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- AWE 64 Sound Card
- 180Watt Speakers • Windows 95



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- 300MHz Pentium II Intel Processor
- 64MB RAM • 512k Cache
- 6.4GB EIDE Hard Drive • 17" 26 SVGA Monitor
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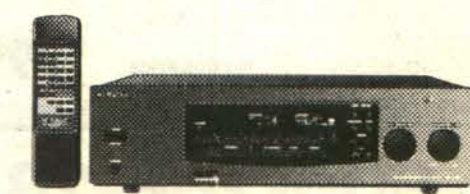
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THE ROCKETEER

THURSDAY, JANUARY 22, 1998

NAVAL AIR WARFARE CENTER WEAPONS DIVISION CHINA LAKE

VOL. 54, No. 2

Why ABC is
a good thing

6

Afendykiw
works 40 years

11

Contract awarded for destruction of weapons in Russia

By Kathi Ramont
Associate Editor

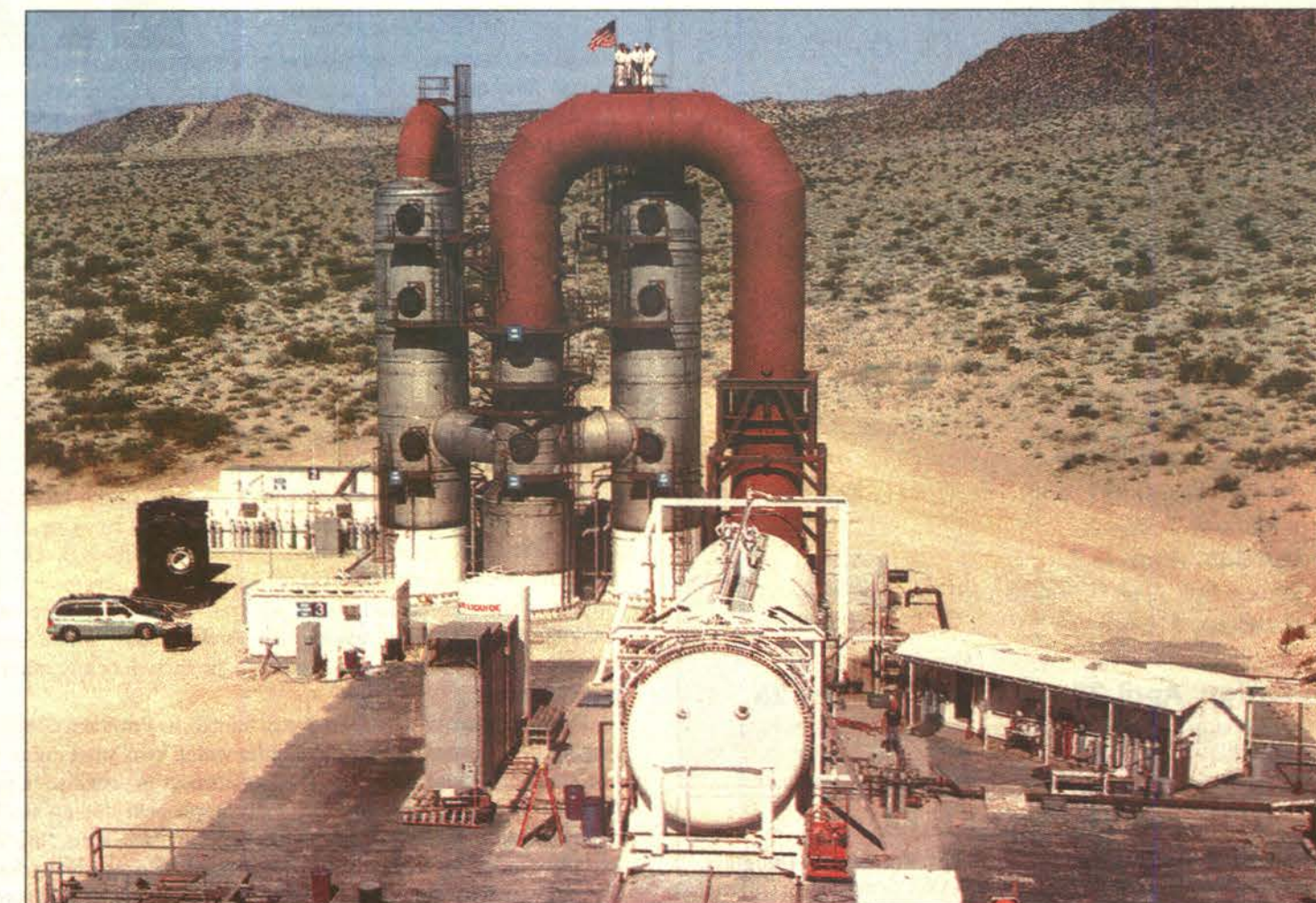
"Working together," commented Herb Richter, former head of the Trident Program Office, "we're doing what we couldn't do separately." What this team of Navy civilians and defense contractors he's talking about has done is find a way to eliminate solid propellant, rocket motor cases and missile canisters from decommissioned former Soviet Union submarine and land-based silo-launched intercontinental ballistic missiles.

Secretary of Defense William S. Cohen and Russian Minister of Defense Igor N. Rodionov announced May 13, 1997, that a cooperative threat reduction contract has been awarded by the Defense Special Weapons Agency to Lockheed Martin Advanced Environmental Systems Division of Albuquerque, N.M.

The \$52.4 million contract is a major step in eliminating nuclear weapons delivery systems and reducing the threat of proliferation. Work conducted under this project is funded by the Cooperative Threat Reduction Program. A confined burn disposal plant will be built which will scrub the exhaust products and recycle those materials of commercial interest.

"Most of the technology that this work

■ Cooperative threat reduction contract uses China Lake technology



FLYING THE FLAG—Larry Sawyer, a technician from the Combustion Research Section, and Joe Steele, Kevin Crispin and Riley Byrd from Lockheed Martin, stand atop Skytop's contained-burn motor disposal development test facility. The facility served as a prototype for a similar facility that will be constructed in Russia to dispose of solid propellant, rocket motor cases and missile canisters under the Strategic Arms Reduction Treaty. Other Lockheed Martin employees shown are Larry Gilliam and Craig Ginelli on the white tank and Ron Weinheim on the ground.

was based on was developed here at China Lake at the Skytop Static Test Complex. These guys worked their tails off for two years, often working 11-hour days, seven days a week, to keep the construction and testing on schedule," explained Paul Gorish, head of the Ballistics Test Branch.

In 1989 the U.S. Navy Strategic

Systems Programs (SSP) initiated efforts with Lockheed Martin to identify and evaluate rocket motor disposal methods alternate to open burn or open detonation. Contained burning was determined to be the most cost effective and the safest, particularly with Hazard Class 1.1 propellants. The process simply involves the firing of rocket motors without a

nozzle at near ambient pressures (20 psi), confining and cooling the combustion products and treating the exhaust gases and particulates by using standard industrial gas and particulate treatment before release to the environment.

The work became a team effort in 1991 with the construction of the

Please see **DESTRUCTION**, Page 8

Remember! Celebrate! Act! A day on, not a day off

Local churches remember Dr. Martin Luther King Jr.

By Kathi Ramont
Associate Editor

Unity and volunteerism were very much a part of the teachings of slain civil rights leader Reverend Dr. Martin Luther King Jr., and on Sunday and Monday of this week, King's birthday was celebrated at the All Faith Chapel. The celebrants joined groups nationwide to honor King's teachings.

King, who preached nonviolence in the fight against segregation, was killed April 4, 1968, in Memphis, Tenn. "To truly honor the legacy of my father," explained King's son, Dexter, who is the president of The King Center for Non-Violent Social Change, Inc., in a recent press release, "the King holiday should be more than a

day off, it should be a day on. It is our hope that America's youth and adults will embrace a new tradition and dedicate themselves to performing individual acts of kindness and justice in their communities."

Lt. C. Allan Ford, NAWS assistant command chaplain, welcomed a large crowd to Sunday's program at the chapel that included a presentation of colors by chapel-sponsored Boy Scout Troop 41.

Several local churches were represented at the service, including the First Baptist Church, True Love Baptist Church, Victory Baptist Church, Valley Community Baptist Church, Union Baptist Church, New Beginnings Baptist Fellowship and both the Protestant and Catholic congregations of the All Faith Chapel. Special guest was Reverend Eldridge Cleaver.

HM2 Arnold Roach and HM2 Trisha Moore, of the Branch Medical Clinic, read excerpts from some of King's speeches. Roach spoke on the effects of King's civil rights activities, including his repeated arrests and the fire bombing of his home. Moore talked about integrating the school systems and the 1959 demonstration held in Washington, D.C. AKA Evelyn Rodriguez, of NAWS, spoke of the civil rights events that happened in Montgomery, Ala., during the 1960s.

Chaplain Gerald Jones, from Camp Pendleton, was guest speaker. Musical selections were performed by Victory Baptist and Union Baptist Church choirs. Guest soloists included a musical selection by Gerald Jones Jr. and AZ3 Debra Thomas. Thomas, a member of NAWS,

Please see **KING**, Page 8

Weather



January 7 - 13				
	High	Low	Gusts	Humidity
Wed	52	18	8	68-16%
Thurs	52	24	9	63-20%
Fri	48	28	8	96-40%
Sat	52	36	10	100-68%
Sun	55	32	10	100-56%
Mon	59	33	26	89-49%
Tues	59	34	22	85-35%
January 14 - 20				
Wed	59	32	11	92-35%
Thurs	64	38	24	85-49%
Fri	63	38	9	92-47%
Sat	61	34	9	97-51%
Sun	65	31	38	97-39%
Mon	57	36	26	61-27%
Tues	54	32	9	72-28%

China Lake Calendar

Call the PAO Info Line at 939-0050 for current information on base events

Thursday, January 28

• IWW Concert Association features "The Baltimore Consort," 7:30 p.m., NAWS Auditorium

Thursday, February 5

• National Prayer luncheon, 11:30 a.m., \$6.50, Tickets at All Faith Chapel.

Saturday, March 7

• Seabee Ball. Call 939-4085 for more information.

Saturday, March 21

• Bluejacket of the Year Award Dinner

Saturday, April 25, and Sunday, April 26

• Point Mugu air show featuring Air Force Thunderbirds.

THE ROCKETEER

Radm. Rand H. Fisher
NAWCWPS Commander

Capt. Stanley W. Douglass
NAWS Commanding Officer

Steven F. Boster
Public Affairs Officer

Barry McDonald
Editor

Kathi Ramont
Associate Editor

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This deadline also applies to submissions for the NAWCWPS Announcements contained herein, and the PAO Info Line.

Correspondence and material for THE ROCKETEER should be addressed to: Editor, THE ROCKETEER, Commander, Code 750000D, NAWCWPS, 1 Administration Circle, China Lake, CA 93555-6001; or they may be transmitted by QuickMail to Barry McDonald. (Select CL_HQ zone, NAWSSTAFF_MC mailcenter.) Fax information to 939-2796, or call 939-3354. E-mail address is barry.mcdonald@mail.chinalake.navy.mil. THE ROCKETEER office is located in the Headquarters Building, Room 1017.

Information intended for use in PAO Info Line should be sent to Linda Lou Crosby at Code 750000D, to her QuickMail address, or she may be reached at 927-3095. The Info Line e-mail address is http://peewee.chinalake.navy.mil/stn/infoline.html.

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Advertising deadline is noon, the Friday before publication.



The Commanding Officer's Desktop

By Capt. Stan W. Douglass
NAWS Commanding Officer



Please send questions of general interest to The Commanding Officer's Desktop at The Rocketeer, Code 750000D.

Dear Capt. Douglass:

I understand that on Jan. 1 the State of California will change its no smoking law to include bars. I also heard that the Wreck Center will continue to allow smoking in its bar. Could you please explain in the Commanding Officer's Desktop of *The Rocketeer* why that is.

Answer:

To protect employees from the detrimental effects of secondhand smoke, California passed a law in 1994 that prohibits smoking in the workplace. This law, which is found in section 6404.5 of the California Labor Code, exempted bars, taverns and gaming clubs from the smoking ban until Jan. 1, 1998, at which time those facilities also became smoke-free.

The federal government also shared the same health-related concerns with smoking in the workplace and banned smoking in most federal facilities, which we have implemented through our base instruction on smoking. However, since the federal government is not subject to the California Labor Code, this latest application of no-smoking policy in bars, taverns and gaming clubs, which became effective Jan. 1, 1998, does not apply to the Station or any other federal facility.

This difference will be short-lived, though, as President Clinton, in August 1997, issued an executive order which bans smoking in interior areas of federal facilities. The Department of Defense is in the final stages of preparing to unilaterally implement this no smoking policy across all the services, which must be in place, according to the executive order, by August 1998. Based upon the executive order and the unmistakable trend for a smoke-free Navy, smoking will soon be prohibited in all facilities onboard NAWS, China Lake, without exception.

Copies of videos available at PAO

Footage of China Lake employees was included in a recently produced five-minute video, "Returning America's Investment," a musical montage of federal employees. The video was produced by the Greater Los Angeles Executive Board "to provide an upbeat tool" acknowledging federal employees.

Also, additional copies of the nine-minute Commander's Conference video, "Progress in Process," featuring VAdm. John Lockard, NAVAIR commander, are now available.

Those interested in viewing these videos can get a copy at the Public Affairs Office, Building 1, Room 1025. For more information call 939-3511.

Thunderbirds highlight April show

Point Mugu's 1998 air show, April 25-26, will feature the Air Force Thunderbirds. The demonstration squadron will perform precision aerial maneuvers — a mix of formation flying and solo routines. The six-man team flies the F-16C Fighting Falcon.

This annual air show is free and open to the public. More information will be made available as additional participants are confirmed.

The Air Force Thunderbirds will perform at 37 events in 22 states and Canada in 1998. Performances greatly assist the recruiting and retention goals of the services, enhance esprit de corps among service members and demonstrate professional skills and capabilities of the U.S. Armed Forces to the American public and U.S. allies, Pentagon officials said.

Their other California performances will be Aug. 1-2 at Vandenberg Air Force Base; Sept. 26-27 in Salinas; and Oct. 31 and Nov. 1 at Victorville.

Pages From The Past

Jan. 15 & 22, 1988

Gary Hewer receives Technical Director's Award. . . . Paul Reagon, Carroll Lambton and Donnette Capello receive Commander's Award for Mission Support for Cruise Missile. . . . Richard J. DeMarco, Roland Baker and Kenneth J. Calderwood receive Navy Meritorious Civilian Service Awards. . . . Gerry Schiefer awarded rank of Meritorious Executive by the President of the United States.

Jan. 13 & 20, 1978

Bernard F. Connolly, Richard V. Boyd, Robert F. Rowntree and Everett K. Henne receive Michelson Laboratories Awards. . . . Three-year optics research and development program to produce optical components for pulsed excimer lasers will be managed by NWC scientists. . . . J.R. Bowen to present talk on evolution, growth of Sidewinder Missile program at EIEEE meeting. . . . China Lakers assist in integration of AIM-9L with F-15 weapon system.

Jan. 12 & 19, 1968

Thirty-two graduates from 18 Air Force and Navy activities complete value engineering course hosted by NWC. . . . Corona laboratories develop Navy-wide test telemetry. . . . Larry Zabel scheduled for guest appearance at technical writers meeting. . . . Club Chaparral holds "Roaring Twenties Night". . . . John E. Dowd, WWII vet and police officer, is advanced to head of Security Operations Division. . . . WACOM farewell luncheon honors Lav McLean.

Jan. 17 & 24, 1958

Civil Service celebrates 75th birthday. . . . Dr. William B. McLean accepts a special gold medal Presidential Award in ceremony at White House. . . . Jean Cone is new Recreation Director. . . . John J. Fogarty receives patent award for "Pumpjet Torpedo Steering Control."

Jan. 21 & 28, 1948

Station Restaurant stages formal opening dinner. . . . Harvey Field to become VFW housing project. . . . Putnam's open Stove Pipe Wells Hotel to special parties. . . . Explosion on "G" range causes death of Wilbur K. Smith, chief torpedoman for the Navy.

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1997 AEROSTAR EXTENDED LENGTH

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Kelley Blue Book \$17,945

No Bull Price **\$14,900**

1998 WINDSTAR GL

V-6, auto, air, tilt, cruise, p/win. & locks, AM/FM, cass. & more! #02006

Rental Return Vehicle

No Bull Price **\$16,400**

1997 MERCURY VILLAGER

V-6, auto, dual A/C, AM/FM, cass., tilt, cruise, P/win. & locks, P/drivers seat, privacy glass, alloy wheels & more! #13443

Kelley Blue Book \$19,330

No Bull Price **\$15,900**

1996 AEROSTAR 7 PASS. XLT

V-6, auto, dual A/C, caps chairs, AM/FM, cass., XLT pkg. & more! #69931

Kelley Blue Book \$15,815

No Bull Price **\$12,900**

1996 WINDSTAR GL

V-6, auto, dual A/C, tilt, cruise, p/win. & locks, AM/FM, cass. & more! #67608

Kelley Blue Book \$19,950

No Bull Price **\$16,500**



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1995 WINDSTAR GL

V-6, auto, dual A/C, tilt, cruise, P/win. & locks, AM/FM, cass., privacy glass & more! #82935

Kelley Blue Book \$17,650

No Bull Price **\$14,500**

1995 WINDSTAR LX

V-6, auto, dual A/C, tilt, cruise, P/win. & locks, prem. sound sys., P/seat, alloy wheels, tow pkg, roof rack & more! #04565

Kelley Blue Book \$20,060

No Bull Price **\$15,900**

1995 MERCURY VILLAGER GS

V-6, auto, air, tilt, cruise, P/win. & locks, AM/FM, cass., roof rack, privacy glass, caps. chairs & more! #72222

Kelley Blue Book \$16,520

No Bull Price **\$13,900**

1994 AEROSTAR 7 PASS.

V-6, auto, air, AM/FM, cass., tilt, cruise, xl trim, caps. chairs & more!

Kelley Blue Book \$12,570

No Bull Price **\$9994**

1994 AEROSTAR EXT. LENGTH

V-6, auto, AM/FM, cass., tilt, cruise, roof rack, privacy glass & more! #68662

Kelley Blue Book \$12,720

No Bull Price **\$10,900**

1995 AEROSTAR EXT. LENGTH

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Kelley Blue Book \$17,160

No Bull Price **\$13,900**

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COMMUNITY EVENTS

Sam Thompson, an explosives expert assigned to the Explosives Ordnance Disposal group at China Lake, will join the East Sierra Branch of the California Writers Club to discuss his training and experiences handling explosives.

Thompson, who completed ordnance handling training in 1978, is in his third tour at China Lake, which is the Navy's only explosives breakdown facility on the west coast. He has also had a three-year tour with the Navy SEALs.

The meeting will be held tonight, Thursday, Jan. 22, 7-9 p.m. at the Maturango Museum. It is open to the public. Call 375-6046 for more information.

####

The Indian Wells Valley Concert Association will hold its third concert of the 1997-98 season on Wednesday, Jan. 28, at 7:30 p.m. in the NAWS Auditorium, Bennington Plaza, China Lake.

An early music ensemble, the Baltimore Consort, will focus on British, Scottish, French and Italian music of the

16th and 17th centuries.

Advance ticket sales are available at City Books, Lou's Hallmark 'Shop, Sloan's Music and the Maturango Museum. The auditorium box office will open at 4:45 p.m. on the day of the concert. Doors will be open at 7 p.m.

####

Join the American Institute of Aeronautics and Astronautics at a membership meeting Friday, Jan. 30, at 6:30 p.m., at John's Pizza.

Bring a prospective member, or invite yourself, and find out about AIAA in Ridgecrest at this membership social. Spouses and significant others are welcome too.

Please RSVP by phone message or e-mail by Jan. 26 to Edmund Smith at 939-7444 or edmund_smith@clplgw.chinalake.navy.mil. Or call Mark Lambert at 939-1130 or e-mail to mark_lambert@clplgw.chinalake.navy.mil.

####

"The Villain Wore a Dirty Shirt," by the Randsburg Players will be presented Jan. 30, 31, Feb. 6, 7, 13, 14, March 6, 7,

13, 14, 20 and 21. Call Lori at 375-2089 for ticket reservations and more information.

####

Whiskey Flat Days will be held in Kernville from Feb. 13-16. Join the people of this mountain community turn back the clock to relive the gold rush days of the 1860s.

A parade will be held on Saturday, Feb. 14, starting at 11 a.m. A Wild West Rodeo will be held Saturday and Sunday at 1 p.m. Call 760-378-3157 for more rodeo information.

Carnival rides and games, a stage production, street dances, guided tours, 1860s costume contest, melodramas, whiskerino contest, frog jumping races, epitaph contest, art show, puppet shows, food and craft booths, country western and blue grass music, a petty zoo, small train rides, pony rides, a face painter, story teller and other events will offer something for children and adults.

For more information contact the Kernville Chamber of Commerce at 800-350-7393. The e-mail address is kcc@kernvalley.com.

####

An oil painting workshop, taught by Harlan Ream, will be held the weekend of Feb. 20-22. It is sponsored by the Desert Artists' League and costs \$70. Ream will have canvases for purchase, as all participants will use the same size canvas. He will teach elements of landscape painting (rocks, shrubs, water),

then do a paint-along with him. Sign up and payment deadline is Feb. 6. For more information call Donnie Woods at 375-7243.

####

The annual Peter Pinto Memorial Ensemble Concert March 21 is a fund raiser for the Peter Pinto Music Scholarship, which is awarded yearly. Groups wishing to participate should contact Gordon Wilcher at 446-2060 for more information.

####

The Eaton Canyon Project, inaugurated and directed by the California Institute of Technology, developed and produced more than one million rocket-driven weapons at the Eaton Canyon Site alone, and was the foundation of what was later to become the Naval Ordnance Test Station.

Former employees, and those associated with the project, which was located in Pasadena from 1941 through 1945, are being sought to invite to a reunion. For more information please contact Kenton S. MacDavid, 1772 Harding Ave., Altadena, CA 91001, or call 626-794-2919.

####

Celebrating their 50th anniversary, a Test Parachutists Reunion will be held May 15-17 at Leroy Jackson Park. Parachutists will perform jumps during the reunion.

For more information call Senior Chief Robert Smith at 939-2162.

Branch Medical Clinic news

HM2 Huben Phillips named Senior Sailor of the Quarter

Hospital Corpsman Second Class Huben L. Phillips, of the Branch Medical Clinic China Lake, was recently named as Senior Sailor of the Quarter at Naval Hospital 29 Palms, the parent command for the local clinic.

According to his nomination letter, Phillips was selected for consistently performing his duties with the highest degree of pride and professionalism as the leading petty officer for the Medical Records and Primary Care divisions.

He was instrumental in the reorganization of the divisions, streamlining

patient check-in procedures and minimizing patient waiting time.

Additionally, he instituted the automation of medical record tracking, utilizing a composite health care system and eliminated the use of record check-out cards.

Active in command activities, Phillips has served as the captain of the NAWS Color Guard. Under his leadership, this unit performed at eight ceremonies, including the recent NAWCWPNS change of command.



HM2 Huben L. Phillips was recently selected as Senior Sailor of the Quarter at Naval Hospital 29 Palms, parent command for the local clinic.

Four major awards presented at Naval Weapons Test Squadron quarters

At Naval Weapons Test Squadron quarters held Jan. 12, Capt. Dane Swanson, commanding officer, presented four major medals to squadron personnel.

LCdr. Richard M. Manski received a Navy and Marine Corps Commendation Medal (Gold Star in lieu of fourth award) for meritorious service while serving as operations officer for NWTs from August to October 1997.

"Laying the initial framework for the first-ever weapons symposium," wrote RADM. Jack Chenevey, former NAWCWPNS commander, in the citation, "Manski developed and oversaw the extremely complex workings of this important event.

He single-handedly formulated schedules, tours, logistics, briefings and flight schedules."

For professional achievement in the performance of his duties while serving as assistant Tiger Team leader, NWTs Aircraft Division, AMS1 Robert P. Mersino received a Navy and Marine Corps Achievement Medal (Gold Star in

lieu of third award).

"Mersino was a key player in the rebuild of Dust Devil 102," said Swanson. "His leadership and outstanding rating knowledge, with the ability to manage personnel from multiple ratings, was pivotal in the correction of 1,666 discrepancies."

AME2 Michael S. Rosser and ATAN Mace C. Riddle also received NMCAMs for their contributions in repairing Dust Devil 102.

"Rosser's knowledge of aircraft egress systems and the procurement process for their explosive devices proved essential in the utilization of egress components from 101 to 102," wrote Swanson in the citation for Rosser's Gold Star in lieu of second award of the NMCAM.



AMS1 Mersino



LCdr. Manski



AME2 Rosser



ATAN Riddle



AMSAN Teodecki

Recognition

Frocked to second class petty officer were AO2 Scott K. Rogers and AO2 William R. Walker.

Frocked to third class petty officer were AO3 Scott A. Culbertson, AO3 Richard E. Merriman, AMS3 James R. Skinner, PR3 Tryone L. Benjamin, AD3 Michele L. Domino, AMS3 Justin W. Dunn, AT3 Jeremiah J. Edwards, AMH3 Glenn A. Gain, AT3 Ryan C. Letcher, AT3 Richard K. McDewitt, AT3 James H. Nelson, PR3 James F. Reese, AT3 Mace C. Riddle and AZ3 Phillip J. Stucky.

Good Conduct Awards were presented to AMH3 Mickey C. Smith and SN Danita L. Sawyer, AE1(AW) Jose L. Mendoza (fourth award), and AMS2 Robert K. Kamai (third award).

A letter of commendation from former NAWCWPNS Commander RADM. Jack Chenevey was presented to AD2 Roberta M. Harvie.

Letters of commendation from the NWTs CO were presented to AT2 Fred G. Yeager, AEAA Brandon K. Lauritzen, AT3 Sabrina A. Smith, and ATAA Ryan N. Seme.

A letter of appreciation was presented to ADAN Jennifer A. Roben. Thank-you letters for honor guard participation were presented to AMS3 Aaron M. Burke, AMSAN James R. Skinner, AZ3 Debra A. Thomas and PRAN James F. Reese.

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WANTED TO BUY.....42
PETS & SUPPLIES.....45
GARAGE SALES.....50

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1 PERSONALS

CASH FOR COUPONS. Up to \$200 or more weekly. Clipping coupons at home. Free recorded info. 1-888-438-4668 ext. 3. (TFN)

WOMEN WHO WANT TO COOK FOR A MAN BUT CAN'T COOK. Delicious, easy-to-prepare and kitchen proven recipes for 2 whole meals that appeal to men. Recipes list ingredients, utensils and detailed step-by-step procedures. Send \$6.00 to HWS-2, P.O. Box 512, Ridgecrest, CA 93556-0512. (TFN)

MEN WHO CAN'T COOK BUT WANT TO. Delicious, easy-to-prepare recipes for 2 whole meals. Proven recipes include ingredients & utensils needed and step-by-step procedures. Send \$6.00 to HWS-1, P.O. Box 512, Ridgecrest, CA 93556-0512. (TFN)

15 SERVICES/SCHOOLS

LOVING DAYCARE HOME. Military Licensed. Full-time, part-time & weekends. 384-6774. Ask for Julie. (TFN)

FAMILY CHILDCARE. Navy certified. On base near Richmond Elementary. Meals and snacks provided in a loving home environment. FT/PT/Drop-ins. Please call Lynn at 499-6256. (TFN)

CERTIFIED HOME DAY Care Provider. I will care for your children, days, nights, or weekends. Part time or full time. Please call Kadi, 446-3004. (TFN)

ATTENTION MILITARY & DOD EMPLOYED. Day care available on base full time and weekends. Food program & licensed provider in a warm, loving environment. Please call anytime. Colleen at 446-7041. (TFN)

TV-VCR REPAIR. 50 years experience. Work guaranteed. FREE ESTIMATE. 1425 N. Sierra View. 446-0916. (1/22)

ATTENTION: Military, D.O.D., Base Contractors, Base Certified Home Daycare has immediate openings. Meals and Snacks provided. Arts and Crafts. Lots of fun activities. Call Judy 446-1522. (TFN)

20 RENTALS

MAMMOTH AREA RENTAL: 4BR, 2BA house, available for rent, daily or weekly with maid service. Great rates 436-4870. (TFN)

MOBILE HOMES in the nicest park in Ridgecrest. Rent \$410 and up, sale \$17,000 and up. Spaces available \$211. Arrowhead Mobile Home Park, Monday-Thursday, 2:00-6:00pm, Friday 8:00-12:00pm. 446-2796. (TFN)

2BR, 1BA, garage, hookups, Nice area, wtr paid. \$325/mo. See at 237A Richmond or call 375-4356/373-4125. (TFN)

DELUXE 2BR in triplex. Desirable NW location. Upstairs w/full width cov'd balcony offering pretty view. Fireplace, refrigerator, dishwasher. Garage w/opener, has washer/dryer hook-ups. Trash paid. \$425/mo. + \$425 deposit. Available 16 October 446-3076. (TFN)

Convenient to Base & Inyokern Airport. Quiet guest quarters, furnished for your comfort. Low rates Daily, Weekly, Monthly. Allen's Mountain View Motel. 446-4810. (1/22)

Swimming pool, tennis court, RV storage. PLUS 2br mobile with laundry room, storage, fenced, trees, privacy, water paid. \$250 + \$100 Deposit. Pets OK. James 375-3900 (TFN)

\$350. GREAT NEIGHBORHOOD, 2 bedroom, near back gate, refrigerator,

dishwasher, fenced yard, water paid. 446-4810 (1/22)

\$550 Cute 3 bedroom, 2 bath, garage, fenced yard, no pets. 446-4810 (1/22)

Office, retail, warehouse, shop, manufacturing SPACE up to 5000 square feet. CHEAP 446-4382. (1/22)

\$575 Charming 4 bedroom, 2 full baths, 1/2 acre, new carpet. No Pets. 446-4810. (1/22)

\$585 Near base, fireplace for the winter, spacious 3 bedrooms home, 2 baths, freshly painted, carpet like new. No pets. 446-4810. (1/22)

LEASE OPTION OR RENT: 2 bedroom, 2 bath, \$375 a month. 1277 Charles. 1/4 acre, fenced side yard, fireplace. Dogs OK. 446-3401. (2/5)

25 REAL ESTATE

MOBILE HOMES for sale or rent in the nicest park in Ridgecrest. Close to base and shopping, rent \$400 and up plus utilities, sale \$17,000 and up for homes. Arrowhead. 446-2796. (TFN)

2 1/2 ACRES, well and power in, A-1 Agriculture, Weldon. \$34,000 Also 2 1/2 acres, \$22,000. (760) 378-3342. (TFN)

4BR 2BA, double garage, new carpet, new paint, \$39,900. 375-5611(TFN)

WANT TO RETIRE... Patio view of Lake Isabella, beautiful 2 bedroom, 2 bath double wide "Fleetwood" mobile - Fenced property - oversize garage, health forces sale \$65,000 Many extras - full carpet drapes, etc. (760) 378-3551 or 378-3146. (TFN)

HOME FOR SALE BY OWNER! New carpet, tile, blinds, paint & light fixtures are just a few of the extras. You will find in this home in the Gateway School area. Spacious living/dining area. New

Mastercool and lots of storage space. 3 bedroom, 1.75 baths with large garage. Yard features 49 mature trees and 2 dog runs. Drive by 321 E. Wilson. Call 375-3346 for appointment. (1/22)

COLLEGE HEIGHTS: 200 W. Cielo Ave., 4 bedroom, 2.5 baths, 2380 square feet, 3 years new, north corner lot, 3-car fully finished garage, block wall, front & rear landscaping, auto sprinklers, pool, magnificent views. 3% to agent. Must Sell. \$188,000. 384-1597. (3/19)

35 AUTOMOTIVE

'83 OLDSMOBILE DIESEL, new transmission, good condition, runs good. \$1250. (760) 378-3342. (TFN)

65 DODGE STEP-VAN in good condition. \$1150. 375-5611(TFN)

'71 F-250 CAMPER SPECIAL w/CAMPER, trailer hitch and electric brake. 390 engine, recent repairs. \$3,500 OBO. (2/5)

40 MISC. FOR SALE

31" DUTCH STYLE wooden windmills. Assorted colors. Very nice. \$25.00. 446-5662. (TFN)

'89 JAVELIN Fish & Ski w/trailer 17'. Lots of extras, 110 hp evinrude, \$6,100. 446-3700. (TFN)

KENMORE ELECTRIC DRYER \$200. OBO. Excellent condition. 375-2946 (TFN)

Call 375-4481
and ask a Rocketeer Sales Representative to place a display ad.

Chapel Call

Those who encourage others

By Lt. C. Allan Ford, CHC, USNR
Assistant Command Chaplain



As we move into a new year, we look back at the old year that we have just left and ask the question, "Did I help in encouraging someone?" To be an encourager is one of the toughest jobs to have, but it is also one of the most rewarding. There are no classes or formal degrees to attain in being an encourager; you just have to be open in allowing God to work through you to help someone.

There are no set words to be said or deeds to do; it is just you placing your-

self in a position to help a loved one or a friend.

In the New Testament scriptures it speaks of encouraging each other daily: "But encourage one another daily, as long as it is called Today." (Heb. 3:13) I am so blessed by being stationed here at China Lake because I receive encouragement every day.

Those who encourage me are my family, my office staff, all of the congregations that worship at All Faith Chapel, and those I come in contact with in my

daily walk. These "encouragers" are a godsend for me. They come into my life just when I need a word or a hug of encouragement. Everyone is an encourager. Even my little dog is an encourager. When I have had an extremely long, tough day, she always meets me at the front door wanting to give me her love.

We become encouragers through listening, helping and praying for others in their times of need. Let this new year bring out the encourager in you so that you might reach out and help someone who is hurting.

I Know Something Good About You

*Wouldn't this world be better,
If folks whom we meet would say
"I know something good about you,"
And treat you just that way?"*

*Wouldn't it be splendid
If each handshake, good and true,
Carried with it this assurance:
"I know something good about you"?"*

*Wouldn't life be happier,
If the good that's in us all,
Were the only thing about us
That people would recall?"*

*Wouldn't our days be sweeter,
If we praised the good we see;
For there is a lot of goodness,
In the worst of you and me?"*

*Wouldn't it be fine to practice,
This way of thinking too;
You know something good about me,
I know something good about you?"*

Be an encourager to someone today.
May God Bless.

McCormick at 939-3506, to register.

Feb. 4, 1-3 p.m., **Resume Writing.** A great resume is a must in a successful job search. You won't actually write your resume in this class but you will learn about the different types of resumes and how to prepare the resume that will help you win the job you want.

Call 939-0966 to register. For military and family members only.

Feb. 5, 1-4 p.m., **Introduction to Computers.** This class is intended for the novice computer user.

Concepts will include: history of computers; basic operating procedures and basic application usage (Microsoft Word, etc.).

Call Annette at 927-3786 to register. For military and family members only.

tion usage (Microsoft Word, etc.). Call Annette at 927-3786 to register. This class for military and family members only.

Feb. 3, 5:30-7 p.m., **Couples Communication.** This four-session class is based on an internationally acclaimed program, PREP. It teaches couples how to team up to face and solve difficult issues, instead of letting them become war zones.

Call Myrna at 939-3056, or Chaplain

Navy-Marine Corps Relief Society

China Lake Branch Office • Room R, Family Service Center
M-W-F (except flex), 9 a.m. to noon • 939-2921



- ♦ Loans & Grants within NMCRS policies
- ♦ Food Locker, includes diapers and formula
- ♦ Baby Seabag & Layette Program - "Budgeting for Baby" class first Weds. each month
- ♦ Uniform Shop - new & used, Free

All Faith Chapel Services

Protestant

Men's Prayer Breakfast, East Wing, Thursday 6:00 a.m.
Sunday School, Sept. - May, Bldg. 02298, Richmond at Blandy 9:00 a.m.
Sunday Worship Service, Main Chapel 10:30 a.m.
Bible Study (East Wing), Sept. - June, Wednesday 11:30 a.m.
Youth Ministry, 1907 Mitscher, Sunday 2-3:30 p.m.
Adult Bible Study, East Wing, Thursday 7:00 p.m.

Jewish (371-9478 Messages)

Weekly Services, Friday, Small Chapel 7:30 p.m.
Hebrew Classes, Oct. - June, Saturday, 1902 Dibb 2-5 p.m.
Religious School, Sept. - June, Sunday, Bldg. 02298, Richmond at Blandy 9:30-11:30 a.m.

Roman Catholic

Sunday Mass, Main Chapel 9:00 a.m.
Daily Mass, Blessed Sacrament Chapel 11:35 a.m.
Confessions, Sundays 8-8:30 a.m.
Confessions, Weekdays By appointment
Religious Education Classes, Sept. - May, Sunday, Bldg. 02298, Richmond at Blandy 10:30 a.m.

Islamic

Jumaa Prayer, Friday Bldg. 02298, Richmond at Blandy 12 p.m.

Equipment for the hearing impaired and nursery are available

FSC Happenings

The Family Service Center sponsors AL-ANON every Tuesday in the CAAC Conference Room from 6-7 p.m.

Upcoming classes

All classes will be held at the Family Service Center, 610 Blandy Ave., unless otherwise stated. These classes are open to all military members and their families. DoD civilians are on a space available basis.

Jan. 28, 8-11:30 a.m., **Introduction to The Internet.** This class will include a history of the "net," terminology, basic surfing principles and available net resources. Call Annette at 927-3786 to register. This class is for military and family members only.

Jan. 28, 4-5 p.m., **Mending Broken Relationships.** Relationship issues are built on understanding and trust. What do you do when that trust is broken? How do you mend those relationships? This is a support group with constructive suggestions for dealing with issues of

Upcoming classes

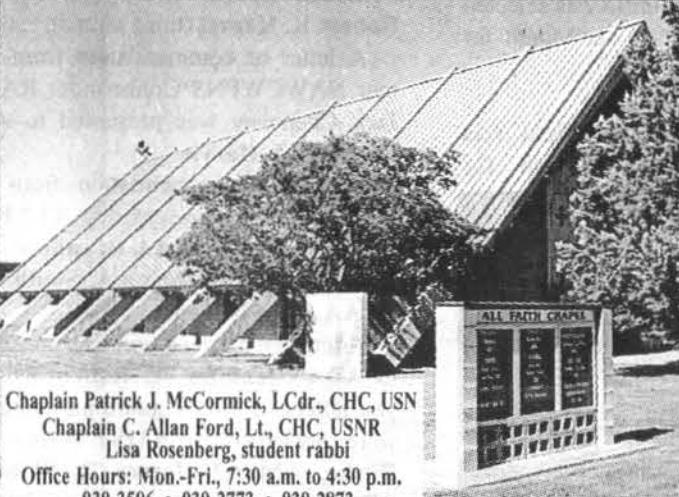
reconciliation. Call 939-3742 to register. This class is for military and family members only.

Jan. 30, 2:30-3:30 p.m., **Stress Management.** Learn relaxation techniques to help you manage stress. Maximum of five participants. Call 939-1018 to register.

Feb. 2, 10-11 a.m., **Women's Health Care Issues.** This is an overview of a variety of health issues impacting women: cancer prevention, mammogram, AIDS, pregnancies, etc. A question and answer period is included. Call Karen at 939-1018 to register. Please note this class will be held in the Branch Medical Conference Room.

Feb. 2, 3-4 p.m., **Fresh Start - Stop Smoking.** This is the first step to becoming a non-smoker. Call Karen at 939-1018 to register.

Feb. 3, 5-8 p.m., **Introduction to Computers.** This class is intended for the novice computer user. Concepts will include: history of computers; basic operating procedures and basic applica-



Chaplain Patrick J. McCormick, LCdr., CHC, USNR
Chaplain C. Allan Ford, Lt., CHC, USNR
Lisa Rosenberg, student rabbi
Office Hours: Mon.-Fri., 7:30 a.m. to 4:30 p.m.
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February Pick & Watch Wreck Center

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Free Willy 3
G. I. Jane
It's a Wonderful Life
Men in Black
My Best Friend's Wedding
Night Falls on Manhattan
Oblivion
Ghost
Ten Commandments, Part A
Ten Commandments, Part B
Til' There was You

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Discover Good Old American Melodrama The Drunkard

Wreck Center hosts a dinner theater that is not to be missed on February 5 6:30 p.m. features, BBQ Chicken, Tri Tip, Baked Beans, Potato Salad, Coleslaw, Corn Bread and Beverage. Show time is 7:15 p.m. Reservations are requested by February 2 at the Wreck Center. Advance tickets available.



Call Charmaine at 927-4386.

Old Salty's Comedy Series

Wreck Center • 8:30 p.m.

939-8660
Feb. 14 & Mar. 3
Dancing & Prizes Too!

	ADVANCE	DOOR
Active Duty	FREE	FREE
Retired Military/Spouses	\$4	\$6
All Others	\$6	\$8

Take Cue

Win cash prizes by joining the 8 ball pool tournament, February 12 at 7 p.m. in the Wreck Center. Tournament is open to all. Enter by February 11. Enter at the Wreck Center. Fee is payable upon registration. Fees: Military-\$5, DoD-\$7 and Community-\$10. For details, call 939-8660.

We're on a Roll

Open skating at the Outdoor Rink is every Friday from 6:30 p.m. to 8:30 p.m. If you don't have skates, no problem. We rent them. Great winter fun! Public invited! Call 927-8336.



Our House is Your House

Join Craftech on January 29 from 11:00 a.m. to 8:00 p.m. for their 1st annual open house. Watch as craft demonstrations unfold, wood shop tours, ceramic displays, refreshments and door prizes. Craftech offers arts & crafts, ceramics, oil painting, quick crafts, engraving, silk screening and more. Call Craftech at 939-3252.

Invest in Yourself and our Future...

Join the fastest growing business ventures and provide child care services from your military base housing home. Wouldn't it be nice to set your own hours and fees and receive free extensive training? Business opportunity is for military family members. Even though business is from an on station home, all children are eligible. Make a difference in the lives of children while helping possibly your own family. For details, call Jon Sims at 939-6683.



Teens Have Class

Castle X is offering a grease lightning auto basics class from February 9-13, drama class on March 13, 20, 27, April 3, 10, 16 and 17 and a make-over madness class on April 20. Sign-up today before offer goes away. For details, call 927-8336.

Discover Karate/Jujitsu Magic

Look what's new for kids 10 to adult. Karate is every Monday and Wednesday at Castle X, 6:00 p.m. Instructor: John Schorr. Jujitsu classes are same days and times at the School Age Care Center, Bldg. 880. Jujitsu instructor: Dave Aubin. For fees or details, call 939-6884 today!

Oil Painting Masterpiece in a Day...

Don Banfield teaches his amazing wet-on-wet oil painting methods on February 7 at Craftech. Theme for this month's painting is "Willow Lake." Bring a sack lunch and be creative from 10 a.m. to 6 p.m. Sign-up before February 2. Call 939-3252.

Discover a Winter Camelot at Castle X

Teens travel to Mammoth February 15. Teens leave at 7:00 a.m. and return around midnight. Fee: Military-\$70, DoD-\$72, Community-\$74. Fee includes transportation, instruction, rental equipment and lift ticket. Bring extra money for food.

Get rolling! Castle X features a neon rock-n-bowl party on Saturday, February 21 at Hall Lanes. Teens, 12-14, rock-n-bowl from 6:30-8:30 p.m. and 15-17 year olds have fun from 8:30-11:00 p.m. Call 927-8336.

Teen Golf Clinic, February 23, 24 & 25 for boys and girls 12-17 years. Sign-up by February 19 at Castle X. Clinic ends with a 9 hole golf tourney. Sign-up early. Space is limited. Fees: Military-\$6, DoD-\$7 and Community-\$8. Call 927-8336.

THE RESOURCES TO DO THINGS RIGHT

At Raytheon, we've formed a new technological superpower - Raytheon Systems Company. Composed of four major industry giants: Raytheon Electronic Systems, Raytheon E-Systems, Raytheon TI Systems and Hughes Aircraft, the new Raytheon Systems Company is a driving force on the leading edge of technological innovation.

Our Tucson, Arizona operations is state-of-the-art, providing qualified candidates the latest technological innovations to do the job right. All in the relaxed lifestyle the Southwest has to offer. Join our team of diverse and talented individuals in these exciting areas:

Raytheon RF Fuze System Design

This area is responsible for the application of the system engineering process on an upgraded MK-45 RF Fuze program as well as developing system block diagrams, specifying subsystem hardware, and system testing. Qualifications include a BSEE, a minimum of 5-10 years experience in the design and development of RF Fuzes or radar systems, and secret clearance. Experience with RF Fuzes or Target Detection Devices (TDD) is desired.

Raytheon RF Fuze Design Analysis

This area is responsible for concept development, algorithm generation and simulations, as well as system performance predictions, error budget allocation and trade study development. Qualifications include a BSEE, MSEE or equivalent, a minimum of 10-15 years experience in the areas of Radar or RF Fuzes and secret clearance. Knowledge of the MK-45 RF Fuze is desired.

Raytheon Radar Hardware Engineering

Hands-on positions are responsible for hardware design from concept through finished product. Qualifications include a BSEE/MSEE with proven knowledge of circuits and components: mixers, amplifiers, limiters, detectors, multipliers, phase lock loops, VCOs and oscillators filters AGC, and A/Ds. A solid understanding of DSP fundamentals, communication theory for modulation/demodulation of complex wave forms as well as SPICE and Analog Workbench tool sets is essential. Skills in system, subsystem architecture for RF/IF to video and subsystem architecture for direct and indirect signal/wave form generation and software tool analysis are required. Communication and control theory a plus.

Raytheon Radar Software and Analysis Engineering

Responsibilities will include performing RF simulation work and trade-off studies for design of radar, fuze and data link functions, as well as being directly involved in requirements generation and the functional design of RF missile algorithms. You will also perform detailed software design, coding, test, and integration, evaluation of missile radar elements and RF/IR circuit and system design. Simulation of up to 4GHz including PLL, mixers, VCOs, modulators, demodulators, amplifiers and AGC systems will also be involved. Qualifications include BSEE/MSEE with knowledge of radar systems and signal processing. Experience in software development and RF hardware and test equipment desired; communication theory background a plus.

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EXPECT GREAT THINGS



NMCSA—Ken Bailey, head of the Avionics System Engineering Division, recently received the Navy's third highest civilian award for the AEWTR Program.

Bailey receives major award for creation of training range program

In April 1983 Kenneth Bailey, then an aerospace engineer working with a team of engineers and computer scientists at Thompson Lab, created the Aircrew Electronic Warfare Training Range (AEWTR) Program. This system electronically links existing stand-alone ground threat emitters and the Tactical Aircrew Combat Training System (TACTS) to correlate with strike aircraft. Bailey, now head of the Avionics System Engineering Division, was presented with the Navy Meritorious Civilian Service Award on Dec. 18 by NAWCWPNS Executive Director Sterling Haaland for his contributions to the development of Navy training ranges during a ceremony that included Bailey's two adult children, Jim and Kathy.

According to his citation, over the course of 12 years Bailey contributed to the growth of the electronic warfare training ranges at Marine Corps Air Station Cherry Point, MCAS Yuma and Naval Air Station Fallon.

At the Naval Strike Warfare Center, NAS Fallon, Nev., the electronic warfare range grew from eight rudimentary emitters to more than 40 integrated, realistic and affordable threat simulators, Bailey said. This fully-functional air defense system is used by Navy warfighters, including Top Gun personnel, to train with realistic threats just before they go on deployment. "They have the opportunity to use the latest and greatest training techniques," Bailey explained. "One way to look at the Fallon air defense system is to imagine that everything is in the air except the bullets."

Bailey also pioneered the use of modeling and simulation techniques and foreign material at the training ranges. It was his "vision," said Glenn P. Phillips, deputy commander for acquisition and operations at NAVAIR, that enabled the Orange Command, Control and Communication (OCC) system at NAS Fallon to emulate a variety of threat integrated air defense systems. This included integrating nearly a dozen foreign threat systems, 40 threat simulators, complex software simulation and 13 OCC consoles with existing TACTS — a monumental systems engineering task, said Phillips.

In April 1995 Bailey's vision was realized when the integration of these facilities was completed. "The execution of his plan," explained Phillips, "provides the U.S. military with the world's premiere combat training environment. These cost-effective electronic warfare training environments are critical to aircrew survivability."

After the AEWTR Program was completed, Bailey was asked to support the BRAC '94-'95 data calls for NAWCWPNS. This included a six-month assignment to NAVAIR Headquarters in Washington, D.C., and the BRAC work continues still, he said. He is also in charge of China Lake's Vision 21 office. Bailey came to China Lake in 1972 after serving in the Air Force and attending the University of Arizona, Tucson, where he received his bachelor's degree. Earlier projects he worked on included the Agile Program and work in the Survivability Division.

Bailey's other awards include the NAVAIR Hockey Puck Award and a NAWCWPNS Commander's Award for his BRAC work.

Contract let for engineering and technical support at WS missile range

New Mexico State University's Physical Science Laboratory, a minority institution, was recently awarded a contract for engineering and technical support for the Navy test site at White Sands Missile Range.

The facility includes two primary Navy surface missile launch complexes — Desert Ship at WSMR Launch Complex 35 for testing Navy surface-to-air missiles such as Tartar, Terrier and Aegis, and the Land-Based Test site at WSMR Launch Complex 34 for testing the Rolling Air Frame Missile.

The Navy also operates several research rocket launch facilities throughout the range.

An executive order dated Nov. 1, 1993, mandated the increased participation of Historically Black College Universities and Minority Institutions (HBCU/MI) in DoD contracts to advance educational opportunities and increase their overall participation in federal programs.

HBCU/MI support is also mandated by public law, which established a DoD goal of awarding five percent of total obligations to HBCU/MI and Small Disadvantaged Businesses.

This five-year contract includes one basic year and four one-year options for a total contract value of \$15,933,396. According to Lois Herrington, deputy for small business, this contract represents a significant contribution to DoD HBCU/MI programs.



CONTRACT SIGNING—New Mexico State University's Physical Science Laboratory personnel recently signed a contract for engineering and technical support at White Sands. At the contract signing were (seated at table l-r) Katie E. Blanding, director HBCU/MI program office, Office of Naval Research; Mary Jacob, contracting officer; Dr. Donald L. Biex, director, Physical Science Lab; Pam Bayburt, contract specialist, (standing l-r) Pam Lochhead, small business specialist; Jim Bernard, contracting officer representative; James B. Hulsey, division manager, PSL/NMSU; Stephen R. Lowe, site manager, PSL/NMSU; Lois Herrington, NAWCWPNS deputy for small business; and David Ortiz, the Small Business Administration Procurement Center's representative.

Call 939-3636: Hot tips from China Lake's fraud, waste and abuse office

If you observe any of the 50 categories of fraud, waste and abuse and wish to have the hotline office take action on the offense, the following are some suggestions to make the investigation more efficient.

• If you want to remain anonymous, place your call on the recorder telephone at 939-3636.

• Collect and write down all specific data with regard to time, dates, events, plant account numbers and asset

descriptions.

• Having written down the above data and called the 939-3636 number, speak slowly and distinctly so that the investigator can take accurate notes.

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ASI NCUA

Editor's Note

By Barry McDonald
Editor

Oh no, not more process improvement—Why the ABC assessment is a good thing

Process improvement is something that NAWCWPNS employees have been hearing about for a long time. Frankly, some may be tired of hearing about it. But this time it's different. While some of the buzz words, of necessity, are the same, this effort deserves everyone's attention and holds great potential for our continued existence.

Back in the days of TQL and TQM, managers and individuals were asked to improve their processes at the very lowest levels to make their work flow more easily and efficiently. Then we had BRACs, and it seems we've been becoming a CAO forever; then we went into CA (commercial activity) studies.

The new acronym for "process improvement" is ABC, short for activity-based costing. Beyond "processes" there's that word "activity" again. Before you decide this is just more of the same and go on to the next story, read this one to find out how this process improvement exercise is different and how you might help.

"We've spent the last several years on downsizing, reorganizing, relocating and

redistributing workload." Some of you would follow that quote with, "Yeah, when is it going to end?" The person who wrote that followed it, "With our new structure in place, we're ready to focus on how the work gets done." It was Vice Admiral Lockard, the NAVAIR boss, writing in his "Over the Horizon" column back in November. Did you read it?

"How the work gets done" is by "processes" and "activities." So it's natural that these words will crop up again as we try to look at the work people want us to perform for them. Those people are our "customers," in the most precise and narrow meaning of the term — not the broad interpretation lately in management vogue where everyone is a customer of everyone else. Simply, they buy our "products and services," so they are our customers. If we charge too much, they'll go buy it from

somebody else, which means we won't have the work to do.

ABC is an assessment project intended to keep us from charging too much.

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The result of applying ABC is that the costs of all the resources consumed (labor, material, facilities, equipment, etc.) to provide a given product or service, such as developing a software program, conducting a test, or providing contracting support, are identified and assigned to the activities associated with producing those products and services, versus less informative "traditional" accounting methods (see comparison charts). During the ABC assessment, activities found to have unusually high costs or that take too long to complete, will be examined for ways to lower the cost and shorten the time it takes to complete the task — in current management they will become "candidates for reengineering."

Please see ABC, Page 11

Traditional View

4500 Direct costs

4510 Civilian labor	\$8,000,000
4519 Military labor	450,000
4520 Materials	125,000
4530 Other	250,000
4540 Contract services	1,250,000
4550 Depreciation	150,000
	\$10,125,000

COMPARISON—The traditional view shows how much you spent; the activity view shows what you spent it on.

Activity View

Induct aircraft	\$875,000
Perform PSA	1,300,000
Disassemble airframe	1,450,000
Repair airframe	1,700,000
Align airframe	370,000
Assemble components	3,200,000
Perform static tests	600,000
Perform flight test	370,000
Sell aircraft	260,000
	\$10,125,000

Marko Afendykiw's career passes 40 years

Marko Afendykiw won't be joining the ranks of those accepting early-outs anytime soon.

Although he recently celebrated 40 years of federal service at a presentation in the office of Sterling Haaland, NAWCWPNS executive director, Afendykiw explained that "God willing, I will continue to work. I still enjoy what I'm doing and have no immediate plans to retire."

Afendykiw came to the Naval Ordnance Test Station from Detroit, Mich., in 1957 as an electrical engineer and worked on design, development and implementation of telemetry instrumentation for the Supersonic Naval Ordnance Research Track.

In 1961 he moved to the Electronics Instrumentation Branch where he worked on the Naval Satellite Phase-Locked Doppler Tracking Receiver for the Naval

Positioning System. During this time he also attended the University of California Los Angeles Extension Graduate Program.

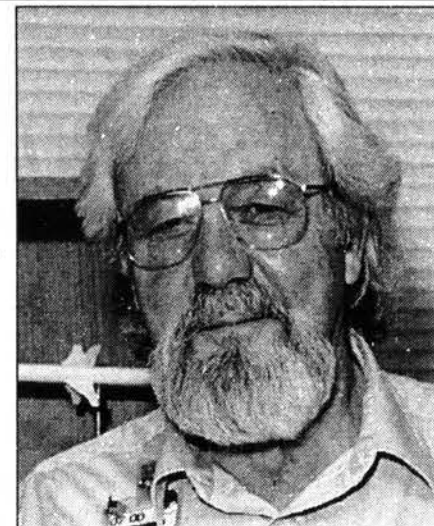
He was awarded an educational fellowship, also in 1961, to pursue graduate studies at the University of Michigan, Ann Arbor, and received a master's degree in electrical engineering in 1963.

Returning to the desert, he spent the next four years in the design, development and implementation of a covert bistatic surveillance radar for detecting and tracking airborne targets using uncooperative sources of radar frequency illumination. He was granted two patents for the invention and demonstration of this unique system. Afendykiw was engaged in the exploitation of foreign technology and countermeasures against deadly sea-skimming antiship missiles from 1967 to 1969. For his contributions to the program, he

was awarded an educational fellowship in 1969 to pursue graduate studies. In 1971 he received a degree in electrical engineering after successfully presenting and defending his thesis.

He returned to China Lake and until 1978 was engaged in the design and development of expendable missile seeker simulators. He developed a hemispherical rapid-scan antenna system for ship defense and participated in the development and evaluation of the first missile system (Tri-FAST) using a solid-state transmitter.

Since then, Afendykiw's professional interests have focused on the high-power solid-state power sources at microwave and millimeter-wave frequencies. For his technological contributions in the area of solid-state missile seeker transmitter technology, he was awarded the William B. McLean Award in 1991. Afendykiw was



Mark Afendykiw

awarded the title of NAWCWPNS Distinguished Fellow in 1993. He is a member of IEEE, Eta Kappa Nu, Tau Beta Pi and Sigma Xi.

In December 1995 Afendykiw was presented with the Navy Meritorious Civilian Service Award.

ABC from Page 6

Pilot ABC assessments began at Patuxent River and Cherry Point on Dec. 8, 1997, with lessons-learned to be applied at the remaining sites. NAWCWPNS, Point Mugu and China Lake, will be treated by the site team as a single site. Representatives of Coopers and Lybrand, the management consulting firm conducting the assessment with help from NAWCWPNS assessment team members, arrived last week to begin the eight-week project.

NAWCWPNS team members include Ted Kinghorn, Wayne Doucette, Peggy Dolan, Garyl Smith, Al Vines, Bill Ball, Jim Gallardo and Tammy Journet. Similar teams exist at each NAVAIR site, including depots. At China

Lake the team will be working out of the NAWS Conference Center and at Point Mugu, out of the second floor of Building 513. A job order has been set up for those supporting the team, and anyone who is called upon to devote significant time to the effort should contact Ted Kinghorn at DSN 351-7831 about JO number.

Only key processes that produce NAVAIR products and services or maintain the NAVAIR enterprise will be surveyed, according to Kinghorn. "This is not a manpower review, and as such the teams will consistently avoid defining task-level activities, which are an exhaustive description of all the things people do."

If you didn't read the November "Over the Horizon" column by VAdm. Lockard, you might want to take a look at it now; if you did, read it again. We have copies at *The Rocketeer* office, Room 1017, in the Headquarters Building and at *The Missile* office at Point Mugu, Room 130, Building 1. Or you can read it on line at www.navy.mil/air00/message.html under the title, "Improving Response to the Customer."

The big picture of NAVAIR process improvement is explained in the 1997 Commander's Conference video, which you should be able to get from your supervisor or the Public Affairs Office.

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Safety Sense

By Eric Aikin
Skiing Specialist

The recent skiing deaths of Michael Kennedy and Sonny Bono have brought the safety of the sport to the forefront of people's minds. Many Station employees and their families are avid skiers and some may have even been injured in ski accidents. Personally, I was injured the last time I skied and have since taken up snowboarding, a "safer" sport. With winter bearing down and prevailing great conditions at local mountains, a lot of us are going to be on the slopes soon, if we haven't been there already. With that in mind, your local Safety Office would like you to take a few minutes and remember that safety does not end when you leave the workplace.

In the old days, the biggest ski concern

If people are yelling 'look out!' ... you probably are not under control

was ankle injuries. Modern equipment has lessened the chance of that, but added entire new categories of possible injuries. Improved gear led to faster skiing capabilities. When you can go faster, you have a tendency to push your limit, or "ride on the edge." This is fine as long as there are not crowds or trees around and you are in control. If you are barreling down a slope full of people yelling "Look out!" you are probably not under control. The most important rule of ski safety is to know your limits.

If you are skiing and need to stop for whatever reason, be sure you are aware of your surroundings. Most of you would never stand in a crowd, pull out your wallet and start counting twenties without looking

around to make sure it's safe. But you would be surprised the number of people that think nothing of stopping in the middle of a crowded slope to make adjustments, talk or just rest. The only difference is that several people are liable to be hurt due to one person's inattention on the slope.

Remember the old ski trick of filling your poles with brandy? That way you can enjoy a nip or two while you are standing on a hill in the way of other skiers, right? Well that's not going to cut it today.

A drunk has no more place on a hillside than he has on the road. Skiing while even slightly intoxicated greatly increases your chances of injury. Instead, consider carrying water so you can stay hydrated.

Skiing, like any high-energy activity, can be dangerous if done carelessly. The big secret to safe skiing is much the same as the big secret to workplace safety: common sense. There are inherent dangers to skiing, but as a recreational activity, it is far from a leading cause of death.

The National Ski Areas Association (NSAA) recently published a study indicating that, statistically, skiing is less dangerous than many other common pastimes. Over the past 13 years, an average of 32 people have fatal skiing accidents each year. This seems like a lot, but bear in mind, these are national statistics. In comparison, consider that in 1996 there were 716 deaths in boating accidents and 800 deaths in bicycling accidents. Actually, you stand a greater chance of being killed or injured on your way to the slope than while you are skiing. An average of 42,000 people are killed each year in automobile accidents, according to National Highway Traffic Safety Administration figures.

We can all do our part to keep skiing safe and fun. Like many other pastimes, it's not so much the activity as it is the people that make it dangerous.

And, while we're at it — please quit passing over the double solid lines on Highway 395.

Weapons Division awards electronic warfare contracts totalling \$28M

Contracting officials at the China Lake site of NAWCWPNS last week awarded two contracts with a total value of more than \$28 million for work on the Electronic Warfare Advanced Technology (EWAT) Program. The bulk of the work will be done in Austin, Texas, or Arlington, Va. However, about 20 percent of the work will be accomplished at the Point Mugu site of NAWCWPNS, with 10

percent done at China Lake.

The awards were for \$15.2 million to AVISYS Inc. of Austin and \$13.8 million to CACI, Inc.-Federal in Arlington. The contracts were awarded after a competition that saw six proposals submitted to the Navy for consideration. The contracts call for the firms to provide engineering and technical support services to NAWCWPNS.

The EWAT program is designed to meet

the challenge to the safety of U.S. combat air crews posed by rapidly improving warfare threats such as sophisticated infrared missile systems. The program demonstrates and validates detection and countermeasure concepts that protect the warfighters in a hostile environment.

Cdr. Rich Fannery, air program manager for the Naval Air Systems Command, Patuxent River, Md., heads the integrated

product team developing the technology. Nathaniel Mitchell, of the Point Mugu site, leads the integration and live-fire portion of the team, and Robert Diehl of Point Mugu heads the radio frequency threat warning effort. Work on both basic contracts is expected to be completed by the end of the year 2000. Each contract also has option years that will raise the overall value if they are exercised by the Navy.

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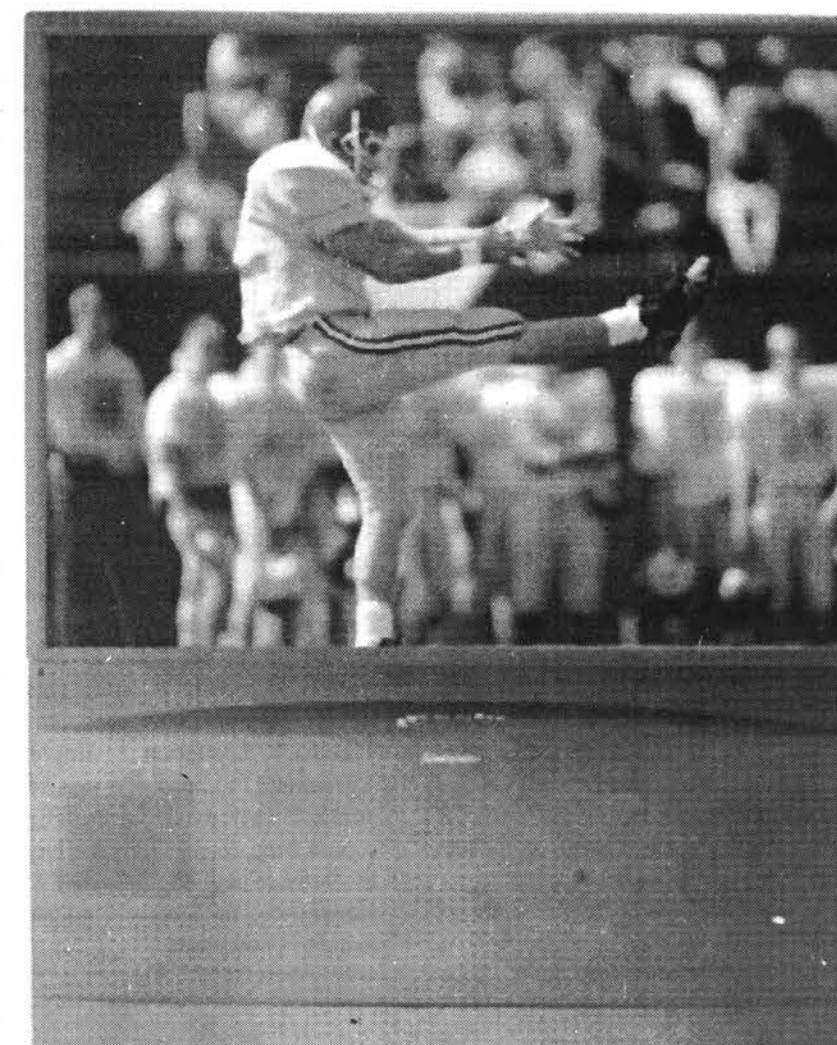
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DESTRUCTION from Page 1

Sub-Scale Facility at China Lake. Here the confined burn approach was studied in sub-scale motors up to 200 pounds. Support from both SSP and the U.S. Army Industrial Operations Command continued through the program.

"Eight years of effort by a team consisting of the SSP, NAWCWPNS (Research and Technology Group and Ordnance Operations Division), Lockheed Martin Missiles and Space (Sunnyvale Propulsion Systems Engineering and Palo Alto Advanced Technology Center) and Bechtel National, Inc., has brought this technology to a level consistent with implementation for full-scale motor testing and demilitarization applications," explained Richter. A modified confined-burn assessment chamber was built at Skytop to explore the technology and generate design criteria for a full-scale national rocket motor disposal facility.

While Lockheed contributed program management and much of the chemical analysis, Bechtel designed the facility and the China Lake group added ordnance operations, safety, site construction, operation management and additional chemical analysis. During this two-year effort, 10 employees of Lockheed Martin, five from Bechtel National and 15 China Lakers worked the program.

At the same time, in a parallel test and evaluation initiative at the Skytop test facility, a team consisting of Lockheed Martin (Sunnyvale management and Palo Alto research and development) and the Ordnance Operations Division began testing both sub-scale motors and later Trident full-scale motors. Up to 25 China Lakers and five Lockheed Martin personnel supported this study.

Both teams merged in the construction and testing done in what were the

contained-burn assessment tests and modified full-scale Trident and Poseidon motor studies of 1993 to 1995. "The construction of the test chambers was an extensive undertaking," said Gorish. "Upwards of 50 contractor and 50 Navy civilians worked these efforts during these three years."

The full scale combustion chamber represented a breakthrough in technology as, for the first time, the dynamics of heat generation rates, pressures and mass flow were characterized in relation to the resulting products of combustion. It has proven to be extremely effective, accurate and reliable, explained Richter. Continuing the development, a gas and particulate scrubber system was added to the full-scale chamber. "Because of the quality of operation and analysis," said Richter, "invaluable data has been obtained."

NAWCWPNS is the principal Navy

RDT&E facility for rocket motor development, rocket motor testing and laboratory analysis. All of the existing contained-burn motor disposal development test facilities are located at China Lake.

The results of these teaming efforts were the basis for the Lockheed Martin proposed construction of a facility to demilitarize Russian motors. An international team, led by the American contractor, will design, develop, test and install a similar system and equipment to assist Russia in eliminating approximately 17,500 metric tons of solid propellant, 916 empty rocket motor cases and 410 missile canisters by December 2002. The propellant and missile components will come from SS-24 intercontinental ballistic missiles (ICBMs), SS-25 ICBMs and SS-N-20 sea-launched ballistic missiles. Final disposition of the rocket motor cases and missile canisters will be in compliance with the Strategic Arms Reduction Treaty (START).

The facility will be located at the Kirov Scientific Production Facility in Perm, Russia. Lockheed will provide technical operations and maintenance support for four years at an approximate cost of \$60 million.

According to Lockheed Martin personnel, they will use a safe, environmentally sound and economical method to eliminate the solid propellant, rocket motor cases and missile canisters. Riley Byrd, who has been the China Lake coordinator for Lockheed Martin throughout these studies, said it should take approximately 18 months to build. This work is in accordance with the Cooperative Threat Reduction Implementing Agreement to provide assistance in strategic offensive arms elimination signed Aug. 26, 1993, by the Department of Defense and the Ministry (formerly Committee) for Defense Industry of the Russian Federation.



TEAM PARTNERING—Navy civilians from China Lake, the Navy Strategic Systems Program and defense contractors from Lockheed Martin and Bechtel National, Inc., teamed up to find a way to eliminate solid propellant rocket motor cases and missile canisters. Shown (l-r) are Dave Steele, Jeff Ruyf, John McDewitt, Joe Lara, Herb Richter, Taras Jarymowycz, Mike Baron, Vijay Parameswaran, Martha Steiner, Tom Sinagra, Dennis Sorges, George Lo, Riley Byrd, Kevin Crispin, Al Campa, Joe Steele, Bill Ledden, Paul Francis, Eric Erickson, Craig Ginelli, Jim Davis, Roy Holsinger, Keith Ewing and Dave Dasilva.



NMCS AWARD—Herbert Richter, former head of the Trident Program Office, who retired in December after 30 years of federal service, recently received a Navy Meritorious Civilian Service Award. Above, his wife, Patricia, pins on the medal. Richter, a recognized expert in the mechanical behavior and hazards of propellants and explosives, published more than 60 technical publications during his career, holds nine patents and is a co-inventor of chemiluminescent light sticks. His other awards include the Haskell G. Wilson Inventor Award, William B. McLean Award, Federal Laboratory Consortium Award for Excellence in Technology Transfer, NAWC Team Awards and L.T.E. Thompson Award. And, he is a Senior Fellow.

KING from Page 1

sang "Up Where We Belong" and "Jesus, I Love Calling Your Name." Introduced as the "children of the future," the Victory Baptist Youth Group, made up of girls ages 4 to 14, performed a "praise dance."

On Monday, Jan. 19, the Morale Welfare and Recreation Department, co-hosted by the NAWS Ethnic Observance Committee, the NAWCWPNS Black Employment Program, Albertson's, Stater Brothers and Von's grocery stores, held a free pancake breakfast at the chapel after an 8 a.m. 5K run/walk. Approximately 120 people participated in the two events. "Much effort by the military, civilian and local merchants was put forth to make these events free," said event organizers.

NAWS' AZ3 Debra Thomas sang two songs during the King service.



Old-timers and current China Lakers say goodbye to Maggie Pladson

By Barry McDonald
Editor

Family and friends filled the All Faith Chapel last Thursday to bid farewell to Magnus K. "Maggie" Pladson, who passed away Jan. 10 at the Ridgecrest Regional Hospital. Counted among those gathered to pay respect were former Naval Weapons Center technical directors, former and current top level managers and former co-workers. During his career — all of it, depending on the era, in old Code 66 or Code 36, the Engineering Department — he touched many lives at China Lake.

Burrell Hays, technical director from 1982 to 1986, delivered the eulogy. "During his 28 1/2-year career, he was always involved in Sidewinder," Hays said. "If it had not been for the Pladsons — both Maggie and his wife, Shirley [longtime technical data manager for Sidewinder] — Sidewinder would not have become the most successful missile known in the free world and currently, there would not be a new evolution of Sidewinder under development. Sidewinder is a tribute to Maggie's devotion to his country and his belief that having a strong technical laboratory as a part of the Navy team is the only way to have a successful weapons program."

Hays noted that Pladson was an avid ham for more than 35 years and held an Amateur Extra Class radio operator's license — the highest license available to amateurs. He had accumulated a total of 271 confirmed country contacts in his years as a ham. A longtime member of the Roadrunner Amateur Radio Club, with his passing he is now known as a Silent Key.

Besides Shirley, Pladson is survived by his son, Brian; daughters and sons-in-law Karin and Randy Zurn, Sherrie and Les Caffee, Valyn and Kelly Baker and Leanne and Greg Winkel; brothers, Ronald of Texas and Sidney of North Dakota; sister Delphia Peet of North Dakota; 14 grandchildren; and two great-grandchildren.

In moving tributes, Leanne spoke about her father for all of the children and Carrie Mahoney remembered her grandfather on behalf of all of the grandchildren.

Bob Ahl, Shirley's brother, who said they had stopped calling each other "brother-in-law" and thought of themselves simply as brothers, read a poem.

Born April 27, 1932 in Hatton, N.D., Pladson began his

Small explosion at local recycler prompts action by EOD

By Barry McDonald
Editor

Concern that there might be potentially dangerous energetic materials in scrap items sold by NAWS has been put to rest with the return of a team of China Lake explosive experts from Ekco Metals in Los Angeles. Explosive Ordnance Disposal (EOD) Mobile Unit Three Detachment China Lake responded to a call from Pearson's Recycling in Ridgecrest at 3:30 p.m., Friday, Jan. 16, to investigate a small explosion.

The item that exploded was part of a 59,000-pound scrap metal purchase from NAWS China Lake in May 1997. The item contained a cartridge-actuated device, and its remains are being examined by EOD to specifically identify the origin of the component. The EOD team also examined the remaining material from the purchase and, as a precautionary measure, retrieved some materials for further investigation.

A Pearson's employee was using an acetylene torch to cut a small scrap aluminum canister when the item exploded. He was not hurt, but an employee who was nearby received minor injuries and was taken to the Branch Medical Clinic at

career in federal service as an enlisted man in the Navy from 1952 to 1956, where he spent much of the Korean War years teaching ground instrument flying to naval aviators. He then returned home and began his education in electronics engineering, earning a bachelor of science degree from North Dakota State University at Fargo in 1960.

"What a cold place that is!" he told *The Rocketeer* in



Maggie Pladson

1983. "I'd decided that I was going to go some place where it was warm — and when the recruiters from China Lake came, this sounded like it was the place for me."

He entered the Engineering Department of the then Naval Ordnance Test Station as a junior professional in 1960 and, other than brief JP tours during that first year, that's where he stayed. He worked in the Electromechanical Division for the next five years, conducting laboratory and flight testing of the Sidewinder missile, before serving as a project engineer for the Sidewinder guidance section.

By 1970 he had progressed to the rate of GS-13 and in November of that year he was named head of the

Sidewinder/Chaparral Program Office. Under his direction a major milestone in the history of China Lake was reached when, after a successful OPEVAL, the first solid state Sidewinder, AIM-9H, was released to production.

Moving from the program office environment, Pladson assumed the duties of associate head of the Electromechanical Division in July 1974, and served as acting division head of that division for a time before being named head of the Fleet Engineering Division in September 1975. Three years later he moved to the top position in the Technical Data Division, followed by yet another move in 1979 to head yet another division — the Product Assurance Division.

According to a 1987 award nomination letter by Bill Porter, then Lab Director, by 1983 Pladson had served as head of four of the department's five divisions, as well as manager of its largest program, "so when it became time to move on up the line, only the position of associate department head provided a challenge, which he accepted in April of 1983."

In May of 1986 a reorganization of senior management saw the reassignment of the Engineering Department head, and Pladson stepped in as acting head until February 1987. During those 10 months he did an "outstanding job handling the many and varied responsibilities" of the 750-member department. It was for this service that he received the Commander's Award in March of 1987. A year later he was among a small group of recipients of the Michelson Laboratory Award. Upon his retirement in December 1988, he was presented with the Navy Meritorious Civilian Service Award for his "outstanding support to programs, contributions to long-range planning and exemplary skills in organizational team building, communication and sound management practices."

Besides the local ham club, Pladson was also a member of the Navy League and the Good Sam Club.

The family has requested that any donations be made to the Magnus K. Pladson Scholarship for Engineering and Communications, Fire Mountain Foundation — Cerro Coso Community Development Office, 3000 College Heights Blvd., Ridgecrest, CA 93555 or to Ridgecrest Regional Hospital, 1081 N. China Lake Blvd., Ridgecrest, CA 93555 to the Tree of Life in Memory of Magnus K. Pladson.

1998 Rocketeer deadlines

Deadline	Publication
January 28	February 5
February 11	February 19
February 25	March 5
March 11	March 19
March 25	April 2
April 8	April 16
April 22	April 30
May 6	May 14
May 20	May 28
June 3	June 11
June 17	June 25
July 1	July 9
July 15	July 23
July 29	August 6
August 12	August 20
August 26	September 3
September 9	September 17
September 23	October 1
October 7	October 15
October 21	October 29
November 4	November 12
November 17	November 25
December 2	December 10

upgrading or modifying communication capabilities based on refined requirements, cost-effectiveness, and equipment and circuit availability. The full-performance level of this position is DS-3. Note 1 applies.

NAVYWIDE/CURRENT APPOINTABLE CIVILIAN EMPLOYEES

No. 480-094-TS8, (1) Supervisory Electronics Engineer, DP-855-04. Research and Engineering Competency, Support Equipment Department, Code 480000E—Area of Consideration: NAVY-WIDE - Current Appointable Civilian Employees. Duty Station: Point Mugu, Calif. Opening Date: 1-22-98. Closing Date: 2-20-98. Selecting Official: Sterling Haaland, (760) 939-3409. HRD Contact: Terry Smith, (805) 989-3322. Permanent Change of Duty Station Authorized: No. Summary of duties: The incumbent serves as Head of the Support Equipment Department and provides expertise in the management, engineering, resources, processes, and facilities required to support TEAM functions associated with the timely design, development, acquisition, delivery, and support of weapons, avionics, and targets peculiar and common support systems. As a member of the 4.8 Competency Team, the incumbent is responsible for documenting work processes, as well as minimum essential skills and requirements, and for performance of continuous process improvement. As a first and second-line supervisor, the incumbent must be able to provide technical, managerial, and administrative oversight to personnel within the department. These responsibilities include but are not limited to position and organizational management, facility and equipment utilization, staffing and workload execution, customer service/satisfaction, marketing, performance evaluation, training, and financial and budget management. The incumbent deals with and resolves day-to-day personnel issues, and interfaces and communicates up, down, and across the organizational chain. Represents the organization at local, national, and off-center meetings and is empowered to make tentative or binding decisions and commitments pertaining to the Support Equipment Department. To keep the department fully employed; the incumbent is responsible for assuring appropriate marketing of the skills and capabilities within the department. The incumbent is also responsible for assuring the effective utilization and management of the six branches within the department. Quality-Ranking Factors: (1) Technical Quality-Ranking Factor: The incumbent must have knowledge of various weapons, avionics, and targets peculiar and common support systems and subsystems including system design, function and operation, and weapon and aircraft interfacing. The incumbent must also have knowledge of test and evaluation of missile systems, weapons readiness test equipment and facilities, and knowledge of ordnance handling and munitions safety requirements and processes. (2) Supervisory Quality-Ranking Factor: Ability to supervise a large multi-layered organization, organize a complex variety of simultaneous, dual-site tasks, apply EEO/affirmative action principles in making employment decisions, and communicate with a diverse group of national and international customers, both orally and in writing. (3) DAWIA Quality-Ranking Factor: Ability to meet the mandatory experience, education, and training requirements for the Level 3, Systems Planning, Resource Development, and Engineering Career Field, within 18 months of entering the position. This is a Critical Acquisition Position. Selectee must be a current member of the Acquisition Professional Community (APC) or become an APC member prior to assignment. Selectee will be required to sign a Tenure Agreement to remain in the position for at least a three-year period. The incumbent will be required to obtain and maintain a Secret clearance.

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 to Code 750000D, Attn: Barry McDonald, FAX 939-2796 (DSN 437-2796) or via QuickMail (CL NAWC WIDE NS name server in the CL MAINSITE zone). Personnel at Point Mugu may send items for the Announcements Section to Code 750000E, Attn: Pat Hollenbaugh, FAX 989-1785 (DSN 351-1785). 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 989-9846 (DSN 351-9846).

SES VACANCY

DON Critical Acquisition Workforce Position

Position: Director, Corporate Operations, ES-301
Announcement No: 98-1-SES
Location: Naval Air Warfare Center Weapons Division, China Lake, California
Opening Date: 12-29-97
Closing Date: 1-30-98
Salary: \$101,666 - \$117,282
Area of Consideration: All Sources

Duties: This position is the Director of the Corporate Operations Group 7.0, located at Naval Air Warfare Center Weapons Division (NAWCWPNS), China Lake site, California. The NAWCWPNS mission is to be the Navy's full-spectrum research, development, test, evaluation, and in-service engineering center for weapons systems associated with air warfare (except antisubmarine warfare systems), missiles and missile subsystems, aircraft weapons, integration, and assigned airborne electronic warfare systems and to maintain and operate air, land, and sea major range complexes. NAWCWPNS is responsible for the acquisition and support for all Navy air and sea weapons and operates and maintains Major Range Complexes at Point Mugu and China Lake, one of nine unique Department of Defense (DOD) designated major ranges with a maximum capability to support research, development, test, and evaluation, of missile weapon, space, and satellite systems. The primary mission of the Corporate Operations group is to serve as principal organization for the administration and support processes that cut across all technical activities and geographical sites in support of the technical mission of the Naval Air Warfare Center Weapons Division. These services include the following:

- Human Resources
- Financial Management
- Information Management
- Security
- General Counsel
- Public Affairs
- Special Program Support
- Strategic Management Support

The group is the focal point in establishing and maintaining common processes and systems in the above functional areas. The group encompasses three geographical locations: China Lake, California, Point Mugu, California, and White Sands, New Mexico. The Director manages the organization through seven departments, having a total manpower of approximately 600 civil servants and 395 contractor personnel. The annual budget for the group is approximately \$74 million. The facilities and equipment managed have an acquisition value of approximately \$150 million and are located at various sites. The incumbent is responsible for the management of the technical work within the available funds, manpower, and facilities to maintain a balanced program capable of effectively accomplishing all objectives.

Qualifications: Incumbent must have experience of sufficient scope and quality to be able to effectively carry out the managerial and technical duties of the position and must be fully qualified on the mandatory technical qualifications listed below. Incumbent must meet the requirements for the Miscellaneous Administration and Program series, GS-301, as described in the Office of Personnel Management (OPM) Qualification Standards for General Schedule Positions. It is also desirable to have an advanced degree in engineering, science, or management, or equivalent.

Technical Qualifications - Mandatory: Please describe fully but concisely how your experience supports each of the following technical factors:

- a. Skill in initiating, directing, coordinating, and managing one or more of the following areas: Human Resources Management, Financial Management, Information Management, Security, General Counsel, Public Affairs, and Strategic Management.
- b. Ability to communicate effectively, orally and in writing, highly complex and technical matters to a diversified audience at all levels both within and outside the agency.

Executive Core Qualifications - Mandatory: Please prepare a concise executive summary describing how your experience relates to the following executive competencies: (1) Leading Change; (2) Leading People; (3) Results Driven; (4) Business Acumen; (5) Building Coalitions/Communication. The documentation must show where and when the experience was obtained, describe the organizational setting in which the experience was acquired (e.g., size and level of the organization and assigned fiscal resources), and include a narrative discussion of the qualifications as they relate directly to the factors listed under the Qualifications Section of this announcement. Definitions for ECO's and Key Characteristics are available from website, <http://www.opm.gov/ses/html/ecq4.htm>.

How To Apply: To be considered, applications must be received or postmarked by the closing date of this announcement. Submit a thorough resume, the Optional Application for Federal Employment (OF-612), SF-171, or any other written format. In addition to specific information requested in this vacancy announcement, the application or resume must include: Job Information: Announcement number, title, and grade of the position for which applying. Personal Information: Full name, mailing address, day and evening phone number, Social Security Number, country of citizenship, highest Federal Civilian grade held. Education: Name, city and state of high school, year graduated, name and location of colleges, major(s), type and year of any degrees received. Work Experience: Concisely but adequately support and demonstrate your qualifications for the position in your application. Give the following information for your paid and unpaid work experience related to this position: Job title, duties and accomplishments, employer's name and address, supervisor's name and phone number, starting and ending dates, hours per week, salary, and whether we may contact your current supervisor. List job-related training courses by title and year, job-related certificates and licenses, and job-related honors, awards and special accomplishments. Do not attach certificates of training, position descriptions, award certificates or publications. Mandatory Technical Factors and Executive Core Qualifications: Include a narrative discussion of your qualifications as they relate to each factor listed. Applicants are encouraged to complete and return the form, Background Survey Questionnaire, 79-2. This form is available electronically as a PowerPoint document. Requests should be sent via the internet to meadowj @internet-mail.mugu.navy.mil. Your submission of the 79-2 will be used for statistical/research purposes only and will not be used in the selection process.

Apply to: Commander (Code 731000E), Naval Air Warfare Center Weapons Division, 521 9th Street, Point Mugu, CA 94042-5002. For further information, contact Jan Meadows at (805) 989-3261 (DSN: 351-3261).

Evaluation Method

Applicants who meet the basic qualification requirements will be rated and ranked by a panel using the information submitted on the technical and executive core qualifications. Interviews may be conducted by the panel and/or the selecting official.

Additional Information on the Senior Executive Service (SES): Persons newly selected for SES positions must serve a 1-year probationary period. Veterans preference does not apply to the SES. Filling of these positions is not subject to the DOD Stopper List, Reemployment Priority List, or other Navy reassignment lists. Career appointees in the SES are also eligible for performance awards plus special rank designations with corresponding payments in addition to the base salary. The selectee will be required to complete an SF-278, Executive Branch Public Disclosure Report. This position is critical sensitive. Applicants tentatively selected for this position may be required to submit to urinalysis to screen for illegal drug use prior to appointment. Permanent change of station/relocation expenses may be paid. A selectee whose executive core qualifications have not been approved by OPM will be required to prepare a statement regarding his or her executive core qualifications for submission to OPM. Also, at least one supervisory appraisal addressing these five qualifications will be required for submission to OPM.



NAVAL AIR WARFARE CENTER WEAPONS DIVISION

ANNOUNCEMENTS



ALL NAWCWPNS SITES GENERAL ANNOUNCEMENTS

DIFMS SERVER

DIFMS documentation, the DIFMS Newsletter, and general correspondence are located on the DIFMS Server. To access the DIFMS Server use the following path: click on Apple Share; zone: CL HQ; server: DIFMS. Sometime this Spring the DIFMS Server may be re-organized; should that occur a notification will be published in this section of the paper.

DIFMS NEWSLETTER

Beginning in mid-January the DIFMS newsletter "Let's Discuss..." will be published every 4-6 weeks. All issues of the newsletter will be available on-line via the DIFMS Server, as well as on the DIFMS website. The address is "DIFMS.chinalake.navy.mil" and can only be accessed from China Lake or Point Mugu.

DIFMS TRAINING

The third round of the Overview training will be presented by DFAS contractor Peat Marwick at China Lake and Point Mugu in February and March. This training is intended as an introduction to DIFMS and the various screens of its subsystems; instruction will include reports and batch processes. This course is geared primarily to the Comptroller audience, who will gain the most from this lecture-based, non hands-on training. Copies of the last overview training materials can be requested from Patti Patin at 939-2797 (DSN 437-2797).

Hands-on training will be offered to targeted audiences beginning in July. The most current schedule of DIFMS training is available on the DIFMS Server. To access the DIFMS Server: click on Apple Share; zone: CL HQ; server: DIFMS.

NIFMS ACTION TEAM

One of several conduits for your concerns is the NIFMS Action Team (NAT). The NAT members represent the business/financial interests of the respective competency and project offices. As a group, the NAT reviews issues submitted through the DIFMS Issue Process once they have been analyzed by the UAG.

NAT Representatives

CAPT Tom Russell (Chairperson)		
Rich Blosser	460000D	927-1333
Steve Underwood	411000D	939-3197
Norm Ponder	828D00D	939-6104
Alan Karty	240000D	939-3640
Loia McCarthy	313110E	989-0063
Steve LeRoy	83D000E	989-1708
Ina Burton	72D000E	989-4727
Roy Parris	740000D	939-3521
Karen Draper	539100E	989-5936
Jerry Macy	760000D	939-3605

UNIVERSITY OF TENNESSEE (UTSI) MASTERS DEGREE PROGRAM

UTSI announces its tentative schedule for Spring 1998. Students receive graduate credit for courses taken. A price increase will be effective beginning Fall 1997. The new cost of a class is \$749 per 3-hour course. If you are a resident of the southeastern United States, you may be eligible for in-state tuition fees as part of the academic common market. All 3-hour courses listed are provided on videotape for students to view in their homes. This program is designed for engineering and science majors. Prospective students can enroll as either degree or nondegree candidates. Graduates of either the Navy and Air Force Test Pilot School receive graduate credit for 12 to 15 hours. The program leads to a master of science degree in aviation systems from UTSI. Spring semester begins 14 January. Application fees, forms, and transcripts must be completed before midterms. Deadline for completion of enrollment forms is 20 February.

Spring 1998

AS 504	Airports and The Community - Dr. Hansen
AS 506	Aircraft Design - Dr. Solies
AS510A	Special Topics: Helicopter Stability and Control - Dr. Lewis
**AS 522	Experimental Flight Mechanics: Stability and Control - Dr. Kimberlin
AS 589	Measurement Science II - Dr. Paludan
IE 518	Advanced Engineering Economy - TBD
IE 521	Human Factors Methodology - Dr. Hungerford (UTK)
IE 494	Engineering Fundamentals I (UG3) - Dr. Collins
IE 495	Engineering Fundamentals II (UG3) - Dr. Collins
IE 514	Information Systems II - Dr. Jackson
IE 526	Dynamic System Simulation - Dr. Howard
IE 527	Lean Production Systems - Dr. M. Bowers
AS 500	Master's Thesis
AE 599C	Special Topics in Aerospace Engineering: Aircraft Design - Dr. Solies
AE599D	Special Topics in Aerospace Engineering: Laminar Viscous Flow and Stability - Dr. Vakili
AE599E	Special Topics in Aerospace Engineering: Experimental Flight Mechanics - Dr. Kimberlin**
*EM 531	Motivation and Culture in Engineering Management - Dr. Garrison
*EM 538	New Venture Formation - Dr. Hailey
EM 539	Strategic Management in Technical Organizations - Dr. Coleman

* Not available for credit towards a master of science degree in aviation systems.

** Must have credit for AS 521 first.

To obtain more information, admission requirements, registration forms, or text titles, contact the area representative at (760) 927-8874 or (760) 499-9101. You can also stop by the Family Service Center, 610 Blandy Ave., Office U. Office hours are by appointment only.

1. The Employee Development Division will fund the first training request (per semester/quarter) for a civilian

employee who is planning to take a mission-related academic course from an accredited academic institution. Requests will be approved as permits.

- The employee's Competency may fund up to two or more courses for the semester/quarter, as Competency management deems appropriate and as Competency funds permit. No more than three courses will be funded during one semester/quarter.

Employees are responsible for funding non-tuition costs such as books, application fees, and examination fees.

The Employee Development Division does not have authority to approve military academic requests. Military personnel are requested to contact the Navy Campus Education Center, DSN 351-8457, for tuition assistance for academic courses.

Note: This policy does not change the way Co-Op students are supported.

Questions concerning academic policy should be directed to Cecil Webb, 939-0878 (DSN 437-0878).

ACADEMIC TUITION SUPPORT REQUEST PROCEDURES

- Employees will submit a Request, Authorization, Agreement, Certification of Training and Reimbursement Form (DD Form 1556) to Code 733000D) Attention: Cecil Webb.
- DD Form 1556s should be submitted at least 3 to 4 weeks prior to the start date, but no more than 90 days prior to the starting date of a course.
- A separate DD Form 1556 is required for each course. When more than one course is taken per term and the school's minimum tuition covers more than one course (e.g., CSUN), then all of the tuition is to be put on one DD Form 1556 and "\$0" put on the DD Form 1556 for each additional course.

- Employees must indicate on Item 18, Training Objectives, how the course is mission related (do not indicate "for degree purposes" unless the course is to be taken to satisfy specific DAWIA requirement).

- Employees must sign Item 39 (reverse side of copy 1 of the DD Form 1556).

- The course starting date indicated on Item 23 must be 1 October 1997 or later.

- Employees will receive copies of the approved Form 1556 with instructions on disposition. Once approved, employees can register with the school.

Questions concerning DD 1556 procedural matters should be directed to Cecil Webb, 939-0878 (DSN 437-0878).

CHINA LAKE

MAMMOGRAPHY SCREENING

The Wellness Program, Code 731000D, 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 **28 January**. The cost of the x-ray exam is \$65. 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.

WAREHOUSE 41 RELOCATED

The Property Management Office is now located at the south end of Bldg. 01073; the phone number is 939-2101.

BARCODED EQUIPMENT DISPOSAL (WAREHOUSE 41) INFORMATION

The next available appointment to turn in equipment to Warehouse 41 at China Lake is **17 February**. The Equipment Disposal/Reutilization function (Warehouse 41), as in most areas on Site, has received its share of budget cuts. To operate within these constraints and still provide our customers with the best possible service, the following schedule of operations has taken effect:

Tuesday, 0800-1600—Turn in equipment; appointment only

Wednesday 0800-1600—View available equipment; no appointment necessary

Monday, Thursday, and Friday—Closed—Process paperwork and dispose of equipment.

You can preview items currently in the warehouse from your own office using the Browse function of the Weapons Division Property System (WDPS). Enter "970G00D" at the CODE option on the WDPS Property Browse Menu to view all items currently in our warehouse. If you do not have access to WDPS and want Browse, send a quickmail to BARCODING NAWCWPNS-CL and you'll receive a request form, a browse manual, and complete instructions. The request form registers you so you will receive any notices pertaining to the WDPS program. You can physically see these items on Wednesdays at the warehouse. Because one person is accepting the equipment, processing paperwork, and disposing of equipment and is cognizant of the viewing period, no telephone/quickmail requests will be accepted to "hold equipment". Thank you for your consideration and assistance.

CHINA LAKE TOASTMASTERS COMMUNICATIONS AND LEADERSHIP PROGRAM

Toastmasters is an ongoing program covering public speaking, preparing and giving presentations, organizing and conducting meetings, parliamentary procedure, impromptu speaking, and much more.

Start at your convenience and proceed at your own pace, because this program is conducted in a supportive atmosphere. The program is held at the Training Center, Room 114, every Thursday from 1830 to 2000.

For more information, call Mike Levine at 939-2614.

RETIREMENTS AND FAREWELLS

JOHN AND RUTH MALIK

John and Ruth Malik, Codes 472250D and 529200D, are retiring after 52 years of combined federal service (40 for John and 12 for Ruth). A party will be held in their honor at the Carriage Inn on **30 January** at 1600. Tickets are \$10 per person and include heavy hors d'oeuvres. To purchase tickets, make presentations, or make gift donations, contact Janet Minnick at 939-1453, Jan Blazek at 939-6809, or Kathy Curran at 939-6822. Tickets must be purchased in advance by **22 January**.

MITZI FORTUNE

Mitzi Fortune is retiring after 30 years of federal service. A retirement luncheon will be held in her honor at Farris' at the Heritage on **10 February**. Tickets for the luncheon are \$10 per person, including tax and gratuity. To purchase tickets, make gift donations, or make presentations, contact Lori Helm at 927-3653 or via QuickMail. Tickets must be purchased in advance by **5 February**.

RICHARD S. HUGHES

Richard S. Hughes, Code 4722E0D, is retiring after 38 years of federal service. A retirement party will be held in his honor at the Carriage Inn on **10 February**. Social hour will begin at 1800, followed by a western barbeque buffet. The cost is \$16 per person and includes gratuity. To purchase tickets or to schedule presentations, contact Tammy Morrison at 939-8131 or Joanie McGregor at 939-3937. Tickets must be purchased in advance by **5 February**.

AL TRUESDALE

Al Truesdale, Public Works Facilities Contracts Division, is retiring after 31 years of federal service. A retirement luncheon will be held in his honor at John's Pizza on **27 January** at 1130. For reservations, presentations, or gift donations, contact Monica Ricker at 939-4408 by **22 January**.

HENRY (HANK) EBERHART

Henry (Hank) Eberhart, Code 4J1200D, is retiring after 31 years of federal service. A retirement dinner will be held in his honor at the Wreck Center on **7 February**. There will be a no-host social hour from 1800 to 1900, followed by a buffet dinner. Tickets are \$11 per person. To purchase tickets or to make donations or presentations, call Stella at 939-3924 or Cathey at 939-3802 by **2 February**.

EMBRY-RIDDLE AERONAUTICAL UNIVERSITY COURSES

Embry-Riddle Aeronautical University's China Lake center offers programs leading to a Master of Aeronautical Science with a management specialization or a bachelor's or associate's degree in Professional Aeronautics. Our evening or weekend classes are taught on-site in the Civilian Training Center and are open to everyone. ERAU offers generous transfer credit to military and former military members for work experience and military training.

The next of our five yearly terms begins the week of **12 January**.

Undergraduate Level

Organizational Behavior
College Mathematics for Aviation I

Graduate Level

Research Methods & Statistics

A representative is available on Mondays and Wednesdays from 0800 to 1130 and Tuesdays 1300 to 1600 at the Family Service Center, Office Q. For more information, come to our office, call 927-3649, or e-mail: China_Lake_Center@cts.db.erau.edu or erau@ndti.net

POINT MUGU

CIVILIAN EMPLOYEE ASSISTANCE PROGRAM (CEAP)

Getting help when you have a problem can be a problem. Do you know there is someone you can talk to if you or someone in your family is having difficulties? CEAP services are free and 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. 211 (first floor). The CEAP has a separate exterior entrance on the Wood Road gate at the end of Bldg. 211. All interviews are confidential. For further information, call Paul Sanchez at 989-8161 or Colleen Smith at 989-3225.

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. The local R12-33 President is Rev. Louis W. Rogers, located in Trailer 10097; he can be reached at 989-1374 or at nager1233@earthlink.net.

POINT MUGU/CURRENT APPOINTABLE CIVILIAN EMPLOYEES

No. 471-354-TS8, (1) Program Analyst, GS-343-7/9/11, Weapons/Targets Department, Systems Engineering Division, Conventional Strike Weapons Office. Code 471V00E—Area of Consideration: Current appointable civilian employees at Point Mugu. **Opening Date:** 1-22-98. **Closing Date:** 1-29-98. **Area of Consideration:** Current appointable civilian employees at Point Mugu. **Duty Station:** Camarillo Airport. **Selecting Official:** Carl Louck, (805) 484-6405. **HRD Contact:** Terry Smith, (805) 989-3322. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** The incumbent serves as consultant to the IPT Task Manager in preparing detailed plans; budgets, and schedules for assigned programs, projects, and tasks. Assists IPT Task Managers in integrating multiple project requirements into projected workload schedules that relate to overall organization manpower, facilities, and equipment scheduling for project requirements. The incumbent analyzes the fiscal status of projects and assesses performance relative to cost deviations from established plans. Assists task managers and task leads in assessing project fiscal status and identifying alternate or corrective actions. Actions taken are based on consideration of sponsor-generated changes in project objectives, schedule changes, and cost deviations. Evaluates the effects of alternate or corrective actions on project performance and parallel effects on other projects, manpower, utilization, funds, facilities, and material resources. Prepares and presents workload analysis to line management. **Quality-Ranking Factors:** Successfully demonstrated financial management experience in Conventional Strike Weapons support, experience with bomb and bomb fuse programs, experience interfacing with PMA-201 and Tri-service sponsors with multiple appropriation funding. Experience in using NIFMAS, FOSTR, DRIPS, and STARS financial systems.

Division of the CAEP Department. The incumbent supports the Wargaming and Modeling and Simulation divisions, including administration of the WEPTAC rated service account (RSA). Incumbent gathers and analyzes budget and contract information; prepares budgets, determines charging policy and rates, and tracks expenditures; monitors contracts and prepares required documentation; coordinates facility and equipment requirements, utilization, and maintenance; and supports RSA management in the areas of personnel and security. Incumbent must be able to obtain and maintain a Secret clearance. **Selective Factor:** (1) Knowledge of NAWCWPNS budgeting process. (2) Skill in rated service account management. **Technical Quality-Ranking Factors:** Ability to manage and plan for financial, procurement, facility support, rated service account, and contract issues. Ability to gather and analyze financial data. **DAWIA Quality-Ranking-Factor:** Ability to meet the mandatory DAWIA requirement for training experience, and education for Level II of the Business, Cost Estimating, and Financial Management (K) career field within 18 months of entering the position. Full-performance level is DA-3.

Notes 1 and 4 apply.

No. 45-003-RF8, Interdisciplinary (General Engineer/Physicist/Operations Research Analyst/Mathematician) DP-801/1310/1515/1520-3, Avionics Department, Avionics systems Engineering Division, Tactical Aircraft Avionics Systems Branch, Code 451100D—Area of Consideration: NAWCWPNS. **Duty Station:** China Lake, Calif. **Opening Date:** 1-22-98. **Closing Date:** 2-5-98. **Selecting Official:** Kathy Seals, (760) 939-2996. **HRD Contact:** Robert Fitzpatrick, (760) 939-8117. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** As a systems engineer for the system Integration Task Team supporting the AV-8B Integrated Product Team, this position is responsible for the integration of new software and/or hardware capabilities onto the AV-8B platform. Integration includes impact analysis, definition of requirements, and the use of the systems engineering process to ensure requirements flow through development, integration, and test of the new capability. Incumbent will be responsible for developing requirements documents, interface control documents, risk analysis, test plans, users manuals, Fleet release documentation, training, and maintenance documentation. Performs task team lead responsible for managing task team resources, providing an IPT interface with the competency, technical guidance and tasks assignments to task team members, and support to product managers and product development teams. **Selective Factor:** (1) Knowledge of the systems engineering discipline and processes and documentation. (2) Knowledge of the Software Engineering Capability and Maturity Model. **Technical Quality-Rating Factor:** Skill in avionics and/or weapons system development, integration and testing. **DAWIA Quality-Ranking Factor:** Ability to meet the mandatory DAWIA requirements for training, experience, and education for Level 3 of the Systems Planning, Resource Development, and Engineering (S) career field within 18 months of entering this position. The full-performance level for this position is DP-4. The incumbent must be able to obtain and maintain a Top Secret clearance.

Notes 3 and 4 apply.

NAWCWPNS/POINT MUGU/CURRENT CIVILIAN EMPLOYEES

No. 4KM6-001-MLG8, (1) Resources Assistant, GS-303-6/7, T&E Engineering Department, Air Intercept Systems Division, T&E Programs Branch, Code 4KM600E—Area of Consideration: Current civilian employees of NAWCWPNS at Point Mugu. **Opening Date:** 1-22-98. **Closing Date:** 2-5-98. **Duty Station:** Point Mugu, Calif. **Selecting Official:** David Leonard, 989-0440. **HRD Contact:** Mary Lou Gutierrez, 989-3320. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** The incumbent serves as a Resources Assistant to the Head of the AMRAAM missile Integrated Product Team (IPT), providing the following clerical support. Completes spreadsheets using commercial software. Provides word processing support to technical and managerial personnel using a variety of commercial word processing software. Prepares small purchase stub requisitions and reviews them for appropriate documentation. Prepares travel orders for IPT personnel ensuring accuracy and completeness of information. Prepares DD-1556 training requests and ensures completeness and accuracy. Reviews incoming and outgoing correspondence. Performs timekeeping duties for the office. Functions as the Office Manager for the IPT office. **Quality-Ranking Factors:** Experience that demonstrates a clear understanding of all aspects of secretarial, timekeeping, receptionist, and office management support and administrative processes, as well as the ability to prepare correspondence, reports, spreadsheets, and databases utilizing various software applications. Full-performance level is GS-7.

Notes 1 and 5 apply.

NAWCWPNS

No. 4J-001-RF8, Administrative Officer, DA-341-2/3, WEPTAC Wargaming Division, Code 4J5000D, Concept Analysis Evaluation and Planning Department (CAEP)—Area of Consideration: NAWCWPNS. **Duty Station:** China Lake, Calif. **Opening Date:** 1-22-98. **Closing Date:** 2-5-98. **Selecting Official:** Jim Churchill, (760) 939-2353. **HRD Contact:** Bob Fitzpatrick, (760) 939-8111. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** This position is located in the Wargaming

No. 52-003-RF8, Interdisciplinary (General Engineer/Physicist/Operations Research Analyst/Mathematician) DP-801/1310/1515/1520-3, Avionics Department, Avionics systems Engineering Division, Tactical Aircraft Avionics Systems Branch, Code 451100D—Area of Consideration: NAWCWPNS. **Duty Station:** China Lake, Calif. **Opening Date:** 1-22-98. **Closing Date:** 2-5-98. **Selecting Official:** Kathy Seals, (760) 939-2996. **HRD Contact:** Robert Fitzpatrick, (760) 939-8117. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** As a systems engineer for the system Integration Task Team supporting the AV-8B Integrated Product Team, this position is responsible for the integration of new software and/or hardware capabilities onto the AV-8B platform. Integration includes impact analysis, definition of requirements, and the use of the systems engineering process to ensure requirements flow through development, integration, and test of the new capability. Incumbent will be responsible for developing requirements documents, interface control documents, risk analysis, test plans, users manuals, Fleet release documentation, training, and maintenance documentation. Performs task team lead responsible for managing task team resources, providing an IPT interface with the competency, technical guidance and tasks assignments to task team members, and support to product managers and product development teams. **Selective Factor:** (1) Knowledge of the systems engineering discipline and processes and documentation. (2) Knowledge of the Software Engineering Capability and Maturity Model. **Technical Quality-Rating Factor:** Skill in avionics and/or weapons system development, integration and testing. **DAWIA Quality-Ranking Factor:** Ability to meet the mandatory DAWIA requirements for training, experience, and education for Level 3 of the Systems Planning, Resource Development, and Engineering (S) career field within 18 months of entering this position. The full-performance level for this position is DP-4. The incumbent must be able to obtain and maintain a Top Secret clearance.

Notes 1 and 4 apply.

No. 52-004-DWE98, Supervisory Interdisciplinary, General/Electronics/Mechanical/Aerospace Engineer/Physicist/Computer Scientist/Mathematician, DP-801/855/830/861/1310/1550/1520-3,* Test & Evaluation Competency, Pacific Ranges & Facilities Department, Data Processing & Displays Division, Land Range Data Processing & Displays Branch, Code 525200D—Area of consideration: NAWCWPNS. **Opening date:** 1-22-98. **Closing Date:** 2-5-98. **Selecting Official:** A K. Rogers, (760) 939-4803. **HRD Contact:** Diana Eggleton, (760) 939-8111. **Permanent Change of Duty Station Authorized:** No. **Summary of duties:** The incumbent serves as the principal architect and Chief Engineer of the collective systems that comprise NAWCWPNS Land Range data processing capability; and also serves as Head, Land Range Data Processing and Displays (DP&D) Branch. In addition, the incumbent will serve as a consultant to department, competency, and division management on T&E data processing technology, processes, and systems. This encompasses the systems required to provide digital data recording, processing, real-time display, and quick-look and post-test data products from metric/TSPI, video, telemetry, surveillance systems, simulations, and other data sources. The incumbent will be responsible for leading people and managing the skills, knowledges, processes, facilities, and systems that support the Land Range Office, Ordnance Operations Division, and their customers; and for the management of that capability, including system performance assessment, system engineering and improvement, acquisition, system integration, and operation and maintenance of the facilities, and systems and software necessary to provide those products and services. The incumbent will be responsible for establishing a vision for the Branch, providing leadership that will result in its accomplishment, management of branch resources and business, and supervision of a diverse workforce. This includes responsibility for planning, organizing, and directing the organization's activities; executing the budget; leading and developing personnel; monitoring the business structure; and making related proposals to higher-level management. The incumbent also supports and implements division process improvement and commonality thrusts. Additionally, he/she will be responsible for continually improving customer service and efficiency, as well as developing and improving the customer base itself. Applicants must be able to obtain and maintain a **Top Secret** clearance. **Quality-Ranking Factors:** (1) **Technical Quality-Ranking Factors:** Ability to monitor and control Range operations processes, Range instrumentation systems (film/video cameras, radar, tracking mount, GPS, telemetry), instrumentation setup and calibration considerations, and the real-time, quick-look and post-test methods, processes and systems used to process data from T&E and training events on the Ranges; manage complex projects, including in-house software and system development efforts, and system/software acquisition efforts; and to communicate both orally and in writing. (2) **Supervisory Quality-Ranking Factors:** Ability to manage a technically diverse and complex organization comprised of civilian and contractor personnel and to apply EEO and affirmative action principles in making employment

support, and real-time radiography systems. The Branch also operates aeroheat test facilities for testing Ramjet motors and other missile components by simulating the flow rates, high temperatures, and pressures encountered in supersonic flight. Previous supervisory experience desirable. This position requires the selectee to obtain and maintain a Top Secret clearance. **Quality-Ranking Factors:** (1) **Technical Quality Ranking Factor:** Knowledge of liquid rocket motors; testing and evaluation of solid rocket motors (including test setup, hardware, instrumentation, ordnance safety, and program management); rocket motor design and related propulsion systems; and rocket motor facilities maintenance and facilities design. (2) **Supervisory Quality-Ranking Factor:** Ability to manage a technically complex and diversely populated organization and interface with program sponsors, professionals, technicians, specialists, wage grade employees, and contractor personnel and to apply local personnel policies and procedures and EEO and affirmative action principles in making employment decisions. (3) **DAWIA Quality-Ranking Factor:** The selectee must meet all Level 3 requirements for the Test and Evaluation career field (including successful completion of the TST 301, Advanced Test and Evaluation course, and applicable prerequisites) within 18 months of entering the position.

Notes 2, 3 and 4 apply.

No. 52-005-DWE98, Senior Office Manager, DG-303-3, Ordnance Operations Division, Pacific Ranges and Facilities Department, Test and Evaluation Competency, Code 528000D—Area of Consideration: NAWCWPNS. **Duty Station:** China Lake, Calif. **Opening Date:** 1-22-98. **Closing Date:** 2-5-98. **Selecting Official:** Dennis Sorges, (760) 939-7252 (DSN: 437-7252). **HRD Contact:** Diana Eggleton, (760) 939-8111 (DSN: 437-8111). **Permanent Change of Station Authorized:** No. **Summary of Duties:** The selectee provides support to the Head, Ordnance Operations Division. This position involves interaction with all levels of management and with off-site customers. The selectee will perform the full range of Senior Office Manager duties, including maintaining and coordinating supervisor's calendar, answering and directing calls, making travel arrangements, composing correspondence, reviewing incoming correspondence, and preparing personnel actions. Duties also include providing training and guidance to branch and other office managers within the division. The selectee must be able to obtain and maintain a Secret clearance. Macintosh computer experience using Microsoft Word, Filemaker Pro, PowerPoint, and Excel applications is desired. **Quality-Ranking Factor:** Ability to provide office management support within a Division Office in the areas of scheduling, correspondence, travel, and timekeeping.

Notes 1, 2, 3, and 4 apply.

No. 52-005-DWE98, Senior Office Manager, DG-303-3, Ordnance Operations Division, Pacific Ranges and Facilities Department, Test and Evaluation Competency, Code 528000D—Area of Consideration: NAWCWPNS. **Duty Station:** China Lake, Calif. **Opening Date:** 1-22-98. **Closing Date:** 2-5-98. **Selecting Official:** Dennis Sorges, (760) 939-7252 (DSN: 437-7252). **HRD Contact:** Diana Eggleton, (760) 939-8111 (DSN: 437-8111). **Permanent Change of Station Authorized:** No. **Summary of Duties:** The selectee provides support to the Head, Ordnance Operations Division. This position involves interaction with all levels of management and with off-site customers. The selectee will perform the full range of Senior Office Manager duties, including maintaining and coordinating supervisor's calendar, answering and directing calls, making travel arrangements, composing correspondence, reviewing incoming correspondence, and preparing personnel actions. Duties also include providing training and guidance to branch and other office managers within the division. The selectee must be able to obtain and maintain a Secret clearance. Macintosh computer experience using Microsoft Word, Filemaker Pro, PowerPoint, and Excel applications is desired. **Quality-Ranking Factor:** Ability to provide office management support within a Division Office in the areas of scheduling, correspondence, travel, and timekeeping.

No. 72-001-NR8, Telecommunications Specialist, DS-0391-2/3, Code 724400D, Information Management Department, Customer Services & Operations Division, Telecommunications Support Branch. Area of Consideration: NAWCWPNS. **Duty Station:** China Lake, Calif. **Opening date:** 1-22-98. **Closing date:** 2-5-98. **Selecting Official:** Larry Neisler, (805) 989-0123 (DSN: 351-0123). **HRD Contact:** Nancy Robinson, (760) 939-8106 (DSN: 437-8106). **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** The incumbent serves as Telecommunications Specialist for the Telecommunications Support Competency and performs technical and analytical work related to the development and improvement of communications services and procedures. Exercises specialized knowledge associated with telephone switching systems and related services, fiber-optic and copper-based distribution systems and wireless communications services. Reviews communications service requests (CSR's) and coordinates with customers throughout the command, other Naval and commercial activities, and other assigned specialists to ensure a comprehensive understanding of user requirements and the capacity of existing systems, processes, and technology to meet those requirements. Plans, develops and implements design improvements for technically upgrading or modifying communications capabilities based on refined requirements, cost effectiveness, and equipment and circuit availability. Analyzes and evaluates communications systems, components, and processes necessary to support total telecommunications requirements. Requirements include but are not limited to ISDN services supporting data communications and desktop video applications, telephone adds, moves and changes, installation/alteration of inside and outside cable plant facilities, and wireless communications requirements for cellular and pager equipment and services. Designs solutions, including itemization of component parts, material, and labor required to complete assigned technical tasks or subtasks of customer or internally generated departmental requirements. Utilizes multiple on-line database systems to generate and track contractor tasking and assess/evaluate performance. Performs contract administrative functions associated with generation of statements of work and total contract packages, technical evaluation of contractor proposals, and ordering of technical equipment and services through awarded contracts and/or credit cards. **Quality-Ranking Factors:** Knowledge of telephone and wireless communication systems and the ability to independently plan, develop and implement design improvements for technically

WORD 6.0 FOR MACINTOSH, BEGINNING (8 hrs.)

25 February; Wednesday, 0800-1600; Training Center, China Lake.

Prerequisite: Students must be able to use a Macintosh computer. This class is designed for people with little or no experience using the Word 6.0 for Macintosh program.

To enroll or obtain further information, contact Tammy Berry, Code 733000E, at 939-2451 (DSN 437-2451).

EXCEL 5.0 FOR MACINTOSH, INTERMEDIATE (8 hrs.)

26 February; Thursday, 0800-1600; Training Center, China Lake.

Prerequisite: Experience using Excel 5.0 for Macintosh program. This class is designed for users who want to further develop their skills and knowledge of the Excel 5.0 for Macintosh program.

TASK AND DELIVERY ORDER CONTRACTING (24 hrs.)

24-26 February; Tuesday-Thursday, 0800-1600; Training Center, Point Mugu. By: Don Parsons.

To enroll, submit an On-Board Training Request (NAWCWPNS 12410/2) to Mary Glasmann, Code 733000E. For further information, call 989-3982 (DSN 351-3982).

NAVAL AVIATION EXECUTIVE INSTITUTE (NAEI) FY98 SEMINARS

NAEI courses are designed for GS-13s/Lieutenant Commanders/Majors (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, travel costs, and per diem expenses are funded by each participant's competency. Nominations are submitted on a NAEI form that must include a **Job Order Number** to cover program costs. A DD Form 1556 is not required. To obtain a nomination form, contact Mary Glasmann, Program Coordinator, Code 733000E, Point Mugu, (805) 989-3982 (DSN 351-3982). Nominations must be submitted by the deadline dates listed below.

COURSE TITLE	COURSE DATES	DEADLINE DATE TO 733000D
Creating and Sustaining the High-Performance Organization	9-14 Aug 98	28 May 98
Contemporary Management Issues and Practices	17-28 Aug 98	11 Jun 98
Managing Individual and Organizational Change	26-30 Jul 98	14 May 98
The Politics of National Security	3-8 May 98	19 Feb 98
The Washington Arena	27-31 Jul 98	14 May 98
Capitol Hill Workshop	20-23 Apr 98 Jun 98	5 Feb 98 10 Apr 98

CIVILIAN PERSONNEL DIVISION NEWS

MERIT PROMOTIONS

CHINA LAKE ONLY

No. 471-001-GB7, Program Analyst, DA/DP-343-3, Sidewinder Project Office, Code 471500D—

Area of Consideration: China Lake. **Duty Station:** China Lake. **Opening Date:** 1-22-98. **Closing Date:** 2-5-98. **Selecting Official:** Roy Hageman, (760) 939-3643. **HRD Contact:** Gail Bigelow, (760) 939-8113. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** This position is Business Manager for the Sidewinder Project Office. Incumbent is the administrative point of contact for financial and general administrative functions affecting the project office. The incumbent works closely with the project manager, sponsors' financial management team, and other members of the NAWCWPNS and field activities technical teams to meet program objectives. The position requires the incumbent to analyze and anticipate financial requirements and relate program technical schedule to expenditure plan. **Quality-Ranking Factors:** Knowledge of

NAWCWPNS financial regulations and the NIFMAS financial and accounting system. **DAWIA Quality-Ranking Factor:** Ability to meet the mandatory DAWIA requirement for training experience, and education for Level II (DA-3) or Level III (DP-3) of the Business, Cost Estimating, and Financial Management (K) career field within 18 months of entering the position. Full-performance level is DP-3 but is not guaranteed. **Notes 1 and 4 apply.**

No. 52-006-DWE98, Administrative Officer, DA-341-3, Test & Evaluation Competency, Pacific Ranges and Facilities Department; Resource Office, Code 52D000D—Area of Consideration: China Lake. **Duty Station:** China Lake. **Opening Date:** 1-22-98. **Closing Date:** 2-5-98. **Selecting Official:** Steve LaBrie, (760) 927-3427. **HRD Contact:** Diana Eggleton, (760) 939-8111. **Permanent Change of Duty Station Authorized:** No. **Summary of Duties:** This position is located in the Pacific Ranges and Facilities (PR&F) Department and reports to the Head, PR&F Department Resources Office. The incumbent is

involved in staffing a variety of day-to-day administrative issues that include personnel (Available Talent Pool, organizational changes), security (Security Coordinator), and space (Space Coordinator for RCC Complex). The incumbent is responsible for developing department guidance that leads to successful completion of administrative tasks and data calls. The incumbent must be able to perform his/her duties independently and lead or participate in working groups formed to resolve administrative problems. The incumbent is required to obtain and maintain a Secret clearance. **Quality-Ranking Factor:** Ability to provide administrative support to a Department-level office in the areas of personnel, security, and space and to communicate both orally and in writing. **Note:** Full-performance level is DA-3.

No. 82-102-JJ8, Temporary Promotion Not to Exceed (1) One Year for Maintenance Mechanic Leader, WL-4749-10, Public Works Department, Code 834000D—Area of Consideration: China Lake. **Opening Date:** 1-22-98. **Closing Date:** 1-29-98. **Selecting Official:** Jerry Austin,

939-4070. **HRD Contact:** Jean Johanboeke, 939-8135. **Permanent Change of Station Authorization:** No. **Summary of Duties:** This position provides support to the Airfield Service Shop, functionally located in the HVAC Shop of the Construction/Maintenance Utilities Division. This is a multitrade shop consisting of approximately twelve journeymen mechanics and/or helpers and co-op employees that include HVAC mechanics, electrician(s), pipefitter(s), carpenter(s), and industrial equipment mechanic(s). The selectee will be responsible for planning sequence of operations and work steps required to support recurring maintenance and repairs of assigned equipment and systems, as well as routine and emergency service calls for the Airfield and Range Control Center facilities. Resolves work problems and takes necessary corrective actions to complete assigned work to meet scheduling and customer requirements. The Work Leader establishes priorities, plans sequence of operations and work steps for the group, and determines personnel, material, and equipment needed. Responsible for keeping the Shop Supervisor informed concerning work in progress; technical and personnel problems encountered; material, equipment, manpower requirements, and performance. Enforces fire, safety, and other regulations applicable to the area of work. The position receives supervision/instruction from the Shop Supervisor through direct guidance regarding policies, priorities, and objectives. The selectee will be expected to carry out assigned duties on a continuing basis with minimum direct supervision. **Quality-Ranking Factor:** Must be familiar with the theory, practices, techniques, and other elements of the trades being lead. **Note:** Supplemental qualifications statement is required. Pick up at Personnel Building, Room 100.

No. 82-103-PW8, Supervisory General Supply Specialist, DP-2001-3, Supply Department, Code 821000D. Area of Consideration: China Lake. **Opening Date:** 1-22-98. **Closing Date:** 1-29-98. **Selecting Official:** Dennis Hatzembuehler, 939-2997. **HRD Contact:** Pat Ward, 939-2218. **Permanent Change of Station Authorized:** No. **Summary of Duties:** The incumbent is Head, Planning and Administration Division. Duties include planning, data analysis, interpreting findings, and developing constructive conclusions and recommendations. Performs analysis of a wide variety of supply system and management problems. Serves as the Technical Representative of the Contracting Officer (TRCO) developing contract performance work statements, sampling completed work units and report development. Performs contractor monitoring to assist in evaluation of the Supply Operations Division (Contractor) performance in all areas of supply, including stock control, inventory management, receipt control, DOD transportation, and personal property management. Serves as the primary point of contact for the Fleet Industrial Supply Center (FISC). Incumbent must be able to obtain and maintain a Secret clearance. **Quality-Ranking Factors:** Knowledge of Navy inventory systems including IMPS, NALCOMIS, UAUPS, NIMMS; SPEDI; and DOD transportation programs. **Supervisory-Ranking Factor:** Knowledge of affirmative action principles, including a willingness to implement EEO practices. **Note 2 applies.**



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, (805) 989-3997 (DSN 351-3997), FAX 989-9846 (DSN 351-9846).

LABOR/EMPLOYEE RELATIONS TEAM NEWS

LEAVE DONORS NEEDED

The employees listed were 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 24 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 Recipient)** and a **copy of current Leave and Earnings Statement**. OP-Form 630-A is available at Administration Offices at Point Mugu and Telmart at China Lake. Completed forms for Point Mugu may be mailed to Estela Padilla, Code 731000E; forms for China Lake may be mailed to Leora Fields, Code 731000D. For additional information, call Estela Padilla at (805) 989-3222, or Leora Fields at (760) 939-2018.

CHINA LAKE

Martha Harrington, Code 4BT100D

Martha is recovering from emergency surgery.

Dan Nelson, Code 834400D

Dan is recovering from open heart surgery.

Tiana Gaugh, Code 721200D

Tiana is recovering from major surgery.

Charles Miller, Code 521130D

Charles is recovering from sinus surgery.

Linda Currington, Code 4731B0D

Linda has undergone major surgery.

Jeanie Salyer, Code 734000D

Jeanie is receiving kidney dialysis while awaiting a transplant.

Rick Breitengross, Code 826100D

Rick has undergone three surgeries in the last year.

Ron Garback, Code 472440D

Ron is recovering from ulcerative colitis treatments.

Frank O'Baker, Code 416000D

Frank is recovering from heart bypass surgery.

Newella Hunter, Code 332100D

Newella is recovering from surgery on her hand.

Carol Crump, Code 526210D

Carol is recovering from reconstructive surgery.

Anita Becker, Code 821100D

Anita is recovering from severe complications from surgery.

Pat Hamlin, Code 761100D

Pat suffered a stroke and is undergoing extensive physical therapy.

Shirley Carroll, Code 455300D

Shirley is under a doctor's care.

Judy Post, Code 761100D

Judy is recovering from surgery that required the removal of a disk and a bone spur.

Sandy Watson, Code 335000D

Sandy is caring for her husband, who is waiting for a kidney and pancreas transplant.

Arthur Owens II, Code 471250D

Art is recovering from surgery as a result of a degenerative spinal disease.

POINT MUGU

Rita Garcia, Code 454400E

Rita is on maternity leave.

Janet Alvarez, Code 8F40000E

Janet is under a doctor's care.

Macia Watanabe, Code 454310E

Macia is under a doctor's care due to complications during pregnancy.

David Adams, Code 7GC000E

David is undergoing back surgery.

Laura Bourne, Code 763200E

Laura is undergoing surgery for a torn rotator cuff.

Melanie Ramirez, Code 454320E

Melanie is on maternity leave.

Benjamin Asuncion, Code 531200E

Benjamin is undergoing chemotherapy and other cancer-related treatment.

Christina Waterlander, Code 826110E

Christina is on maternity leave.

Richard A. Czebatol, Code 457300E

Richard is undergoing cancer treatment.

Anita Retome, Code 455330E

Anita is caring for her daughter, who is under a doctor's care.

Michael Radonich, Code 486100E

Michael is under a doctor's care.

Norma Lavin, Code 52911EE

Norma is under a doctor's care.

EMPLOYEE DEVELOPMENT DIVISION NEWS

ON-BOARD TRAINING COURSE SCHEDULE

Enrollments are accepted via On-Board Training Requests (NAWCWPNS 12410/2), call-ins, and QuickMail; however, check individual announcements for enrollment procedures.

INTRODUCTION TO RISK MANAGEMENT (4 hrs.)

26 January; Monday, 1300-1700; Training Center, China Lake By: SPIO, Code 4F0000D

This half-day class is intended as an overview of the practices in implementing a risk management system within a project. The course material is based on the SEI's Continuous Risk Management Guidebook (1996). The objectives of the class are to introduce students to the principles of risk management for defining risk management processes. This class will give students an understanding of what a risk management program could include and how a risk management program would benefit their project. Knowledge gained from this class will give working group members a basis to start in developing, documenting, and improving their risk management processes; however, any person involved in a project would benefit from the principles taught in this class.

To obtain further information or enroll in this class, contact Renee Riga at 939-7092 (DSN 437-7092).

PRODUCT INTEGRITY (Formerly titled Manufacturing Engineering) (40 hrs.)

26-30 January; Monday-Friday, 0800-1600; Training Center, China Lake. By: In-House Instructors.

Note: This course is required for personnel entering the SEDP Program in 1996. The EMC/EMI, R/M, Systems Safety, and QA modules are required for personnel entering the program prior to 1996.

This course will provide an introduction to the product assurance discipline and its relationship to the systems engineering process. Selection of appropriate Product Assurance requirements and tasks will be addressed. In addition, the trade-off between product assurance costs and product risks will be investigated. The implications of commercial off-the-shelf (COTS) procurement to Systems Engineering and Product Assurance processes will be examined. Specific modules will include EMC/EMI, Manufacturing and Producability Engineering, Quality Engineering and Quality Assurance, Systems Safety Engineering, Reliability/Maintainability, and Product Assurance Analysis Techniques.

To enroll, submit an On-board Training Request (NAWCWPNS 12410/2) to Dorothy Wiederhold, Code 733000D. For further information, call 939-2359 (DSN 437-2359).

FILEMAKER PRO UPGRADE TO 3.0 FOR MACINTOSH (3.5 hrs.)

27 January; Tuesday, 0800-1130 and 1230-1600; Training Center, Point Mugu.

Prerequisite: Experience using Filemaker Pro 2.1 for Macintosh program.

This class is designed for experienced Filemaker Pro 2.1 users who want to learn the new features of Filemaker 3.0.

To enroll, submit an On-Board Training Request (NAWCWPNS 12410/2) to Felicia Nickelberry, Code 733000E. For further information, call 989-3980 (DSN 351-3980).

CLASS NEED SURVEY

This is a survey to determine if there is a training need to learn to create complete, correct specifications in the forms of Black Boxes, State Boxes, Clear Boxes, and Usage Models. Methods for Correctness by Design: abstracting program functions from code, writing code from intended functions, and verifying an abstract program function against an intended function will be discussed.

CLEANROOM SOFTWARE SPECIFICATION AND DEVELOPMENT (32 hrs.)

May-June timeframe; 0800-1600; Training Center, China Lake.

Prerequisite: Attendees are assumed to have training or experience in software development. The course begins at an intermediate level and progresses to an advanced level.

Delivery Method: Lecture, individual and group workshops, and discussion.

Cost: \$475.50 per person

Cleanroom software engineering is a managerial and engineering process for the development of high-quality software with certified reliability. Cleanroom focuses on defect prevention, instead of defect correction, and certification for reliability for the intended environment of use. Cleanroom represents a paradigm shift from traditional, craft-based practices to rigorous, engineering-based practices. This course prepares practitioners to develop a complete, consistent, traceably correct software specification and design using box structure methods. An overview of specification techniques is presented, including history-based, state-based, and procedure-based specifications. The most rigorous inspection method—the sequence-based approach—is presented, demonstrated, and practiced. The information presented in this course represents the latest in research and up-to-date experiences in applying Cleanroom in government and industrial environments. The course focuses on practical techniques for maintaining intellectual control over the software development process.

Enrollment Deadline: 23 February
To enroll, submit a Job Order Number with the On-Board Training Request (NAWCWPNS 12410/2) to Lily Horton, Code 733000E. For further information, call 989-3987 (DSN 351-3987).

POWERPOINT 4.0 FOR WINDOWS 3.1, INTERMEDIATE (8 hrs.)

27 January; Tuesday, 0800-1600; Training Center, Point Mugu.

Prerequisite: Experience using Powerpoint 4.0 for Windows 3.1 program.

This class is designed for users who want to

further develop their skills and knowledge of the Powerpoint 4.0 for Windows 3.1 program.

To enroll, submit an On-Board Training Request (NAWCWPNS 12410/2) to Felicia Nickelberry, Code 733000E. For further information, call 989-3980 (DSN 351-3980).

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. Applications 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 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 or record with an 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 application 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 - 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. - 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. 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. - This is a DAWIA (Defense Acquisition Workforce Improvement Act) Designated Position. P.L. 101-510 requires that all applications for DAWIA designated positions which are advertised be evaluated utilizing a quality ranking factor (QRF) to determine the best qualified candidates. A supplemental narrative addressing the DAWIA QRF is highly recommended. Applicants wishing more information on the DAWIA mandatory requirements and/or definitions of DAWIA career fields may contact the DAWIA representative within their Competency. NOTE: Applicants selected for Critical Acquisition Positions will be required to sign a Tenure Agreement to remain in that position for at least a 3-year period. 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 (DDEFT) 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 DDEFT within 60 days. An asterisk (*) preceding an announcement number indicates a modification has been made to the vacancy advertisement; please note indicated changes.
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SOFTWARE PROJECT MANAGEMENT (SPM)
(16 hrs.)

27-28 January; Tuesday-Wednesday, 0800-1600; Training Center, China Lake. By: SPIO, Code 4F0000D

This 2-day class covers the concepts and principles of the Software Project Planning (SPP) and Software Project Tracking and Oversight; (SPT&O) Key Process Areas (KPA's) as described for a Level 2 organization in SEIO's Capability Maturity Model (CMM) for Software Version 1.1. The objectives of the class are to introduce students to the principles of Software Project Planning, Tracking, and Oversight providing a basis for defining SPP and SPT&O processes, along with providing students with a common view vocabulary, and use terminology. Knowledge gained from this class will give working group members a basis to start in developing, documenting, and improving their SPM processes; however, practitioners and managers of software projects will also benefit from the principles taught in this class.

To obtain further information or enroll in this class, contact Renee Riga at 939-7092 (DSN 437-7092).

APPLICATION AND USE OF MIL-HDBK-237, REV. B (4 hrs.)

27 January; Tuesday, 0800-1200; Training Center, China Lake. By: R & B Enterprises (Tom Gibson)

This seminar provides E³ guidance for program managers responsible for acquisitions and explains the new DOD acquisition procedures now reflected in Revision B to MIL-HDBK-237. Special emphasis is given to the acquisition of nondevelopmental items (NDI) and commercial items (C) for use in unique military operational environments. Topics include an introduction, program status reports, budgeting for E³ control, spectrum management, E³ WIPT/EMC advisory board, EMC reprogram procedures, E³ control procedures, E³ control/EMC performance requirements, commercial items and non-development items, joint E³ control strategy, EMC verification, E³ analysis and predictions, HERP and HIRF, certification of ordnance, and EMC training.

To enroll at China Lake, submit an On-Board Training Request (NAWCWPNS 12410/2) to Sue Murray, Code 733000D. For further information, call 939-2349 (DSN 437-2349).

TASK AND DELIVERY ORDER CONTRACTING
(24 hrs.)

27-29 January; Tuesday-Thursday, 0800-1600; Training Center, China Lake. By: Don Parsons

When employed correctly, task and delivery order contracting offers Federal acquisition managers a creative and flexible way to meet mission objectives and provide maximum customer support. When administered poorly, task and delivery order contracting is often a source of wasted program dollars and adverse notoriety. This course is designed for acquisition and contracting professionals taught by acquisition and contracting professionals experienced in the practice of contract management. Topics covered are (1) Implications of Recent Law and Regulatory Changes in Task Order Contracting—How They Affect You, (2) Circumstances Appropriate for Task and Delivery Order Contracting, (3) Key Features of Task and Delivery Order Contracting, (4) Pricing and Funding Issues, (5) Source Selection Issues, (6) Post-Award Contract Administration, (7) Role of Contracting Officer's Representative, and (8) Case Studies.

To enroll, submit an On-Board Training Request (NAWCWPNS 12410/2) to Pat Nogle, Code 733000D. For further information, call 939-3159 (DSN 437-3159).

POWERPOINT 4.0 FOR MACINTOSH, BEGINNING (8 hrs.)

28 January; Wednesday, 0800-1600; Training Center, China Lake.

Prerequisite: Students must be able to use a Macintosh computer.

This class is designed for people who have little or no experience using the Powerpoint 4.0 for Macintosh program.

To enroll or obtain further information, contact Tammy Berry, Code 733000E, at 939-2451 (DSN 437-2451).

EXCEL 5.0 FOR WINDOWS 3.1, BEGINNING (8 hrs.)

29 January; Thursday, 0800-1600; Training Center, Point Mugu.

Prerequisite: Students must already be able to use Windows 3.1 operating system.

This class is designed for people who have little

or no experience using the Excel 5.0 for Windows spreadsheet program.

To enroll, submit an On-Board Training Request (NAWCWPNS 12410/2) to Felicia Nickelberry, Code 733000E. For further information, call 989-3980 (DSN 351-3980).

INTRODUCTION TO THE CAPABILITY MATURITY MODEL AND SOFTWARE PROCESS DEFINITION (8 hrs.)

29 January; Thursday, 0800-1600; Training Center, China Lake. By: SPIO, Code 4F0000D

This 1-day class is divided into two parts. The first part of this course is designed to introduce students to SEI's Capability Maturity Model (CMM) for Software Version 1.1. The course covers what the CMM is, how it is designed, and how an organization can use it in process improvement endeavors. The CMM portion of this class is intended for students in any software area, practitioners or managers, that would like more information about the CMM. Students will receive a copy of the CMM Version 1.1 to take with them. The second part of this class is designed to assist students in documenting and definition processes. This course is excellent to help working groups start their process definition efforts, which are necessary for process improvement. However, anyone who has a need to define and document processes will find this part of the course useful. This course has been designed to be 1 day; however, if you only need part of the course, arrangements can be made.

To obtain further information or enroll in this class, contact Renee Riga at 939-7092 (DSN 437-7092).

PERFORMANCE BASED STATEMENTS OF WORK (16 hrs.)

3-4 February; Wednesday-Thursday, 0800-1600, Training Center, China Lake. By: Don Parsons

In its efforts to reform acquisition processes and to comply with federal policy, the DOD has adopted performance-based contracting as its standard. The ability for DOD personnel to write performance-based statements of work is critical to the success of performance-based contracting. Historically, statement of work have either been poorly or overly restrictive, thwarting both the Department and contractors in ensuring quality products and services. The goal of this course is to improve the statements of work produced by DOD personnel by teaching them to write statements of work in a performance-based manner. Because this is a skill based course, participants will feel confident in their ability to return to their jobs and actually write a performance-based statement of work.

To enroll, submit an On-Board Training Request (NAWCWPNS 12410/2) to Pat Nogle, Code 733000D. For further information, call 939-3159 (DSN 437-3159).

EXCEL 5.0 FOR MACINTOSH, BEGINNING (8 hrs.)

5 February; Thursday, 0800-1600; Training Center, Point Mugu.

Prerequisite: Students must be able to use a Macintosh computer.

This class is designed for people who have little or no experience using the Excel 5.0 for Macintosh program.

To enroll or obtain further information, contact Tammy Berry, Code 733000E, at 939-2451 (DSN 437-2451).

EXCEL 5.0 FOR WINDOWS 3.1, INTERMEDIATE (8 hrs.)

5 February; Thursday, 0800-1600; Training Center, China Lake.

Prerequisite: Experience using Excel 5.0 for Windows 3.1 for Macintosh program.

This class is designed for users who want to further develop their skills and knowledge of the Excel 5.0 for Windows 3.1 program.

To enroll, submit an On-Board Training Request (NAWCWPNS 12410/2) to Felicia Nickelberry, Code 733000E. For further information, call 989-3980 (DSN 351-3980).

FILEMAKER PRO UPGRADE TO 3.0 FOR MACINTOSH (3.5 hrs.)

9 February; Monday, 0800-1130 and 1230-1600; Training Center, China Lake.

Prerequisite: Experience using Filemaker Pro 2.1 for Macintosh program.

This class is designed for experienced Filemaker Pro 2.1 users who want to learn the new features of Filemaker 3.0.

To enroll or obtain further information, contact Tammy Berry, Code 733000E, at 939-2451 (DSN 437-2451).

CPR COURSES AT POINT MUGU**CPR, HEARTSAVER 2 (7 hrs.)**

0800-1500; Training Center, Point Mugu.

Note: This is now the only class offered for individuals to be certified in CPR. There will no longer be separate classes offered to renew unexpired CPR cards.

29 January, Thursday

30 January, Friday

4 February, Wednesday

5 February, Thursday

12 February, Thursday

13 February, Friday

5 March, Thursday

17 March, Tuesday

18 March, Wednesday

19 March, Thursday

To enroll, submit an On-Board Training Request (NAWCWPNS 12410/2) to Felicia Nickelberry, Code 733000E. For further information, call 989-3980 (DSN 351-3980).

PREPARATION OF SF-171, OF-612, AND RESUME WORKSHOPS

The following workshops will provide information on the job application process. Preparation of the SF-171, OF-612, and resume will be addressed. The courses will be conducted at the Training Centers at China Lake and Point Mugu.

Note: Supervisory permission to attend is required.

Date

2 February

23 February

26 February

Location

Point Mugu

Point Mugu

China Lake

Hours

0900-1100 and 1230-1430

0900-1100 and 1230-1430

0900-1100 and 1230-1430

To enroll at the China Lake site, submit an On-Board Training Request (NAWCWPNS 12410/2) to Dorothy Wiederhold, Code 733000D. For further information, call 939-2359 (DSN 437-2359).

To enroll at the Point Mugu site, submit an On-Board Training Request (NAWCWPNS 12410/2) to Felicia Nickelberry, Code 733000E. For further information call 989-3980 (DSN 351-3980).

CONTRACT MANAGEMENT FOR NAVAIR ACQUISITION WORKFORCE (32 hrs.)

9-12 March; Monday-Thursday, 0800-1600; Training Center, Point Mugu.

27-30 April; Monday-Thursday, 0800-1600; Training Center, China Lake.

By: Don Parsons

Note: This course meets the requirement for certification as a Contracting Officer's Representative (COR). This course will acquaint CORs and others with the DOD acquisition process. It will also emphasize the importance of engineers, quality personnel, specification writers, and requirements determinators in procurement and contract administration. It reinforces the role of technical personnel both before and after the contract is awarded. Although this course meets the requirement for CORs, others who have a need for contract training are welcome to attend.

To enroll you must complete a DD-1556. The cost is \$300. The address for block 19 of the DD-1556 is Atlantic Management Center, Inc., 1901 N. Beauregard Street, Alexandria, VA 22311-1705. Forward the DD-1556 to Mary Glasman, Code 733000E. Deadline for registration is 30 days before the course start date.

For further information, contact Helen Casteel at (805) 939-3003 (DSN 351-3003) or Mary Glasman at (805) 989-3982 (DSN 351-3982).

RETIREMENT PLANNING SEMINARS

The following Retirement Planning Seminars will include presentations on CSRS and FERS retirement systems, including creditable service, military service, and Catch 62, deposit/redeposit service, how annuities are computed, TSP, health and life insurance, and social security. Presentations will also be given on topics such as financial planning, estate planning, wills and trusts, taxes, etc.

PRE-RETIREMENT PLANNING WORKSHOP (16 hrs.)

3-4 March; Tuesday-Wednesday, 0800-1600; Training Center, Point Mugu.

7-8 July; Tuesday-Wednesday, 0800-1600; Training Center, China Lake.

14-15 July; Tuesday-Wednesday, 0800-1600; Training Center, Point Mugu.

Preretirement planning workshops are designed for personnel within 5 years of retirement.

MID-CAREER RETIREMENT PLANNING WORKSHOP (8 hrs.)

10 February; Tuesday, CSRS Employees 0730-1600 and FERS Employees 0900-1700; Training Center, Point Mugu.

12 February; Thursday, CSRS Employees 0730-1600 and FERS Employees 0900-1700; Training Center, China Lake.

Mid-career retirement planning workshops are for personnel with more than 5 years of service before retirement.

To enroll at Point Mugu, submit an On-Board Training Request (NAWCWPNS 12410/2) to Felicia Nickelberry, Code 733000E. For further information, call 989-3980 (DSN 351-3980).

To enroll at China Lake, submit an On-Board Training Request (NAWCWPNS 12410/2) to Dorothy Wiederhold, Code 733000D. For further information, call (760) 939-2359 (DSN 437-2359).

C++: INTERMEDIATE/ADVANCE (40 hrs.)

9-13 February; Monday-Friday, 0800-1600;

Point Mugu (2360 Oxnard Blvd., Oxnard, (805) 983-0855)

By: Professional Computer Training (William Corley)

Prerequisite: Must have 1 year of experience programming in C++ or have completed the Introduction to C++ class.

Note: A pretest will be given to those enrolled for the class and to individuals who decide to stand-by for the class. Confirmed students must meet the course prerequisite and pass the pretest exam.

Individuals who standby for the class will be considered on a space-available basis.

Intended Audience: Programmers, software engineers, and system designers who need to utilize the power of C++, and staff whose primary responsibility is the implementation of system designs in program source code.

This course is a continuation of topics covered in the Introduction to C++ programming. It exposes the student to the more sophisticated features of C++, emphasizing principles on inheritance reusability. The value of designing reusable software is emphasized. This is group-paced with structured independent or partnered exercises following each of 15 lessons. Section I: encapsulation project with

an overview, class review, conversation, assignment, default constructor and destructor, in-line functions and the preprocessor, passing objects by value, the const modifier, operators, friends and exception handling. Section II: inheritance project with simple inheritance, virtual functions, polymorphism, static protected constants, abstract base classes, and virtual destructors.

To enroll, submit an On-Board Training Request (NAWCWPNS 12410/2) to Felicia Nickelberry, Code 733000E. For further information, call 989-3980 (DSN 351-3980).

CONFIGURATION/DATA MANAGEMENT (8 hrs.)

10 February; Tuesday, 0800-1600; Bldg. 366, Point Mugu.

13 February; Friday, 0800-1600; Training Center, China Lake.

By: Mike Byrne, Code 332200D

Note: SEDP required course. Replaces the former class title of "Acquisition of Technical Data."

Configuration Management (CM) is a discipline that is applied over the life cycle of a product to provide visibility and control of its functional and physical characteristics. Emerging industry standards will be discussed as because replacements available to existing MIL specs and standards to meet Acquisition Reform Requirements.

Data Management (DM) is a parallel effort to CM that applied over the life cycle of a product being delivered on contract. Options will be discussed for requesting the appropriate data from the contractor and disseminating the data, or storing the data because this will be significant effort for each individual project and contract.

The intricacies of how to execute CM and DM will not be discussed; however, course will cover the importance of applying these disciplines to the individual product and discovering their benefits by demonstrating examples of situations where CM and DM applies.

To enroll at Point Mugu, submit an On-Board Training Request (NAWCWPNS 12410/2) to Felicia Nickelberry, Code 733000E. For further information, call 989-3980 (DSN 351-3980).

To enroll at the China Lake, submit an On-Board Training Request (NAWCWPNS 12410/2) to Dorothy Wiederhold, Code 733000D. For further information, call 939-2359 (DSN 437-2359).

FILEMAKER PRO UPGRADE TO 3.0 FOR MACINTOSH (3.5 hrs.)

10 February; Tuesday, 0800-1130 and 1230-1600; Training Center, China Lake.

Prerequisite: Experience using Filemaker Pro 2.1 for Macintosh program.

This class is designed for experienced Filemaker Pro 2.1 users who want to learn the new features of Filemaker 3.0.

To enroll or obtain further information, contact Tammy Berry, Code 733000E, at 939-2451 (DSN 437-2451).

NAVY FINANCIAL MANAGEMENT AND ACCOUNTING (24 hrs.)

10-12 February; Tuesday-Thursday, 0800-1600; Training Center, China Lake. By: Navy Financial Management Career Center.

Intended Audience: Civilians GS-5 through GS 11 in the GS-500/GS-340 Series; Military Enlisted E-4 and E-7; Military Officer O1 through O3.

This course provides an overview of managing appropriated funds in the DON, the principles of comptrollership, the Navy accounting policy, overview of systems, and the flow of funds between the DON and Defense Finance and Accounting Service. Course stands alone but is a part of the DON Civilian Financial Management Training Program. No certification is awarded, but a certificate of completion is issued. Concepts taught are general process involved in various appropriations and the management of fund flow.

To enroll, submit an On-Board Training Request (NAWCWPNS 12410/2) to Pat Nogle, Code 733000D. For further information, call 939-3159 (DSN 437-3159).

OFFICIAL NAVAL CORRESPONDENCE (6 hrs.)

11 February; Wednesday, 0830-1530; Training Center (Bldg. 366), Room 100, Point Mugu. By: JoAnn Griggers, Code 700000D

This course will include a review of the SECNAVINST 5216.5C Correspondence Manual and the local supplement, NAWCWPNs Instruction 5216.1 Correspondence Management Program. Emphasis will be on format and structure of letters and memorandums. Basic grammatical rules as they pertain to correspondence will be discussed.

Deadline: 30 January.

To enroll, submit an On-Board Training Request (NAWCWPNS 12410/2) to Felicia Nickelberry, Code 733000E. For further information, call 989-3980 (DSN 351-3980).

WINDOWS 95 INTRODUCTION (8 hrs.)

11 February; Wednesday, 0800-1600; Training Center, China Lake.

This class is designed for people with little or no experience using an IBM or compatible computer, and the Windows 95 operating system.

To enroll or obtain further information, contact Tammy Berry, Code 733000E, at 939-2451 (DSN 437-2451).

WORD 7.0 FOR WINDOWS 95, BEGINNING (8 hrs.)

12 February; Thursday, 0800-1600; Training Center, China Lake.

Prerequisite: Students must be able to use the Windows 95 operating system.

This class is designed for people who have little or no experience using the Word 7.0 for Windows 95 word-processing program.

To enroll or obtain further information, contact Tammy Berry, Code 733000E, at 939-2451 (DSN 437-2451).

BASIC NAVAL WRITING (6 hrs.)

12 February; Thursday, 0830-1530; Training Center (Bldg. 366), Room 100, Point Mugu. By: JoAnn Griggers, Code 700000D

SECNAVINST 5216.5C sets new writing standards and encourages the adoption of these standards by all people employed by the Department of the Navy. The class instructor will review those standards, i.e., the use of active versus passive verbs, personal pronouns, and short sentences.

This course is for all Center personnel who type, write, or approve naval correspondence. **Note:** This class is NOT a review of the SECNAVINST Correspondence Manual.

Deadline: 30 January.

To enroll at the Point Mugu site, submit an On-Board Training Request (NAWCWPNS 12410/2) to Felicia Nickelberry, Code 733000E. For further information, call 989-3980 (DSN 351-3980).

TELEMETRY ANTENNAS (32 hrs.)

23-26 February; Monday-Thursday, 0900-1600; Training Center, Room 100, Point Mugu.

2-5 March; Monday-Thursday, Training Center, China Lake.

By: Quintech Corp.

Prerequisite: This is an introductory course with no specific requirement other than a sufficient background to understand the materials presented.

Intended Audience: Designed for technical personnel who need an understanding of telemetry (TM) transmitting antennas used in ground vehicles, aircraft, missiles, and watercraft; technicians; or other technical personnel; technical writers; and technical managers.

This course covers the principles, applications, and troubleshooting of antennas used in TM systems. Topics include introduction, background information, antennas as system elements, antenna properties, transmission lines review, array principles, principles of antenna types used in TM systems, arrays used in TM systems, tracking antennas, radomes, TM applications, TM-transmitting antennas, TM-receiving antennas, TM diversity schemes, using TM antennas in both S- and L-band systems, relay/repeater antennas, antenna measurements, and troubleshooting telemetry antenna systems.

To enroll at Point Mugu, submit an On-Board Training Request (NAWCWPNS 12410/2) to Felicia Nickelberry, Code 733000E. For further information call 989-3980 (DSN 351-3980).

To enroll at China Lake, submit an On-Board Training Request (NAWCWPNS 12410/2) to Sue Murray, Code 733000D. For further information, call 939-2349 (DSN 437-2349).

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

24, 25, 26, 27 February; Tuesday-Friday, 0800-1600; Training Center, Point Mugu. By: Center Staff

Intended Audience: New supervisors during the first-year probation period.

This mandatory 4-day course provides probationary supervisors with basic information about important NAWC/NAWS administrative policies and procedures. Topics covered include the role of PMAs, safety, security, CEAP, ethics, Workers Compensation, plant account, Drug-Free Workplace Program, Leave Transfer Program, labor and

NAVAL SURFACE WARFARE CENTER (NSWC) COURSES

Communication Skills	27-28 January
Writing Effective Letters	24-25 February
Negotiation Skills and Techniques	26 February
Dealing With Criticism	3 March
Women in Leadership	10-11 March
Analog/Digital Converters	10-11 March
Editing and Writing Skills	17-18 March
The Leadership Curve	31 March-2 April
Listening and Memory Development	7-8 April
Effective English Workshop	21-23 April
Information Overload: Time Management for Managers	28-29 April
Report Writing	5-7 May
Effectively Working With People	16-17 June
Troubleshooting Electronic Equipment	22-26 June
Electronic Communication Principles	18-10 August
Digital Devices	22-24 September
Grammar Usage for Business Professionals	28-29 October
Leadership Skills for Non-Supervisory Employees	18-19 November