

Supply Chest

November 16, 2001

Navy Core Values: Honor, Courage, Commitment

Vol. 53 No. 19

NAVSUP team to share new logo

By Rear Adm. Justin D. McCarthy
Commander, Naval Supply Systems Command

The unveiling of our new NAVSUP logo is the most visible manifestation of our branding initiative. This is something Vice Adm. Lippert started over a year ago and is linked to our recently published strategic plan. As you know, the plan is a result of assistance and input from all our stakeholders...customers, employees, suppliers and shareholders, and signifies a new direction for NAVSUP. It is grounded in our total commitment to providing combat capability through logistics to our operating forces worldwide. Our plan will be executed by a united NAVSUP team, acting as a single enterprise in support of our customers. To support and build that visible enterprise, we have adopted this logo and accompanying corporate value statement, "Ready-Resourceful-Responsive!" This logo and these words serve as tangible reminders for those inside and outside our corporation that we are one team, 26,000 members strong, actively engaged to meet our customers' needs. What I'm telling you is that this logo represents not cosmetic change, but a very real change in



mind-set. While we've established a six-month window to complete the rollout, at both headquarters and throughout the field, the distribution of the logo and related materials is, of course, just the start. Making the single enterprise concept a reality will take time, but I could not be more convinced that this is something we must do, and I am asking for your support to make it happen. The web address that features the new NAVSUP logo is www.navsup.navy.mil/test/index.htm. Please take a look at the logo and related graphics and I hope you'll agree that this bold image encapsulates the point we need to make. I thought it was important that you understand where we are going and how we plan to get there. As always, your feedback is appreciated.

Anthrax questions and answers

What is Anthrax?

Anthrax is an acute infectious disease caused by a spore-forming bacterium called *Bacillus Anthracis*. It is generally acquired following contact with Anthrax-infected animals or Anthrax-contaminated animal products. Anthrax is now receiving heightened attention because of its use as a biological warfare agent. In humans, three types of Anthrax can occur, based on the route of exposure: cutaneous (skin exposure), inhalational (inhalation exposure), and gastrointestinal (ingestion exposure). Symptoms are dependent on the route of exposure. Those most often associated with skin infections are itching, boils, and formation of a black scab. Symptoms most often associated with inhalation infections are fever, chest pain, and difficulty breathing. Symptoms most often associated with ingestion infections are nausea, vomiting and diarrhea.

How likely is it that someone would receive a harmful biological or chemical substance in the mail?

The Postal Service delivers approximately 208 billion pieces of mail per year. Presently, there have been only two confirmed incidents of Anthrax bacteria being sent through the mail.

What should I do if I receive an Anthrax threat by mail?

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Health Benefits Open Season is underway. The FEHB Open Season will continue through December 10. Now is the time to review your health plan and determine if you need to make any changes. Any changes made will take effect on January 13, 2002. For more

information on Open Season, visit the OPM website at www.opm.gov/insure/health/changes.

Return to Normalcy...



By Sid Etherington
Executive Director, FISC Norfolk

I thought for a long while about what I might write about for this issue of the Supply Chest. Finally I thought, why not address what is on all our minds - the events of September 11. Our President has moved forward to take action and has asked us to return to our normal lives. We will all return to our normal lives at the rate and manner that is comfortable to each of us, as well it should be. But what about the FISC? We are a family and we need

to return to normalcy. But what is normal for the FISC? *Normal* for us in the supply business is customer support. *Normal* for us is to respond to a customer's need whether it is a shipyard, maintenance activity or a deploying ship. *Normal* for us to deliver the impossible. We also realized that returning to normalcy for us as a FISC meant, we needed to return to work immediately and start delivering the excellent supply support we have been delivering for the last 82 years on the waterfront. Throughout the years we have rallied and supported our customers through many conflicts: World War II, Korean War, Vietnam, Desert Storm and now Enduring Freedom. To borrow a line from Abraham Lincoln, "the occasion is piled high with difficulty and as we have proven in the past, we will rise with the occasion." We know how to flex, and we know how to respond. We have since September 11 and we will continue to do so as long as we are asked. We are the best there is at customer support.

Even though each of us has been forever changed by these events, we still showed up and as a FISC and responded. Through the coming months or years of

this effort, we will continue to support each other and our customers. We will sustain each other and we will cry and laugh together because we know what happens to any one of us, happens to us all. As I think about September 11, my days of high school English literature class come to me and I remember lines I once read - never have they seemed so appropriate.

"No man is an island, entire of himself. Every man is a piece of the continent, a part of the main...Any man's death diminishes me, because I am involved in mankind; and therefore never send to know for whom the bell tolls; it tolls for thee." *Meditation 17 from Devotions upon Emergent Occasions by John Donne.*

As we move forward over the length of *Enduring Freedom* and seek our normal lives both as individuals and as a logistics organization, let us not forget our customers or each other. Our spirit, our pride, our history, and our values are what make us "enduring" as a nation and a people. Our past performance, our responsiveness, and our can-do attitude are what make us "enduring" as a FISC. The combination is unbeatable.

Supply Chest

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Navy Supply Corps Newsletter editorial board volunteers sought

Each year the Master Chief Petty Officer of the Supply Community along with personnel from the Supply Enlisted Community Management Branch (NAVSUP OP) travel across the globe to present the annual Supply Enlisted Roadshow. This forum is an excellent opportunity for our Sailors to obtain critical career information. The following topics are covered during the presentation:

Advancement, Supply Initiatives, Retention, Recruiting, Career Planning, Special Programs and Separation/Retirement. I encourage each of you to get the word out to your Sailors and provide them the opportunity to attend the roadshow when it's in your area. Local Supply leadership will provide specific times and locations for the presentations. I also want to encourage each supply

officer to attend...the information you receive will be valuable to you as you provide daily career guidance to your Sailors. Dec 01 - Mid-Atlantic Norfolk/Little Creek/Yorktown. Jan 02 - South Texas Corpus Christi/Ingleside/Lackland. Feb 02 - WESTPAC Pearl Harbor/Guam/Japan/Singapore/Diego Garcia. Mar 02 - Southeast Jacksonville/Mayport/Kings Bay/Millington. Apr 02 - Gulf

Navy Emergency Leave Transfer Program (NELTP) established

The President has directed OPM to establish an emergency leave transfer program to assist employees affected by the attacks at the World Trade Center and the Pentagon. This program permits employees to donate unused annual leave to employees who have been adversely affected by the attacks and who need additional time off without using their own paid leave.

The emergency leave transfer program is authorized under 5 U.S.C. 6391 and is separate from the Federal leave sharing program established under 5 U.S.C. 6332 and 6362.

Under the emergency leave transfer program, use of donated leave is not restricted to medical emergencies. Approved leave recipients are not required to exhaust their annual and sick leave before using donated annual leave. Donated leave may be used for personal needs or to care for family members affected by these attacks. Also, donated leave may be substituted retroactively (beginning no earlier than Sept. 11, 2001) for any period of leave without pay used as a result of the emergency or to liquidate an indebtedness incurred by an employee for advanced annual or sick leave used as a

result of the emergency.

OPM has authorized agencies with employees affected by the attacks to determine whether, and how much, donated annual leave is needed by affected employees. As appropriate, they may approve leave donors and/or leave recipients in their agencies. They may also facilitate the distribution of donated annual leave from approved leave donors to approved leave recipients within their agencies.

Under the DON internal program, Navy Emergency Leave Transfer Program (NELTP), employees interested in receiving emergency leave must complete OPM Form 1637. Those interested in donating leave must complete OPM Form 1638. Employees must identify the number of hours of accrued annual leave to be transferred to the NELTP (the minimum amount that can be donated is one (1) hour).

Upon completion, submit the forms via mail, email or fax to: ODASN (CP/EEO), DP2, Nebraska Avenue Complex, 321 Somers Court NW Suite 40101, Washington, DC 20393-5451, email, grimsley.lydia@hq.navy.mil, or fax (202) 764-0788.

The Office of the deputy assistant secretary of the Navy (civilian personnel/equal employment opportunity) (ODASN (CP/EEO)) will approve requests for leave donors and leave recipients for the NELTP and will maintain records on the amount of leave donated and transferred to recipients.

The emergency leave transfer program will be in place to assist approved leave recipients as the need for donated leave becomes known. When an agency notifies OPM that the amount of annual leave donated by its employees is not sufficient to meet the needs of its approved leave recipients, OPM will coordinate a government-wide transfer of donated annual leave from leave donors to leave recipients. OPM will provide agencies with additional guidance to facilitate the transfer of donated leave to the appropriate federal agencies for transfer to approved leave recipients.

The required forms are available at www.opm.gov. For employees who don't have access to the internet, forms will be available from the HRO Norfolk, FISC Satellite Office, W-143, 6th floor. For additional information on this program, please call Lynn Thomas, (757) 443-1050 or DSN 646-1050.

FISC reservists serve at home and abroad

by Lt. Cmdr. John Haday
FISC Norfolk, Detachment 106

Throughout the past year, selected reservists from FISC Norfolk Det. 106 have continued to provide valuable contributory support to their gaining command in many ways and in many places. In addition to performing regularly-scheduled drills at Naval Air Facility Washington and the FISC Norfolk Ocean Terminal, several members provided outstanding support to key overseas FISC Norfolk partner sites during both AT and ADT periods this year.

Naval Air Station, Keflavik, Iceland was a popular AT destination. Supplementing the Material Division of the NAS Keflavik Supply Department, FISC Norfolk Det. 106 Reservists assisted in the proper receipt and turnover of incoming air and ocean cargo. They performed quality checks, verified inventories, and ensured the accuracy of all documentation before distributing items to various customers on base. Collectively, their efforts helped drive cargo discrepancies towards zero, and allowed Supply Department to achieve higher levels of customer service. Unit reservists also received local training on containerized cargo breakdown procedures, material delivery regulations, and the NAVSUP One-Touch Supply requisition system.

Naval Station, Rota, Spain was another beneficiary of FISC Norfolk Det 106 reserve support. Unit members worked in the receiving section of the Supply Department warehouses, and were responsible for processing more than 300,000 pounds of incoming material. Personal property shipments, equipment and supplies for tenant commands, and CASREP items bound for Sixth Fleet ships were some of the material handled by the unit's personnel. Their collective contributions enhanced Naval Station Rota's ability to respond quickly and effi-

ciently to the varied needs of their many customers.

Additionally, NAVSTA Rota received a thorough review of its Base Operations Support (BOS) spending patterns, when one of the unit's officers conducted a base-wide, department-by-department cost analysis of all BOS spending for the past three years.

The third overseas facility supported by FISC Norfolk Det. 106 Sailors this year was Naval Air Station Sigonella. At this location, unit members were assigned to the Stowage Department in the supply warehouse. In addition to receipt processing and the proper stowage of inbound material, unit members pulled line items from stock for issue to tenant command customers. They also researched supply sources through military catalogs and the Internet to compile and maintain accurate SOS data. Unit members spent several hours using the FEDLOG system to gather information required for the ordering of parts and other supplies. All in all, the experience at NAS Sigonella provided excellent in-rate training for the reserve personnel, and solid support to the base Supply Department and its customers.

Back home, unit members successfully performed more than 2800 hours of direct contributory support in IDT alone during the fiscal year, resulting in a cost avoidance to the government in excess of \$60,000.

FISC Norfolk Det. 106 Reserve Sailors and officers possess an impressive array skill and talent in several fields. This professional flexibility, combined with a wide range of civilian job experience, prior active duty service backgrounds, and an overall desire to serve, makes them valuable to their gaining command and the United States Naval Reserve. Their contributions have been impressive and continue to have a positive impact on the Reserve and Active Forces.

U.S. Postal Service unveils 'United We Stand' postage stamp

The U.S. flag graces a new postage stamp unveiled by Postmaster General John E. Potter last month



at a ceremony outside Post Office headquarters in Washington, D.C.

The 34-cent self-adhesive stamp features a stirring image of "Old Glory" with the words "United We Stand" below it. The stamp is now available nationwide.

"It is fitting that the U.S. Postal Service, which has served the people of this nation since the dawn of our republic, has issued the 'United We Stand' postage stamp. Our primary job has always been 'to bind the nation together,'" said Robert F. Rider, Chairman, of the Postal Service Board of Governors. "Today, more than ever, the people of America are united in their purpose, their pride, and their determination. This postage stamp is a graphic representation of that unity."

"The employees of the United States Postal Service are deeply saddened by the tragic events of September 11. Our thoughts are with all of those who are suffering and we extend our deepest appreciation to all volunteers, including postal employees who assisted on the rescue teams," says Potter. "I am extremely proud of how our workers pulled together to keep the Postal Service and the mail moving."

For more information on this stamp and others offered by the U.S. Postal Service, visit their website at www.usps.gov.

- Do not handle the mail piece or package suspected of contamination.
- Notify your supervisor, who will immediately contact the Inspection Service, local police, safety office or designated person.
- Make sure that damaged or suspicious packages are isolated and the immediate area cordoned off.
- Ensure that all persons who have touched the mail piece wash their hands with soap and water.
- The Inspectors will assess the threat situation and coordinate with the FBI.
- Designated officials will notify local, county, and state health departments.

· Designated officials will notify the state emergency manager.

· List all persons who have touched the letter and/or envelope. Include contact information. Provide the list to the Inspection Service.

· Place all items worn when in contact with the suspected mail piece in plastic bags and keep them wherever you change your clothes and have them available for law enforcement agents.

· As soon as practical, shower with soap and water.

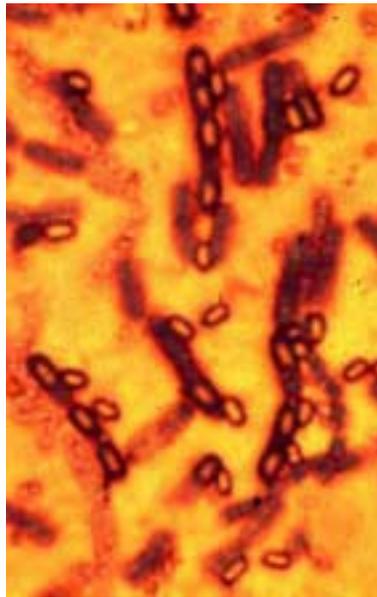
· If prescribed medication by medical personnel, take it until otherwise instructed or it runs out.

· Notify the Center for Disease Control Emergency Response at 770-488-7100 for answers to any questions.

What are the clinical features of Anthrax?

Anthrax is an acute bacterial infection of the skin, lungs or gastrointestinal tract. Infection occurs most commonly via the skin.

The cutaneous or skin form of the infection occurs most frequently on the hands and forearms of persons working with infected livestock or contaminated animal products and represents 95% of cases of human Anthrax. It is



Bacillus Anthracis

initially characterized by a small solid elevation of the skin, which progresses to a fluid-filled blister with swelling at the site of the infection. The scab that typically forms over the lesion can be black as coal, hence the name Anthrax – Greek for coal. With treatment, the case fatality rate is less than one percent among people who get the skin form of the disease. The fatality rate of the untreated inhaled or intestinal Anthrax is more than 90 percent.

The inhaled form of anthrax is contracted by inhalation of the spores, and occurs mainly among workers handling infected animal hides, wool and furs. Under natural conditions, inhaled anthrax is exceedingly rare, with only 18 cases reported in the United States in the 20th century.

What Is the Treatment for Anthrax?

Treatment with antibiotics beginning one day after exposure has been shown to provide significant protection against death in tests with monkeys, especially when combined with active immunization. Penicillin, doxycycline, ciproflaxin, are all effective against most strains of the disease. Penicillin is the drug of choice for naturally occurring anthrax. If untreated, inhaled anthrax is fatal.

A vaccine is available and consists of a series of 6 doses over 18 months with yearly boosters. This vaccine, while known to protect against anthrax acquired through the skin, is also believed to be effective against inhaled spores.

Effective decontamination can be accomplished by boiling contaminated articles in water for 30 minutes or longer and using common disinfectants. Chlorine is effective in destroying spores and vegetative cells. Remember, anthrax spores are stable, able to resist sunlight for several hours and able to remain alive in soil and water for years.

What constitutes a suspicious letter or parcel?

Some typical characteristics which ought to trigger suspicion include letters or parcels that:

- have any powdery substance on the outside.
- are unexpected or from someone unfamiliar to you.
- are addressed to someone no longer with your organization or are otherwise outdated.
- have no return address, or have one that can't be verified as legitimate.
- are of unusual weight, given their size, or are lopsided or oddly shaped.
- have an unusual amount of tape on them.
- are marked with restrictive endorsements, such as "Personal" or "Confidential."
- have strange odors or stains.
- show a city or state in the postmark that doesn't match the return address.

What should I do if I've received a suspicious letter or parcel in the mail?

- Do not try to open the mailpiece!
- Isolate the mailpiece.
- Evacuate the immediate area.
- Call a Postal Inspector to report that you've retrieved a parcel in the mail that may contain biological or chemical substances.

DEVOPP offers change of pace for employees

By Mercer Collier

The Naval Supply Systems Command (NAVSUP) Development Opportunities Rotational Assignments Program was implemented on Dec. 31, 1997 with the concept of developing and providing specific knowledge and/or skills to a target audience of candidates.

Developmental Assignments are used to expand employee's capabilities by offering career-broadening assignments that will improve job performance, increase productivity, enhance management and technical skills, and provide a broader perspective of the organization. These assignments are intended to invigorate the workforce with new ideas and skills that will improve productivity and foster teamwork while providing employees a new perspective on their work and the organization's diverse mission requirements. All assignments are strictly voluntary and normally vary in time from one to three months (occasionally longer).

All civilians within NAVSUPHQ claimancy, of all grades and series, are eligible to apply. For a listing of available job titles, go to www.navsup.navy.mil/cwpo. Then, select the *Developmental Opportunities Clearinghouse* link. There you will see a list of available areas to which you may apply. Clicking on a particular specialty will offer an expanded description of the specific claimancy's request.

Supervisor and DEPCOM approval are required to apply for the program. Activities are encouraged to develop and advertise opportunities, and will provide evaluations at the completion of the assignment.

Funding for salary and per diem outside the commuting area is typically provided by the volunteer's organization, as there is currently no central funding available for rotational assignments.

Some of the benefits of rotational assignments are career enhancement, broad-

ening of the participant's experience base in a new functional/technical area, facilitation of enterprise/corporate team building, and improved networking skills. Rotational assignments also offer the participant a clearer understanding of other NAVSUP directorates and activities and their functions, technical skills are honed, knowledge is gained about HQ projects, credit is earned towards mandatory training requirements, the employee demonstrates motivation and self-development, and the program supports the command goal of continuous learning.

The opportunities are unlimited for career and personal development. As one would suspect, participation in DEVOPP will enhance an individual's potential for promotion.

For more information on DEVOPP, visit the website mentioned above, or call Mercer Collier at 443-1539.

Operational Security (OPSEC) is an All Hands Responsibility

By Vice Admiral T.J. Keating, USN

Deputy Chief of Naval Operations for Plans, Policy and Operations

We are at war. In response to the national emergency, Operational Security (OPSEC) measures must be practiced by all hands. Properly applied, OPSEC contributes directly to operational effectiveness by enhancing the probability that an adversary is surprised or makes bad decisions due to a lack of critical information on friendly forces and equipment. Each commander and commanding officer, department head, division director and sailor must understand the importance of a strong OPSEC program and that OPSEC is an all hands effort.

The OPSEC process identifies and controls critical information that indicates friendly intentions, capabilities, and activities. Over the past decade we have become unaccustomed to this mindset of limiting information flow—a trend reinforced by the free flow of information via the World Wide Web and other information technology. OPSEC encompasses the aggregation of all measures, physical and cyber, taken to reduce the likelihood that we will compromise military operations by our own actions. It is therefore vital that Navy personnel exercise great caution in discussing information related to their daily work, especially ongoing operations. This precaution applies to common areas, pub-

lic places, and commutes, as well as unsecured electronic media (telephones, faxes, and email/internet). Classified information must be limited - as always - to persons with the proper clearance and a need to know.

Multiple OPSEC breakdowns have occurred within DoD and the Department of the Navy since operation *Enduring Freedom* began, with email being one of the worst offenders. Email is a double-edged sword, at once an essential operational and QOL tool and simultaneously a major OPSEC concern. Unconstrained by clear boundaries, email can easily become a tool for adversaries' exploitation. Once an email is sent, the author no longer controls subsequent distribution. Guidance for proper use of information technology and procedures for authorized monitoring thereof can be found in the CNO's messages N6/091820ZMAR2001, N6/141837ZSEP2001, N6/151226ZMAY2001. Combined, they will help improve our OPSEC posture.

We all need to re-educate ourselves on OPSEC principles and adhere to them. Commanders and commanding officers must ensure OPSEC plans are robust, include a cyber component, and that everyone understands their roles and responsibilities.

News Briefs

Anthrax Threat Suspends Dear Abby, "Any Service Member" Mail Programs. Military postal officials have reluctantly ended the "Operation Dear Abby" and "Any Service Member" postal programs due to the anthrax threat.

Alan F. Estevez, acting assistant deputy undersecretary of defense for transportation policy, suspended the two programs in a signed Oct. 30 memorandum to the Military Postal Service Agency. The memo formalizes an interim agency suspension issued Oct. 16. Effective immediately, mail will no longer be accepted for these anonymous-sender programs.

The Dear Abby program, founded by the newspaper advice columnist, has delivered mail to U.S. service members overseas during the holiday season for 17 years. "Any Service Member" mail grew out of Desert Shield and Desert Storm, but really cranked up during the U.S. assistance to Bosnia in 1995, officials said.

Both programs let U.S. service members overseas know that fellow Americans support them and appreciate their sacrifices.

A written notice from the Military Postal Service Agency said the most critical issue surrounding these mail programs is personnel safety. "Both of these programs create an avenue to introduce mail into the system from unknown sources," the notice said. "The recent mail-related attacks have demonstrated the vulnerability of the postal system."

Mail handling has become more sensitive and time consuming, said officials, and the increased volume of mail that would result from the Dear Abby and Any Service Member programs could impact the quality of military postal service and force protection.

U.S. Postal Service officials said a ton of letter mail equals about 71,000 typical first-class letters.

Anthrax testing - what's covered? Because employees may also have questions about Office of Workers' Compensation Programs' coverage of medical testing, doctor visits, antibiotic treatments and time lost from work, the following information is provided. Generally, costs associated with preliminary medical tests, doctor visits to determine whether an employee may have experienced anthrax exposure and preventative antibiotic treatments are not covered under OWCP. They have no statutory authority to pay for routine screening or preventative services.

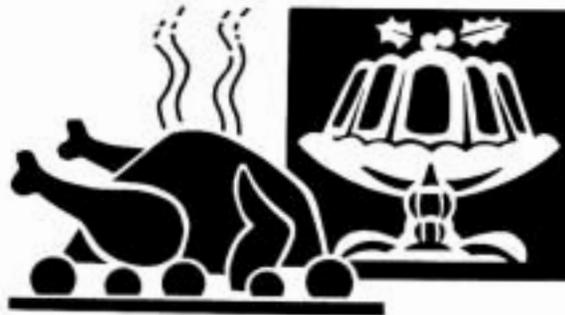
When the activity requires employees to be tested, they may cover preliminary medical tests, associated doctor visits, and preventative antibiotic treatments, for those likely to have been exposed, through local medical facility or other means. When testing is required by the activity, employees will remain on the clock during testing. When testing is not required by the activity, employees may take sick leave to have tests conducted.

If the employee tests positive for anthrax exposure, and this exposure likely occurred in the workplace, a claim can be submitted to OWCP. Once the condition has been diagnosed and an oc-

cupational link is established, follow-up visits may be at OWCP expense and all future treatments will be covered.

Finally, OPM has also issued guidance on hazardous duty pay and environmental differential pay for potential exposure to anthrax at www.opm.gov/oca/pay/html/anthQA.htm. For the latest civilian HR news and information, visit www.donhr.navy.mil.

Nominations sought for Mansfield Fellowships. The Deputy Assistant Secretary of the Navy (Civilian Personnel/Equal Employment Opportunity) is requesting nominations for the Mike Mansfield Fellowship Program. The two year Fellowships enable U.S. federal government employees to develop an in-depth understanding of Japan, learn how its government works, and establish relationships with their counterparts in Japan's government as well as in the business, professional and academic communities. Nominations for the award must be submitted Code 40C, Attn: Debra Monroe Winston no later than close of business 15 March 2002. Nominations must also be submitted through the chain of command. Nomination package and eligibility criteria are provided in the attached message. For more information on the Mansfield Fellowships, visit the Mansfield Center's website at www.mcpc.org.



Happy Thanksgiving

Bravo Zulu



CDR Brett Sturken looks on as his wife attaches his new shoulder boards. More than 100 friends, co-workers and family members were on hand for the ceremony marking his promotion to commander.



SK1(SW) Kenneth Creed is the latest FISC Norfolk Sailor of the Quarter. Creed is assigned to SMSD.



PC3 Cynthia Buchanan (left) reenlists for four more years at the USS Cole Memorial. The reenlistment oath was administered by DKC Hugh Chin.



SK1(SW) Allen Lawrence is piped ashore to close-out his retirement ceremony. The former RSO Norfolk Sailor retired following 20 years of service.



DDNV's Jamie Daquilanea is congratulated by DDNV Commander Capt. Jim Hagarty during his retirement ceremony. Daquilanea retired following 20 years of federal service, which was preceded by 20 years of active duty with the Navy.



PC2 Kimberly Landing is congratulated by Cmdr. David Wiggs following her reenlistment. She reenlisted for four years.



GM1 Lee Dickey is congratulated by Cmdr. David Wiggs following his reenlistment. Dickey reenlisted for four years.