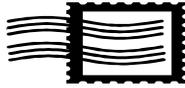




June 2003



COMMANDER, U.S. ATLANTIC FLEET
ATTN: CODE N415D
1562 MITCHER AVE SUITE 250
NORFOLK VA 23551-2487

ATLANTIC FLEET POSTAL NEWS BULLETIN

From the Fleet Postal Officer, PCCM (SW) Rick A. Buchart

PCCS (SW) JEFF GIBBS TO RETIRE. I regretfully announce that PCCS(SW) Jeff Gibbs, our Senior LANTFLT Postal Advisor and FISC Regional Navy Mail Center Leading Chief Petty Officer will be retiring after 25 years of naval service on 20 June 2003 at 1000 at the Norfolk Naval Station Pier 26 Club. For mentorship purposes I have attached a copy of Senior's distinguished career highlights for all to see in this newsletter. Senior Chief Gibbs and his family have dedicated a major part of their adult lives to the service of their nation, their shipmates, and have provided constant support to the postal community. His experience and dedication will be sorely missed throughout the Atlantic Fleet. He has proudly served the nation and given much, much more than he has taken. During his long and very successful career Senior has performed the widest range of duties possible in this rating including duty stations in Europe, the Pacific and at shore and sea commands on both coasts of the U.S. He has been a counselor, trainer, mentor, mail handler, directory clerk, registry clerk, finance clerk, COPE, PFO, carrier and large overseas station Postal Officer, Postal Clerk "A" school instructor, Fleet Postal Officer, and his final assignment as the LANTFLT Postal Finance Officer, Senior Postal Advisor and FISC Navy Regional Mail Center LCPO in addition to the myriad of collateral duties expected of all of us during our careers. I know you will join me in thanking Senior for his courage, steadfast dedication and loyalty, and wish him and his family all the best for the future. If you get a chance prior to 12 June, stop by and say goodbye to PCCS at FISC, and also if possible try to attend his retirement ceremony as well. He will remain, even in retirement, a very strong force in the navy postal community. His relief has

been identified and an announcement will be made as soon as the orders are cut. In the interim PCC(SW/AW) Robbin Santos will be filling the very big shoes until a permanent relief has reported.

BRAVO ZULU. As I write this article, the TRUMAN BATTLE group has already returned with the THEODORE ROOSEVELT soon to follow as well as a majority of the ships involved in OPERATION IRAQI FREEDOM to all of our homeports. Myself and the entire LANTFLT postal staff would like to commend all of our Postal Clerks, mail orderlies, working parties, and others, who accepted, carried, sorted, delivered, and routed the tons upon tons of mail for the thousands of service members during this operation. You can be justifiably proud that it was the teamwork and professionalism of both the afloat and ashore military postal system professionals that moved this amount of mail in two-thirds the amount of time that it took during previous conflicts. Without your strong efforts, some of you for over 9 straight months, this operation would not have been nearly as big a success as it was/is. Obviously, there is still much to be done. You however have enabled our Sailors and Marines and their family members and friends to carry out the mission knowing there would be a steady stream of letters and care packages to look forward to. Thank you very much and enjoy your well earned leaves and time off, before you head back to the command ready to share your lessons learned with your eventual replacements and to get ready for the next missions.

Transfer of Registered and Non-Registered mail At-Sea.

Mail may be transferred by synthetic highline, light line, helicopter, or a STREAM or non-tensioned rig. VERTREP is an ideal means for

underway transfer of Registered and non-registered mail by internal load. Mail may be transferred by synthetic highline taken to power, if the receiving station's highline padeye is static tested for a minimum load of 30,000 lb (13,608 kg). When the highline padeye's test load is below the minimum, the highline shall be hand tested. During transfer of mail at night, attach a cluster of at least three blue chemical lights or a cluster of at least three one-cell, white, watertight flashlights to the bag. Registered mail will require a weighted bag. The weighted bag will ensure sinking, if the bag is lost from the rig. Attach the weighted bag to a self-mousing cargo hook. Attach a wire preventer to the bag's straps, in a manner to preclude loss of the bag. Secure a seizing line to the opening of the bag, to prevent inadvertent loss of the contents during transfer. Non-registered mail shall be transferred using a flotation bag to preclude sinking. Use a wire preventer and a seizing line. Helicopters normally carry these items internally; however, when fleet operational conditions dictate, the items may be carried externally when enclosed in tri-walled containers. In all cases, At-Sea mail transfers will require an immediate signed receipt for Registered Mail either by hard-copy OPNAV 5110/9 from station-to-station riggers during Replenishment-At-Sea (RAS) or by Aircraft loadmaster during VERTREP. If not possible during the RAS, a Naval message, email or flashing lights message from the Signalmen must be accomplished within 24 hours. All Non-registered mail shall also require a signed receipt via the normal U.S. Mail system, if the above means are not possible.

ALL QUARTERLY AUDIT REPORTS ARE NOW DUE TO THE PFO OFFICE BY FAX, MAIL OR EMAIL BY THE 10TH OF THE

MONTH FOLLOWING THE QUARTER VICE THE 16TH. I encourage all commands to conduct their audits in a more timely and efficient manner and on a random, unannounced fashion. I have attached in this newsletter a detailed NAVSUP message which was transmitted recently to reemphasize the proper procedures required when the command postal auditing team completes the audit. Although the message is quite detailed and technical, the items within the message are exactly what the auditing board members need to know and to check for during each and every audit, whether you are on a Navy Cash, Flexible or a fixed credit system. As you know during our recent overhaul of the postal assessment check off list we added a lot more points in the postal auditing area. It is highly likely that if the postal auditing procedures at each and every LANTFLT command are not corrected as required, your next postal assessment we conduct onboard could receive an overall unsatisfactory score. We have already started to see this happening. Receiving an UNSAT CLF Postal Assessment results in the command being made ineligible for the Supply Blue "E" competition and requires a formal reassessment within 90 days with the maximum obtainable score at that time as a SATISFACTORY if all discrepancies are corrected. Please make sure your entire chain of command is aware of this fact immediately.

REGIONAL NAVY MAIL CENTER NORFOLK INFO

RNMC has a new look. We have moved into our new spaces at the other side of building U132. Most services are the same. Only thing we have done is added onto services we provide. Mail is no longer received for commands at building N26. The RNMC now processes all commands mail. Each command was assigned an individual lock box. This makes it more convenient for the customer to check their mail and allows us to provide incoming mail access to commands through the boxes from 0700 to 1600 daily. We are hoping that, by the end of June, we will have our Fleet services side and the USPS from building W313 near the waterfront, moved into building U132. Thank you to all our customers for your patience during

our transition. The end results will be better service for you, the customer. We have many new items posted on our web site. Be sure to log on and take a look. Lots of great information.

Connect to RNMC web page at www.nor.fisc.navy.mil

ATLANTIC FLEET POSTAL FINANCE OFFICER (PFO)

All checks for meter remittance for either stamp requisitions, meter or money order reports must be made out to Postmaster New York! There are still quite a few commands making the checks out to Disbursing Officer USPS.

NO BUSINESS MONEY ORDER REPORTS. All Atlantic Fleet commands must send the Atlantic Fleet PFO office a "No Business" report when money orders are not sold for 30 days. Each 30-day period you do not sell money orders you must complete a "No Business" report and send it in duplicate to the PFO office.

Previously, commands conducting money order sales that had business less than \$100 could carry this amount over to their next report. **This is no longer authorized for Atlantic Fleet commands.** You must submit a money order report with check for each day that you conduct business, regardless of the amount of business. Numerous deficiencies are being recorded on your money order and meter reports submitted. These include: check not listed, no duplicates submitted, wrong MOID, use old audit form, checks made out to DISBO vice PM New York, or check numbers not filled in. Please correct these ASAP.

NAVY POSTAL HEADQUARTERS, (NAVSUP), MECHANICSBURG, PA

POC- By Mail:

POSTAL POLICY DIVISION
SUP 54
COMNAVSUPSYSCOM
PO BOX 2050
MECHANICSBURG PA 17055-0791

By E-mail:

postalcomments_navsuphq@navsup.navy.mil

By Telephone:
Mr. Alan Hass
Director of Navy Postal Policy
(717)605-5894 DSN 430-5894
Fax: (717)605-6973

Mr. Al Hass
Navy Official Mail Manager
(717)605-5894 DSN: 430-5894
Fax: (717)605-6973

PCC(SW/AW) Frank Dionne
CNO Postal Technical Advisor
(717)605-7011 DSN: 430-7011

Mr. Tom Rittle
Contract Support
(717)605-6947 DSN: 430-6947

NOTES FROM POSTAL CLERK "A" SCHOOL,

TRAINING STARTS HERE!

Greeting from Fort Jackson, SC. We are proud to welcome our new postal clerks joining our postal community.

PC3 ALEGRIA
LA MADDALENNA
PC3 BIELECKI
USS ABRAHAM LINCOLN
PC3 BULLOCK
FMC NAPLES
PC3 GARRISON
FMC YOKOHAMA
PC3 MATTHES
FMC YOKOHAMA
PC3 MURPHY
FMC SIGONELLA
PC3 ROBERTS
FMC SIGONELLA
PC3 SPERTZEL
USS SHREVPORT
PCSR BASTA
USS TRENTON
PCSR CRAIG
USS ENTERPRISE
PCSR CRUTCHER
USS NASSAU
PCSN DEAN
USS FRANK CABLE
PCSR DICKERSON
DIEGO GARCIA
PCSR ENGELMAN
USS ENTERPRISE
PCSR FANNIN
CFA OKINAWA
PCSN FALCON
NAVHOSP OKINAWA
PCSR FLOWERS
USS WASP
PCSR GREENE
FMC YOKOHAMA

PCSR HAUCK
USS BRIDGE
PCSR HURLEY
DIEGO GARCIA
PCSR KANNE
FMC YOKOHAMA
PCSR LABOWSKI
USS KITTY HAWK
PCSR LAWSON
PCSR LE
USS ENTERPRISE
PCSR McLAUGHLIN
PCSR MCLEES
USS T. ROOSEVELT
PCSR MOORE
USS T. ROOSEVELT
PCSR NELSON
FMC SIGONELLA
PCSR QUINN
LARISSA, GREECE
PCSR RUNNELS
USS ENTERPRISE
PCSR SIMONDS
FMC YOKOHAMA
PCSR SMITH
NSA ATSUGI
PCSR TEASLEY
NSA ATSUGI
PCSR THOMAS
NMCB-40, PORT HUENEME
PCSR THOMPSON
DIEGO GARCIA
PCSR TREBIZO
NSA YOKOSUKA
PCSR VANDERVIEREN
FMC SIGONELLA
PCSR WILLIAMS, B
FMC YOKOHAMA
PCSR WILLIAMS, J
DIEGO GARCIA
PCSR WILLIAMS, P
DIEGO GARCIA
PCSR YOUNG
FMC SIGONELLA

Postal Supervisor Course:

PC1 Markos
PC2 Christian
PC3 Caracer

We are training now! This year we plan on training 140 Navy and 1300 Army, Marines and Air Force students. I'm proud of my Navy staff for handling all issues with professionalism.

The information provided is course information and identification number.

Postal Operation Course

Information:

Location: Fort Jackson, SC
CIN: A-554-0018
CDP: 622E
Time length: 25 days

Postal Supervisor Course

Information:

Location: Fort Jackson, SC
CIN: A-554-0019
CDP: 3141
Time length: 18 days

Reserve a seat in the supervisor course: Please contact PCC(SW) Dionne, Comm: (717) 605-7011 or DSN 430-7011.

Postal Clerk "A" School Course (Fort Jackson):

Admin Support:

PN1(SW) Coogan, Comm:(803)-751-1035 or DSN: 734-1035, or Email: cooganj@jackson.army.mil

Postal Training:

PC2(SW) Smith, Comm:(803)-751-8454 or DSN: 734-8454, or email: Joseph.Smith2@jackson.army.mil
PC1(SW) Floyd, Comm:(803)-751-8453 or DSN: 734-8453, or email: Floydj@jackson.army.mil
PCC(SW) Young, Comm:(803)-751-8433 or DSN 734-8433, or email:

Kenneth.Young@jackson.army.mil

V/R

PCC(SW) Kenneth G. Young
Interservice Postal Training Activity (IPTA)
10000 Hampton Parkway
Fort Jackson SC 29207-5000

Comm: 1-803-751-8433

DSN: 734-8433

Email:

Kenneth.Young@jackson.army.mil

[NOTES FROM NAVAL SUPPLY CORP SCHOOL, ATHENS GA](#)

PCCS (SW) Sidney Dawson (706) 354-7256 (DSN) 354-7256 (FAX) 706 355-7523 Email: sidney.dawson@cnet.navy.mi

[CLF POSTAL ADVISORS](#)

Navy News Service reports that developing Sailors professionally and personally is now as easy as "point, click, and learn," thanks to Navy Knowledge Online (NKO). Sailors now have the ability to access and manage their careers through NKO, the Navy's knowledge management portal. Starting at accession and carrying throughout their entire Navy careers, Sailors will now have instant access to the NKO Website, connecting them with the information, expertise

and opportunities required to support their professional and personal development. NKO has been specifically designed to be user friendly for Sailors throughout the fleet. With vital links to each Sailor's professional continuum, personal development programs, specific learning centers, and various Navy e Learning initiatives available through the Internet, Sailors will be able to maximize centralized resources. To learn more, visit the Navy NKO Website.

[LANTFLT LIST OF SENIOR PC's WHO HAVE ATTENDED POSTAL VENDING MACHINE REPAIR COURSE](#)

For your information the following Senior Postal Clerks in the Atlantic Fleet have attended the 2 week Postal Vending Machine Repair Course in Norman Oklahoma. These PC's should be contacted for technical assistance or advise when you experience a problem with your machines onboard:

[PCCS AMOROSE FOSSAC NORFOLK VA](#)

[PCCS HENDERSHOT USS JOHN F. KENNEDY](#)

[PCCS WOODEN USS ENTERPRISE PCC WILSON USS THEODORE ROOSEVELT](#)

[PC1 GRASTY USS RONALD REAGAN](#)

[PC1 MASON USS MAHAN](#)

[PCC DIONNE NAVSUP MECHANICSBURG PA](#)

[PCC ROQUEMORE USS H.S. TRUMAN](#)

[PC1 HUGHES FISC NORFOLK](#)

[PC1 BROWN MAYPORT NAVAL STATION](#)

[PCC ROBINSON USS RONALD REAGAN](#)

These individuals will be able to assist with any vending problem. With this number of personnel in the large homeports trained to assist with postal vending machines problems there is no excuse whatsoever that we should have machines that stay broke for months on end..please contact these PC's for help via email/phone etc.

COMFAIRMED
MEDMAILCOORD

CONCERNS WITH MAIL ROUTING INSTRUCTIONS

For info, this email that went to all of our ships in the MED from COMFAIRMED highlights the challenges they are having with the mail routing instructions from the Fleet units of all types in the MED and MIDDLE EAST.

From: Gonzalez, Victor L. PCC (CFM-N4)

mailto:gonzalev@med.naples.navy.mil

Good Day! This email is to address an issue with Mail Routing Instructions (MRI) that we have experienced in the past with the CVBGs operating in 6th Flt AOR. Due to uncertainties with ship's schedules, units have been requesting their mail to be forwarded to the CVN FFT. We are more than happy to do that, as long as prior arrangements have been made with the carriers. There have been a few instances when we've routed mail for "small boys" to the carrier, and the carrier won't be seeing the unit. The result has been mail becoming frustrated onboard the carrier and missing other opportunities. All carrier postal officers are senior PC's who would be more than happy to take on your mail if they have the means to get to you and will be more than happy to help you if you ask for their assistance. They all bring many years of postal experience to the table and are always in contact with MEDMAIL. Remember, they are the mail coordinators for each BG. Also, ensure you info them on all your MRI's. Utilize their experience and guidance!

When preparing your MRI and don't know your schedule, please follow the following steps:

- If you think you will be working with the carrier, check with them first before requesting your mail be sent to them. Do not assume. There will be times they have a port visit scheduled and you are in different areas. They can check with Staff and verify. If they agree, tell MEDMAIL to send to the carrier FFT.

- If they don't agree with you sending your mail to them for whatever reason, please request the mail be staged at the appropriate FMC. If operating in West Med, we will hold your mail in FMC Rota, in case you make stops in Rota or any other Spanish ports. If operating in Central or East Med, we will hold your mail in FMC Sigonella (our hub in the Med). That is where all our air assets are and where we have easy access to

CLF ships. From Sigonella we can go in any direction.

- You can always use your helos. If you know you will be sending helos in, let us know. If sending to Sig or Rota, your P/M/C will be available 24/7, provided it is being held there. If sending your helo to Souda, let us know a couple of days in advance to give us a chance to get it there. Once there, it can be available 24/7 also.

- We work with CTF 63 and have access to RAS schedules. If no pvst is sked, and we have no other means to get your mail to you, we will then look at our CLF assets. If you know of a scheduled RAS event with a CLF unit, do not hesitate to bring it to our attention. Chances are we already knew, but it doesn't hurt to double check. Be proactive! As long as we can get it to the ship, we'll do it.

These are just a few steps to follow when deciding how to route your mail. Obviously, the best opportunities are port visits. Unfortunately they don't happen often enough. I'm sure you agree! The key to this process is communication. I can't stress that enough! If you ever have any questions or concerns regarding the routing of your mail, do not hesitate to ask!

V/R,

VL Gonzalez

Victor L. Gonzalez, PCC(SW), USN
MEDMAILCOORD

Email: gonzalev@med.naples.navy.mil
SIPRNET:

gonzalev@cnlfe.naples.navy.smil.mil
Tel DSN 626-3191

Tel Comm 39-081-568-3191

Read the below policy concerning "RETURNING OF MAIL TRANSPORT EQUIPMENT (MTE)" and ensure your station follows the instructions. If you have any questions concerning MTE call PCC Parker at 626-4693.

RETURN OF EMPTY MAIL BAGS/MTE

Background:

In the past, U.S. Postal Service (USPS) nylon empty mail bags were returned to CONUS for re-use via commercial air at no cost to the services or USPS. In Europe, canvas empty mail bags were returned to CONUS via surface container from FMC Sigonella for CNE sites approximately 8-10 times per year, at the cost of approximately \$20K per year. This was paid for by NAVTRANS, using TAC Code N658 (mail and postal equipment). Starting 1 Jan 2001, the Universal Postal Union directed that the practice of sending nylon empty mail bags from overseas areas to CONUS at no cost is

discontinued. Now, nylon and canvas bags have to be returned at the services expense.

Discussion:

After exploring several options, and in-depth discussion with the CNE Transportation Manager and NAVTRANS, and in cooperation with NAVSUP, FISC Norfolk (Navy Mail Center), and Norfolk Air Terminal, a decision was made to send all (nylon and canvas) empty mail bags and other excess MTE equipment to Norfolk via AMC. The MTE will be palletized and staged as TP4 material for movement to CONUS via the AMC channel missions in the Mediterranean.

The following are the benefits:

*Results in a workload reduction at Fleet Mail Center (FMC) Sigonella, since they were processing all empty canvas bags for the theater, with no additional manpower.

*Allows the FMC's in Sigonella, Naples, and Rota to process empty mail bags regionally for downrange post offices in their respective areas.

*Results in an estimated cost avoidance of approximately \$40K for canvas and nylon bags since they will not be sent to CONUS in surface containers.

*It is estimated that it will significantly reduce the under-utilization bill that NAVTRANS pays to AMC each year by filling empty pallet positions on each AMC mission.

*Avoids a storage problem at the FMC's...it takes approximately 10 Air Force pallets of empty mail bags to fill one surface container. By sending via AMC flights, as one pallet is filled, it is turned over to the Air Terminals for staging.

*This concept can result in potential savings DON and DOD wide. Amount TBD

Policy:

In the Mediterranean, all downrange sites will send MTE to their servicing FMC. FMC's will palletize as directed by the air terminal, and prepare a TCMD. FMC's need to take care and follow up as necessary to ensure that the MTE is prepared, pallets are built and staged, and TCMD's are prepared per applicable instructions. The dispatching FMC is responsible for proper processing (see instructions below) of all MTE received from ships visiting your area and/or any MTE received by other methods. Preparation prior to shipping:

*Canvas and Nylon bags will be separated by type and size, and bags stuffed full. All slide labels and fly tags will be removed. Keep "half-full" bags on station until completely full. For ships visiting the area, an exception will be made to allow them to dispatch

all excess equipment regardless of volume to your station.

DO NOT seal any MTE. All Nylon and Canvas bags must be closed using the leather strap or pull string ONLY. DO NOT SEAL USING THE ANTI-PILFERAGE SEAL or TIN BAN SEAL.

*Letter trays, sleeves, tubs, and tub-covers will be separated and banded securely together with all slide labels, tags, and/or self adhesive destination tags removed.

MTE equipment will be collected and staged on an Air Force pallet not exceeding 96" in height (minimum height 60"). Once the pallet is complete/full it will be covered with plastic and netted in the same manner as any retrograde dispatch. A TCMD (Transportation Control Movement Document) will be prepared and taken to CARGO and attached to the pallet. This will be manifested and logged as TP-4 cargo.

V/R

Acia J Parker

PCC(SW/AW) A J Parker

CNE CHIEF POSTAL ADVISOR

PSC 817 BOX 2

FPO AE 09622-0002

Phone Comm: 011-39-081-568-4693

Phone DSN: 626-4693

Phone Cell: 335-425-285

NOTES FROM JMPA NEW YORK AND MPSA

If you experience any type of mail routing or delivery problems such as pulling into a port and no mail was there to greet you or for any reason you might feel you aren't receiving the amount of mail you should be please contact the below personnel immediately with as much fact as possible.

Things they will CAN NOT do over the phone or via email is change your

routing because you have had a last minute schedule change. Your ship's movement and mail routing is CONFIDENTIAL information, this includes ANY embarked units onboard.

Mail Routing Instructions are required to be submitted as classified. I strongly recommend that once you have transmitted the message send a follow up email or phone call to ensure JMPA has received it and understands it.

If you are a deployed unit, your Mail Routing Instruction needs to be updated a minimum of every 14 days, even if your schedule has not changed. With the number of units currently deployed, the mail routing and delivery is a very substantial challenge. As SUPPOs and Postal Officers and Postal Clerks we must review the daily Mail-On-Hand reports that each Fleet Mail Center transmits.

These personnel are the POC's for any mail routing problem/questions etc.

CHIEF ROUTER: SSGT CHARLES MERRIWEATHER, USMC, 718-553-7251

EMAIL:

MERRIWEATHERC@HAMILTON.ARM.Y.MIL

MAIL ROUTER: PC1 MARIA BARNES, USN, 718-553-7250

EMAIL:

BARNESM@HAMILTON.ARMY.MIL

DCDR/XO:

ENS JEFFERY S. WALKER, USN, WALKERJ1@HAMILTON.ARMY.MIL

CHIEF OF OPERATIONS:

CMSGT JAMES BOWEN, USAF, BOWENJ@HAMILTON.ARMY.MIL

OPERATIONS OFFICER:

MR. ROGER GAULDEN, DAC, GAULDENR@HAMILTON.ARMY.MIL

ASST OPERATIONS OFFICER:

PCC(SW)DONALD ROBERSON, USN, ROBERSOND@HAMILTON.ARMY.MIL

Please check your message plads to ensure COMLANFLT NORFOLK VA//N415D//

is in the info line in addition to the appropriate Naval Stations/Fleet Mail Centers or Mail Coordinators applicable to your operating area.

"JMPA-ATL Working To Make It Better"

PCC(SW) Donald Roberson

Assistant Operations Officer

COMM: (718) 553-7250/FAX: (718) 553-9317

EMAIL:

robersond@hamilton.army.mil

MPSA has received numerous phone calls to our 1-800 number recently from people who think that the military has cancelled mail service to troops deployed overseas. They may be mis-interpreting a recent USPS News Release or the latest DOD News Release discouraging letter writing campaigns and care package programs from the general public (see the link below). DOD continues to encourage mail from family, friends, and loved ones. For the general public, however, DOD promotes the defense link options to show support, rather than mail donation programs.

http://www.defenselink.mil/news/Mar2003/b03222003_bt139-03.html

http://www.defenselink.mil/news/Dec2002/b12122002_bt632-02.html

This is for your information only. However, if you get similar questions, you can refer the media to the DOD News Release and/or to our mail POC at DOD Public Affairs (CDR Sewell, ph. 703-697-5133). MPSA will continue to focus on assistance to USPS and DOD personnel, including family members. PCCS (SW/AW) Coney, Com 703-325-8796, or DSN 221-8796.

WATERFRONT NEWS

Bravo Zulu to the following ship's Postal Officers and Postal Clerks for attaining grades of Outstanding on Postal Assessments conducted 01 January 2003 – 31 March 2003: Total assessments conducted in 2003: 13

OUTSTANDING: 07 EXCELLENT: 01 SATISFACTORY: 05 UNSATISFACTORY: 0

USS BULKELEY
USS NORMANDY
USS UNDERWOOD

USS GEORGE WASHINGTON
USS NICHOLAS

USS ROSS
USS TICONDEROGA

BRAVO ZULU TO FOLLOWING COMMANDS WHO RECEIVED OUTSTANDING GRADES ON QUARTERLY AUDITS:

USS ASHLAND
USS DONALD COOK
USS PORTER (2ND STRAIGHT)
USS TRENTON

USS AUSTIN
USS MAHAN
USS RAMAGE
USS H.S. TRUMAN

USS COLE
USS NASHVILLE (2ND STRAIGHT))
USS STUMP
USS PHILLIPINE SEA

USS ROOSEVELT

USS SIMPSON



PC1 (SW) FLOYD / NSCS ENLISTED OF THE 4th Qtr (EOQ) AND NSCS ENLISTED OF THE YEAR (EOY)

Award recipients:

PC1 (SW) FLOYD, PC "A" SCHOOL, EOQ/EOY, SSC ATHENS
PC1 (SW) FLOYD, MASTER TRAINING SPECIALIST (MTS) QUALIFICATION
PC1 (SW) PRESS, USS DEYO SSOQ
PC2 (SW) SMITH, USS T. ROOSEVELT, SUPPLY DEPARTMENT POY
PC2 JONES, FISC NORFOLK SSOQ

ENLISTED SURFACE WARFARE SPECIALIST (ESWS):

PC2 (SW) SMITH, USS T. ROOSEVELT
PC2 (SW) SPRINGER, USS PORTLAND

ENLISTED AIR WARFARE SPECIALIST (EAWS):

NONE REPORTED

ADVANCEMENTS:

PCCM CARD, COMNAVSURFPAC
PCCS RODRIGUEZ
PCCS MULDROW, NAS KEFLAVIK

PCCS DAWSON, NSCS ATHENS

PC1 (AW/SW) HARRIS, USS T. ROOSEVELT (COMMAND ADVANCEMENT PROGRAM, CAP)

CONGRATULATIONS TO OUR PC'S WHO HAVE RECENTLY HAD ADDITIONS TO THEIR FAMILIES:

PCC (SW/AW) DIONNE, NAVSUP

PC1 (SW) STEELE, USS SAIPAN

PC2 SADLER, FISC NORFOLK RNMC

PC2 COLQUITT, FISC RNMC NORFOLK

PC3 MUNDING, FISC RNMC NORFOLK

PC3 SYLCOX, FISC RNMC NORFOLK

Baby Boy

Baby Girl

Baby Girl

Baby Girl

Baby Boy

Baby Boy

CONGRATULATIONS!



USPS CERTIFIED MAIL MANAGERS (CMM) GRADUATES, NORMAN OK.

NEED HELP, ADVICE ? PLEASE GIVE US A CALL OR SEND US AN EMAIL

ATLANTIC FLEET POSTAL OFFICER: PCCM (SW) Bucharth, (757) 836-6709/6873/6872

Richard.Bucharth@navy.mil

REGIONAL NAVY MAIL CENTER LCPO and COMLANTFLT SENIOR POSTAL ADVISOR:

PCC (SW/AW) Santos, (757) 544-2850 or (757) 444-7203 Ext 15.

Jeffrey.gibbs@navy.mil

POSTAL FINANCE OFFICER NORFOLK and COMLANTFLT POSTAL ADVISOR NORFOLK:

PCC (SW/AW) Santos, (757) 544-2850 or (757) 444-7203. Ext. 15.

Robbin.santos@navy.mil

POSTAL ASSISTANCE ADVISOR NORFOLK and REGIONAL NAVY MAIL CENTER FLEET SERVICES CPO:

PCC (SW) Myles, (757) 444-7203 ext 17, 444-3166 or (757) 544-4309

William.myles@navy.mil

ALTERNATE ATLANTIC FLEET PFO/DEP DIR RNMC:

GS-12 Tony Eyzaguirre, (757) 444-7437/7203, EXT 11

Tony.eyzaguirre@navy.mil

POSTAL ASSISTANCE ADVISOR MAYPORT:

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ATTACHED TO THIS NEWSLETTER ARE SEVERAL MESSAGES AND OTHER INFORMATION THAT HAS BEEN TRANSMITTED DURING THE QUARTER JUST IN CASE THEY DID NOT FIND THEIR WAY TO YOUR OFFICE.

PCCM (SW) R.A. BUCHART
Atlantic Fleet Postal Officer

Below is a recent msg by PACFLT which is very good concerning identity theft, including items to watch for in the post office. Please get this out to All Hands.

1. RECENT INCIDENTS, INCLUDING UNAUTHORIZED ACCESS TO MILLIONS OF CREDIT CARD NUMBERS EARLIER THIS MONTH, HIGHLIGHT THE NEED TO PROTECT YOURSELF AND YOUR DEPENDENTS FROM IDENTITY THEFT. IDENTITY THEFT OCCURS WHEN ONE PERSON USES ANOTHER'S IDENTIFICATION, SUCH AS NAME, ADDRESS, DRIVER'S LICENSE NUMBER, SOCIAL SECURITY NUMBER, MOTHER'S MAIDEN NAME, AND BIRTH DATE TO OBTAIN CREDIT, BANKING (CHECKING ACCOUNTS, BANK DEBIT CARDS, ETC.) OR OTHER SERVICES. IDENTITY THEFT CAN RESULT FROM: LOST OR STOLEN WALLET OR PURSE; THEFT OF CREDIT CARD NUMBER BY A COMPUTER HACKER INTO A CORPORATE DATABASE; OR THEFT OF CREDIT CARD APPLICATIONS, STATEMENTS, OR CHECKS FROM TRASH OR MAIL. IDENTITY THIEVES WILL USE IDENTIFICATION INFORMATION TO OBTAIN NEW CREDIT CARDS, OPEN CHECKING ACCOUNTS, GET A BOGUS DRIVER'S LICENSE OR SOCIAL SECURITY CARD, MAKE LONG DISTANCE CALLS, AND MORE. PERSONAL INFORMATION THAT NEEDS PROTECTION INCLUDES SSN, BIRTH DATE, DRIVER'S LICENSE NUMBER, ATM OR DEBIT CARD PIN NUMBER, BANK ACCOUNT OR CREDIT CARD NUMBER, AND LONG DISTANCE PIN NUMBER.

2. PREVENTING IDENTITY THEFT. THE MOST IMPORTANT STEP TO PREVENT IDENTITY THEFT IS TO PROTECT PERSONAL INFORMATION. MAKE THE FOLLOWING PRACTICES ROUTINE:

A. MEMORIZE PASSWORDS AND PIN NUMBERS. DO NOT CARRY THESE NUMBERS IN YOUR WALLET OR PURSE.

B. KEEP PHOTOCOPIES OF DRIVER'S LICENSE, CREDIT CARDS, SOCIAL SECURITY AND INSURANCE CARDS AND OTHER CONTENTS OF YOUR WALLET OR PURSE, PLUS CREDIT ACCOUNT, TAX RECORDS, CANCELLED CHECKS AND OTHER PERSONAL FINANCIAL INFORMATION IN A SECURE PLACE IN YOUR HOME. YOU WILL NEED THIS INFORMATION IF YOUR IDENTITY IS COMPROMISED. SHRED ALL SUCH RECORDS BEFORE THROWING THEM AWAY.

C. IF YOUR DRIVER'S LICENSE, MILITARY IDENTIFICATION CARD, PASSPORT, OR ANY OTHER FORM OF IDENTIFICATION IS LOST OR STOLEN, IMMEDIATELY REPORT THE LOSS TO THE ISSUING AUTHORITY.

D. DO NOT GIVE YOUR SOCIAL SECURITY, BANK ACCOUNT OR CREDIT CARD NUMBERS TO ANY UNSOLICITED CALLERS.

E. RELEASE YOUR SOCIAL SECURITY NUMBER ONLY WHEN ABSOLUTELY NECESSARY OR WHEN REQUIRED BY LAW. DO NOT HAVE YOUR SSN, DRIVER'S LICENSE, OR PHONE NUMBER PRE-PRINTED ON YOUR BLANK CHECKS.

F. REDUCE THE NUMBER OF CREDIT CARDS YOU ACTIVELY USE, AND CANCEL ANY ACCOUNTS YOU HAVE NOT USED FOR OVER SIX MONTHS. ANY OPEN ACCOUNT APPEARS ON YOUR CREDIT REPORT, AND CAN BE USED BY AN IDENTITY THIEF.

G. USE CREDIT CARDS THAT HAVE YOUR PHOTO ON THEM. THIS MAKES IT MORE DIFFICULT FOR AN IMPOSTER TO USE STOLEN CARDS AT A STORE.

H. IF YOU RECEIVE AN OFFER FOR A PRE-APPROVED CREDIT CARD OR LOAN BUT ARE NOT INTERESTED, SHRED THE APPLICATION FORM BEFORE THROWING AWAY. IDENTITY THIEVES HAVE BEEN KNOWN TO GO THROUGH TRASH LOOKING FOR USEFUL FINANCIAL INFORMATION.

I. ALWAYS REMOVE CREDIT CARD RECEIPTS AND ATM SLIPS AFTER A TRANSACTION.

J. CHECK YOUR BANK ACCOUNT AND CREDIT BILLING STATEMENTS CAREFULLY EACH MONTH FOR UNAUTHORIZED ACTIVITY.

K. WHEN CREATING A PASSWORD FOR AN ATM CARD, LONG DISTANCE ACCOUNT, CREDIT CARD OR OTHER FORM OF CREDIT, DO NOT USE COMMON NUMBERS SUCH AS YOUR BIRTH DATE OR THE LAST FOUR DIGITS OF YOUR SSN. AVOID USING YOUR MOTHER'S MAIDEN NAME OR YOUR BIRTHPLACE, WHICH MAY APPEAR IN PUBLIC RECORDS.

3. INDICATIONS/WARNINGS OF IDENTITY THEFT. THE FOLLOWING ARE INDICATORS THAT YOU MAY HAVE BEEN THE VICTIM OF IDENTITY THEFT:

A. YOU RECEIVE BILLS FROM A CREDIT ACCOUNT YOU DID NOT OPEN, OR SEE UNAUTHORIZED CHARGES ON YOUR CREDIT, LONG DISTANCE, OR BANK ACCOUNTS.

B. YOU ARE CONTACTED BY A COLLECTION AGENCY REGARDING A DEBT YOU DID NOT INCUR.

C. BANK AND CREDIT BILLING STATEMENTS DO NOT ARRIVE ON SCHEDULE.

D. YOU ARE TURNED DOWN FOR A CREDIT CARD, LOAN, MORTGAGE OR OTHER FORM OF CREDIT DUE TO UNAUTHORIZED DEBTS ON YOUR CREDIT REPORT.

4. WAYS TO RECOVER FROM IDENTITY THEFT. AS SOON AS POSSIBLE, FILE A THEFT REPORT WITH THE POLICE. MANY BANKS AND CREDIT AGENCIES REQUIRE SUCH A REPORT BEFORE THEY WILL ACKNOWLEDGE THAT A THEFT HAS OCCURRED.

A. IF YOU DISCOVER THAT YOU ARE A VICTIM OF IDENTITY THEFT, GO TO WWW.CONSUMER.GOV/MILITARY/ AND CLICK ON THE APPROPRIATE SERVICE SEAL AT THE TOP OF THE PAGE TO FILE A COMPLAINT WITH THE FEDERAL TRADE COMMISSION'S IDENTITY THEFT DATA CLEARINGHOUSE. YOUR COMPLAINT WILL BE AVAILABLE TO LAW ENFORCEMENT AGENCIES INVESTIGATING IDENTITY THEFT.

B. CONTACT THE THREE PRIMARY CREDIT REPORTING BUREAUS TO HAVE A FRAUD ALERT PLACED ON YOUR REPORT. INFORMATION REGARDING HOW TO CONTACT THE CREDIT REPORTING BUREAUS CAN BE OBTAINED BY GOING TO WWW.FTC.GOV/BCP/ONLINE/PUBS/ALERTS/IDENALRT.HTM. SEND A BRIEF VICTIM STATEMENT TO EACH

OF THE CREDIT BUREAUS TO INCLUDE IN YOUR FILE. IN THE STATEMENT, EXPLAIN TO THE BEST OF YOUR KNOWLEDGE HOW THE IDENTITY THEFT OCCURRED.

C. IF YOUR WALLET OR PURSE IS STOLEN, IMMEDIATELY CANCEL YOUR OLD CREDIT CARDS AND GET REPLACEMENTS.

D. PUT A "STOP PAYMENT" ON ALL LOST OR STOLEN CHECKS. BE AWARE, HOWEVER, THAT MANY BANKS REQUIRE YOUR SIGNATURE OR A SIGNED AFFIDAVIT TO BEGIN A STOP PAYMENT ORDER, AND A FEE MAY BE IMPOSED. IF NECESSARY, ASK YOUR BANK TO OPEN A NEW ACCOUNT WITH A NEW NUMBER.

E. IF YOUR ATM OR DEBIT CARD IS LOST OR STOLEN, CONTACT THE ISSUER TO CANCEL THE CARD. IF YOU GET A NEW ATM OR DEBIT CARD, DO NOT USE YOUR OLD PASSWORD.

F. IF SOMEONE ELSE HAS OPENED CREDIT CARD ACCOUNTS IN YOUR NAME WITHOUT AUTHORIZATION, CONTACT THE CREDITORS IMMEDIATELY BY PHONE AND IN WRITING. CANCEL THE ACCOUNTS.

G. NOTIFY THE POST OFFICE IF YOU BELIEVE SOMEONE HAS FILED A CHANGE OF ADDRESS FORM IN YOUR NAME, OR HAS USED THE MAIL TO COMMIT CREDIT OR BANK FRAUD IN YOUR NAME.

H. IF YOUR LONG DISTANCE CALLING CARD IS STOLEN, OR IF YOU FIND UNAUTHORIZED CHARGES ON YOUR BILL, REPORT IT TO THE SECURITY OR FRAUD DEPARTMENT AT YOUR LONG DISTANCE CARRIER. ASK TO HAVE THE OLD ACCOUNT CLOSED AND A NEW ACCOUNT NUMBER ISSUED TO YOU. ALSO ASK THE COMPANY TO REQUIRE A SECRET PASSWORD BEFORE MAKING CHANGES TO YOUR ACCOUNT.

I. CONTACT YOUR LOCAL STAFF JUDGE ADVOCATE OR NAVAL LEGAL SERVICE OFFICE FOR ASSISTANCE.

5. FOR ADDITIONAL INFORMATION, VISIT THE FOLLOWING WEBSITES:

WWW.USDOJ.GOV/CRIMINAL/FRAUD/IDTHEFT.HTML,

WWW.FTC.GOV/BCP/CONLINE/PUBS/ALERTS/IDENALRT.HTM WWW.CONSUMER.GOV/MILITARY.

MESSAGES OF INTEREST

Below is the text of the message (151929Z APR 03) released by MPSA. Request widest dissemination of this message to all MPS activities. FOR INFORMATION: This message from the Military Postal Service Agency is an important reminder that should be read carefully and promulgated to all PC's and post office customers. All parcels that are mailed from any of our ships and overseas stations are subject to inspection and opening upon arrival in the U.S. without any prior notice to the mailers. Many of the customs forms that are placed on packages are inaccurate, some intentionally, to try and avoid customs duty being assessed. This practice is not only illegal it most likely invites even closer scrutiny of the packages by the customs personnel. Any merchandise that is not U.S. made can be assessed customs charges if the value is over \$100.00, even those articles which are bought in the ship's store or exchanges overseas. Illegal items which are most frequently found in the mail by customs officials include various alcoholic beverages, firearms or ammunition, other hazardous items, military equipment or property etc. All LANTFLT post offices are required to place customs information in the post office Standard Operating Procedures and a copy of this SOP should be posted where all potential customers can review. All PC's are requested to review all customs information in the DOD Postal Manual and the International Mail Manual and assist all mailers with any questions they may have. A list of prohibited items should be posted near all finance windows as another precaution to protecting the customers from potential prosecution or confiscation of their packages by U.S. Customs and to ensure the safety of all military and civilian PC's who will be processing this mail.

SUBJECT: URGENT REMINDER ON CUSTOM FORMS

1. THE UNITED STATES CUSTOMS INSPECTION SERVICE HAS BROUGHT TO JMPA-ATL ATTENTION THEIR CONCERNS ABOUT APO/FPO ORIGINATING MAIL ARRIVING AT GATEWAYS WITH INCOMPLETE CUSTOM FORMS. MILITARY POST OFFICES MUST FOLLOW THE GUIDANCE SET FORTH IN ACCORDANCE WITH DOD 4525.6M CHAPTER C10.6 THROUGH C10.6.10.2

2. IT IS CRUCIAL THAT ENOUGH DETAIL BE ON THE FORMS TO SATISFY CUSTOMS. CONCERN INCLUDES.

A. FORMS THAT ONLY SAY "PERSONAL EFFECTS ". THAT IS UNACCEPTABLE. ITEMS MUST BE DESCRIBED.

B. MAILING GOVERNMENT PROPERTY BY AN INDIVIDUAL IS STRICTLY FORBIDDEN.

C. MAILING ANTIQUE WEAPONS ALMOST ALWAYS ILLEGAL.

3. COMPLIANCE WITH CUSTOMS LAWS IS THE RESPONSIBILITY OF THE INDIVIDUAL MAILER. POSTAL PERSONNEL MUST ASSIST MAILERS TO ENSURE THE APPROPRIATE CUSTOMS DECLARATION FORM (S) IS ATTACHED TO THE ITEMS PRESENTED FOR MAILING.

4. ALL MAIL ORIGINATING OUTSIDE THE CUSTOMS TERRITORY OF THE UNITED STATES (CTUS) AND ADDRESSED FOR DELIVERY TO A POINT WITHIN THE CTUS IS SUBJECT TO CUSTOMS EXAMINATION BY CUSTOMS OFFICIAL.

5. LETTERS, LETTER PACKAGES, AND PARCELS CONTAINING MERCHANDISE MAILED AT MPOS AND ADDRESSED FOR DELIVERY IN THE UNITED STATES MUST BE ACCOMPANIED BY A COMPLETED PS

FORM 2976 "CUSTOM SENDERS DECLARATION" OR A PS FORM 2976-A "CUSTOM DECLARATION AND DISPATCH NOTE". THE CUSTOMS FORM MUST LIST ALL ITEMS IN THE PARCELS. FAILURE TO DO SO MAY RESULT IN MAIL DELAY, OR CONFISCATION.

6. WHEN SENDER PREFERS NOT TO SHOW THE NATURE OF THE CONTENTS ON THE OUTSIDE OF THE ARTICLE BEING MAILED, ONLY THE UPPER PART OF PS FORM 2976 SHALL BE AFFIXED TO THE ADDRESS SIDE OF THE ARTICLE. THE PS FORM 2976-A MUST BE COMPLETED AND ENCLOSED INSIDE THE ARTICLE. A CUSTOMS DECLARATION FORM MUST BE COMPLETED AND ATTACHED TO EACH PARCEL MAILED. CUSTOM DELARATIONS ARE NOT REQUIRED ON OFFICIAL MAIL.

7. POC MR. TOMMIE L. KELLEY, DSN 221-8869/COMM 703-325-8869.

. RMKS/1. NAVY KNOWLEDGE ONLINE (NKO) IS THE NAVAL EDUCATION AND TRAINING COMMAND'S (NETC) INTEGRATED DELIVERY SYSTEM FOR LIFELONG LEARNING INITIATIVES, PERSONNEL DEVELOPMENT AND KNOWLEDGE MANAGEMENT. ALTHOUGH INITIALLY FOCUSED ON THE NAVAL PERSONNEL DEVELOPMENT COMMAND (NPDC) AND THE VARIOUS LEARNING CENTERS, NKO WILL EVENTUALLY SUPPORT THE GROWTH AND DEVELOPMENT OF ALL NAVY PERSONNEL. EFFECTIVE 24 JANUARY 2003, ACCESS TO NKO WILL BE AVAILABLE TO ALL ACTIVE DUTY, RESERVE, AND RETIRED SAILORS AND MARINES, AS WELL AS ALL NAVY DEPARTMENT CIVILIAN PERSONNEL. IN ADDITION, NKO IS SCHEDULED TO BE AVAILABLE TO ACTIVE DUTY DEPENDENTS (NAVY AND MARINE CORPS) WITHIN THE NEXT FEW MONTHS, AND A SIPRNET AND SHIPBOARD VERSION ARE IN DEVELOPMENT.

2. NEW NKO USERS SHOULD LOG ON BY GOING TO <HTTP:(DOUBLE SLASH)WWW.NKO.NAVY.MIL> AND CLICKING ON THE "I'M A NEW USER" BUTTON. FROM THERE, EASY TO FOLLOW DIRECTIONS WILL STEP THE NEW USER THROUGH THE REGISTRATION PROCESS. UPON COMPLETION OF REGISTRATION, THE NEW NKO USER COMPLETES A PROFILE FORM AND SELECTS ONE OF NPDC'S LEARNING CENTERS (BASED ON THE FAMILY OF RATINGS TO WHICH THE SAILOR BELONGS) AS HIS OR HER CENTER. USERS CAN LEARN MORE ABOUT NKO'S FUNCTIONALITIES AND CAPABILITIES BY CLICKING ON THE "NKO PRIMER" LINK ON THE HOMEPAGE. MORE DETAILED INSTRUCTIONS AND TUTORIALS CAN BE FOUND IN THE NKO USER GUIDE, ACCESSIBLE VIA THE USER GUIDE BUTTON ON THE TOP RIGHT PORTION OF THE HOMEPAGE.

3. NKO IS A DYNAMIC, BROAD-BASED DELIVERY SYSTEM FOR MANY OF THE LEARNING AND DEVELOPMENT OPPORTUNITIES CREATED BY THE REVOLUTION IN TRAINING. FURTHERMORE, NKO SUPPORTS THE PRINCIPLE OF A LIFELONG LEARNING CONTINUUM FOR ALL, WHETHER AT WORK, ON THE ROAD OR AT HOME. NKO PROVIDES THE MEANS TO:

A. CONNECT SAILORS WITH THE INFORMATION, EXPERTISE AND LEARNING OPPORTUNITIES REQUIRED TO SUPPORT THEIR PROFESSIONAL AND PERSONAL DEVELOPMENT.

B. ENGAGE IN REAL-TIME AND ASYNCHRONOUS COLLABORATION WITH PEERS, MENTORS AND SUBJECT MATTER EXPERTS AROUND THE WORLD.

C. TRACK INDIVIDUAL TRAINING REQUIREMENTS AND THE PROGRESS OF EACH SAILOR IAW THEIR FIVE-VECTOR MODEL.

4. NKO WILL INITIALLY SUPPORT THE MISSION OF THE LEARNING CENTERS. THESE CENTERS HAVE BEEN CHARTERED TO PROVIDE LIFELONG SUPPORT TO GROUPS OF RATINGS WITH SIMILAR SKILLS AND TRAINING REQUIREMENTS. FOR EXAMPLE, THE CENTER FOR NAVAL ENGINEERING SUPPORTS TRAINING AND DEVELOPMENT FOR ALL NON-NUCLEAR MM, EM, EN, GS, IC, HT, MR, AND DC RATINGS, AS WELL AS ASSOCIATED OFFICER TRAINING. IN ADDITION TO THE RATING-ALIGNED LEARNING CENTERS, TWO SEPARATE LEARNING CENTERS WERE CHARTERED TO SUPPORT NAVAL LEADERSHIP AND PERSONAL DEVELOPMENT FOR ALL. NKO HAS BEEN DESIGNED TO ALLOW EACH CENTER THE CAPABILITY TO PROVIDE ITS SAILORS A DYNAMIC, INTERACTIVE, AND COLLABORATIVE RESOURCE BY ENABLING ACCESS TO A WEALTH OF INFORMATION, INCLUDING INSTRUCTIONAL MATERIALS, FLEET BEST PRACTICES, AND SUBJECT MATTER EXPERTISE FOR ASSOCIATED NAVY RATINGS AND LEADERSHIP ROLES. ACTUAL CONTENT FOR EACH LEARNING CENTER IS DESIGNED FOR USERS BASED ON THEIR UNIQUE NEEDS. SPECIFICALLY, CENTERS WILL FOCUS DIRECTED INFORMATION AT USER GROUPS TO ENSURE DESIGNATED PERSONNEL RECEIVE PERTINENT AND LATE-BREAKING NEWS AFFECTING THEIR RATING, NEC, PLATFORM, LEADERSHIP, AND OTHER INTEREST AREAS. EQUALLY IMPORTANT, NKO WILL PROVIDE A MEANS FOR SAILORS TO SHARE THEIR KNOWLEDGE WITH EACH OTHER (IN NEAR REAL TIME), IMPACT VARIOUS TRAINING CURRICULA THROUGH DIRECT FEEDBACK TO THE NAVY'S TRAINING COMMUNITIES, AND ORGANIZE THEMSELVES INTO ONLINE COMMUNITIES WITH COMMON PROFESSIONAL INTERESTS. THESE ACTIVITIES WILL COLLECTIVELY SUPPORT THE GROWTH AND DEVELOPMENT OF OUR SAILORS, AND HAVE A DIRECT AND POSITIVE IMPACT ON OPERATIONAL READINESS, QUALITY OF SERVICE, AND INDIVIDUAL SAILOR JOB SATISFACTION.

5. CURRENTLY UNDER DEVELOPMENT, THE FIVE-VECTOR MODEL IS A PERSONALIZED CAREER ROAD MAP FOR EACH SAILOR AND WILL BE AVAILABLE ON THE NKO HOMEPAGE (FOR ALL RATES) BY THE MID 2003 TIME FRAME. THE FIVE-VECTOR MODEL WILL PROVIDE SAILORS WITH REAL-TIME ASSESSMENTS OF THEIR PROGRESS ALONG EACH VECTOR (PROFESSIONAL DEVELOPMENT, PERSONAL DEVELOPMENT, LEADERSHIP, CERTIFICATIONS AND QUALIFICATIONS, AND PERFORMANCE), EXPERT ADVICE ON PROFESSIONAL GROWTH AND UPWARD MOBILITY, AND DIRECT ACCESS TO COURSES, CAREER INFORMATION, AND OTHER DATA TO ENSURE CAREER PROGRESS. THIS

MODEL CONTAINS ALL RELEVANT AND IMPORTANT INFORMATION ORGANIZED BY RATING, KNOWLEDGE, SKILLS, AND ABILITIES, AND SERVES AS THE CORE KNOWLEDGE INTEGRATION AND DISSEMINATION CHANNEL FOR SAILORS THROUGHOUT THEIR CAREERS.

6. COMBINING UNIQUE PERSONALIZATION, ROBUST SEARCH, AND COLLABORATIVE TOOLS IN A DYNAMICALLY INTEGRATED ENVIRONMENT, NKO IS ESSENTIAL TO DELIVERING THE FULL BENEFIT OF THE REVOLUTION IN TRAINING. ALTHOUGH CLEARLY NOT A FINISHED PRODUCT, NKO IS A REALITY AND IMPROVING EVERY DAY. LEARNING CENTER STAFF PERSONNEL ARE WORKING HARD TO POPULATE THE PORTAL WITH A COMPREHENSIVE PACKAGE OF USEFUL INFORMATION TO SUPPORT THE PERFORMANCE, GROWTH AND DEVELOPMENT OF ALL SHIPMATES. ALL HANDS SHOULD LOG ON TO NKO AND BEGIN EXPLORING ITS MANY CAPABILITIES. WE LOOK FORWARD TO YOUR FEEDBACK IN THE COMING WEEKS/MONTHS AS WE CONTINUE TO BUILD THIS IMPORTANT LEARNING AND SUPPORT TOOL.

EXAMPLE OF BIO HAZARD DRILL

The below was provided to us by one of our Fleet commands. Wanted to share with our PC's. Good exercise to ready your command for one of these possible hazards:

DAMAGE CONTROL DRILL-BRIEF WORKSHEET

(Drill Coordinator) ASFP/SAFETY/MED (Date Prepared) (Date of Evolution) (DCRS/ASFP/IET/R&A)

Drill Title: BIOLOGICAL EMERGENCY Training Objective(s): Train response personnel on action for Biological Emergency. Train teams on integration for handling of bio emergency.

Level of Team Proficiency: Beginner Level of Training/Drill: WALKTHROUGH

Lessons Learned from Previous Training / Drill: NONE

DCTT ASSIGNMENTS:

DCTT Role: Training Trainer/Evaluator Evaluator Only

Table with 4 columns: (Name), (POSITION), (Name), (POSITION). Rows include SCENE/DECON, SCENE, and DCC.

Method of Communications: HYDRA

SCENARIO

Ship's Status: UNDERWAY

Compt No./Location: 3-148-3-Q Noun Name: Post Office

Cause of Casualty: White powder substance found coming from package.

Outline/Sequence of Events: ASFP, medical, safety and security personnel respond to Repair 5 and carry out actions IAW Biological Emergency procedure. Individual discovering covers package, informs other personnel and isolates area.

Equipment Status: N/A

Props/Disclosures: Baby powder to disclose bio hazard.

TIME LINE (H + 0 = 1300)

- H-30 Safety Walk Through H+ Cover Package H+ IHO samples (Assay)
H-10 Stage Props H+ Personnel respond R5 H+ Personnel Decon
H+ 0 Disclose Casualty H+ Area isolated H+

SIMULATIONS: A B C D E F G H I J K L M N O Other:

SAFETY PRECAUTIONS: A B C D E F G H I J K L Other:

DRILL DEBRIEF LOCATION: FM Office

Submitted by: F/M AMH CHENG MTT XO CO Enclosure (2)

STANDARD OPERATING PROCEDURE FOR BIOLOGICAL EMERGENCY

ANTHRAX OR SUSPICIOUS PARCEL

| <u>STEP</u> | <u>RESPONSIBLE</u> | <u>ACTION</u> |
|--------------------|---------------------------|---|
| 1 | DCA/EDO/IEW | Pass word on IMC “ BRAVO ECHO, BRAVO ECHO (Biological Emergency) IN COMPARTMENT _____ - _____ - _____ ALL HANDS STAND CLEAR, MEDICAL DUTY OFFICER, SECURITY DUTY OFFICER, FIRE MARSHAL and INPORT EMERGENCY TEAM MUSTER IN REPAIR _____ ”. Order boundaries set, supply and exhaust ventilation secured to the affected space. |
| 2 | Medical DDO/ DFM/IET | Muster in designated Repair Locker |
| 3 | All Departments | If personnel suspect a package may contain a Biological Agent: <ul style="list-style-type: none">- Report to DC Central suspected Biological Agent- Do not open or handle suspect package- Isolate package and evacuate the immediate area. If package was handled, isolate it by sealing in a plastic bag. If package not handled, evacuate immediate area.- Standfast outside space until transport route designated. |
| 4 | EDO | Designate DECON station to be used for personnel decon based on location of contamination. (Local head may be used to decon if transporting individuals would pose more of a threat to spread ie: 03 level, flight deck, etc...) FWD of Frame 84: 2-74-5-L DECON Station #2 Frame 84 – Frame 134: 2-118-6-L DECON Station #3 Frame 134 – Frame 200: 2-190-10-L DECON Station #5 Frame 200 – AFT: 2-229-1-L DECON Station #8 |
| 5 | EDO | Order transit route for evacuations of personnel to designated DECON Station. |
| 6 | CDO | Notify appropriate agencies of threat. Prepare required Operational Reports. |
| 7 | Security | <ul style="list-style-type: none">- Isolate spaces that package were transported through.- Notify NCIS and secure areas for crime scene investigation |
| 8 | Medical DDO | <ul style="list-style-type: none">- Notify Center For Disease Control- Determine method to DECON/treat individuals.- Ensure all persons who have touched package wash hands/shower thoroughly with soap and water.- Prepare list of all personnel who have touched package or within space including contact information- Place all items of clothing worn when in contact with package in plastic bags and seal. |

DAMAGE CONTROL TRAINING SIMULATIONS AND SAFETY PRECAUTIONS

1. This is a general list that must be tailored to each drill or training event.
2. All simulations may not apply to a specific drill or training event.
3. This list is not all inclusive, additional requirements shall be discussed as part of the drill brief.

SIMULATIONS

(The following will be simulated during training unless specifically briefed otherwise)

- A. Securing an operating engineering plant.
- B. Securing of main machinery by the use of pull cables or remote trip devices.
- C. Activation of fixed fire extinguishing systems (HALON, AFFF, Saltwater Sprinklers, CO2, Range Guard and Steam).
- D. Discharge of portable CO2, PKP AND AFFF extinguishers.
- E. Charging of fire hoses in main engineering, elect./electronic spaces.
- F. Operation nozzles of charge fire hoses inside the ship.
- G. Activation of Counter Measure Wash Down System (CMWDS).
- H. Activation of Emergency Escape Devices (EEBD).
- I. Operation of main drainage valves.
- J. Securing of loadcenters, switchboards or power panels.
- K. Pulling of fuses.
- L. Securing power to a vital system in operation (radar, cooling pumps etc.)
- M. Presence of a Gas Free Engineer for post fire atmospheric testing.
- N. Breaking of Draeger tubes.
- O. Setting of Circle William.

SAFETY PRECAUTIONS

- A. Hearing protection will be worn by all personnel entering spaces that normally require hearing protection if machinery is in operation.
- B. Hearing protection will be worn by all personnel operating P-100 pumps and portable diesel air compressors.
- C. At least two stanchion, pinned top and bottom, must be in place before transiting a raised hatch.
- D. Exercise extreme care when transiting ladders. (More than one person is allowed on ladders except when personnel are carrying equipment or when judged unsafe by DCTT or the trainee).
- E. Portable CO2 extinguishers shall be laid on their side and placed out of the way when not under positive control. (Return "simulated-empty" cylinders to their stowage bracket as soon as practical after their simulated use).
- F. Do not direct water streams from fire hoses towards any open door, hatch or vent opening.
- G. Ensure adequate manning for fire hose operations. (i.e., One or two for initial actions, as required for sustained operation. One for each boundary hoses).
- H. Do not bring charged hoses into electrical or electronic spaces or areas. (i.e., CDC, Switchgear Rooms, Loadcenters, CTG Rooms, 4th deck of propulsion spaces, etc.).
- I. Restrict operations around aircraft, aircraft handling equipment and deck gear.
- J. Man rails and life lines shall always stay in place.
- K. Transportation of personnel in stretchers shall always have a (non-stretcher bearer) safety observer present and will not involve transiting vertical adders.
- L. Medical Dept. shall be prepared and manned to handle actual heat stress victims during training.

PCCS (SW) JEFFREY L. GIBBS, U.S. Navy.

PCCS (SW) Jeffrey L. Gibbs enlisted in the Navy in November 1977. He graduated from boot camp at RTC Great Lakes, Illinois in January of 1978.

PCCS (SW) Gibbs attended Postal Clerk "A" School at Fort Benjamin Harrison, Indianapolis, Indiana from February 1978 to March 1978 and reported to his first assignment at the Fleet Mail Center (FMC), Subic Bay, Philippines in April 1978. He served as a deck worker, registry clerk and postal finance clerk during his tour. Senior Chief Gibbs departed the Philippines in August of 1979 and reported to the USS CAPODANNO (FF-1093), home-ported in Newport, Rhode Island. He served on the CAPODANNO as an independent duty Postal Clerk and DCPO until December 1981. While on CAPODANNO he made one 9-month MED cruise, one 6-month UNITAS deployment, one 2-½ month North Atlantic deployment and two Caribbean cruises. In January 1982, PCCS (SW) Gibbs returned to FMC Subic Bay where he served as a mail router, supply clerk, section leader and finance supervisor until his departure in May of 1985. In June of 1985, he reported to the USS MARS (AFS-1), home-ported in Oakland, California. He served as the Custodian of Postal Effects (COPE) and ADMIN Department LPO, Repair Locker Leader and Department 3-M Coordinator until his departure in December 1988. While on the MARS, he completed three WESTPAC/IO deployments. In January of 1989, PCCS (SW) Gibbs reported to the U.S. Navy Support Facility in Diego Garcia and served as the COPE, Postal Officer and Division Officer. He was selected for Chief Petty Officer in September of 1989 while serving in Diego Garcia. In February of 1990, he attended Instructor Training School in San Diego, California, receiving a 9502 Instructor NEC. He then reported to Fort Benjamin Harrison, Indianapolis, Indiana as a Postal Clerk "A" School instructor in April of 1990 until June of 1993. He served as the senior Navy Advisor, instructor and developer and qualified in instructing all 17 blocks of instruction. In July of 1993, PCCS (SW) Gibbs reported to FMC Sigonella, Italy and served as the Postal Officer, Division Officer, Postal Finance Officer and COMUSNAVEUR Postal Advisor. During his tour in Sigonella, he also established a Postal Finance Office to service deployed Navy units and area overseas post offices in all Postal Finance services. PCCS (SW) Gibbs assumed the title as the first Postal Finance Officer (PFO) in Sigonella and subsequently taught two PCC's those duties prior to his departure in June of 1997. In July of 1997, he reported to NAVSTA Everett, Washington aboard the USS ABRAHAM LINCOLN (CVN-72) as the Postal Officer and Division Officer. He also took on the added responsibility of Supply Department 3-M Coordinator during his tour and was a member of the commands Assessment and Training Teams. PCCS (SW) Gibbs made a Gulf Deployment on the LINCOLN in 1998 and RIMPAC in 1999 and was advanced to Senior Chief Postal Clerk in April of 1999. PCCS (SW) Gibbs was then handpicked by COMLANTFLT N41 to serve as a COMLANTFLT (CLF) Postal Advisor. After the retirement of PCCM (SW) Dedomenic in April of 2000, he additionally served for a year as the Atlantic Fleet Postal Officer until PCCM (SW) Buchart reported aboard.

Senior Chief Gibbs played a key role in the Memorandum of Understanding (MOU) partnership between CLF, CNRMA and FISC Norfolk in moving the Postal Advisor function into the FISC organization at the Regional Navy Mail Center (RNMC). This partnership has made FISC Norfolk RNMC a one stop postal operation for the Navy and enabled establishment of the Atlantic Fleet Postal Finance Office which oversees all postal financial operations and reporting for all Atlantic Fleet Navy Post Offices. This partnership also has paved the way for implementation of a future Postal "Fleet" School targeted toward independent duty and supervisory Postal Operations. PCCS (SW) Gibbs currently serves as the Senior CLF Postal Advisor and Regional Navy Mail Center LCPO.

Senior Chief Gibbs will retire at a ceremony conducted in the pier 26 club on base in Norfolk VA at 1000 on 20 June 2003.

