work before they retire. (One of whom is me.) When I retire, as I understand it, my billet will disappear and you will be unable to fill it (unfortunate for my supervisors).

As I look around the country at various bases, I find many people are being riffed who could conceivably contribute another 10 to 12 years before they retire, so I am sitting here wondering why they could not swap jobs with me. If they so wish to relocate to China Lake, they could put in for my job (providing they qualify) and bring their billet with them, and I would take their place on the RIF program. Therefore, China Lake would be gaining an employee of losing a billet, and it would have gained one for another 10 to 12 years, and the employees with one or two years to go could retire earlier (if they wish to accept the swap deal. If not, nothing has been lost or gained).

Answer:

Strictly speaking, just because someone retires or leaves government service does not mean the vacancy or the billet must go unfilled. Our allowable onboard number is fixed without reference to how many people leave or stay; rather, it is based on budgeted workload which is translated to manpower equivalents for tracking purposes. Positions can be filled in numerous other ways. If a current employee is qualified to fill the position at the same grade level, management has the option to fill the vacancy through reassignment of a current employee; if management decides to open a recruitment opportunity, a merit promotion vacancy will be announced in *The Rocketeer*. Management may decide the position cannot be filled due to budget constraints or other priorities.

The second part of your question is an excellent suggestion and is one that DoD is attempting to implement through the Job Exchange Program. This is a formal program designed to allow employees to "swap" jobs. It is set up so that you could transfer to a closing base and work for one to two years and then retire. Simultaneously, an employee at that base who wants to keep working is placed in your position here at China Lake. The exchange must be with an employee at the same grade level and both organizations must agree to the exchange. The closing base pays for both of the employees' moves.

Another incentive is currently being offered through the "expanded VSIP" program. In this program, employees at closing bases who wish to keep working are registered for specific locations. Employees at China Lake can volunteer to participate. If a match is found with someone at a closing base, that base pays you a Voluntary Separation Incentive Pay (VSIP) incentive up to \$25,000 for you to retire. They then place their employee into the vacancy created. If you were ready, or almost ready, to retire now, you might consider this option to take the VSIP incentive to retire now.

For further information about registering for these programs, contact the Human Resources Department at 939-3317.

New warehouse hours of operation

New hours of operation have been announced for some supply warehouses.

ServMart, aka TelMart (Warehouse 10), Hazardous Materials (Warehouse 24), Steel Yard and Bulk Wood (Warehouse 27) and Aviation Consumables (Warehouse 42) are all open 7:30 a.m. to 4:30 p.m., Monday through Friday.

Friday hours include flex Fridays. However, if an access problem occurs on a flex Friday with one of the other warehouses, please contact ServMart at 939-2241.

Access to Air Conditioning and Safety (Warehouse 14) other than Thursdays can be obtained by calling ServMart at 939-2241. On Thursdays, Warehouse 14 is open from 7:30 a.m. to 4:30 p.m.

Cold Storage (Warehouse 17) is on an on-call status. Please check in at ServMart at 939-2241.

Pages From The Past

Jan 11 & 18, 1985

Mickey Strang became editor of *The Rocketeer* after the retirement of Don Yockey, editor for the past 13 years. . . . The Christmas season in the Indian Wells Valley was celebrated with a record snowfall and cold snap. . . . George Mason earned the Technical Director's Award for his work in the A-7E Cheap Night effort. . . . ABH1 Tim House and ICC Johnny Williams of the Flight Support Branch created a memorial to Lt. John Armitage at the airfield.

Jan. 10 & 17, 1975

Carl Austin and Carl Halsey of the Research Department assisted in the Navy-supervised salvage operations in Egypt's Suez Canal left over from the 1967 Arab-Israeli War. . . . YN3 Martha Zielke became the first woman chosen as a Bluejacket of the Month at NWC. . . . Dr. David Rausten is the new industrial medical officer for NWC. . . . Bob Fletcher is the new president of the China Lake Community Council. . . . LCdr. Aquinas Smith, Catholic chaplain, was the keynote speaker for the Martin Luther King Memorial Service.

Jan. 8 & 15, 1965

Chaplain E. F. Kane reported to NOTS as the new Catholic chaplain. . . . LeRoy Jackson, NOTS Community Relations officer, was honored as he retired to become a Kern County Supervisor. . . . Twelve gliders at the Soaring Club Building at Sandquist Spa were destroyed in an early morning fire. . . . Gary Stevenson is president of the China Lake Golf Club for 1965.

Jan. 7 & 14, 1955

Twenty-four China Lakers, led by Cdr. E. E. Gibson, are key workers in the 1955 March of Dimes effort. . . . More than two inches of snow fell at NOTS this week, but melted within two days of falling. . . . H.G. Wilson succeeded Dr. F.E. Lowance as associated technical director. . . . Supply Officer R.L. Myers was promoted to captain at the end of 1954. . . . Walt LaBerge will brief the local American Ordnance Association chapter on Sidewinder developments.

COMMUNITY EVENTS

The Community Light Opera and Theatre Association encores their award-winning production "The Diaries of Adam and Eve" dinner theatre production Jan. 12, 13 and 14 at Farris' Fine Dining (Heritage Inn). Doors open at 6 p.m. with dinner served at 6:30. Curtain is at 7:30. Ticket prices are \$21 per person or two for \$37. Reservations and ticket purchases may be made only at the Village Bookshelf at 901 N. Heritage Dr., Ridgecrest.

####

Michelle Feulner-Castro is the featured artist at the Sylvia Winslow Exhibition Gallery of the Maturango Museum until Feb. 1. "Life Line" is a mixed media show which expresses Michelle's fascination with the human form and the hazards of the psyche. Hours of the museum are Wednesday through Sunday, 10 a.m. to 5 p.m. Admission to the museum is \$2 for adults and \$1 for children, ages 6 thru 17. There is no fee to members and to children ages 5 and under. A percentage of all art sales will benefit museum programs. Much thanks

go to the sponsors of this show: Gerald T. Huntley, Attorney; Blimpie's; S.A.S.S.; and Drummond Medical Group.

Life insurance reminder for those employees approaching age 60

By John Powers and Peggy Topham
Human Resources Department

The premiums for Federal Group Life Insurance (FGLI) increase at certain age brackets, i. e. ages 40, 45, 50, 55 and 60. The most significant increase is when you attain age 60 (the premiums more than double). For this reason, employees should review their life insurance coverage and decide if they want to continue or reduce their insurance coverage.

If you have Option A (Standard) or

Option B (Additional) life insurance, and reached or will reach age 60 in 1994, you can expect to see a substantial increase in your premiums starting Jan. 8, 1995.

At age 60, the premium for Option A (\$10,000 of coverage) increases from \$3 to \$7 per pay period.

For Option B, the premium increases from \$.30 to \$.70 per \$1,000 of insurance at age 60. For example, an individual with \$45,500 basic pay, elected five times his base pay under Option B. His total insurance coverage under Option B

would be \$230,000. The premium would increase from \$69 to \$161 per pay period.

The premium increase always takes effect on the beginning of the first pay period of the year following the year in which you reach another age bracket.

For those turning age 60, the increased premiums for Options A and B remain in effect until age 65. If retired at age 65, Option A withholdings stop and the amount of insurance reduces to 25 percent of the pre-retirement amount.

Option B withholdings stop at age 65, and the amount of insurance begins to reduce two percent per month for 50 months, at which time coverage ends.

If you are still working at age 65, the premiums would continue until you retire, at which time the insurance would start reducing.

Employees may reduce their coverage to avoid these premium increases.

Contact your PMA Team for further information.

Family Friendly Leave Act allows for expansion of sick leave benefits

President Bill Clinton has signed legislation allowing government employees to use sick leave to care for ill family members.

The Federal Employees Family Friendly Leave Act went into effect Dec. 22. Until then current rules apply. Employees could only use sick leave for their own illness.

The measure contains a broad definition of "family." Employees will be able to use sick leave to care for a spouse; parents; spouse's parents; children, including adopted children, and their spouses; brothers and sisters and their

spouses; or any individual related by blood or affinity whose close association with the employee is equivalent to a family relationship.

All employees will be able to use at least five of their 13 sick days per year for family care. They will be allowed to use an additional eight days, provided they retain at least 30 hours in their account.

Office of Personnel Management officials are working on the regulations, so details are not in place. They said they will evaluate the policy during a three-year pilot run and report to Congress.

Video Listings

•Monday-Friday, January 16-20

5:30 p.m.: Navy News

5:55 p.m.: Safety Journal

6:30 p.m.: Life at the End of the

Road: The Bonnefin Family Reunion...A historical China Lake story

KNID

6:45 p.m.: Elements of Prosperity

•Monday-Friday, January 23-27

5:30 p.m.: Navy News

5:55 p.m.: Safety Journal

6:30 p.m.: Sea, Lifetime Today

7:00 p.m.: Traditional Handicrafts

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AOCM McCracken leaves the Navy, plans to stay in community

By Barry McDonald
Editor

After initially questioning Master Chief Aviation Ordnanceman William P. McCracken's intelligence, because he was one of the guys "who like to play with bombs, rockets, missiles and other stuff that goes boom," NAWS Commanding Officer Capt. Charles A. Stevenson later said the master chief proved his intelligence by getting into the patrol squadron community as a flight engineer. A check of AOCM (AW/NAC) McCracken's service record, continued Capt. Stevenson at the outgoing Weapons Division officer's retirement ceremony, Dec. 28, showed even more evidence of his intelligence.

"Since returning from Vietnam, he has never been assigned to a command outside of California," said the CO. "Seven tours with VP (patrol) squadrons at Moffett Field, then on to China Lake...see, I told you this guy was smart."

Stevenson said he wanted to publicly thank McCrack-

en for an "outstanding 30-year naval career" and for making "a real difference at China Lake." He said that under McCracken's leadership the "ordies" improved their "step-ahead" reputation, noting last year's sailor of the year and bluejacket of the year were both ordnancemen; four of seven first classes promoted to chief were ordies; and "it seemed every time I gave an award or special recognition to a group of Sailors at quarters," Stevenson said, "there were two or three ordies heading up the group."

McCracken also contributed to the quality of life aboard NAWS China Lake, leading the IWW Chief Petty Officers Association in turning bingo operations at The Seafarer into a winning proposition for all concerned.

In the arena of promoting the effectiveness of the command, McCracken was "second to none," Stevenson said. "The Sailors under his supervision were always top performers... The work done under his guidance was always top-notch... His leadership always ensured a steady hand at the tiller."

The ceremony began with the traditional presentation



HEAVILY LOADED shadow box was presented to Master Chief Bill McCracken (left) by AFCM Robert Houser for the IWW Chief Petty Officers Association.

of a floral bouquet to McCracken's wife, Rosanna, and there followed a seemingly endless flow of single red and yellow roses to his three daughters, two sisters, MWR Pay Clerk Barbara Jubrey, NEX Uniform Associate Fran Lemieux and many others.

The master chief was presented with letters of appreciation from both Stevenson and RAdm. Dana B. McKinney, NAWCWPNS commander, as well as a NAWS plaque by Stevenson. The CO's letter noted that besides all his California duty assignments, McCracken's first two assignments after recruit training in Great Lakes, Ill., — "A" school and Attack Squadron 176 — were in Jacksonville, Fla. It also listed an impressive string of awards, including the Navy Commendation Medal with two gold stars, Navy Achievement Medal with two gold stars, Combat Action Ribbon (Vietnam), Joint Meritorious Unit Award, Meritorious Unit Commendation with one bronze star, three awards of the Battle "E," and seven awards each of the Good Conduct Award, Vietnam Service Medal and Sea Service Deployment Ribbon, among many others.

Weapons Test Squadron OIC Cdr. Randal C. Sweeney presented the first-ever WTS plaque and the traditional Purple Sage and Dust Devil certificates.

Representing the IWVCOA, AFCM Robert W. Houser, WTS command master chief, presented the CPO Retirement Creed, a letter of appreciation from President Bill Clinton, a heavily loaded shadow box and a National Ensign that had been flown over the U.S. Capitol Building.

"Three-fifths of my life have been devoted to this canoe club," said McCracken after gaining the floor, "and I have mixed emotions about leaving it."

He related the story of how he almost entered the Navy as a boiler technician, but the recruiter told him he'd have to serve at least eight years as an apprentice before he could reach his "aspiration of becoming a boiler maker!" After reviewing his options, he decided on AO because he liked to see things blow up.

Thirty years later, he says his proudest statement of service is, "All my Sailors have always come back with all their fingers and toes."

The McCrackens will continue to make their home in the Indian Wells Valley, where Stevenson hopes the retired master chief will continue to direct the Seafarer's bingo operations.

LN1 Fayne Overton ready to serve legal needs

By Kathi Ramont
Staff Writer

Need a notary? A will? Maybe you are needing information about divorce or separation, help with your child support payments, credit information or a power of attorney for a specific event. The NAWS legal office, Judge Advocate General (JAG), helps active duty military, their dependents, retirees, reservists and DoD civilians with these services.

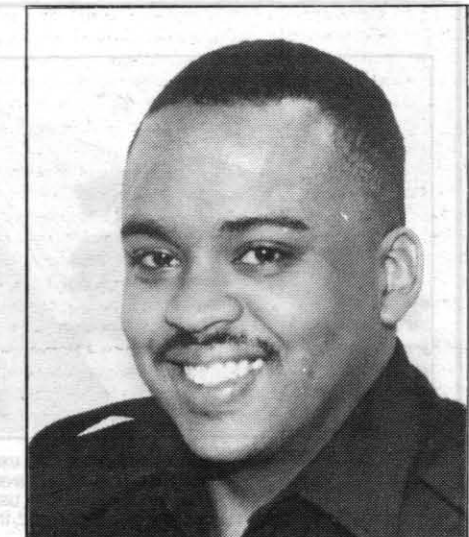
LN1 Fayne G. Overton reported onboard in November as the new legalman working directly for the JAG officer, Lt. Rodney

Hatley, and he says he's been busy every day. Not only does his office assist with general legal advice, but he's involved with active duty military discipline matters including Captain's Mass and courts martial.

Overton, with 11 years service, came to China Lake after working three years in Iceland. He has seen duty on the USS Saipan, USS Wisconsin and the Naval Legal Service Office, Naples, Italy. While in Italy he was part of the Mobile Jag, a team of legal personnel, including attorneys and judges, who are sent all over the Mediterranean area when needed for various courts martial.

"I like the Navy. It's been prosperous for me. Being a legalman is exciting. You are required to use your brain," said Overton. "I'm very familiar with the military justice system." Overton and his six-year old daughter, Stephanie, a student at Vieweg school, like the China Lake area and are enjoying the general winter "warmth" compared to the winters in Iceland. A Los Angeles native, he is now close enough to home he can see his family on a regular basis.

For help with legal services call 939-2203 for an appointment. The JAG legalman office can be found in the Administration Building, Room 1015.



LN1 Fayne G. Overton

NAWS wins Golden Anchor

Last month the Naval Air Weapons Station China Lake was awarded the FY94 Large Unit Golden Anchor Award by RAdm. William E. Bowes, commander, Naval Air Systems Command. He offered congratulations stating that "the real winners in this competition are the men and women of this command. Award packages submitted reflected their command's commitment for each member's quality of life and professional development. In addition, it was evident that great strides were made to improve the living conditions and working conditions for all."

Captain Charles A. Stevenson,

NAWS commanding officer, echoed Bowes congratulations and called out OSCS(SW) Dennis Harden and the NAWS Retention Team (which, during the period of award, included the personnel now assigned to the China Lake Weapons Test Squadron) for winning the Golden Anchor Award.

"This is an accomplishment of which everyone here at China Lake can be proud. Bravo Zulu! China Lake Sailors and Marines continue to lead the way, setting an enviable standard for all to emulate. Don't look back," said Stevenson.

Formal presentation of the award at China Lake will be scheduled soon.

Deductible, cost cap now tracked automatically

CHAMPUS-eligible persons and families now have the status of their fiscal year outpatient deductible and catastrophic cost cap tracked automatically through a new, CHAMPUS-wide, centralized system.

The CHAMPUS Central Deductible and Catastrophic Cap File (CDCF) went into operation Oct. 1, 1994. The CDCF keeps track of how much each person or family pays in cost-shares and the annual outpatient deductible for CHAMPUS-covered medical expenses in a fiscal year.

CDCF enables CHAMPUS contractors

to use the CHAMPUS Explanation of Benefits (EOB) form to tell families how much they have paid toward their deductible and toward the cost cap at any time during a fiscal year.

In the past, CHAMPUS claims processing contractors weren't able to automatically share information with each other. Claimants had to provide documentation to the second contractor, showing how much they had paid the first contractor toward their annual outpatient deductible and cost cap. Now, the new CDCF does it for them.

VSI/SSB recipients restricted on DoD rehiring as civilians

By Sgt. 1st Class Stephen Barrett, USA
American Forces Information Service

Service members who receive Voluntary Separation Incentive and Special Separation Benefit payments now face losing them if hired by DoD after Oct. 1, 1994.

As part of the fiscal 1995 Defense Appropriations Act, members who separate with VSI or SSB forfeit those benefits if hired to DoD civilian positions within 180 days of separation. President Bill Clinton signed the act in September. The sanction applies to active duty members and full-time National Guards-

men.

Defense officials said Congress became concerned about possible unfairness. Some former service members took the special payments, separated and then returned as DoD civilians—to do the same jobs they had just left.

The law affects only those who separate and are hired after Sept. 30. Service members released from duty before Oct. 1 retain their VSI/SSB payments regardless when hired. All VSI/SSB recipients appointed to DoD civilian positions after the 180-day period passes also retain their separation bonuses.

Service members separating under

Cimarron incident under investigation

Washington (NNS) — Five Pearl Harbor-based Sailors were awarded Non-Judicial Punishment (NJP) for various violations of the Uniform Code of Military Justice (UCMJ) based on an investigation into alleged misconduct on board the Pearl Harbor-based USS Cimarron (AO 177).

The proceedings were held by the Commander, Naval Surface Group, Middle Pacific in Pearl Harbor, Hawaii, as a result of an investigation of rape initiated on Nov. 12, 1994, by the commanding officer of Cimarron.

One of the crew members awarded punishment is the same woman who allegedly was raped. The charges against her were completely unrelated to her allegation of rape, and were based on evidence gathered in the investigation. The command considered it important to handle all NJP cases simultaneously.

The Navy is taking her allegation of rape very seriously, and the investigation of the alleged rape is still continuing. The punishment awarded her during the administrative proceedings in no way diminishes the intensity of the Navy's investigation, or the professional counseling assistance available to her as an alleged victim.

Disposition of the cases was as follows:

— A male E-9 was found to be in violation of UCMJ Article 92, Fraternization and Dereliction of Duty. He was awarded a punitive Letter of Reprimand and forfeiture

of \$500 pay for two months.

— A female E-7 was found to be in violation of Article 92, Fraternization. She was awarded a punitive Letter of Reprimand and forfeiture of \$500 pay for two months.

— A male E-4 was found to be in violation of UCMJ Article 112 (A), Wrongful Use and Possession of Controlled Substances and violation of UCMJ Article 134, Adultery. He was awarded reduction in rate to E-3, 45 days restriction, 45 days extra duty and forfeiture of \$400 per month for two months.

— A female E-1 was found to be in violation of UCMJ Article 92, Fraternization, and violation of Article 134, Adultery, and was awarded 45 days restriction, 45 days extra duty and forfeiture of \$400 per month for two months.

— Another female E-1 was found to be in violation of UCMJ Article 134, Adultery, and engaging in sex aboard a ship; and Article 92, Fraternization, and underage drinking. She was awarded 45 days restriction, 45 days extra duty and forfeiture of \$400 per month for two months.

Ten crew members involved in the ongoing investigations, including the rape complainant, have been temporarily reassigned from Cimarron, which departed Nov. 17 for a six-month scheduled deployment, in support of the USS Constellation Battle Group. (This story appeared on the Navy Wire Service as NWSA018)

WEATHER from Page 1

fairly easy for us to get snow here at 38 degrees, but it's generally safe to say that it won't snow above 43."

While rain greeted locals again this Tuesday morning, the temperature hovered around the 50 mark most of the day. Casperson said, on Tuesday, that the system causing the precipitation was of a different nature than the one that dropped snow last week and that it was drawing in warmer air from the south. Except for the higher elevations, snow was very unlikely, he explained. "Although, my wife says when it rains in the winter, I ought to always predict a 20 percent chance of snow."

VOLUNTEERS from Page 6

Mr. Bruce Auld, Superintendent of the Sierra Sands Unified School District, recently wrote and requested assistance from interested NAWCWPNS personnel in identifying interesting projects for the 1995 Science Fair competition. Burroughs High School has traditionally done outstanding in past science fair competitions in part due to the high technology background of the local community. Ideas are welcomed.

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Chicago-based blues comes to The Seafarer



BLUE BY NATURE

lauded by The Music Paper as the best new blues band of 1993, brings their Chicago-based sound to The Seafarer, Thursday, Jan. 26, from 5 to 11 p.m., to kick off Flex 59, the club's new entertainment program that will feature music from the 50s to the 90s. Admission is free and the evening will feature door prizes, a theme beverage, games, party favors and food, including Louisiana Buffalo and Barbecue Wings. Blue by Nature features lead guitarist Rick Dufay, formerly of Aerosmith, and the guttural, yet melodic vocals of Karen Lawrence. "Bonded by their passion and expertise, they exhibit true mastery of the patently American art form and take the blues somewhere very special by bringing it all back home."

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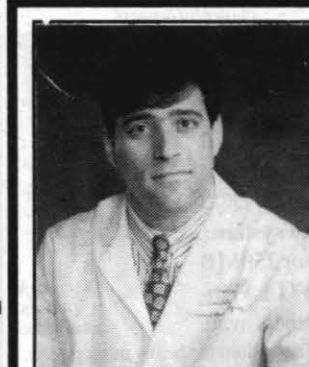
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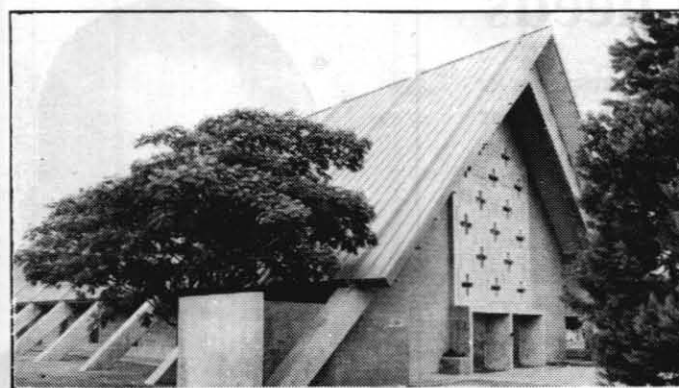
Sunday Worship Service, Main Chapel 10:30 a.m.
Sunday School, 1008-10 Blandy & 1903-05 Mitscher 9:00 a.m.
(September thru May) 9:00 a.m.
Bible Study (East Wing), Wednesday 11:30 a.m.
(September thru June) 6:30 a.m.
Men's Prayer Breakfast, East Wing, Thursday 7:00 p.m.
Adult Bible Study, East Wing, Thursday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

September through June
Religious School, 1902 Dobb
Tuesdays, Age 4 and up 5:30-6:30 p.m.
Friday, 2nd grade and up 6:30-7:30 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) 10:30 a.m.
1002 Blandy, 1008-10 Blandy & 1903-05 Mitscher 8:15 - 9:45 p.m.
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Jumaa Prayer, Friday (1002 Blandy) noon

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SPORTS

Flag Football Standings (thru 1994)

Team Name	Win	Loss
NADS	2	0
IYA OYAS	0	2
Bombers	2	0
Tasmanian Devils	0	1
Kay & Assoc.	0	1

Volleyball Standings (thru 1994)

Team Name	Win	Loss
Shut Up & Serve	5	0
South Pac	6	1
Go for It	4	1
Reid's Raiders	5	2
Bombs Away	4	3
Just Bums	4	3
Xtreme Heat	2	5
Here for Beer	2	5
Boeing	0	6
Smith's	0	6



Photo by PH1 M. Pierpoint, VX9

CHAMPS of 1994 Winter League football season, shown with their winner trophies, are (front row, l to r) Gary Howorka, Edgar Garcia, Vern Gaus, Greg Laube, (back row) Dustin Miller, Art Burke and Paul Flitcraft.

Military Golf Association solicits contributions

Submitted by the Military Golf Association
To support and promote golf and to preserve it as a service benefit for all members of the Armed Forces are the purposes of the Military Golf Association (MGA). There are about 200 golf courses in the continental U. S. and another 44 overseas. DoD Morale, Welfare and Recreation heads set general policy affecting these courses, and the MWR organization at each installation operates and maintains them.

MGA actively supports and promotes golf tournaments and related golf activities on military installations. Any monies raised will be used to help improve golf facilities, develop military golf programs, including

youth programs and to further the opportunity of any qualified military golfer, coach, trainer or manager to participate in golf competition.

A major activity of the MGA will be to sponsor an annual military open golf tournament. The Military Open will include divisions for men, women and seniors. They will provide assistance to the military open winners and runners-up to compete in and qualify for the U. S. Open, the Women's Open, the Seniors' Open and sanctioned amateur events.

If interested in joining, contact the MGA at (800) 532-6983, or write to Military Golf Association, P. O. Box 2611, Kensington, MD 20891-2611.

Propulsion Branch awards two fellowships in tutelage program

Submitted by Stuart Blashill
Propulsion-Control Integration Section

Two fellowships for training in the design, fabrication and testing of solid rocket motors were recently awarded by the Propulsion Branch, 473200D. Allen Gehris of the Solid Propulsion Section, 473230D, and Brent Bossi of the Airbreathing Propulsion Section, 473240D, will each prepare a motor design to solve emerging propulsion issues. Under the tutelage of an experienced mentor, the two engineers will each analyze a design problem, prepare a complete motor design, supervise and participate in the fabrication of the motor and participate in the motor testing. This fellowship program was created in response to a continuing need for engineers trained in all aspects of solid propulsion and is funded through the Core Science and Technology Program and with Division training funds.

The Propulsion Branch has many experienced and knowledgeable personnel in solid rocket motor design and evaluation. However, there have been no major in-house motor development efforts at NAWCWPNS since the mid-

1980's. There is a generation of engineers and technicians who have never had the experience of designing, fabricating, testing and evaluating a motor through full engineering and manufacturing development (E&MD). Though training classes have been offered, and well attended, these personnel have never "learned the ropes" through an actual hands-on design. Like most engineering disciplines, rocket motor design and development cannot be mastered out of a textbook. Without hands-on experience, the NAWCWPNS core competency in missile propulsion would eventually erode.

A trial tutelage program was begun early in fiscal year 1994 and was open to all interested individuals in the Propulsion Branch. Several design teams were established, each under the supervision of an experienced mentor. Because of funding limitations, restrictions were placed on motor size and propellant selection. Several designs were completed, hardware was fabricated and motors were cast. Static firing of these motors will take place in the first quarter of fiscal 1995.

Allen Gehris was selected for a fiscal 1995 fellowship because of his enthusiasm and success during the trial program. He is a 1989 graduate of the New Mexico Institute of Mining and Technology and has bachelor's and master's degrees in materials engineering. He is currently the advanced cases task manager for the Insensitive Munitions Advanced Development Propulsion Office, the project engineer for the Insensitive Munitions Technology Transition Program 2.75-inch Rocket Project, and the Data Exchange Agreement 5212 composite case coordinator. This is Allen's third year in the Solid Propulsion Section. Under the fellowship he will design and demonstrate a rocket motor that will meet or exceed the original performance requirements for the Advanced Rocket System (ARS). The current ARS design does not include a new rocket motor. The need still

exists, however, and a design demonstration will be of value when a new program is initiated.

"My position has enabled me to experience all aspects of solid propulsion engineering from rocket motor concept to testing," Allen said. "Unfortunately, I have not had the opportunity to design the propellant grain, which is really the guts, or better yet, the muscle of the rocket. It is by far the most challenging aspect of the propulsion system design. A balance must be struck between mission requirements and dimensional restraints."

Brent Bossi also participated in a successful team during the trial program. He graduated with a master's in aerospace engineering from the University of Missouri, Rolla, in September 1991, and came to work at China Lake a month later. He has spent the last two years in the Airbreathing Propulsion Section, with the majority of his work devoted to ramjet technology. Under the fellowship, Brent will analyze and begin initial development of a gas generator propellant with Glycidyl Azide Polymer (GAP) and Boron. The advantages of such a mix is twofold: the Boron will increase the available energy over current gas generator propellants; and it should produce a relatively cool exit gas temperature thereby protecting a variable flow nozzle from high temperatures. The technology is geared for an Advanced Technology Demonstration (ATD) under consideration.

"Before the tutelage program, my experience in the Propulsion Branch was strictly related to ramjet technology," said Bossi. "Now I will have a basic understanding of rocket motor design and propellant development. In addition, because of the hands-on experience from assisting with the propellant testing and rocket motor casting, I will establish good working relationships with the people involved."

The fellowships will continue throughout this year, and will culminate in motor firings in late summer 1995.

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Bert Gould recognized for contributions in weapon systems analysis

By Dee Rorex and Lee Keyser

One wall of Bert Gould's office is covered with photos of his latest project, which for the last 14 years has been Tomahawk. In contrast, another wall is adorned with photos of waterfalls and bristlecone pines. It takes a while to find the modestly displayed Navy Meritorious Civilian Service Award, recently presented to him by RAdm. Dana B. McKinney, Commander, NAWCWPNS, in recognition of his many contributions to the Navy during his 41-year career at China Lake.

"He's a fairly low-profile guy. He's not one to go out to the parking lot and shout, 'Hey, this is what I did!'" says Paul Homer, head of the Weapons/Target Department and a 31-year associate of Gould.

At the beginning of World War II, Gould's father talked to his Cal Tech professors about joining the Navy. "We have a better program," was their reply, referring to the rocket program they were currently involved in, so in 1945 the family moved to Inyokern.

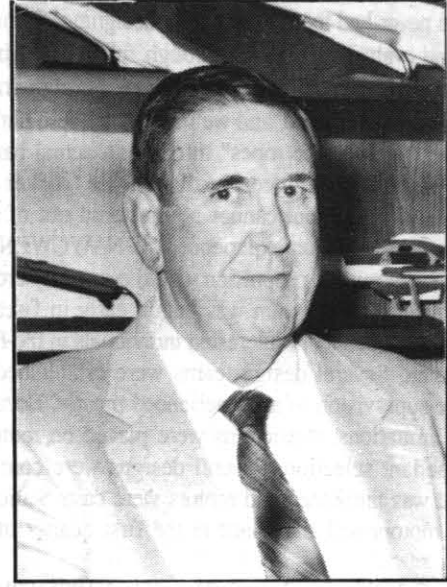
Gould began his career at China Lake in 1952, working as a summer student employee. "That's why the citation says 41 years. I'm old, but not that old," he says. In 1958 he received a bachelor's degree in mechanical engineering from the University of California, Berkeley, and joined the Junior Professional program, eventually designing ordnance components for the Weapons Development Department.

Gould's major contributions have been in the area of weapon systems anal-

ysis. As an analyst, he has supported nearly every air-to-surface program in which the Navy has been involved over the last 31 years: FAE, fire bombs, Shrike, HARM, Walleye, Rockeye, APAM, Maverick, Harpoon, aircraft cannons, Zuni, Mk 80 series bombs, Condor, Bullpup, Bulldog, SLAM, and Tomahawk. He has been active in all phases of analysis work. He has also written tri-service weapons effectiveness manuals, including a "one-of-a-kind" model for similar manuals used in the Navy and Air Force.

Besides the obvious technical benefits of a weapon like Tomahawk, Gould sees the human side to his work. "We call Tomahawk the premiere weapon today because we just cannot afford socially or politically to have a pilot paraded through the streets of wherever," he says. "Therefore, we send pilotless drones, if you will, cruise missiles such as Tomahawk, so that we don't place our pilots at too high risk."

One area for which Gould provided basic analytical information, in terms of tradeoff, terminal effects and effective analyses, was the first Tomahawk conventional warhead. That provided the basis for the Tomahawk Land-Attack Missile (TLAM)—the initial warhead



Bert Gould

warhead application of Tomahawk that was used in Desert Storm.

"Some not-so-good analysts get wrapped up in the minutia. You can get buried under all the infinitesimal numbers and mountains of paperwork. A good analyst looks at the broad picture and is able to determine what information is important and what information is not. The key is to figure out how to make a model that will give you useful real-world approximations, and Bert is able to do that."

"You become an analyst because you're tired of going out in the hot weather," Gould says with a smile but admits he still gets a kick out of going out to the tests. "Part of the fun," he says, "is trying to predict what is going to happen. I really don't go out to those tests very often any more. First of all, they don't let you close enough to see.

version. Homer recalls, "I was with him in 1981 when he gave a briefing of his analysis results at the sponsor's operation in Washington and then over in the Pentagon to a steering committee composed of three admirals. Although he was nervous, he did an excellent job. As a result of that briefing, the decision was made to develop what

became the primary warhead application of Tomahawk that was used in Desert Storm.

Gould is currently the principal weapons effectiveness analyst for TLAM-C, TLAM-D, TLAM-C Block III and Tomahawk Baseline Improvement Program (TBIP). He has been an active participant in the Joint Technical Coordinating Group for Munitions Effectiveness (JTCE/ME) for more than 20 years, currently acting as co-chairman of the Joint Munitions Effectiveness Manuals for Air-to-Surface (JMEM/AS) and chairman of the JTCE/ME Tomahawk Working Group.

In 1962, Gould married Marie. She had been teaching in Las Vegas where she met some former China Lake teachers who talked her into moving to Ridgecrest. She decided to try it for just one year. "No one ever comes to the desert for just one year," Bert says with a chuckle. He and Marie have two children, Albert S. Gould III (also known as Chip, as in chip-off-the-old-block), and Janice. Chip is a senior at Cal State Fresno majoring in television and video production (his dad says he was a TV addict as a kid). Janice is married and lives in Lehi, Utah.

Gould accepts only part of the credit for his Meritorious Civilian Service Award. "I've always worked in groups where there was close cooperation," he said. "I never met any reluctance on anyone's part to share information. The awards and citations I've received have been mainly due to the support of the people I've worked with."

Local schools seek volunteers with various skills

Volunteers are needed for a wide variety of tasks from repairing scientific equipment to reading to students. Burroughs High school has a Van de Graaff Generator, a Wimshurst Machine, and a Tesla Coil which need to be restored and brought back to life. Grade schools need volunteers to assist in reading and listening to students read. Junior highs need volunteers for after

school sports programs. These are just a few of many areas where help is needed.

Last year over fifteen base volunteers participated in 30 technical lectures and demonstrations to help local schools. Help is also needed in music and the arts. Skills and enthusiasm in hobbies and professions are desperately needed to keep students excited about learning.

If you can contribute your talent, please contact Bob Peoples (Human Resources, 939-8117), Bill Webster (Technology Transfer, 939-1074) or John Piri (Volunteers in Public Schools, 939-8470). Volunteers will be put on the volunteers for public schools list to be connected with a school and get started.

Please see VOLUNTEERS, Page 17

CLEANUP from Page 14

"These guys have given 120 percent," said Allen. "We were able to take people who had been injured on the job, train them and work with them to find a way for them to make their contribution and become productive employees again. I'm very proud of them. And they're very proud of their accomplishments."

"Because we knew we could be coming up against hazardous items, all of the guys received specialized training for what to do in particular situations. To have gone out to contract for this kind of cleanup with these types of unknowns might have cost millions of dollars. We've proven it can be done in-house, while putting money back into the program. Plus, we're getting noticed by other DoD installations. Nellis AFB has shown considerable interest and I expect to be hearing from them again this month. I'd like to see this type of program used at bases that are being closed in the BRAC process. It could save the government a lot of money."

The boneyard at Little Baker Range is next on the list. Already they've carted off three truckloads of batteries to be recycled. They will soon start identifying and sorting the various items.

"We did the first one in half the expected time," Allen said. "But with one under our belts, and some lessons learned, we know what to expect, and the others should go even faster."

Fellow Program nominations due Feb. 7

Nominations are being accepted by the China Lake Fellow Selection Committee for the 1995 Fellow Program. All technical China Lake employees are eligible for the Fellow designation, whether engineer, scientist, mathematician or other technologist engaged in research, development, test and evaluation; production process development; quality control; or other technical activities.

A major factor in the success of the Naval Air Warfare Center Weapons Division (NAWCWPNS) is the innovative talent of our technical people, noted Sterling Haaland, head of the Engineering Competency.

Anyone may nominate a candidate for the Fellow Program by submitting the necessary documentation, which should include the nominee's name, educational background, accomplishments, patents, publications and technical input (China Lake/national/international). Nominations should be submitted to the nominee's division technical staff selection committee. If no such committee exists, nominations can be made directly to the Fellow Selection Committee via the nominee's division head.

Division selection committee representatives are: 455580D (C2158), Annette Bergman; 523100D (C3253), Hal Duffy; 4733300D (C2743), George Hennings; 474220D (C02353), Rich Hollins; 473110D (C2893), Warren Jaul; 471340D (C2915), Dick Klabunde; 543300D (C39221), George Mills; 41E000D (C02A03), Bob Olson; 474G00D (C02901A), Bill Webster; and 472310D (C2824) Brad Wiitala.

These individuals are also members of the China Lake Fellow Selection Committee. As such, they may receive nominations and are available to answer questions about the Fellow Program. Nominations may be submitted anonymously, but it would be helpful if those making the nominations would provide their names and phone numbers in case further information is required.

To complete the selection process, all nominations must be submitted no later than Feb. 7.

The Fellow Program provides for three levels of recognition (in ascending order): Fellow, Senior Fellow and Distinguished Fellow.

Fellows shall be recognized as leading experts in their fields and shall have made identifiable technical contributions critical to China Lake programs. Patent or publication activity and recognition of capability by the technical community outside of China Lake is typical. A minimum time of 12 years working on NAWCWPNS programs is required.

Senior Fellows shall have clearly extended the state-of-the-art in their fields and made sustained, far reaching and crucial contributions to China Lake programs. Extensive patent/publication activity and national recognition by the technical community outside China Lake is expected. A minimum time of 17 years working on NAWCWPNS programs is required.

Distinguished Fellows shall have made pioneering developments in one or more fields of direct benefit to China Lake. They will be nationally/internationally recognized experts. Very extensive patent/publication activity is expected. A minimum time of 22 years working on NAWCWPNS programs is required.

The Fellow Selection Committee encourages participation in the Fellow Program from any China Lake employee. For more information on the program, call Pam Overfelt (chair of the China Lake Fellow Selection Committee), 939-3958, or Lois Reed (co-chair), 927-3116, or Gene Law (chair of the Point Mugu Fellow Selection Committee), DSN 351-0164.

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Charlie Range cleanup completed in half the expected time

By Barry McDonald
Editor

While it was expected to take a year, clearing the boneyard at Charlie Range was completed in just six months, and Materials Program Manager Dallas Allen and his crew are ready to move on to the next boneyard. All that remains to be done at "C" Range is dismantling of some electronic equipment and cutting up non-saleable trailer vans into pieces that can be sold as scrap.

As a result of the success at "C" Range, the Division Executive Board, in December, approved a request for two full-time employees for the program.

The project began under a premise put forth by members of the Environmental Projects Office that items salvaged from the boneyard could be sold as useable items or as scrap metal by the Defense Reutilization and Marketing Office (DRMO) to generate funds for the perpetuation of the program. They also felt other items could be returned to service on Station. So, in June 1994, Allen's crew working for Public Works' Environmental Coordination Office, headed by Lloyd "Tree" Crabtree, began sorting and categorizing the materials at "C" Range.

The 10-acre boneyard, now bare except for a lone Porta-Potty and the remains of a couple ancient tracked vehicles that will be cut up for scrap, yielded a wide assortment — from serviceable radar equipment, to recyclable metals, to hazardous waste that had to be disposed of properly. Some items were found in their original containers, having never been opened even though they were 40 years old. Some have been claimed by the Naval Historical Center. And some \$4.5 million worth of equipment has been sent to the Electronic Combat (Echo) Range to be returned to service or for use as spare parts.

Nearly 115,000 pounds of copper was sold for slightly more than \$40,000, which has been returned to program coffers, and DRMO is advertising for sale 200,000 pounds of scrap steel and five 2½-ton military vehicles that will have to be cut up (demilitarized) by the buyer on site before they can be moved off station.

The crew consists of people who had been put on light duty work because of injuries or physical disabilities. The original crew included Travis King, Joe Farris and John Culmone. Carlos Dickson joined the crew after a couple months, and now Frank Gilmartin and Glen Cobb are part of the team.

Please see next page



BEFORE AND AFTER photos (above and below) show the changes at "C" Range.



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'Sam's Orphans' photo-column seeks good homes for rare and unusual reusable items

All Navy installations are required (by OPNAVINST 5090.1B) to focus on the reutilization of materials before they are sent to recycling. To meet this requirement, Sam Treece, 8234EOD, suggested the establishment of a NAWS Return-to-Service Store. The store was approved and its opening announced several months ago, but some people just aren't taking advantage of what's available.

Since the items at the store have already been paid for, they're free for the taking, but customers must sign a log to show that the materials will be used for official business. Contractors can also withdraw materials in support of their contracts.

Materials received at the Recycling Center that appear to have residual value are set aside for the store. With recent moves the store has received an unusually large supply of binders, file

folders, hanging folders and other office supplies. They even have some staplers, hole punches and the hard-to-find binder clips.

Occasionally the store receives items, such as rubber boots, which might be put to good use considering recent weather and toner cartridges, which may only be used by a few customers or on rare occasions. With this issue we establish the "Sam's Orphans" column to let readers know that there are unusual items available for adoption. The column will run as items are received.

The store is located on Cobra Avenue, just west of the Michelson Laboratory complex. It's not far from Tel Mart, so you can stop by to check its inventory before using your JO.

For further information call Treece at 939-2522.



Photo by Margie Hammett

NOW YOU TELL US — Rubbers (right) are available in various sizes at the Return-to-Service Store on Cobra Avenue. Toner cartridges for unidentified machine (left) may also be just what your code needs. Both are free for official use, as are many other usable items for which you might otherwise be paying good, scarce money.

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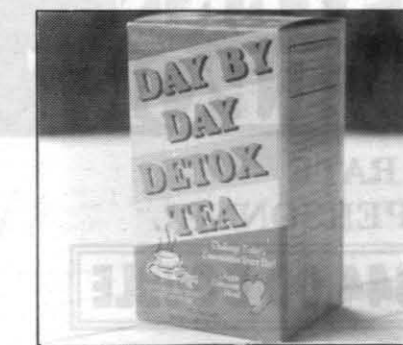
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DSA recommends method on how to brace hot water heaters to prevent spillage in case of an earthquake

Past earthquakes have demonstrated the importance of bracing water heaters. Such action can prevent your water heater from toppling over during an earthquake, rupturing the gas line and possibly causing a fire. Bracing your water heater can also preserve a valuable source of emergency drinking water.

Residential water heaters hold 30 to 40 gallons, a supply that can be lost if your water heater falls. Be sure to have a tool to siphon water from the water heater in an emergency. Fitting the water heater and other appliances with flexible supply lines can also reduce the threat of an explosion and a fire due to gas leaks.

Contact a licensed plumber to install flexible lines if your appliances are not equipped with them.

The following method for bracing residential water heaters located in corners using conduit is recommended by the Division of the State Architect (DSA). Instructions for other methods are available through DSA.

1. Mark the water heater 9" down from the top and approximately 4" up

from the top of the controls. Transfer these marks to the wall. Locate wood studs in the wall on both sides of the water heater (see illustration).

2. Using a stud finder or another appropriate method, locate the wall studs that meet the minimum and maximum criteria shown on the illustration.

3. Transfer marks on the water heater horizontally to the adjacent wall where the stud identified in Step 2 was located.

4. Drill a 3/16" diameter, 3" deep pilot hole at the locations for the 1/4" diameter by 3 1/2" lag screws.

5. Measure around the water tank and add 2" to the measurement. Cut two pieces of 3/4" x 24 gauge perforated steel plumbers tape to this length. Place a bolt with washer through the end hole of one end and bent out 90 degrees as close to the edge of the washer as possible.

Most plumbers tape comes with 1/4" diameter holes 1" apart with 1/8" diameter holes in between. The tape can be easily broken at the smaller holes by grabbing the tape with pliers and bending several times.

6. Place tape around the tank and place bolt with washer through the nearest hole in the end of the tape, place a washer and nut on the bolt and tighten. The tape should be tight. If the tape is not tight, remove the bolt, place it through the next adjacent 1/4" diameter hole and tighten.

7. Using a straight stick, place the end at the hole in wall with the side of the stick against the side of the tape around the tank. Measure the distance from where the stick touches the water heater to the hole in the wall. Add 1" to these measurements and cut 1/2" diameter conduit to this length. Repeat this for each of conduit. At the conduit toward the back, you will not be able to use the stick as this will probably place the connection too far to the back to be workable.

8. Using a hammer or vice, flatten 1" at each end of the four pieces. Be sure to flatten both ends of the conduit in the same place.

9. Drill a hole in one end of each conduit approximately 1/2" from each end. Measure 1" in from each end and bend up at approximately 45 degrees. This angle will have to be corrected slightly as the work progresses. Hold conduit on the wall with the hole in the conduit over hole in the wall and mark the outer end at one of the holes in the plumbers tape. Mark holes in the tape and on the tank and conduit. Take down conduit and drill a hole at the mark for the bolt through the flattened end of the conduit. Repeat for all other pieces of conduit.

10. Loosen the strap around the tank and place a bolt with a washer from the inside through the hole in the strap at all four locations. Tighten the tape around the tank so that the bolts are at the marks on the tank. Positioning of the tape can be difficult, and it may be easier to do one side of the tank at a time. Place conduit on bolt protruding from the strap and place a washer and nut on the bolt and tighten. (A 4d finish nail inserted in the slot in the bolt will prevent the bolt from turning.) Position the opposite end at the hole in the wall and insert lag screw with washer and tighten. Do not drive lag screw with hammer.

11. Repeat the above procedure for the rest of the conduits.

NOTE: The 1/4" x 1" bolts referred to above are called 1/4" x 1" round head machine screws with nut.

Bracing residential hot water heaters can help prevent fire and loss of emergency drinking water when an earthquake hits.

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TSP Thriftline: Former 'Inquiry Line' now allows for variety of capabilities over the phone

By John W. Powers and Peggy Topham
Human Resources

The TSP Inquiry Line is now the ThriftLine, and it provides two new services. Now, using your touch-tone telephone, you can request an interfund transfer or change your Personal Identification Number (PIN). As always, you can get the rates of return for the three TSP investment funds and check your account balances or the status of your loan or withdrawal request.

Interfund transfers

You can use the ThriftLine instead of submitting Form TSP-30, Interfund Transfer Request, to move money already in your TSP account from one fund to another. The ThriftLine is the most efficient way to make, change or cancel interfund transfer requests because your instructions are recorded immediately. With the ThriftLine, you avoid the mailing time and uncertainty of the effective date associated with a paper request.

Requesting a transfer

If you have ever invested in the C or F Fund, you can use the ThriftLine for interfund transfers. Choose the Account

Activity module from the Main Menu. You will be asked for your Social Security number and your PIN before you can access any of your account information. To request a transfer, follow the ThriftLine instructions and enter the percent of your total account balance that you want invested in each fund. Percentages must total 100. Be sure to stay on the line to confirm the percentages or your transfer will not be effective.

If you have never invested in the C or F Fund, you must file a statement with the TSP acknowledging that you understand there is investment risk in these funds before you can request an interfund transfer on the ThriftLine. For participants who have never invested in the C or F Fund, Form TSP-32, Acknowledgement of Risk for ThriftLine Interfund Transfers, was enclosed with the semi-annual statement mailed to each participant in November 1994. This statement must be submitted to TSP in order to make interfund transfers on the ThriftLine in the future.

Effective date and confirmations

Interfund transfer requests made by midnight (Central Time) on the 15th of the month are effective as of the last day of that month. (If the 15th day of the

month falls on a weekend, holiday or other nonbusiness day, the deadline will be midnight on the next business day.) Requests made after the 15th of the month are effective as of the last day of the following month.

Within 10 days of your call, you will receive a confirmation of your requested allocations and the date the transfer will be effective. By the end of the month following the transfer, you will receive a confirmation showing the new allocation and your balances in each fund.

Changes or cancellations

You may also use the Thriftline to review, replace or cancel a pending interfund transfer request. You must call by the 15th of the month. Again, be sure to stay on the line to confirm your new percentages or cancellation, or your change will not be effective. The TSP will send you a confirmation of the new request or the cancellation.

PIN changes

You may use the ThriftLine to request a four-digit PIN of your choice, or you can request that a new PIN be assigned to you. (Ensure the privacy and security of your TSP account by keeping your PIN in a secure place. Your PIN has

been printed on the previously issued semi-annual Participant Statements, but will not appear on future statements.)

Lost or forgotten PIN

You may ask the Thriftline to assign you a new PIN, in the case you have lost or forgotten the original one. Select account activity from the main menu and enter your Social Security number. When the ThriftLine asks you for your PIN, follow the instructions to indicate that your PIN is lost. The new PIN will be mailed to you; you will not be able to access your account using the ThriftLine until you receive your new PIN.

Changing your PIN

To change your PIN, select account activity from the main menu. Follow the instructions to enter your Social Security number and your current PIN; then select PIN Change from the Account Activity menu. Enter your new PIN and confirm it by entering it again. Your new PIN is effective immediately.

ThriftLine should be easy and fun to use. The one main advantage is the interfund transfer feature. You have more control of your transfers and it allows you more time to effect the transfers before the deadline date. Don't forget, the ThriftLine number is (504) 255-8777.

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New weapon has first free flight test success

Submitted by Dr. Lloyd Smith
JSOW Project Office

A significant initial milestone has been achieved by the Joint Standoff Weapon (JSOW). The first free flight of the newly developed air-to-ground standoff weapon occurred on Dec. 13 at China Lake, culminating several weeks of intense preparation in response to a challenge from NAVAIR Conventional Strike Weapons Program Manager (PMA-201) to fly before Christmas. The local test followed successful completion of jettison flight testing at the Naval Air Warfare Center Aircraft Division on Dec. 1.

The test objectives for this initial free flight, designated STV-F1, were: (1) verify correct operation of the JSOW missile in captive environment, (2) demonstrate safe separation of a JSOW launched from a F/A-18 aircraft, (3) demonstrate safe wing deployment following launch of the JSOW, (4) demonstrate safe controlled free flight capability of a JSOW, (5) collect JSOW free flight aerodynamic data, (6) verify and evaluate the effectiveness of the Flight Termination System (FTS) and (7) demonstrate the structural integrity of JSOW before and after command destruct.

The launch sequence of the inert JSOW STV-F1 was initiated at 9:45 a.m. from behind B Mountain and then directed over the G-range complex. The level release at Mach 0.82 from 5100 feet MSL (mean sea level) was the first opportunity to observe the JSOW actively control separation from the F/A-18.

After release, the JSOW initiated a climb and then established a maximum lift-to-drag ratio glide to the intended target. The STV-F1 was equipped with an Inertial Measurement Unit (IMU), a Global Positioning System (GPS) receiver, deployable wings, fully operational tail fins, a Flight Termination System (FTS) and a Test Instrumentation Kit (TIK).

Piloted by Lt. Dan Hinson, the PAX launch aircraft and the missile were targeted for photogrammetric analysis of the missile separation. The successful



NAWCAD F/A-18 flies high over China Lake during the first successful free flight test of the Joint Standoff Weapon last month.

Photo by Vernon Pugh, NAWCAD

launch, separation and flyout were observed and photographed from a China Lake F/A-18 chase plane piloted by LCdr. Dan Lee. The JSOW flew a stable flight path for approximately 160 seconds on the intended course using inertial guidance, before the FTS was used to cut the tail off the vehicle, proving that system's functionality.

All of the flight test objectives were achieved for this first free flight.

JSOW is an Acquisition Category

(1D) program. The prime contractor is Texas Instruments (TI) of Lewisville, Texas. It is a low risk, low cost air-to-ground glide weapon family for use day or night in adverse weather conditions against a variety of land and sea targets. It will provide a standoff range of 15 miles from a low altitude release to over 40 miles with a high altitude release from Navy, Air Force and Marine fixed wing aircraft. It uses an integrated GPS

Please see JSOW, page 11

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JSOW from Page 10

and inertial navigation system for enhanced accuracy. It is capable of carrying and delivering a variety of different payloads. The JSOW will enhance aircraft survivability as compared to current interdiction weapon systems by providing the capability for the launch aircraft to standoff outside the range of most target area surface-to-air threat systems. It will provide a capability that will allow several target kills per aircraft sortie. A main focus of the JSOW development is low risk, low cost engineering solutions

to effectively achieve operational requirements and a low unit procurement cost.

The program objective is to obtain an ample inventory of precision standoff weapons for use against the numerous less-than-high-value yet tactically significant targets that must be attacked in any given sustained conflict.

This test also spotlighted a major milestone of the JSOW program. Dr. Lloyd Smith, JSOW project director, commented, "A group of individuals working together can accomplish more as a team than the summation of the individual contributors."

Boost Phase Intercept Program

Pat Yates recognized for success in working joint missile program

Two years, thousands of phone calls and half a million frequent flyer miles have earned Pat Yates success, recognition and the "Expendable Round Award" from the Targeting and Control Enterprise Team (formerly a division). Working to establish the Navy's involvement in the joint Boost Phase Intercept Program with the Air Force, Yates often travels between China Lake and Washington, D. C., sometimes spending weeks on end in Washington.

The Boost Phase Intercept concept involves using missiles to seek out and shoot down other missiles shortly after aircraft launch, while the missile engine

is still burning. Now entering its third year, the cooperative project is funded for \$40 million in 1995 to establish the Boost Phase Intercept Program. China Lake will receive several million dollars to support integrated product teams.

The award was originally created for Dr. Paul Temple, a former China Lake employee who now works in the Ballistic Missile Defense Office (BMDO) in Washington. Dr. Temple helped initiate the Navy's involvement in this project. His dedication and determination eventually resulted in BMDO selecting him to head the Boost Phase Intercept study. Yates is the second recipient.

This event illustrated the seamless teamwork of individuals from NAWCAD Patuxent River, NAWCWPNS sites Point Mugu, China Lake and TI. Smith places this first free flight launch as one of the greatest successes he has ever witnessed. "This kind of event only happens when lots of dedicated folks are excited about what they are contributing," he said. "The JSOW team created this significant achievement. Now my challenge will be to keep them excited."

Capt. J. V. Chenevey, PMA-201, said in his congratulatory remarks, "You all did it! You worked together and contin-

ued the trend of safe and efficient flight test in the JSOW program. You had to plow a lot of new ground to accomplish this flight. The fact many of you spent long hours and gave up weekends and holidays to get this done is not lost on me. I appreciate it, and the rest of your teammates appreciate it. There are miles to go before we declare victory, but on the 13th we gave ourselves a huge boost."

Smith noted, "Ask any JSOW teammate what his job is, and they will respond with our single elevating goal — get JSOW into the Fleet."



SECOND WINNER of the Expendable Round Award, Pat Yates, is shown with Paul Fry, the West Coast Navy coordinator for Boost Phase Intercept (left), and Bob Hintz of the RF and EO Sensors Branch (right).



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No. 71-001-SS5, Support Services Specialist, DG-342-3/4, Code 713000D, TOL/Corporate Development Division. Area of Consideration: China Lake. Opening Date: 1-12-94. Closing Date: 1-19-94. Selecting Official: Terry Mitchell, 939-2534. HRD Contact: Sharon Stratton, 939-8105. **Permanent Change of Station Duty Authorized:** No. **Summary of Duties:** The incumbent performs a full range of clerical, secretarial, and administrative duties in support of the organization change and TOL staff specialists comprising this Division, located at both the China Lake and Point Mugu sites. The major support emphasis is on the knowledge, understanding, and appropriate application of the multiple NAWCWPNS administrative processes, including budget, facilities, contracts, and plant account. Additionally, the person interfaces with numerous customers at all levels internal and external to NAWCWPNS and must rely heavily on communication skills. **Quality-Ranking Factor(s):** (1) Knowledge of NAWCWPNS administrative processes, particularly the financial system; (2) proficient on the Macintosh computer using standard software applications; (3) ability to communicate both orally and in writing; (4) demonstrates initiative in self-learning and continuous improvement. Promotional potential to DG-4, but not guaranteed. **Note 1 applies.**

No. 74-002-SS4, Administrative Officer, DA-341-2, Code 740000D (C56), Security Department—Area of Consideration: China Lake. Opening Date: 1-12-95. Closing Date: 1-19-95. Selecting Official: Roy Parris, 939-3521. HRD Contact: Sharon Stratton, 939-8105. **Permanent Change of Station Duty Authorized:** No. **Summary of Duties:** The incumbent identifies administrative and management problems within the scope of the department and recommends alternatives. The incumbent is responsible for project and overhead financial management, personnel management, contract management, equipment acquisition, and space resource planning and projection, and participates in department administrative and management meetings. The incumbent also provides direction and guidance to the administrative staff. **Quality-Ranking Factor(s):** (1) Knowledge of NAWCWPNS financial accounting systems, terminology, and procedures; (2) knowledge of personnel policies and procedures; (3) knowledge of plant property regulations and procedures; (4) knowledge of accepted management practices and policies necessary to resolve operational and administrative matters; (5) ability to communicate orally and in writing. Full promotion potential to DA-3, but not guaranteed. Previous applicants need not apply. **Note 1 applies.**

No. 82-010-DE5, Maintenance Mechanic Leader, WL-4749-7, 826100D, Support Division, Morale, Welfare and Recreation Department, China Lake—Area of Consideration: China Lake. Opening Date: 1-12-95. Closing Date: 1-19-95. HRD Contact: Brenda Stuart, 939-2883. **Permanent Change of Station Authorization:** No. **Summary of Duties:** This position is located in the Support Division of the Morale, Welfare, and Recreation Department. The incumbent will work directly with and lead Maintenance Mechanics in the maintenance and repair of MWR facilities and equipment. **Quality-Ranking Factor(s):** Ability to do the work of the position without more than normal supervision (screen-out element); ability to lead a multi-trades group; ability to interpret instructions, blueprints, etc.; knowledge of materials, tools, and equipment; ability to operate safely. **Note:** Supplemental Qualification Statement is required. Pick up at Personnel Bldg., Room 100.

No. 82-006-DE5, Secretary (Typing), DG-318-3/4, Morale, Welfare, and Recreation Department, C826000D—Area of Consideration: China Lake only. Opening Date: 1-12-95. Closing Date: 1-19-95. Selecting Official: Alonzie Scott, 939-2010. HRD Contact: Brenda Stuart, 939-2883. **Permanent Change of Station Duty Authorized:** No. **Summary of Duties:** Provides secretarial and administrative support to the Department Head, Support Division Head, and on occasion other division heads. Incumbent performs technical review of documents, prepares travel orders, reviews time cards, and is the initial point of contact for the department office. **Quality-Ranking Factor(s):** 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. **Note 1 applies.**

No. 82-011-DE5, Military Drug and Alcohol Specialist, DA-301-2, Administration Department, Family Service Center, Counseling and Alcohol Abuse Center, China Lake, Code C821100D—Area of Consideration: China Lake only. Opening Date: 1-12-95. Closing Date: 1-19-95. Selecting Official: Pat Backiewicz, (619) 927-1545. HRD Contact: Brenda Stuart, 939-2883. **Permanent Change of Station Authorized:** No. **Summary of Duties:** The incumbent screens and evaluates drug and alcohol abusers, overeaters, and gamblers and provides help to military personnel and their family members for those social, emotional, and environmental problems which may reduce the proficiency of the military personnel. Incumbent must successfully complete the Navy Drug and Alcohol Counseling School. **Quality-Ranking Factor(s):** Knowledge of social casework theory and practice including military and civilian drug abuse and alcoholism programs, ability to influence others through counseling and outreach programs, and knowledge of budgeting and administration.

OXNARD PLAIN APPOINTABLE PERSONS

No. 836-047-SE4, (1) Recreation Aide, GS-189-03, Short Station Management, Morale Welfare, and Recreation Department, Child/Youth Services Division, Code 836500E—Area of Consideration: Appointable Persons on the Oxnard Plain. Opening Date: 1-12-95. Closing Date: 1-26-95. **Permanent Change of Duty Station Authorized:** No. **Selecting Official:** Yvette Collins, 989-7580. HRD Contact: Adela Ramirez, 989-3229. **Summary of Duties:** Monitors daily facility cleaning needs. Monitors equipment, supplies, and playground areas for unsafe conditions and reports to supervisor. Performs custodial duties to maintain facility orderliness and cleanliness. Monitors group activities and takes necessary disciplinary action. Reports all suspicions of possible neglect, abuse, or molestation. Aids in preparation and participates in various recreation activities. Aids in covering group activities. Monitors daily snack and cleaning supplies, maintaining an ongoing daily inventory. Completes reports as requested and attends regular staff training/meetings. Assists in checking in and out equipment. Responsible for change fund, collects cash receipts, and may operate cash register. **Quality-Ranking Factor:** Ability to perform a variety of duties in support of providing social and recreational activities for youth in a group setting.

ALL NAWCWPNS SITES

No. 52-018-RR95, Flight Test Specialist, DS-301-1/2, Code 521200D, Pacific Ranges and Facilities Department, Land Range Office, Operations Control Branch—Area of Consideration: All NAWCWPNS sites. **Permanent Change of Duty Station Authorized:** No. **Selecting Official:** Rob Kruse, (619) 939-6038. HRD Contact: Rob Robinson, (619) 939-2393. Opening date: 1-12-95. Closing date: 1-26-95. **Summary of Duties:** The incumbent will function as a Flight Test Specialist during RDT&E flight tests conducted out of the Range Control Center. This position requires the precise positioning of test aircraft on predetermined flight trajectories. The incumbent also coordinates and directs the activities of all personnel engaged with the test operation. **Quality-Ranking Factors:** Knowledge of the North Ranges sites; knowledge of the facilities and instrumentation; knowledge of radio communication procedures; working knowledge of geometric functions and interpolation using tables, charts and maps; knowledge and use of computers; knowledge of aircraft and ordnance procedures. The selectee must be able to obtain and maintain a Secret clearance. The full performance level of this position is DS-3. **Note 1 applies.**

No. 82-007-DE5, Supervisory Recreation Assistant, DG-189-3/4, Morale, Welfare, and Recreation Department, C826000D—Area of Consideration: NAWCWPNS. Opening Date: 1-12-95. Closing Date: 1-26-95. Selecting Official: Dana Alloway, (619) 939-3550. HRD Contact: B. Stuart. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** Incumbent is responsible for the operation of a large fitness complex. Will assist with the

organization and administration of adult programs within the fitness complex, intramural/varsity sports programs, and specialist sports events. Writes standard operating procedures. Instructs patrons and staff as to the safe and effective use of equipment. Performs periodic inspections of facility for cleanliness, safety, and needed repairs. Maintains a comprehensive inventory of supplies and equipment. **Quality-Ranking Factor(s):** (1) **Technical:** knowledge of office procedures, inventory controls, athletic/recreational activities, programs, and procedures; (2) **Supervisory:** Ability to apply Affirmative Action principles, implement EEO practices, motivate and influence others, and communicate orally and in writing. **Notes 1 and 2 apply.**

No. 82-008-DE5, Supervisory Recreation Assistant, DG-189-3/4, Morale, Welfare, and Recreation Department, C826000D. Area of Consideration: NAWCWPNS. Opening Date: 1-12-95. Closing Date: 1-26-95. Selecting Official: Dana Alloway, (619) 939-3550. HRD Contact: B. Stuart. **Permanent Change of Station Authorized:** No. **Summary of Duties:** Incumbent is responsible for the operation of a large fitness complex. Will assist with the organization and administration of adult programs within the fitness complex, intramural/varsity sports programs, and specialist sports events. Writes standard operating procedures. Instructs patrons and staff as to the safe and effective use of equipment. Performs periodic inspections of facility for cleanliness, safety, and needed repairs. Maintains a comprehensive inventory of supplies and equipment. **Quality-Ranking Factor(s):** (1) **Technical:** knowledge of office procedures, inventory controls, athletic/recreational activities, programs, and procedures; (2) **Supervisory:** Ability to apply Affirmative Action principles, implement EEO practices, motivate and influence others, and communicate orally and in writing. **Notes 1 and 2 apply.**

No. 82-009-DE5 Mechanical Engineer DP-830-2/3, Code 823310D, Design Development Branch 1, Facilities Engineering Division, Public Works Department—Area of Consideration: NAWCWPNS. Opening Date: 1-12-95. Closing Date: 1-26-95. Selecting Official: Rodney Kanagawa, (619) 939-0090. HRD Contact: Brenda Stuart, (619) 939-2883. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** The incumbent is responsible for the mechanical designs for projects involving construction, alteration, repair, and maintenance to facilities. Provides plans and technical specifications for mechanical systems which involve HVAC (Heating, Ventilation, and Air Conditioning), industrial ventilation and exhaust, high- and low-pressure gas installations (air, nitrogen, hydrogen, and oxygen) fuel distribution, steam generation and distribution, interior plumbing, noise abatement, and fire protection. Ability to operate a PC with AutoCAD Release 12 software is desirable. **Quality-Ranking Factor(s):** Knowledge of facilities planning and design principles and practices including the ability to plan, organize, coordinate, and manage a multi-disciplined design project and effectively communicate orally and in writing. The full performance level of this position is DP-3. **Note 1 applies.**

No. 11-001-TS5 (1) Interdisciplinary (General/Mechanical/Electrical/Electronics/Aerospace Engineer, DP-801/830/850/855/861-3. Program Management Competency, Planning, and Management Department, Full Scale Aerial Targets Program, Code 11000E/P38D3—Area of Consideration: NAWCWPNS. Opening Date: 1-12-95. Closing Date: 1-26-95. Selecting Official: Randy Langham, (619) 939-1049. HRD Contact: Terry Smith, (805) 989-3322. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** This position is an Integrated Program Team (IPT) leadership position for the life-cycle management of the Navy Full Scale Aerial Targets (FSAT) and Air Force lead Joint Services FSAT aerial target programs. The incumbent will be empowered to lead these IPTs for the Navy Program Manager for Aerial Targets and Decoy systems PEO(CU) PMA-203, which is responsible for the development, test and evaluation, and fielding of new FSAT systems and conversion, deployment, and retirement of those systems already in operation. Presently the FSAT IPT manages the QF-4N conversion program, the QF-4S development program, and is participating in the Joint Services QF-4 Program. The team is

comprised of members located at several sites with most members located at NAWCWPNS Point Mugu and Navy Aviation Depot Cherry Point, N.C. Extensive coordination/communication with sponsors at Chief of Naval Operations, Office of Secretary of Defense, Air Force Systems Program Officers (SPO), Naval Air Systems Team, and Secretary of the Air Force is required. **Quality-Ranking Factor:** Knowledge of the Acquisition Management process as required by DOD Instruction 5000-2; knowledge of the principles of IPT within the Navy Air Systems Team structure; ability to plan, organize, manage, lead, and influence an IPT comprised of people in different disciplines that are required for life-cycle management of a product; ability to lead a team of people located at multiple geographic sites; knowledge of FSAT Systems, aircraft systems, and their interface with target control systems; knowledge of hardware and software development requirements; ability to meet the mandatory DAWIA requirements for training, experience, and education for Level III of the Program Management field within 18 months of entering the position. May have promotion potential to the DP-4 level, but not guaranteed. Incumbent must be able to obtain and obtain a Secret clearance. Duty Station is NAWCWPNS, Point Mugu. **Note 5 applies.**

REASSIGNMENT OPPORTUNITIES

This column is used to fill positions through reassignment or voluntary change to lower grade only. All applications must meet minimum qualification requirements established by the Office of Personnel Management. Information concerning the recruitment and placement program and the evaluation methods used in these reassignment opportunities may be obtained from Personnel Management Advisors. Applications should be filed with the person whose name is listed in the announcement, i.e., at China Lake the Selecting Official; at Point Mugu the HRD Contact.

REASSIGNMENT COLUMN

No. 4J-002-BP5, Aerospace Engineer, DP-861-3, Concepts, Analysis, Evaluation & Planning Department (CAEP), Code 4J1000D—Area of Consideration: NAWCWPNS. Opening Date: 1-12-95. Closing Date: 1-26-95. Selecting Official: Linda Andrews, (619) 927-3272. HRD Contact: Shirley Hauser, (619) 939-2032. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** Position is staff to the CAEP Competency Leader. The primary duties are to provide support to the weapon mix and weapon acquisition strategy studies conducted by the CAEP and to support wargaming efforts in the Weapons and Tactics Analysis Center (WEPTAC). This duty involves the simulation and representation of current Navy carrier battle group (CVBG) strike warfare and includes scenario development, theater target selection/allocation, targeting, and the planning of the associated strike missions. The mission planning must reflect the capabilities and limitations of current and advanced air-delivered weapons. This role also includes developing and formulating modeling and simulation approaches for strike warfare operations of air wings aboard CVs. The incumbent is responsible for technical and tactical interfacing with senior Navy sponsors and will support the definition of meaningful measures of performance and effectiveness that reflect the sponsor's requirements. Incumbent will oversee and/or participate in the conduct of the analysis to ensure the integrity of the initial setup is maintained throughout the task and will participate in the preparation and presentation of final reports and briefings to sponsors. The position requires that the incumbent be familiar with carrier strike operations and strike weapons. The incumbent must be able to obtain and maintain a Top Secret clearance. Recent combat experience as a Navy pilot in carrier-based strike aircraft operations is desired. Incumbent should have skill in military operational analysis methods and techniques and in organizing and coordinating broad-scale strike warfare mission efforts. Ability to communicate effectively with senior military sponsors and meet the mandatory DAWIA requirements for training, experience, and education within 18 months of entering position is required. Full performance level is DP-3. To apply, send an updated SF-171 to Linda Andrews, Code 4J1000D. **Notes 3 and 4 apply.**



NAVAL AIR WARFARE CENTER WEAPONS DIVISION ANNOUNCEMENTS



ALL NAWCWPNS SITES GENERAL ANNOUNCEMENTS

THRIFT SAVINGS PLAN (TSP) RATES OF RETURN

According to the latest TSP fact sheet, the rates of return for the three investment funds were

	C Fund	F Fund	G Fund
November	(-3.62)%	(-1.23)%	0.64%
Last 12 months	1.03%	(-3.12)%	7.02%

*Numbers in parentheses are negative.
C Fund—Common Stock Index (Stocks)
F Fund—Fixed Income Index (Bonds)
G Fund—Government Securities

Note: TSP Open Season is under way and will continue until 31 January.

"BRILLIANT EYES PROJECT" DEMONSTRATION

Want to save BIG money on your project? Hate dealing with paper? Come listen to Ruthie Abson from the Los Angeles Air Force Base tell us how the Brilliant Eyes Project is saving an estimated \$7 million by eliminating paper CDRLs. This is a real system that costs your project nothing and operates on both DOS and MAC platforms. See an actual demonstration of the government-owned software in action on Wednesday 25 January at the China Lake Training Center, Room 114 from 1230 to 1430. This presentation is sponsored by the Association for Configuration and Data Managers (ACDM). For more information, call Stan Caine at 939-1349.

TYPEWRITER MAINTENANCE CONTRACT

The FIP Resources Branch (Code 721200D) has a consolidated contract for the repair of typewriters. This is a per-call (time-and-material) contract covering typewriters at China Lake and Point Mugu and is effective as of 1 January. It is not a mandatory contract, but has been initiated to provide primary or alternative service support. The contract includes remedial and preventive maintenance for typewriters regardless of manufacturer or model.

For service on this contract, you must call the Help Desk at the PC Lab at (619) 499-5181 with the following information: (1) model number, (2) serial number, (3) bar code, (4) a brief description of the problem, (5) contact/requestor, (6) code, (7) phone number, (8) job order number, and (9) location of equipment and code.

Direct questions or problems to Linda Dailey, Code 721700D, at 939-7283 or DSN 437-7283.

FACSIMILE (FAX) MAINTENANCE CONTRACT

The FIP Resources Branch (Code 721200D) has a consolidated contract for the repair of facsimiles. This is a per-call (time-and-material) contract covering fax machines at China Lake and Point Mugu and is effective as of 1 January. It is not a

NAVAL AVIATION EXECUTIVE INSTITUTE (NAEI) FY94 SEMINARS

NAEI courses are designed for GM-13/Lieutenant Commanders (or equivalent) and above assigned to the Naval Air Systems Command. All Senior Executive Management Development Program (SEMDP) participants are required to attend certain classes and have priority for available billets. Program costs are funded by NAEI. Travel and per diem expenses of nominees are funded by their organizations. If the course is residential, lodging and meal costs are provided by NAEI. Nominations must be submitted on an NAEI form, which may be obtained from Lori Ryser, Program Coordinator, Code 733000D China Lake, (619) 939-2686 (DSN 437-2686). **Note:** A DD-1556 is NOT required. Nominations must be submitted to China Lake by the deadline dates listed below.

COURSE TITLE	COURSE DATES	DEADLINE DATE TO P622
Contemporary Management Issues and Practices	14-25 Aug 95	5 Jun 95
Politics of National Security	27 Aug-1 Sep 95	14 Jun 95
Managing Individual and Organizational Change	8-11 Aug 95	24 May 95
Washington Arena	8-12 May 95	1 Mar 95
	18-22 Sep 95	10 Jul 95
Capitol Hill Workshop	8-11 May 95	1 Mar 95
	12-15 Jun 95	3 Apr 95
Congressional Hearing Process	5, 6, and 9 Dec 95	1 Nov 95
Congressional Affairs Seminar	15-16 May 95	2 Mar 95
	18-19 May 95	3 Mar 95

OFFICE OF CIVILIAN PERSONNEL MANAGEMENT WESTERN REGION

The following no-tuition courses are available to all NAWCWPNS employees. For more information, call Lori at 939-2686 or DSN 437-2686.

San Diego, Calif.	Irvine, Calif.	Los Angeles, Calif.	Oak Harbor, Wash.	Silverdale, Wash.
01-02 March	Effective Presentations	29-30 March	Commanding Officers/Executive Officers/Officer-in-Charge (CO/XO) Symposium on Civilian Personnel and Equal Employment Opportunity	
08-09 March	Employee Development for Supervisors			
20-23 March	Downsizing/RIF Workshop			
22 March	TOL Seminar			
28 March	EEO for Mid-Level Managers	13-17 March	Management Representative Workshop II	
03-07 April	Basic Instructor Training			
11-13 April	Retirement Processing			
17-20 April	Civilian Personnel Management Field Institute (CPMFI)	22-23 March	Employee Development for Supervisors	
Barstow, Calif.				
25-28 April	Introduction to EEO	06 April	Preventing and Resolving Equal Employment Opportunity (EEO) Complaints	

mandatory contract, but has been initiated to provide primary or alternative service support. The contract includes remedial and preventive maintenance for fax machines regardless of manufacturer or model.

For service on this contract, you must call the Help Desk at the PC Lab at (619) 499-5181 with the following information: (1) model number, (2) serial number, (3) bar code, (4) a brief description of the problem, (5) contact/requestor, (6) code, (7) phone number, (8) job order number, and (9) location of equipment and code.

Direct questions or problems to Linda Dailey, Code 721700D, at 939-7283 or DSN 437-7283.

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 Point Mugu and China Lake. Both sites 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 jet printers 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 1000-1500 daily. For more information or an appointment call 989-3982/3994. The China Lake Center is now in two locations: job bulletin boards are available in Room 100 at Personnel (Bldg. 02335) from 0700-1700, and checkout materials are in the Training Center, Room 100 from 0700-1630. Both locations are closed from 1130-1230. For more information, call 939-2264/2265.

CHINA LAKE GENERAL ANNOUNCEMENTS

MAMMOGRAPHY SCREENING

The Wellness Program (Code 733000D) will sponsor a mammography screening for NAWC/NAWS-China Lake employees and their spouses. Valley Technological Services (VTS) will have their mobile mammography unit in front of the Administration Building on 18 January,

3 and 9 February. The cost of the X-ray exam is \$60. Participants must be at least 35 years old to participate unless referred by a physician. VTS is accredited by the American College of Radiology. To schedule an appointment, call (800) 458-3385.

COMPOSITION SERVICES AVAILABLE

Keying, OCR scanning, document formatting and layout, and audio/video tape transcription are among the composition services available through the Publications/Graphics Branch, Code 474500D. For more information contact Ramona Bernard at 939-2016.

LOCKOUT/TAGOUT (2 hrs.)

18 January; two sessions, 0800-1000 and 1300 to 1500. Bldg 465, Training Room, China Lake. By: Bill Bradle
To register, call Terri Norris at 939-2315 (DSN 437-2315).

PHOTOGRAPHIC SCANNING AVAILABLE

The Publications/Graphics Branch, Code 474500D, now has the capability to provide color scanning of transparencies and opaque originals at a resolution of up to 4,000 dots per inch (dpi). Transparencies and opaque originals are saved in a tag image file format (TIFF), which can then be imported into a photoshop program for electronic placement into your documents and presentations. For more information, contact Ellen Mahoney at 927-3902.

VIDEO PROJECTS TOURS

If you are curious about how videos are made, want to know how videos can benefit your job, or have any questions about industrial video production, the Video Projects Branch can help. We are now giving tours of the Branch's video facility. For questions about the tours or to sign up for one, call Fran at 939-3697.

RETIREMENTS AND FAREWELLS

NORM CASEY

Norm Casey, Contract Warranty, Code 823240D, retired from federal service on 3 January. A farewell luncheon will be held in his honor at Santa Fe Grill on 12 January at 1130. A buffet luncheon will be served at a cost of \$7.95 per person including tax and gratuity. For reservations, presentations, or gift donations, contact Melanie Lawler at 939-0092.

J. DARLINE BAKER

J. Darline Baker is retiring after over 32 years of civil service at China Lake. A retirement luncheon will be held in her honor at Farris' at the Heritage on 17 January at 1130. A buffet including sirloin tips, red snapper, noodles, rice, steamed carrots, two salads, rolls, tea, and coffee will be served. The cost will be \$8.50 per person including tax and gratuity. For reservations, gift donations, or presentations, contact Peggy Mavis or Joann Pritchett at 939-3608 by 13 January.

LEE LUCAS DICK NUCKLES

Lee Lucas and Dick Nuckles are retiring after more than 60 combined years of civil service at China Lake. A retirement party will be held in their honor at Santa Fe Grill on 18 January with a no-host bar at 1700 and a buffet dinner at 1730. For reservations, presentations, or gift contributions, contact Jane Dobberpuhl at 939-4800 by 16 January.

MARGARET McDONALD

Margaret McDonald is retiring from federal service on 3 January. A farewell luncheon will be held in her honor at El Charro Avitia (back room) on 18 January from 1115

CSU, BAKERSFIELD AND CSU, CHICO STUDENTS NOTE:

The Upper Division Writing Competency Examination will be given 18 January. CSU, Bakersfield and CSU, Chico undergraduate students may satisfy the writing competency requirements by passing this examination. CSU, Bakersfield undergraduate students must have completed at least 90 quarter units of college work prior to taking the exam. CSU, Chico undergraduate students planning to take CSCI 172: Systems Architecture must pass the writing exam prior to the beginning of the course. The examination fee is \$15.00. Checks must be made payable to CSU, Bakersfield. Contact Denise at 939-2648 to take the exam.

ELADIO (SAM) CAMACHO

Eladio (Sam) Camacho, Contract Surveillance, Code 823240D, retired from federal service on 3 January. A farewell luncheon will be held in his honor at Texas Cattle Company on 25 January at 1130. Lunch will be ordered from the menu. For reservations, presentations, or gift donations, contact Melanie Lawler at 939-0092.

WILLIAM (BILL) VANBUREN

William (Bill) VanBuren, Transportation Representative and RSSC COTR, Pacific Ranges and Facilities Department, Code 529220D (C3202), is retiring after 31 years of federal service. A retirement party will be held in his honor at the Carriage Inn on 27 January at 1800. For ticket reservations, presentations, or gift donations, contact Ruth Malik at 939-6035.

ROBERT (BOB) BARLING

Robert (Bob) Barling, Architect, Range Engineering Office, Pacific Ranges and Facilities Department, Code 529230D (C32305), is retiring after 35 years of federal service. A retirement luncheon will be held in his honor at the Santa Fe Grill on 3 February at 1115. For reservations, presentations, or gift donations, contact Ruth Malik at 939-6035 or Eric Kajiwara at 939-6263.

JAMES (JIM) BLAIR

James (Jim) Blair, Cost Analysis Department, Code 423000D (C0245), retired on 3 January after 35 years of federal service. A retirement luncheon will be held in his honor at Texas Cattle Company on 3 February at 1130. For reservations, presentations, or gift donations, contact Mary Zielke at 939-3303 by 31 January.

JEROME (JERRY) PRESTON

Jerome (Jerry) Preston is retiring after almost 40 years of federal service. A farewell luncheon will be held in his honor at Farris' at the Heritage on 20 January at 1130. For reservations, gift donations, or presentations, call Cheryl Whitnack at 939-2130 by 18 January at 1200.

GERALD (JERRY) SENN

Gerald (Jerry) Senn, Test Management Office, Pacific Ranges and Facilities Department, Code 529210D (C32205), is retiring after 29 years of federal service. A retirement luncheon will be held in his honor at the Carriage Inn on 20 January at 1115. For ticket reservations, presentations, or gift donations, contact Regina Pond at 939-6809 or Ruth Malik at 939-6035.

WOODROW (WOODIE) CHARTIER

Woodrow (Woodie) Chartier, Range Architecture Office, Pacific Ranges and Facilities Department, Code 52E000D, is retiring after 36 years of federal service. A retirement party will be held in his honor at the Carriage Inn on 20 January at 1800. For reservations, presentations, or gift donations, contact Michaelle Edwards at 939-4803.

POINT MUGU GENERAL ANNOUNCEMENTS

EMPLOYEE COMMUTE OPTIONS PROGRAM

To be registered in the NAWCWPNS Employee Commute Options Program an individual must be an active-duty military member or civilian employee of NAWCWPNS Point Mugu or Camarillo Airport workites using an alternative means of transportation to arrive at the worksite. Alternative means of transportation include walking, running, bicycling, car/van pooling, public transportation (including base transit system), and using a clean-fuel vehicle, such as propane, methanol, compressed natural gas, or electricity. A carpool includes passengers 16 years of age and older who are dropped off at school or

work, or persons who are registered and dropped off at employer-sponsored daycare or elder-care facilities located within a 1/2-mile radius of the worksite.

For rideshare hotline information, contact the Employee Transportation Coordinator, Ron Rogers at 989-3997.

VIDEO PRODUCTION TOURS

Interested in how videos are produced at Point Mugu? Visit the Photo and Video Branch in Building 36 and learn from the professionals how videos are taken from conception through production to post-production. See how videos will assist you in getting your message out in a clear and concise manner, making the abstract

concrete, and the technical less complex. Discover the capabilities of video in documentation of operations all the way through fully-scripted productions. For a tour, come to the Photo and Video Branch or call Phil Lucio at 989-8557.

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 Martha or Bob at 989-7708 or 989-8161.

bent must be able to obtain and maintain a Secret clearance. The full performance level of this position is DG-2. Previous applicants need not reapply.

No. 41-005-KN5, Secretary (Typing), DG-318-A/1/2, Weapons Survivability Laboratory (WSL), Systems Vulnerability Branch, Survivability Division, Systems Engineering Department, Code 418300D—Area of Consideration: China Lake. **Opening Date:** 1-12-95. **Closing Date:** 1-26-95. **Selecting Official:** Allan Wearer, 927-1249. **HRD Contact:** Kym Noh, 939-2032. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** The incumbent provides secretarial and administrative support for the branch head and staff. Duties include: directing WSL customers and visitors, answering telephones, timekeeping, typing, filing, walk-through of stubs and other documents, and training and travel arrangements. **Quality-Ranking Factor:** Knowledge and experience with Macintosh computers systems, knowledge of filing systems, ability to perform receptionist and telephone duties, ability to review outgoing correspondence, and ability to plan and coordinate travel arrangements. Incumbent must be able to obtain and maintain a Secret clearance. **Note 1 applies.**

No. 41-006-KN5, Secretary (Typing), DG-318-3, Tactical Weapons Office, TACAIR Weapons System Division, Systems Engineering Department, Code 4141J0D—Area of Consideration: China Lake. **Opening Date:** 1-12-95. **Closing Date:** 1-26-95. **Selecting Official:** Ray Blackwell, 939-3290. **HRD Contact:** Kym Noh, 939-2032. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** Provides secretarial and administrative support to the Head, Tactical Weapons Office and project personnel. This position involves interaction with all levels of management and off-site project personnel and customers. Incumbent performs a full range of secretarial and administrative duties including receiving visitors, answering and placing calls, making travel arrangements, planning for meetings and conferences, maintaining and coordinating supervisor's calendar, reviewing incoming correspondence and reports, establishing and maintaining hard copy and electronic files of project and data, and researching issues to provide summary information to support management decisions. **Quality-Ranking Factor:** Ability to interface effectively with personnel at all organizational levels, proficiency with Macintosh computer and its standard business software, and skill in applying NAWCWPNS administrative policies and procedures such as travel, timekeeping, and acquisition/accounting for supplies, materials and equipment. Incumbent must be able to obtain and maintain a Secret clearance.

No. 41-007-KN5, Computer Specialist, DS-334-2/3, JAST/Advanced Systems Section, Systems Development and Integration Branch, Carrier Based Tactical Aircraft Division, Systems Engineering Department, Code 411230D—Area of Consideration: China Lake. **Opening Date:** 1-12-95. **Closing Date:** 1-26-95. **Selecting Official:** Terry Haven, 939-4876. **HRD Contact:** Kym Noh, 939-2032. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** Incumbent will manage and maintain several stand-alone Mac-based LANs, perform as focal point for Plant Property, Federal Information Resources Plan, Automated Data Processing (ADP) acquisition, and Information System Security Officer (ISSO). Incumbent's responsibilities include managing the established networks, designing and implementation of new networks as required, system administration for servers and other shared resources (Q-mail, Team Links), installation and update of new equipment, operating systems and applications software, maintaining Plant Property database by updating and making changes as necessary, troubleshooting and resolving hardware and software problems, and attending scheduled ISSO meetings. **Quality-Ranking Factor:** Knowledge of Macintosh operating systems for a wide variety of equipment, computer-to-computer networks such as buses, stars, rings, and trees, knowledge of Navy ADP acquisition and contract management policies and procedures, knowledge of database software such as 4th Dimension, Filemaker Pro, and Fox Base and database processes and structures, ability to plan, organize, coordinate and execute technical tasks. Ability to meet the mandatory DAWIA requirements for

training, experience, and education for level II of the Communications-Computer Systems Acquisition Career Field within 18 months of entering position. Incumbent must be able to obtain and maintain a Top Secret clearance. Polygraph tests may be required. **Notes 1 and 4 apply.**

No. 41-008-KN5, Secretary (Typing), DG-318-2, F/A-18 Section, Systems Development and Integration Branch, Carrier Based Tactical Aircraft Division, Systems Engineering Department, Code 411210D—Area of Consideration: China Lake. **Opening Date:** 1-12-95. **Closing Date:** 1-26-95. **Selecting Official:** Libby Chan, 939-9883. **HRD Contact:** Kym Noh, 939-2032. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** The incumbent provides secretarial and administrative support for the section head and staff. Duties include: directing F/A-18 WSSA customers and visitors, answering telephones, time keeping, typing, filing, maintaining supplies, and travel arrangements. **Quality-Ranking Factor:** Knowledge and experience with Macintosh computers systems, knowledge of filing systems, ability to perform receptionist and telephone duties, ability to review outgoing correspondence, and ability to plan and coordinate travel arrangements. Incumbent must be able to obtain and maintain a Secret clearance.

No. 41-009-KN5, Secretary (Typing), DG-318-3, F/A-18 Section, Systems Development and Integration Branch, Carrier Based Tactical Aircraft Division, Systems Engineering Department, Code 411210D (C2107)—Area of Consideration: China Lake. **Opening Date:** 1-12-95. **Closing Date:** 1-26-95. **Selecting Official:** Libby Chan, 939-9883. **HRD Contact:** Kym Noh, 939-2032. **Permanent Change of Station Duty Authorized:** No. **Summary of Duties:** Provides secretarial and administrative support for the F/A-18 WSSA IPT. This position involves interaction with all levels of management and off-site project personnel and customers. Incumbent will perform a full range of secretarial and administrative duties including answering and placing calls, making travel arrangements, planning for meetings and conferences, maintaining and coordinating supervisor's calendar, reviewing incoming correspondence and reports, helping in the preparation of technical presentations, and researching issues to provide summary information to support management decisions. **Quality-Ranking Factor:** Ability to interface effectively with personnel at all organizational levels, ability to compose correspondence and prepare technical reports, proficiency with Macintosh computer and its standard business software (including PowerPoint), and skill in applying NAWCWPNS administrative policies and procedures such as travel, timekeeping, and acquisition/accounting for supplies, materials, and equipment. Incumbent must be able to obtain and maintain a Secret clearance.

No. 41-010-KN5, Administrative Officer, DA-341-2/3, F/A-18 Section, Systems Development and Integration Branch, Carrier Based Tactical Aircraft Division, Systems Engineering Department, Code 411210D—Area of Consideration: China Lake. **Opening Date:** 1-12-95. **Closing Date:** 1-26-95. **Selecting Official:** Libby Chan, 939-9883. **HRD Contact:** Kym Noh, 939-2032. **Permanent Change of Station Duty Authorized:** No. **Summary of Duties:** Incumbent will provide administrative support for the F/A-18 WSSA IPT. Incumbent will perform a full range of administrative duties including personnel management, contract management (including ADP acquisition), security, and financial support. **Quality-Ranking Factor:** Knowledge of Macintosh-based database systems, including Excel, Filemaker Pro and 4th Dimension; knowledge of NAWCWPNS financial accounting system, procedures, and terminology; knowledge of personnel policies and procedures; knowledge of the procurement processes, including the Federal Information Procurement Regulations; ability to communicate orally and in writing; and ability to meet the mandatory DAWIA requirements for training, experience, and education for level II of the Business, Cost Estimating and Financial Management Acquisition Career Field within 18 months of entering position. Incumbent must be able to obtain and maintain a Secret clearance. **Notes 1 and 4 apply.**

No. C472-002-GB5, Secretary (Typing), DG-318-2/3, Code 472G50D—Area of Consideration: China Lake only. **Selecting Official:** Al Borissenko. **HRD Contact:** Susan Bethke, 939-2676. **Opening Date:** 1-12-95. **Closing Date:** 1-26-95. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** This position is located in the Advanced Systems Development Office of the Intercept Weapons Department. The secretary will provide secretarial and administrative support to the Project Manager and staff. Knowledge of NAWC policies and procedures, plus working skill on the Macintosh computer is highly desirable. **Quality-Ranking Factor(s):** Ability to prioritize workload and ability to communicate and work effectively under pressure and with all levels of personnel; ability to obtain and maintain a Top Secret clearance based on a special security background investigation. Any applicant tentatively selected for this position will be required to submit to urinalysis testing for illegal use of drugs prior to a final selection. Promotion potential to DG-3, but not guaranteed. **Notes 1 and 3 apply.**

No. 472-007-GB5, Resources Specialist, DA-301-1, Code 472G80D, Standard Missile Project Office, Guidance and Control Systems Division, Weapons/Targets Department—Area of Consideration: China Lake only. **Opening Date:** 1-12-95. **Closing Date:** 1-26-95. **Selecting Official:** John Shepherd, 927-1906. **HRD Contact:** Susan Bethke, 939-2676. **Permanent Change of Duty Station Authorized:** No. **Summary of duties:** The incumbent is responsible for assisting in resource management areas including plant account, personnel, FIPR planning, ADP security and procurement, FES (facilities, equipment, and space), administering budgets, financial management, cost estimating, bankcard and Speedi buying, procurement, safety, and security. **Quality-Ranking Factor:** Knowledge of administrative and financial systems; knowledge of NAWC policies and procedures; ability to use Macintosh computer; knowledge of NAWC financial and MIS databases, ability to update and retrieve financial and MIS data from automated databases using the following software: 4th Dimension, VAX VMS, Microsoft Word, Excel, Filemaker Pro; knowledge of ADP planning, acquisition, and security; ability to meet the mandatory DAWIA requirements for training, experience, and education for level I of the Business, Cost Estimating, and Financial Management Acquisition Career Field within 18 months. Promotion potential to DA-3, but not guaranteed. Incumbent must be able to obtain and maintain a Secret clearance. **Notes 1 and 4 apply.**

No. C472-008-GB5, Secretary (Typing), DG-318-2, Code 472240D—Area of Consideration: China Lake only. **Selecting Official:** Chuck Maples, 927-1421. **HRD Contact:** Susan Bethke, 939-2676. **Opening Date:** 1-12-95. **Closing Date:** 1-26-95. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** This position is located in the Guidance Technology Section, Air-to-Air Guidance and Controls Branch, Guidance and Controls Division. The incumbent provides secretarial support to the section head and section personnel. Knowledge of and working skills on the Macintosh required. Duties include answering and placing calls, making travel arrangements, planning for conferences, and maintaining and coordinating supervisor's calendar. Reviews and edits standard correspondence, reports, and other documents ensuring proper grammar, spelling, punctuation, format, and presentation of information. Other duties include filing, receiving, and processing incoming and outgoing mail in accordance with standard procedures and security regulations. **Quality-Ranking Factor(s):** Ability to communicate orally and in writing. The incumbent must be able to obtain and maintain a Secret clearance. **Notes 1 and 3 apply.**

No. C472-009-GB5, Secretary (Typing), DG-318-2, Code 472250D—Area of Consideration: China Lake only. **Permanent Change of Duty Station Authorized:** No. **Selecting Official:** Chuck Maples, 927-1421. **HRD Contact:** Susan Bethke, 939-2676. **Opening Date:** 1-12-95. **Closing Date:** 1-26-95. **Summary of Duties:** This position is located in the Missile Systems Electronic Section, Air-to-Air Guidance and Controls Branch, Guidance and Controls Division. The incumbent provides secretarial support to the section head and section personnel. Knowledge of and working skills on the Macintosh required. Duties include answering and placing calls, making

travel arrangements, planning for conferences, and maintaining and coordinating supervisor's calendar. Reviews and edits standard correspondence, reports, and other documents ensuring proper grammar, spelling, punctuation, format and presentation of information. Other duties include filing, receiving, and processing incoming and outgoing mail in accordance with standard procedures and security regulations. **Quality-Ranking Factor(s):** Ability to communicate orally and in writing. The incumbent must be able to obtain and maintain a Secret clearance. **Notes 1 and 3 apply.**

No. 474-005-SK5, Technical Writer-Editor, DA-1083-1, Weapons/Targets Department, Research and Technology Division, Publications/ Graphics Branch, Code 474530D—Area of Consideration: China Lake. **Opening Date:** 1-12-95. **Closing Date:** 1-19-95. **Selecting Official:** J. M. Koch, 939-6554. **HRD Contact:** Susan Koch, 939-8120. **Permanent Change of Station Duty Authorized:** No. **Summary of Duties:** The incumbent will plan, write, edit, and coordinate research and test reports. This includes collateral research studies, analyzing test data and developing statistical format. **Quality-Ranking Factor:** Knowledge of ordnance systems development and design; ability to develop abstracts and related technical documents in clear, concise technical language; and ability to deal effectively with technical personnel at all levels. Must be able to maintain a secret clearance. Full performance level of this position is DA-3. **Note 1 applies.**

No. 52-016-RR95, Ordnance Equipment Mechanic (Leader), WL-6641-10, Code 521720D. This position is located in the Test Conduct Section of the Track Operations Branch (SNORT), Test Operations Division, Pacific Ranges & Facilities Department—Area of Consideration: China Lake. **Opening Date:** 1-12-95. **Closing Date:** 1-26-95. **Selecting Official:** R. Ostrom, 939-4305. **HRD Contact:** Rob Robinson, 939-8116. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** The incumbent is a working leader who leads several employees in accomplishment of work assigned by the section head on a variety of dynamic, high-priority assignments. In addition, the incumbent is required to perform the duties of an ordnance equipment mechanic, which involves environmental and terminal testing of rockets, guided missiles, projectiles, high explosives items and other ordnance and no-ordnance items. Selectee must be able to obtain and maintain a Secret clearance. **Job Elements:** Ability to do the work of the position without more than normal supervision; knowledge of equipment assembly, installation, and repair; ability to maintain tools and equipment; ability to use measuring instruments; ability to interpret instructions, specifications, etc; skill in troubleshooting; and knowledge of technical practices. Applicants should address these job elements through completing the Supplemental Qualification Statement, which is required and is available in Room 100 of the Human Resources Department Building.

No. 52-017-RR95, Electronics Engineer, DP-855-1, Code 526100D, Naval Air Warfare Center Weapons Division, Pacific Ranges & Facilities Department Simulation & Stimulation Division, Threat Sensor Support Branch—Area of Consideration: China Lake. **Opening Date:** 1-12-95. **Closing Date:** 1-19-95. **Permanent Change of Duty Station Authorized:** No. **Selecting Official:** Allan Lesniak, 939-9165. **HRD Contact:** Rob Robinson, 939-2393. **Summary of Duties:** The incumbent receives training relative to NAWCWPNS policies and rotating working tour procedures and performs a minimum of three (usually four) working tours of approximately 3 months' duration, where at least two tours are outside the home code, with at least one tour being outside the home code Department. The incumbent performs specific and limited portions of a study, design, research project, experiment, test, and/or other specific technical tasks. **Quality-Ranking Factors:** Knowledge of threat sensors. The selectee must be able to obtain and maintain a Secret clearance. **DAWIA Quality-Ranking Factor:** Ability to meet the mandatory DAWIA training, experience, and education for Level I certification requirements for Systems Planning, Resource Development, and Engineering Acquisition Career Field within 18 months of entering position. Promotion potential to DP-3. **Note 4 applies.**

The NAWCWPNS Announcements and Human Resources Department Information are published by the PAO 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 Code 75000D, Attn: Barry McDonald, FAX 939-2796 (DSN 437-2796). Personnel at Point Mugu may send items for the Announcements Section to Code 75000D, Attn: Pat Hollenbaugh, FAX 989-1785 (DSN 351-8094). Items included in the Human Resources Department Information Section are provided by the Civilian Personnel Division, Employee Development Division 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 989-3355 (DSN 351-4388).

BASIC SUPERVISION (40 hrs.)

8-12 May; Monday-Friday, 0800-1600; TBD, Point Mugu. By Donna Mackay
Intended Audience: Probationary supervisory personnel ONLY.

This course is required for first-level supervisors who need training in basic supervisory ideas. The class, organized into the management functions of planning, organizing, directing, and controlling, will provide fundamental grounding in practical modern concepts of supervision. Topics to be covered are introduction, leadership, planning and organizing, problem solving and decision making, motivation, communication, resolving interpersonal conflicts, delegation, NAWC/NAWS personnel management, and a workshop summary.

To enroll or ask questions, call Mary at 989-3982.

ADMINISTRATIVE POLICIES AND PROCEDURES FOR NEW SUPERVISORS (32 hrs.)

6, 7, 13, 14 June; Tuesdays-Wednesdays, 0800-1600; TBD, Point Mugu. By Center Staff

Intended Audience: New supervisors

during the first-year probation period.

This mandatory 4-day course provides new supervisors with basic information about important NAWC/NAWS administrative policies and procedures. Topics covered include a summary of general guidelines (organizational structure of DOD and subordinate commands, safety, security, Privacy Act, ethics, workers compensation, plant account, Drug-Free Workplace Program, and EEO including the prevention of sexual harassment); affirmative employment (merit promotion, reassignment, special interest programs, interviewing and selecting new employees, reading a 171, and obtaining performance information from previous supervisors); employee development; employee awards (and other aspects about the Demo system); discipline (problem behavior, poor performance); and other topics of interest to supervisors.

Note: Completing this course within the first 120 days of your supervisory probation period satisfies the mandatory safety training requirement for the probationary year.

To enroll or ask questions, call Mary at 989-3982.

CIVILIAN PERSONNEL 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 indicated on their SF-171 that will be acceptable 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 DOD 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 DON 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 DON 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 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.

CAREER WORKSHOPS FOR ALL EMPLOYEES**Workshop No. 7. FEDERAL APPLICATIONS**

17 January 1995

Learn how to complete a federal application (SF-171). Personal consultation for assistance with your resume writing will also be available.

Workshop No. 8. CAREER DEVELOPMENT TECHNIQUES

24 January 1995

Learn what to do to carry on your career development efforts after completing these workshops. Develop the necessary assertive and proactive methods for advancing your own career.

To enroll, call Sue Bristow at 939-2349.

OTHER TRAINING**FINANCIAL STRATEGIES FOR SUCCESSFUL RETIREMENT (12 hrs.)**

8-9 February; Wednesday, 0800-1630 and Thursday, 0800-1200; location TBD, Point Mugu. By: Financial Focus

Whether retirement is 2 months, 2 years, or 2 decades away, NOW is the time to start dealing with some of the important choices that can mean the difference

between financial security and financial hardship during your retirement years. The class will focus on such issues as inflation, investment alternatives, risk management, health care, taxes, estate planning, and more. There will also be a discussion of how to take advantage of the CSRS, FERS, and TSP retirement programs. It is never too early or too late to begin planning your retirement strategy.

MERIT PROMOTIONS**CHINA LAKE SITE ONLY**

No. 73-004-NR4, Personnel Clerk/Assistant (Typing), DG-0203-A/1/2/3, Civilian Personnel Division Code 731000D-Area of Consideration: China Lake only. **Opening Date:** 1-12-95. **Closing Date:** 1-26-95. **Selecting Official:** Richard Cracraft, 939-8115. **HRD Contact:** Evelyn McMurdo, 939-2925. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** Incumbent processes all personnel actions affecting appointments, pay, separations, conversions of appointments, etc. Drafts vacancy announcements for recruitment purposes. Performs qualifications determinations and ranking of candidates against crediting plans. May conduct ranking/selection panels. Prepares certificates of eligibles (referral lists). Makes job offer(s) and sends out letters to nonselected candidates. Closes out merit promotion case files. At the higher levels, incumbent advises supervisors and managers regarding recruitment options for various occupations and participates in job analysis and crediting plan development. Is familiar with and processes all actions in accordance with the regulations of the Priority Placement Program. Performs benefits counseling (i.e., retirement, life insurance, health insurance, Thrift Savings Plan, etc.). **Job-Relevant Criteria:** DG-A and DG-1: Ability to plan, organize, and accomplish work independently; ability to perform a variety of clerical/technical functions; ability to research, comprehend, and apply complex regulatory information. DG-2 and DG-3: Knowledge of personnel policies and procedures related to staffing; ability to plan, organize, and accomplish work independently; ability to perform a variety of clerical/technical functions; ability to research, comprehend, and apply complex regulatory information. Full performance level is DG-3. Previous applicants need reapply.

No. 52-009-RR5, Secretary (Typing) DG-318-1/2, Code 522400D, Land Range Branch, Metric and TSP Division, Pacific Ranges and Facilities Department—Area of Consideration: China Lake. **Opening Date:** 1-12-95. **Closing Date:** 1-26-95. **Permanent Change of Duty Station Authorized:** No. **Selecting Official:** James VanDevender, 939-6416. **HRD Contact:** R. Robinson, 939-2393. **Summary of Duties:** The incumbent will provide secretarial support to the branch head and branch personnel. Proficiency on the following applications is desirable: Microsoft word, FileMaker Pro, Fast Track, VersaTerm, PowerPoint, and Excel. **Quality-Ranking Factor:** Knowledge of Macintosh is required. The incumbent

**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, Code 733000E (P622), (805) 989-3997 (DSN 351-3997), FAX 989-3355 (DSN 351-4388).

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 44 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 Code 731000E (P621); forms for China Lake may be mailed to Code 731000D (C621). For additional information, call Estela Padilla at (805) 989-3222 or Pat Miller at (619) 939-2018.

CHINA LAKE**Nancy K. Bryant**

Nancy is suffering from severe fibromalgia.

Carolyn King-Deleon

Carolyn has severe patellar chondromalacia of both knees and is undergoing arthroscopic knee surgery.

Richard Horton

Richard is recuperating from back surgery.

Alvina Quintanilla

Alvina is recovering from surgery.

Diane Richardson

Diane will be confined to bed for a minimum of 6 weeks following surgery on her right foot and will be in a cast for 10 to 13 weeks.

Deanna Weetman

Deanna is caring for her husband who has congestive heart failure.

Shante Lloyd

Shante is on maternity leave.

Debra Hurt

Debbie is recovering from pregnancy with complications due to gestational diabetes.

Lois Berry-Light, C2876

Lois had arthroscopic surgery of the left knee as a result of undefined infection of the knee joint.

Jo Ella Kivett, C2614

Jo Ella is on maternity leave.

Jackie Van Skike

Jackie is recovering from heart surgery and is in need of leave.

Richard Smith, Code 47D000D

Richard is recovering from a total hip replacement.

Kathleen Luecken, C3931

Kathleen is recuperating from surgery and will be out for several weeks.

Lupe Vizcarra, C219

Lupe is undergoing required major knee replacement surgery.

Jean Rongish, C2612

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

Denise Evans, C6111

Denise suffered a stroke and will be unable to return to work for an extended period of time. She is a single mother and this is her only source of income.

Debra Campbell, C6142

Debra has had back surgery for a herniated disc.

Howard Gerrish, C2772

Howard obtained severe injuries in an accident.

Larry Kuster, C842

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

POINT MUGU**Laura Bourne, Code 763700E**

Laura is recovering from acute pneumonia.

William Carter, Code 834210E

William is hospitalized for asthmatic bronchitis.

Dorothy Corville, 220000E

Dorothy is experiencing a difficult pregnancy, which requires bedrest.

Brenda Davis, Code 731000E

Brenda is experiencing Lupus Erythematosus.

Sybil Jones, P705

Sybil will be on maternity leave.

Terri Drury, P382

Terri had emergency surgery to correct a perforated stomach due to ulcers.

Larry Blair, P261

Larry is undergoing abdominal surgery.

Carla Allen, P261

Carla is recuperating from major surgery.

John Duhon, P7363

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

Myrian Connors, P653

Myrian had surgery performed for diagnostic laparoscope.

Sharon Allen, Code 451D00E

Sharon is on maternity leave.

Melody Dates, Code 454000E

Melody is recovering from major surgery.

EMPLOYEE DEVELOPMENT DIVISION NEWS**ON-BOARD TRAINING COURSE SCHEDULE**

To enroll in a class, nominations should be submitted to the site where the course is being held. The On-Board Training Request Form (NAWCWPNS 12410/1 (9-92)) is used for submitting nominations and is available at Servmart/Telemart. To enroll in a course, call the phone number listed in the announcement. If there is no phone number listed, submit the On-Board Training Request Form to Code 733000D or E. Nomination forms should be submitted as early as possible to preclude courses from being canceled because of low enrollment. NAWCWPNS employees may attend training at either site, with supervisory approval and on a space-available basis.

SCIENTIFIC, ENGINEERING, AND TECHNICAL TRAINING**EMC/EMI (4 hrs.)**

24 January; Tuesday, 0800-1130; Training Center, China Lake. By: Robert Christiansen, Code 417000D

REQUIRED FOR ENROLLEES IN THE TMC/TMDP OR SEC/SEDP PROGRAMS.

This class provides managers responsible for the design, development, and acquisition of DOD platforms, systems, and equipment with the information and guidance necessary to plan and implement an effective program to achieve the necessary degree of EMC.

Note: Because of increased emphasis on E3, program managers and engineers should consider attending this course.

To enroll, call Dorothy at 939-2359.

EMC/EMI (4 hrs.)

26 January; Thursday, 0800-1130; TBD, Point Mugu. By: Robert Christiansen, Code 417000D

REQUIRED FOR ENROLLEES IN THE**TMC/TMDP OR SEC/SEDP PROGRAMS.**

This class provides managers responsible for the design, development, and acquisition of DOD platforms, systems, and equipment with the information and guidance necessary to plan and implement an effective program to achieve the necessary degree of EMC.

Note: Because of increased emphasis on E3, program managers and engineers should consider attending this course.

To enroll, call Cliff Lewis at 989-3309.

SYSTEMS ENGINEERING MANAGEMENT (24 hrs.)

7-9 February; Tuesday-Thursday, 0800-1600; Training Center, China Lake. By: Robert E. Olson, Code 41E000D

REQUIRED FOR ENROLLEES IN THE TMC/TMDP OR SEC/SEDP PROGRAMS.

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

FUNDAMENTALS OF LOW OBSERVABLE TECHNOLOGY

The 13th offering of the classified DOD short course on Fundamentals of Low Observable (LO) Technology will be offered **Tuesday, 24 January, through Friday, 27 January**, at Naval Training Center, San Diego. The course will feature 11 instructors including Dr. Brian Kent, Edwin L. Utt, Douglas Essman, John Potter, Dr. Kueichien Hill, Dr. George Reinhardt, Philipp Douville, and Timothy McCool from Wright Laboratory's Signature Technology Office; Dr. Byron Welsh, Air Force Institute of Technology; Maj. Randy Jost, Ph.D., Air Force Reserve; and Mike Prickett, NRTA. Lectures are meant to present a broad overview of radar cross-section technology and selected topics in infrared, electro-optic, and acoustic signature technology. The course will address basic theory, applications, general LO design, LO component integration, and LO measurement test and evaluation. It is designed for program managers and project engineers involved in the acquisition and design of LO systems.

There is no fee for the course, but attendees must sign up before **15 January**. Civilian and military employees of the U.S. Government who possess a minimum Secret clearance may reserve a spot by submitting an application package. To receive an application package and for more information, contact Kristen Scanlan at NTC, (619) 524-5085.

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 Systems Acquisition Management course be completed prior to taking this course.)

Deadline: **24 January.**

ADMINISTRATIVE, CLERICAL, AND SKILLS TRAINING

NEW EMPLOYEE ORIENTATION (4 hrs.) 19 January; Thursday; 0800-1130; Training Center, China Lake. By: NAWCWPNs/NAWS Staff

Intended Audience: New employees. The program starts with a Welcome Aboard and NAWCWPNs Overview by Captain Hull and a NAWS Overview by Captain Stephenson. Other topics included in the program are Prevention of Sexual Harassment; Security; Employee Assistance Program; Fraud, Waste, and Abuse; and Environmental Awareness.

The New Employee Orientation is mandatory for all new employees, so ask your Competency to add you to their list.

Enrollment is accomplished via your Competency Level 2 offices. Each new employee will be contacted and approved by his/her Level 2 Competency office.

Note: If you as a new employee have a question regarding attendance of the program, call your Competency Level 2 offices.

Presentation Method: Seminar
Deadline: **18 January.**

AMERICAN SIGN LANGUAGE

The purpose of these classes is to explore the world of manual communication, learn signs applicable to on-the-job situations and communication skills, master survival signs and courtesy signs, see others signing (deaf and hearing), learn about deaf culture, and specific signs applicable to your specific job situation. To enroll in one of these classes, call Pat at 939-3159.

BEGINNING ASL

23 January-10 May; Mondays and Wednesdays; 1030-1130; Training Center, China Lake. By: Matthew Belshline, Code 455310D and Jeanie Salyer, Code 734000D

INTERMEDIATE/ADVANCED ASL

23 January-10 May; Mondays and Wednesdays; 1230-1330; Training Center, China Lake. By: Matthew Belshline, Code 455310D and Jeanie Salyer, Code 734000D

FILEMAKER PRO (16 hrs.)

24-25 January; Tuesday-Wednesday, 0800-1600; Training Center, China Lake. By: Marjorie Hunter, C0239

Prerequisite: Basic Macintosh skills.
In this class you will learn an introduction

to databases, how to create your own database, working with information (adding, editing, omitting, etc.), layout formatting (field borders, viewing, drawing tools, moving, resizing, reshaping and aligning objects, etc.), autodata, field values, auto text, tab orders, buttons and scripts, and networking and passwords.

Presentation Method: Hands-On Workshop

To enroll or obtain further information, call 939-0870.

EQUIPMENT CUSTODIAN (3 hrs.)

26 January; Thursday, 1300-1600; Training Center, China Lake. By: Debra Schlick, Code 725100D

This course is designed to familiarize equipment custodians with accountability for plant and minor property. It will also provide assistance and guidance in the use of equipment management forms and will help equipment custodians understand their duties and responsibilities regarding equipment and accountable assets.

Management responsibilities from equipment acquisitions through useful life and proper disposition of equipment will also be covered. Accessing CERMS through the ACC2 network will also be explained, and a guide will be handed out.

Enrollments are on a call-in basis. To enroll, call Sue at 939-2349.

BASIC SUPERVISION (40 hrs.)

30 January-3 February; Monday-Friday, 0800-1600; Training Center, China Lake. By: Donna Mackay

Intended Audience: Probationary supervisory personnel ONLY.

This course is required for first-level supervisors needing training in basic supervisory ideas. The class, organized into the management functions of planning, organizing, directing, and controlling, will provide fundamental grounding in practical modern concepts of supervision. Topics to be covered are introduction, leadership, planning and organizing, problem solving and decision making, motivation, communication, resolving interpersonal conflicts, delegation, NAWC/NAWS personnel management, and a workshop summary.

To enroll or ask questions, call Lori at 939-2686.

STRESS MANAGEMENT (8 hrs.)

3 February; Friday, 0800-1600; Training Center, China Lake. By: Dr. Suzanne Hard, Consultant

Do you react to stress by feeling overloaded and underaccomplished. Do you know people who seem to thrive on stress? The workplace and your life are changing at such a rapid pace that sometimes it creates a feeling of hopelessness. Why are people experiencing so much stress today? How much is too much? More importantly, what can you personally do about reducing this stress? This course is designed to help you become a manager of your stress and to learn new tactics to deal with it. Harness the power of stress and focus it to be a positive force.

To enroll, call 939-2468.

FILES IMPROVEMENT AND RECORDS DISPOSITION (8 hrs.)

8-9 February; Wednesday-Thursday, 0800-1130; Training Center, China Lake. By: Pam Williams

This class is designed to help record-keepers understand and apply basic rules related to filing. Topics covered are

INFORMATION SECURITY ORIENTATION COURSE

24-26 January; Tuesday-Thursday, location TBD, Point Mugu. By: Department of Defense Security Institute (DODSI).

Intended Audience: Personnel performing part-time duties in information security.

This 3-day course provides a basic working knowledge of the Defense Information Security Program (implemented within the Navy by OPNAVINST 5510.1). This course was requested for security coordinators at NAWC/NAWS, but is available for tenant and local area commands.

Submit nominations to Jim Diderrich, Code 733000E by 17 January.

To obtain information or ask questions, contact Judy Smith, Code 741100E, at 989-7257 (DSN 351-7257).

CSUC SPRING 95

The following courses are being offered for the spring 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.** Enrollments for courses will be on a first-come, first-served basis, unless otherwise indicated.

CSCI152: OPERATING SYSTEMS PROGRAMMING (3 units)

4 January-21 April; Mondays and Wednesdays, 1130-1245; Training Center (videotape). By: Professor Ralph Hiltzer, CSUC, (916) 898-5748

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

Prerequisite: CSCI151: Algorithms and Data Structures or equivalent or consent of instructor.

Scope: An overview of system architecture and software from the kernel outwards, including process management, storage, management, files and protection.

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

CSCI250: COMPILER THEORY (3 units)

31 January-25 May; Tuesdays and Thursdays, 0930-1045; Training Center (via satellite).

By: Professor Orlando Madrigal, CSUC, (916) 898-6442

Prerequisite: CSCI152: Operating Systems Programming or equivalent or consent of instructor.

Scope: Language definition and descriptors, syntax structures, parsing, extraction of elements, symbol table construction, memory allocation, control statements, I/O lists, code generation, error detection, and diagnostic generation. (Satisfies Programming Languages and Theory area)

CSCI333: OBJECT-ORIENTED USER INTERFACE DESIGN (3 units)

31 January-25 May; Tuesdays and Thursdays, 1100-1215; Training Center (via satellite).

By: Professor Jim Murphy, CSUC, (916) 898-4037

Prerequisite: CSCI151: Algorithms and Data Structures or equivalent or consent of instructor; helpful but not required—CSCI210: Software Engineering and CSCI231: Computer Graphics

Scope: Object-oriented design and implementation of graphical interfaces using the C++ programming language. The class will also use either X Windows and the Motif Toolkit or Microsoft Windows and the Object Windows Library. Topics include event handling, use of color, graphics contexts, text and fonts, dialogue design, and user interface management systems. **Note:** Since Microsoft Windows will be used in Spring 1995, students who have taken CSCI298C-1 or CSCI397C-12 may take this class for credit. (Satisfies Graphics and Image Processing area)

CSCI356: DESIGN AND ANALYSIS OF ALGORITHMS (3 units)

31 January-25 May; Tuesdays and Thursdays, 1230-1345; Training Center (via satellite).

By: Professor Kent Wooldridge, CSUC, (916) 898-5061

Prerequisite: CSCI151: Algorithms and Data Structures and Math 120: Discrete Mathematical Structures or equivalent or consent of instructor.

Scope: Algorithms from many areas of computer science will be analyzed. Topics include algorithms from combinatorics, graph theory, artificial intelligence, and systems programming. (Satisfies Computer Theory area)

CSCI397C-9: COMPUTER SECURITY AND PRIVACY (3 units)

31 January-25 May; Tuesdays and Thursdays, 1400-1515; Training Center (via satellite).

By: Professor Jim Pinkert, CSUC, (916) 898-5000

Prerequisite: Consent of instructor.

Scope: The class will begin with a historical discussion of cryptography. Emphasis then shifts to security in computer systems, particularly identification, authorization, operating systems security, data flow security, and database security. ATMs and POSs are rapidly entering the business scene. Security considerations, especially for multi-organization transactions, will be covered as a specialized extension of some of the more general previous discussions. Computer systems are similar to other assets and businesses in certain aspects of security, which will be the next topic. Included are such areas as physical security, site selection, insurance for hardware, and data and liability insurance. (Satisfies Operating Systems/Networks area)

CSCI397C-16: OBJECT-ORIENTED DATABASE SYSTEMS (3 units)

31 January-25 May; Tuesdays and Thursdays, 1530-1645; Training Center (via satellite).

By: Professor Melody Duncan, CSUC, (916) 898-6480

Prerequisite: Consent of instructor.

Scope: This course covers the object-oriented database model and its extensions. The necessary language constructs for data definition and data manipulation are discussed along with the internal-level storage structures, query processing, and transaction management. The object subsystem and transaction subsystem will be covered, along with a survey of current object-oriented database systems. (Satisfies Data and File Structures area)

CSCI381A: ADVANCED COMPUTER ARCHITECTURE (3 units)

31 January-25 May; Tuesdays and Thursdays, 0800-0915; Training Center (via satellite).

By: Professor Bob Britton, CSUC, (916) 898-6442.

Prerequisite: CSCI171 or equivalent or consent of instructor.

Scope: Investigation into the architectural and organizational features of experimental and contemporary commercial reduced instruction set computer (RISC) architectures, including an investigation into the associated cache memory designs. (Satisfies Computer Architecture area)

standard filing procedures; eliminating needless filing; cross-referencing; indexing; and using filing aids such as color codes, labels, file guides, and recommended file folders. Use of the Navy Standard Subject Identification Code, microfilming, identification of record material, disposal of records, and the federal Records Centers for storage will be discussed.

Enrollment is on a call-in basis only. To enroll, call Sue at 939-2349.

Deadline: **3 February**

LAN SECURITY (16 hrs.)

13-14 February; Monday-Tuesday, 0800-1600; Training Center, China Lake. By: Computer Security Institute

This workshop shows you what you need to know to protect your LANs. You will return to your workplace knowing how to assess the risks inherent in different architectures and connection methods, the security controls to look for in LAN operating systems and software, and physical security measures you can take to protect your LAN environment.

Deadline: **30 January**

Note: Tuition fee is \$485.

Enrollees may cancel 2 weeks prior to the class date without penalty. Full tuition fee applies otherwise.

To enroll or obtain further information, call 939-0870.

RETIREMENT PLANNING FOR YOUNGER EMPLOYEES (8 hrs.)

15 February; Wednesday, 0800-1600; Training Center, China Lake. By: Employee Relations, Code 731000D

This seminar consists of several lectures which discuss the facts affecting retirement, such as those relating to the 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 is recommended for employees beyond 2 years of employment and those within more than 5 years of retirement.

Enrollment is on a call-in basis only. To enroll, call Sue at 939-2349.

Deadline: **8 February**

MICROCOMPUTER SECURITY (16 hrs.)

15-16 February; Wednesday-Thursday, 0800-1600; Training Center, China Lake. By: Computer Security Institute

This workshop will teach you how to develop and implement effective security measures (information and physical) for your microcomputer resources. You will learn how to develop microcomputer policies and procedures that will work within the corporate culture of your organization. Backup policies and contingency planning will also be discussed.

Deadline: **1 February**

Note: Tuition fee is \$485.00

Enrollees may cancel 2 weeks prior to the class date without penalty. Full tuition fee applies otherwise.

To enroll or to obtain further information, call 939-0870.

MACINTOSH, INTRODUCTION (8 hrs.)

27-28 February; Monday-Tuesday, 0800-1130; Training Center, China Lake. By: Margorie Hunter, C0239

Intended Audience: Beginners with little or no Macintosh experience.

In this course you will learn to: use the Keyboard and the Mouse to input informa-

CSUN SPRING COURSES

The following courses are being offered this spring for the California State University, Northridge (CSUN) Engineering Program (master's degree). To enroll in these courses, call Denise at 939-2648. **Registration with a representative from CSUN will be held at the Training Center on 17 January from 1100 to 1300.** Enrollments in courses will be on a first-come, first-served basis. Courses are subject to being canceled by CSUN if there is insufficient enrollment. Classes will be received from CSUN via Continuing Education Television Network (CETN) and will be held at the Training Center. Classes for this semester begin on 30 January and end on 26 May. Course descriptions are available from Denise by calling 939-2648. Book order forms may be obtained at registration or from Denise at the time of enrollment.

EE240: Electrical Engineering Fundamentals
Monday, Wednesday, and Friday, 1200-1250; Training Center (via CETN); By Prof. Mallard

EE351: Linear Systems II
Wednesday, 1900-2150; Training Center (via CETN); By Prof. Adams

EE422: Design of Digital Computers
Tuesday and Thursday, 1100-1215; Training Center (via CETN); By Prof. Roosta

EE450: Prob. Sys. in Elec. Engr. Design and Anal.
Tuesday and Thursday, 1400-1515 pm; Training Center (via CETN); By Prof. Van Alphen

EE561: Digital and Data Comm. Systems
Tuesday, 1900-2150; Training Center (via CETN); By Prof. Van Alphen

EE571: Fields and Waves II
Monday and Wednesday, 1730-1845; Training Center (via CETN); by Prof. Rengarajan

EE580: Digital Control Systems
Monday and Wednesday, 1730-1845; Training Center (via CETN); By Prof. Mishra

EE620: Switch Theory I
Thursday, 1900-2150; Training Center (via CETN); by Prof. Roosta

EE622: Digital Systems Structure
Monday, 1900-2150; Training Center (via CETN); by Prof. Wong

EE661: Communications Engineering
Tuesday and Thursday, 1730-1845; Training Center (via CETN); by Prof. Schwartz

EE665: Radar Systems
Thursday, 1900-2150; Training Center (via CETN); by Prof. Bekir

EE684: Stochastic Control
Wednesday, 1900-2150; Training Center (via CETN); by Prof. Amini

IE602: Advanced Engineering Management
Wednesday, 1900-2150; Training Center (via CETN); by Prof. Campbell

IE604: Economic Analyses of Engineering Systems
Monday and Wednesday, 1730-1850; Training Center (via CETN); by Prof. Davis

ME375: Heat Transfer I
Tuesday and Thursday, 0800-0915; Training Center (via CETN); by Prof. Schwartz

ME390: Fluid Mechanics
Tuesday and Thursday, 0930-1045; Training Center (via CETN); by Prof. Epstein

ME463: Fluid Power Systems
Tuesday and Thursday, 1100-1215; Training Center (via CETN); by Prof. Costea

ME484: Control of Mechanical Systems
Tuesday, 1900-2150; Training Center (via CETN); by Prince

ME501B: Seminar in Engr Analysis
Monday, 1900-2150; Training Center (via CETN); by Prof. Mincer

ME590: Advanced Fluid Dynamics
Thursday, 1900-2150; Training Center (via CETN); by Prof. Epstein

AE489: Subsonic Aerodynamics
Thursday, 1900-2150; Training Center (via CETN); by Prof. Epstein

CONTRACTING OFFICER'S REPRESENTATIVE COURSES

The following schedule lists Naval Regional Contracting Center-sponsored training courses for FY95. To apply for the courses, complete a DD-1556 for the Naval Regional Contracting Center, 937 North Harbor, San Diego, CA 92132-5106 and send it to your training office, Code 733000E or Code 733000D, for processing. The cost is \$300. It is anticipated the NAWC COR Training Courses will be ready for delivery in early 1995.

Date	Location	Date	Location
18-20 January	San Diego	12-14 April	NWAD Corona
15-17 February	NSWC Port Hueneme	23-25 May	San Diego
28 February-2 March	San Diego	12-14 July	NSWC Port Hueneme
7-9 March	CBC Port Hueneme	25-27 July	San Diego
11-13 April	San Diego	22-24 August	San Diego

tion to the Macintosh, change software to suit the current application, view files and folders on a data disk, select and drag icons, open icons through the file menu, activate and close windows, use desk accessories such as the Chooser, Finder, and Calculator, use the Clipboard to transfer information, use some typical applications packages such as a word processor, and/or a graphic program. (Applications to be surveyed may include MacWrite or WORD, MacPaint, MacDraw or MacDraft. This class will not be able to cover these applications in any detail. The student is referred to other classes offered for specific applications.)

Presentation Method: Hands-On Workshop

Enrollments are on a call-in basis only. To enroll, call 939-0870.

Deadline: **13 February**

ADMINISTRATIVE POLICIES AND PROCEDURES FOR NEW SUPERVISORS (32 hrs.)

28 February, 1, 7, 8 March; Tuesdays-Wednesdays, 0800-1600; Training Center, China Lake. By: Center Staff

Intended audience: New supervisors during the first year probation period.

This mandatory 4-day course provides new supervisors with basic information about important NAWC/NAWS administrative policies and procedures.

Topics covered include a summary of general guidelines (organizational structure of DOD and subordinate commands, safety, security, privacy act, ethics, workers compensation, plant account, Drug Free Workplace Program, and EEO including

the prevention of sexual harassment); affirmative employment (merit promotion, reassignment, special interest programs, interviewing and selecting new employees, reading a 171, and obtaining performance information from previous supervisors); employee development; employee awards (and other aspects about the DEMO system); discipline (problem behavior, poor performance); and other topics of interest to supervisors.

Note: Completing this course within the first 120 days of your supervisory probation period satisfies the mandatory safety training requirement for the probationary year.

To enroll or ask questions, call Lori at 939-2686.

Course Title	Dates	Times	Hours	Location	Course Title	Dates	Times	Hours	Location
PROFESSIONAL/SCIENTIFIC/TECHNICAL					Relational Database Instruction & Management (R)	Mar 20-23	0800-1630	32	CL
Communications Engineering					Reliability and Maintainability	Mar 15	0800-1630	8	PM
Advanced Networking With Windows NT	Mar 17	0800-1500	6	CL	System Safety	Mar 14	0800-1630	8	PM
Advanced Networking With Windows NT	Mar 31	0800-1500	6	PM	Systems Analysis	Mar 21	0800-1600	8	CL
Designing Networks in Multi-vendor Environment	Feb 17	0800-1500	6	CL	Systems Engineering Management	Feb 7-9	0800-1600	24	CL
Designing Networks in Multi-vendor Environment	Mar 23	0800-1500	6	PM	Taguchi Methods	TBD	0800-1630	8	PM
Driver's Education for the Super Highway: The Grand Tour	Mar 3	0800-1500	6	CL	Technical Writing for Engineers	May 9-12	0800-1630	32	PM
Driver's Education for the Super Highway: The Grand Tour	Apr 6	0800-1500	6	PM	Technical Writing for Engineers	May 15-18	0800-1630	32	CL
High-Speed Networking	Sep 18	0800-1500	6	CL	Test Management	Feb 28-Mar 1	0800-1600	8	CL
High-Speed Networking	Sep 25	0800-1500	6	PM	Test Management	TBD	0800-1630	8	PM
Integrated Services Digital Network (R)	May 15-18	0800-1630	32	CL	The Dynamics of Measurement Systems for Test and Evaluation	TBD	0800-1600	40	CL
Mastering Advanced Internetworking	May 1	0800-1500	6	CL	The Engineering of Measurement Systems for Test and Evaluation	TBD	0800-1600	40	CL
Mastering Advanced Internetworking	May 31	0800-1500	6	PM					
Network 3.11 to 4.0 Update - Novell (R)	Sep 18-20	0800-1630	24	PM	SAFETY AND SECURITY				
Network 3.12 Advanced System Manager (Novell)	Apr 3-5	0800-1630	24	CL	CPR				
Network 4.0 Administration - Novell (R)	May 8-11	0800-1630	32	PM	CPR Basic Provider	Feb 28	0800-1630	8	PM
Programming High Performance Client/Server Application Using C++	Sep 26	0800-1500	6	CL	CPR Basic Provider	Mar 15	0800-1630	8	PM
Programming High Performance Client/Server Application Using C++	Sep 29	0800-1500	6	PM	CPR Basic Provider	Apr 5	0800-1630	8	PM
Unix TCP/IP Networking	Jun 22-23	0800-1500	2-6	CL	CPR Basic Provider	Apr 19	0800-1630	8	PM
Unit TCP/IP Networking	Jun 28-29	0800-1500	2-6	PM	CPR Basic Provider	May 17	0800-1630	8	PM
					CPR Basic Provider	Jun 7	0800-1630	8	PM
					CPR Basic Provider	Jun 21	0800-1630	8	PM
					CPR Basic Provider	Aug 30	0800-1630	8	PM
					CPR Basic Provider	Sep 20	0800-1630	8	PM
					CPR Basic Provider	June	0800-1630	8	CL
					CPR Basic Provider	July	0800-1630	8	CL
					CPR Basic Provider	August	0800-1630	8	CL
Computer Engineering/Programming									
A C++ Update: 1995 & Beyond	Jun 1	0800-1500	6	CL	Security				
AC++ Update: 1995 & Beyond	Jun 14	0800-1500	6	PM	Information Security Orientation Course	Jan 24-26	0800-1630	24	PM
Bus Architecture (Mil-Std-1553) (R)	Jun 12-14	0800-1630	24	CL	Secret Control Officer Procedures (Quarterly Sessions)	TBD	0800-1630	8	PM/CL
CASE Perspectives of The 1990s (R)	Apr 19-20	0800-1630	16	PM	Security for Admin Workforce (Quarterly Sessions)	TBD	0800-1630	8	PM/CL
Database Design for Today's Environment	Feb 9	0800-1500	6	CL	Security for Scientists, Engineers, and Technicians	TBD	0800-1630	8	PM/CL
Database Design for Today's Environment	Mar 30	0800-1500	6	PM	Security for Supervisors	TBD	0800-1630	8	PM/CL
Embedded Software Design Telebroadcast	Jan 9	0800-1200	4	CL	Security Overview	TBD	TBD	4	PM/CL
Embedded Software Design Telebroadcast 1994	Mar 21	0800-1200	4	PM					
Managing Software Projects (R)	Jun 5-8	0800-1630	32	PM	TECHNICIAN				
Object-Oriented Programming Using C++: Overview	TBD	TBD	6	CL	Advanced Antennas (R)	Mar 27-31	0800-1630	40	CL
Object-Oriented Programming Using C++: Overview	TBD	TBD	6	PM	Analog, Digital, Microwave				
					Troubleshooting (R)	Apr 24-28	0800-1630	40	PM
Programming With The X Tool Kit Intrinsic: Intro	Jul 17	0800-1500	6	CL	Digital Signal Processing (R)	May 22-26	0800-1630	40	CL
Programming With The X Tool Kit: Intro	Jul 26	0800-1500	6	PM	Hands-On Fiber Optics (R)	Jun 19-23	0800-1630	40	PM
Software Development	May 22-25	0800-1630	32	PM	Radar Systems	Sep 11-15	0800-1630	40	CL
Software Development & Documentation (Mil-Std-498) (R)	Jun 19-21	0800-1630	24	PM	Radar Transmitters, Receivers, and Antennas	Feb 27-Mar 3	0800-1630	40	PM
The Kerzner Approach to Project Management Excellence	Feb 2	0800-1000	2	CL					
The Kerzner Approach to Project Management Excellence	May 2	0800-1000	2	PM	TOTAL QUALITY LEADERSHIP (TQL)				
Unix System Administration (R)	Mar 13-16	0800-1630	32	CL	Basic Tools for TQL	May 18	0800-1630	8	PM
Windows NT: Intro (R)	Apr 10-13	0800-1630	32	PM	Basic Tools for TQL	Apr 4	0800-1630	8	CL
X Window System: Intro	Feb 13-16	0800-1630	32	CL	Change Management and TQL	Mar 9	0800-1630	8	PM
					Change Management and TQL	Feb 13	0800-1630	8	CL
Engineering and Scientific									
A/C Integration	TBD	0800-1630	8	PM	TRADES				
Acquisition of Technical Data	Mar 29	0800-1600	8	CL	Asbestos Abatement	Jan 17-23	0800-1630	40	CL
Acquisition of Technical Data	Apr 5	0800-1630	8	PM	Asbestos Inspector	Jan 30-Feb 1	0800-1630	24	CL
Aircraft Integration	TBD	0800-1600	16	CL	Asbestos Refresher	Jan 24-25	0800-1630	16	CL
Cost Analysis	TBD	0800-1630	8	PM	Conceptual Estimating	Jan 11-12	0800-1630	16	PM
Creative Thinking and Problem Solving	TBD	0800-1600	16	CL	Operator Certification Training	Mar 13-17	0800-1630	40	PM
Creative Thinking and Problem Solving	Jun 20-21	0800-1630	16	PM					
EMC/EMI	Jan 24	0800-1130	4	CL	WELLNESS				
EMC/EMI	Jan 26	0800-1200	4	PM	Maintaining High Performance Under Stress	Jun 8	0800-1600	8	CL
Environmental Engineering	Feb 15	0800-1630	8	PM	Maintaining High Performance Under Stress	Jul 19	0800-1600	8	PM
Digital Signal Processing	Mar 27-31	0800-1600	40	CL	Stress Management	Feb 3	0800-1600	8	CL
Inertial Navigation Systems (GPS)	Jun 13-14	0800-1630	16	PM	Stress Management	Mar 16	0800-1600	8	PM
Infrared Windows and Dome Materials	Mar 28	0800-1600	8	CL					
Integrated Logistics Support	Mar 2	0800-1630	8	PM					
Introduction to Software Management	TBD	0800-1600	8	CL					
Missile Guidance and Control	Apr 25-28	0800-1630	32	CL					
Quality Assurance	Mar 16	0800-1630	8	PM					

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NAWCWPNS FY95 COURSE CATALOG

We are pleased to present the NAWCWPNS FY95 Course Catalog. With the 1 October implementation of the newly created Competency Aligned Organization (CAO) came newly mandated training requirements for all military and civilian personnel. As a result, first-quarter training efforts were dedicated to CAO training.

We recognize, more than any time in history, that a smaller, multiskilled, highly trained and effective workforce, is key to meeting the challenges of a changing environment. The results are evident in the successful implementation of organization change, the meeting of new goals and introduction of new product lines, the development of strategies for downsizing, and the reinvention of corporations for economic survival.

To support the NAWCWPNS team in meeting the challenges of our changing environment, we have introduced new initiatives and created new training and development alternatives and opportunities to support CAO and assist supervisors and employees in meeting the mandated minimum 40 hours of training per employee. Your recommendations and feedback in this effort are important to us as we strive to create a learning environment that results in a well trained and competent workforce.

Employees at China Lake, Point Mugu, White Sands, and Albuquerque sites, are encouraged to take responsibility for their careers and take advantage of the challenges and opportunities presented during these times of change. We look forward to a continued relationship with you in the year ahead.

DR. RUTH BOYLE
NAWCWPNS Training Director

EMPLOYEE DEVELOPMENT DIVISION
733000D/E/F

HEAD: Dr. Ruth Boyle		939-0872 (CL), 989-3991 (PM)			
ASSOCIATE: Patti Burgess					
TEAM I	TELEPHONE	COMPETENCY	RESPONSIBILITY		
Patti Burgess	989-3998	0, 1.0, 7.0, 7.1, 7.3, 7.6, 7.7	Team Leader		
Sandy Brigham	989-3996	3.0	CAO, SEMDP, TQL		
Helen Casteel	989-3003	8.0 (PM)	DAWIA, Financial, Trades, Procurement		
Jim Diderich	989-3994	7.2, 7.4, 7.5	Computer Education, CPR/Safety/Security		
Cecil Webb	939-0878	2.0, 8.0 (CL)	Academic		
Denise Gossage	939-2648		Team Support		
Annette Hernandez	939-0870		Team Support for Computer Education		
Felicia Nicklberry	939-3980		Team Support		
Pat Nogle	939-3157		Team Support		
TEAM II					
Nancy Saxton	939-3129	4.2, 4.5, 4.6, 4J	Team Leader, DAWIA		
Bill Bethke	939-0877	4.0, 4.7	NTU, TVIS/Learning Center		
Cliff Lewis	989-3009	4.8, 4.K	Engineering, Scientific		
Ron Rogers	989-3997	4.1	SEDP/TMDP/SEC/TMC, Newspaper Insert		
Marcy Acosta	989-3992		Team Support		
Tammy Berry	939-2451		Team Support		
Pat Oliver	939-2468		Team Support		
Dorothy Wiederhold	939-2359		Team Support		
TEAM III					
Julie Streets	989-3984	5.0, 5.3, White Sands	Team Leader, Career Planning/Transition, Fellowships		
Lily Horton	989-3987	5.2 (PM), 5.6	Software Engineering, Technician, Retirement		
Betty Miller	939-0880	5.2 (CL), 5.4	Wellness, Supervisory, Exec/Mgmt Development		
Mary Glasmann	989-3982		Career Transition & Resource Center, Team Support		
Sue Murray	939-2349		Secretarial, New Employee Orientation, Team Support		
Lori Ryser	939-2686		NAEI/OPM/Brookings, Team Support		
ADMINISTRATIVE SUPPORT		GENERAL INFORMATION	FAX DSN		
Christy De La Rosa	989-3995	Point Mugu	989-7956	989-4388	351-xxxx
Carol Corlett	939-2675	China Lake	939-2675	939-2548	437-xxxx
Annette Hernandez	939-0870				
Randy Platt	939-0868				

For training information, call your competency point of contact as indicated above.

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GENERAL INFORMATION

COST: Training offered in the FY95 Schedule is funded by the Command and is at no cost to NAWCWPNS organizations. However, you will occasionally note that there are courses that are identified as reimbursable. Reimbursable courses are courses that are identified as needed by a particular work site but for which Command funds are not available or where full enrollment is needed. These courses are annotated with an (R) in the course schedule. Enrollment for these courses must be accompanied with a job order number at least 1 month prior to the start date of the class. Advance notice is required so we can finalize our commitment to the instructor. Under-enrolled courses will not be held.

REGISTRATION PROCEDURES: To enroll in a class, nominations should be submitted to the site where the course is being held. The On-Board Training Request Form (NAWCWP-NS 12410/1 (9-92)) is used for submitting nominations and is available at Servmart/Telemart. To enroll in a course, call the phone number listed in the announcement. If there is no phone number listed, submit the On Board Training Request Form to Code 733000D or E. Nomination forms should be submitted as early as possible to preclude courses from being canceled because of low enrollment. NAWCWPNS employees may attend training at either site, with supervisory approval and on a space-available basis.

CONFIRMATION PROCEDURES: Attendance will be confirmed by the Employee Development Division by returning Copy 2 of the On Board Training Request Form to the employee. Telephone enrollments will be confirmed at the time the call is placed.

TO CANCEL A COURSE: Employees are asked to call the Employee Development Division immediately upon learning that they cannot attend a course. An early phone call permits another employee to occupy the canceled space.

COURSE HOURS: Unless otherwise stated in the course announcement, classes begin at 0800. Instructors do not wait for those who are late. Alternates will be permitted to attend if an employee has not shown up or called 15 minutes after the class begins. Employees on the 9-hour work shift are expected to report to their worksite prior to the session or after completion of the session.

ACCOMMODATIONS FOR HANDICAPPED EMPLOYEES: Every effort is made to ensure that employees are accommodated. Please notify the course point of contact in advance for any special provisions required.

40-HOURS-OF-TRAINING-PER-EMPLOYEE POLICY: Supervisors are required to provide a minimum of 40 hours of training per employee each year. The 40-hour training report is provided to NAVAIR at the end of each quarter. The 40-hour training requirement can be met in several ways.

Course Title	Dates	Times	Hours	Location	Course Title	Dates	Times	Hours	Location
BUSINESS ADMINISTRATION					Retirement Planning for Younger Employees	Jun 21	0800-1630	8	CL
Communications					Writing and Tailoring Your SF-171 and Resume	Mar 29	1000-1200	2	PM
Basic Grammar Review	Apr 20	0800-1630	8	PM	Writing and Tailoring Your SF-171 and Resume	Mar 30	1000-1200	2	CL
Basic Grammar Review	Apr 26	0800-1630	8	CL	Writing and Tailoring Your SF-171 and Resume	Jul 12	1000-1200	2	PM
Effective Presentations	Feb 15-16	0800-1630	16	PM	Writing and Tailoring Your SF-171 and Resume	Jul 13	1000-1200	2	CL
Effective Presentations	Aug 7-8	0800-1630	16	PM	COMPUTER EDUCATION				
Effective Presentations	Apr 12-13	0800-1630	16	CL	IBM PC				
Effective Presentations	Jul 12-13	0800-1630	16	CL	DOS, Introduction and Intermediate (R)	TBD	0800-1630	8	CL/PM
Technical Writing for Engineers	May 9-12	0800-1630	32	PM	Excel for Windows, Beginning and Advanced (R)	TBD	0800-1630	16	CL/PM
Technical Writing for Engineers	May 15-18	0800-1630	32	CL	Excel for Windows, Introduction	Apr 24-25	0800-1630	16	PM
Financial					Filemaker Pro for Windows, Beginning (R)	TBD	0800-1630	16	CL/PM
Defense Business Operation Fund	Jun 13-15	0800-1630	24	CL	Filemaker Pro for Windows, Introduction	May 17-18	0800-1630	16	PM
Defense Business Operation Fund	Jun 27-29	0800-1630	24	PM	PC and Windows, Introduction	Feb 14-15	0800-1630	16	PM
Secretarial					PC and Windows, Introduction (R)	May 2-3	0800-1630	16	PM
Basic Naval Writing	TBD	0800-1600	8	CL	PC Open Lab	Jun 9	0800-1630	8	PM
Basic Naval Writing	TBD	0800-1600	8	CL	Windows, Introduction (R)	TBD	0800-1630	8	CL/PM
Basic Naval Writing	TBD	0800-1600	8	PM	Word for Windows, Introduction	Mar 1-2	0800-1630	16	PM
Basic Naval Writing	TBD	0800-1600	8	PM	Word for Windows, Introduction	Mar 27-28	0800-1630	16	PM
Files Improvement & Records Disposition	Feb 7-8	0800-1130	8	CL	Word for Windows, Introduction and Advanced (R)	TBD	0800-1630	16	CL/PM
Files Improvement & Records Disposition	Jul 12-13	0800-1130	8	CL	Word for Windows, Introduction (R)	May 25-26	0800-1630	16	PM
Interpersonal Communications	Jun 20-29	0730-1150	16	CL	Macintosh				
Official Naval Correspondence	TBD	0800-1600	8	CL	Excel, Introduction	Mar 14-15	0800-1630	16	PM
Official Naval Correspondence	TBD	0800-1600	8	CL	Excel, Introduction and Advanced (R)	TBD	0800-1630	16	CL/PM
Official Naval Correspondence	TBD	0800-1600	8	PM	Reimbursable				
Official Naval Correspondence	TBD	0800-1600	8	PM	Excel, Introduction (R)	Mar 22-23	0800-1630	16	CL
CAREER AND LIFE PLANNING					Excel, Introduction (R)	May 17-18	0800-1630	16	CL
Career Development Workshop	Jun 15	0800-1600	8	CL	Excel, Introduction (R)	Jul 12-13	0800-1630	16	CL
Career Development Workshop	May 18	0800-1600	8	PM	Excel, Introduction (R)	Sep 20-21	0800-1630	16	CL
Career Transition Workshop	Feb 15-16	0800-1600	16	PM	Filemaker Pro, Advanced	Mar 20-21	0800-1630	16	CL
Career Transition Workshop	Mar 15-16	0800-1600	16	CL	Filemaker Pro, Advanced (R)	Jun 6-7	0800-1630	16	CL
Financial Strategies for Successful Retirement	Apr 4-5	0800-1600	12	PM	Filemaker Pro, Advanced (R)	Sep 12-13	0800-1630	16	CL
Individual Development Plan (IDP) Workshop	Feb 22	1000-1100	1	PM	Filemaker Pro, Introduction	Jan 24-25	0800-1630	16	CL
Individual Development Plan (IDP) Workshop	Feb 23	1000-1100	1	CL	Filemaker Pro, Introduction	Apr 11-12	0800-1630	16	PM
Individual Development Plan (IDP) Workshop	May 24	1000-1100	1	PM	Filemaker Pro, Introduction and Advanced (R)	TBD	0800-1630	16	CL/PM
Individual Development Plan (IDP) Workshop	May 25	1000-1100	1	CL	Filemaker Pro, Introduction (R)	Feb 14-15	0800-1630	16	CL
Individual Development Plan (IDP) Workshop	Sep 13	1000-1100	1	PM	Filemaker Pro, Introduction (R)	Mar 28-29	0800-1630	16	CL
Individual Development Plan (IDP) Workshop	Sep 14	1000-1100	1	CL	Filemaker Pro, Introduction (R)	Apr 25-26	0800-1630	16	CL
Pre-Retirement Seminar	Apr 12-13	0800-1600	16	CL	Filemaker Pro, Introduction (R)	May 23-24	0800-1630	16	CL
Pre-Retirement Seminar	Aug 16-17	0800-1600	16	CL	Filemaker Pro, Introduction (R)	Jun 26-27	0800-1630	16	CL
Retirement For Mid-Career Employees (10-15 Years Before Retirement)	May 17	0800-1600	8	PM	Filemaker Pro, Introduction (R)	Aug 29-30	0800-1630	16	CL
Retirement For Mid-Career Employees (10-15 Years Before Retirement)	Sep 13	0800-1600	8	PM					
Retirement Planning for Younger Employees	Feb 15	0800-1630	8	CL					

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Course Title	Dates	Times	Hours	Location	Course Title	Dates	Times	Hours	Location
Mac Open Lab	Jun 26	0800-1630	8	PM	Training Registration form, DACM 1 (6-93), accessible from the C63 Dept Server or from the Training Office, 939-2468 or 939-3003.				
Macintosh, Introduction	Feb 27-28	0800-1130	8	CL	Registration forms received after quarterly deadline date will be submitted to the NACMC registrar's office on a standby basis. FY 95 deadline dates: 2nd quarter: 11 Oct 94; 3rd quarter: 10 Jan 95; 4th quarter: 11 Apr 95.				
Macintosh, Introduction (R)	Aug 15-16	0800-1130	8	CL	Test and Evaluation Engineering (T)				
Macintosh/System 7.5, Introduction	Mar 30-31	0800-1630	16	PM	TST 301 Executive Test and Evaluation Management	Apr 10-21	0800-1600	80	PM
Powerpoint	Mar 9	0800-1630	8	CL	To register, complete DON Acquisition Training Registration form, DACM 1 (6-93), accessible from the C63 Dept Server or from the Training Office, 939-2468, or 939-3003. Registration forms received after quarterly deadline date will be submitted to the NACMC registrar's office on a standby basis. FY 95 deadline dates: 2nd quarter: 11 Oct 94; 3rd quarter: 10 Jan 95; 4th quarter: 11 Apr 95.				
Powerpoint (R)	Jun 21	0800-1630	8	CL	EEO				
Powerpoint (R)	Aug 23	0800-1630	8	CL	EEO Issues for Supervisors	Jun 22	1000-1200	2	CL
Word, Introduction	Mar 14-16	0800-1630	16	CL	EEO Issues for Supervisors	Jun 29	0930-1130	2	PM
Word, Introduction and Advanced (R)	TBD	0800-1630	16	CL/PM	Managing Diversity	Feb 23	1000-1200	2	CL
Word, Introduction (R)	Jun 12-13	0800-1630	16	PM	Managing Diversity	Mar 2	0930-1130	2	PM
DAWIA					EQUIPMENT MANAGEMENT				
Acquisition Logistics (L)					Equipment Custodian	Jan 26	1300-1600	4	CL
LOG 202 Logistics Support Analysis	Aug 7-18	0800-1600	80	PM	Equipment Custodian	Mar 23	1300-1600	4	CL
To register, complete DON Acquisition Training Registration form, DACM 1 (6-93), accessible from the C63 Dept Server or from the Training Office, 939-2468 or 939-3003. Registration forms received after quarterly deadline date will be submitted to the NACMC registrar's office on a standby basis. FY 95 deadline dates: 2nd quarter: 11 Oct 94; 3rd quarter: 10 Jan 95; 4th quarter: 11 Apr 95.					Equipment Custodian	May 25	1300-1600	4	CL
LOG 205 Provisioning	Apr 24-May 5	0800-1600	80	PM	Equipment Custodian	Jul 27	1300-1600	4	CL
To register, complete DON Acquisition Training Registration form, DACM 1 (6-93), accessible from the C63 Dept Server or from the Training Office, 939-2468 or 939-3003. Registration forms received after quarterly deadline date will be submitted to the NACMC registrar's office on a standby basis. FY 95 deadline dates: 2nd quarter: 11 Oct 94; 3rd quarter: 10 Jan 95; 4th quarter: 11 Apr 95.					Equipment Custodian	Sep 28	1300-1600	4	CL
LOG 304 Executive Acquisition Logistics Management	Jan 23-Feb 3	0800-1600	80	PM	EXECUTIVE/MANAGEMENT/SUPERVISOR				
To register, complete DON Acquisition Training Registration form, DACM 1 (6-93), accessible from the C63 Dept Server or from the Training Office, 939-2468 or 939-3003. Registration forms received after quarterly deadline date will be submitted to the NACMC registrar's office on a standby basis. FY 95 deadline dates: 2nd quarter: 11 Oct 94; 3rd quarter: 10 Jan 95; 4th quarter: 11 Apr 95.					Admin. Policies and Procedures for New Supervisors	Feb 28-Mar 8	0800-1600	32	CL
All DAWIA career fields except C, D & E					Admin. Policies and Procedures for New Supervisors	Jun 6-14	0800-1600	32	PM
ACQ 201 Intermediate Systems Acquisition	Jul 10-Aug 1	0800-1600	160	PM	Basic Supervision	Jan 30-Feb 3	0800-1600	40	CL
To register, complete DON Acquisition Training Registration form, DACM 1 (6-93), accessible from the C63 Dept Server or from the Training Office, 939-2468 or 939-3003. Registration forms received after quarterly deadline date will be submitted to the NACMC registrar's office on a standby basis. FY 95 deadline dates: 2nd quarter: 11 Oct 94; 3rd quarter: 10 Jan 95; 4th quarter: 11 Apr 95.					Basic Supervision	May 8-12	0800-1600	40	PM
CON 241 Information Technology Contracting	May 15-26	0800-1600	80	PM	Building Commitment in Your Organization	TBD	0730-1630	16	CL
To register, complete DON Acquisition Training Registration form, DACM 1 (6-93), accessible from the C63 Dept Server or from the Training Office, 939-2468, or 939-3003. Registration forms received after quarterly deadline date will be submitted to the NACMC registrar's office on a standby basis. FY 95 deadline dates: 2nd quarter: 11 Oct 94; 3rd quarter: 10 Jan 95; 4th quarter: 11 Apr 95.					Coaching and Counseling	May 25	1000-1200	2	CL
Systems Planning, Resources, Development					Coaching and Counseling	Jun 1	0930-1130	2	PM
SYS 201 Intermediate Systems Planning, and Engineering	Sep 11-29	0800-1600	120	CL	Interpersonal Communications	Mar 28	0800-1600	8	CL
To register, complete DON Acquisition					Interpersonal Communications	Jul 18	0800-1600	8	PM
					Managing Employee Performance	May 10	1000-1200	2	PM
					Managing Employee Performance	May 17	0930-1130	2	PM
					Motivation Skills	Apr 20	1000-1200	2	CL
					Motivation Skills	Apr 27	0930-1130	2	PM
Contracting					MANDATORY CAO TRAINING				
CON 241 Information Technology Contracting	May 15-26	0800-1600	80	PM	CAO Overview (videos available)			2	PM/CL
To register, complete DON Acquisition Training Registration form, DACM 1 (6-93), accessible from the C63 Dept Server or from the Training Office, 939-2468, or 939-3003. Registration forms received after quarterly deadline date will be submitted to the NACMC registrar's office on a standby basis. FY 95 deadline dates: 2nd quarter: 11 Oct 94; 3rd quarter: 10 Jan 95; 4th quarter: 11 Apr 95.					CAO Teams & Me (scheduled upon request)			2	PM/CL
Procurement					CAO Teams & Me Update	May	TBD	2	PM/CL
					Change Mgmt for Mgrs/Supvs (make-up session)	Jan 25	0800-1600	8	PM
					Change Mgmt for Mgrs/Supvs (make-up session)	Jan 26	0800-1600	8	CL
					Change Mgmt for Mgrs/Supvs (scheduled upon request)			8	PM/CL
					Competency Mgrs Orientation	TBD	TBD	2	PM/CL
					Managing Change for Employees	January	TBD	2	PM/CL
					Team Skills Training (4 sessions)	TBD	TBD	8	PM/CL
Procurement					Statement of Work				
					Statement of Work	Apr 12	0800-1630	8	PM
					Statement of Work	Apr 14	0800-1630	8	CL

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