



# Supply Chest

April 5, 2002

Navy Core Values: Honor, Courage, Commitment

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## CAX warehouse initiatives improve visibility, accuracy

Housekeeping usually involves simple chores or tasks. A sweep here, a wipe there, and you're done. Occasionally, a larger job comes along, and you might wish you had some help.

When BX2 Division at Cheatham Annex had nearly 3,000 transducers to repalletize, they called upon Al Jones, Mike Ryan, and Carlton Griffin to complete the job. The transducers weighed more than 120 pounds each, nearly 175 tons in total.

"We loaded them 20 to a pallet, banded them, and built a crate around the pallet," explained Ryan. The three-man team built more than 100 crates around the re-palletized transducers in three weeks.

The transducers are now neatly stored on racks in a warehouse. The efforts of this crew increased inventory accuracy by standardizing palletized material count, while increasing the visibility of the transducers.



*Mike Ryan (left) and Carlton Griffin prepare a pallet for storing transducers. Over a three-week period, they, along with Al Jones, built 115 crates, and palletized and banded 2,884 transducers. The transducers weigh more than 120 pounds each, which made packing and crating them a very labor-intensive task. Through their efforts, the material is now more organized, better protected, and easier to keep track of.*



### DLA Director visits DDNV

*DDNV Director of Production Lt. Cmdr. Kevin Carrier (right) explains the operation of DDNV's Material Processing Center (MPC) to DLA Director Vice Adm. Keith Lippert (left). Also pictured is DDNV Commander Capt. Jim Hagarty. Lippert spent the most of an afternoon at DDNV, discussing operations and touring facilities. During his visit, he met privately with Capt. Hagarty, presented awards to some of DDNV's top performers, and received a series of briefings. Next on the agenda was a tour of some key DDNV facilities. Stops during the tour included the MPC processing area, where material is sorted for delivery to local ships. Lippert also presented a director's coin to a very surprised, but very deserving Sandra Wilson. The tour then moved on to Y-109, a new warehouse, which will serve as the new MPC site. Lippert also presented Director Coins to DDNV Material Processing Center Officer Lt. Tarail Vernon, and to Tim Flynn, DDC civilian industrial engineer. The DLA director left DDNV thoroughly impressed with the performance of the DDNV team, and excited about what lies ahead.*

# STAIRS - Get in the database to remain competitive



By Sid Etherington  
Executive Director, FISC Norfolk

I would like to talk to you about how we can help each other with the STAIRS (Standard Automated Inventory Referral System) inventory process. I think the situation is improving but it can get better. Remember, the whole idea is, there will be few actual vacancy announcements in the future, and only for unusual and unique job series for which there is no established inventory. Most of the job series we have here in the FISC are series that are regularly and frequently filled in the Hampton

Roads area and therefore have established inventories in STAIRS. (Before I continue, the process I am about to describe at the current time does not apply to FISC employees at our detachments in Philadelphia or Earle as supplemental announcements are used for those locations). But, in the future, the Requests for Personnel Actions (RPAs), i.e. requests to fill jobs, will be entered into the MODERN system and the production of the selection certificate will be all automated, - that is the end state. This end state assumes that all of us have a resume in STAIRS and an accurate and up to date Additional Data Sheet (think of it as the cover sheet of the old 171) on file at the HRSC. Right now we do not all have a resume in STAIRS or an accurate and up to date Additional Data Sheet on file. So I want to let you know some of the things we are doing as we try and get to the automated end state.

You have been seeing emails that contain a list of recruitment actions. These emails are being sent out to all of you before the RPA enters the automated system (MODERN) and goes to our HRO and then the HRSC-E for processing. These emails are designed to give you all "advance notice" that an RPA will be going into MODERN very shortly.

The idea is, if you are interested in these jobs and *do not* have a resume in STAIRS, you have a few days to get one into the system, or if you already have a resume in STAIRS, you can self-nominate yourself for additional types of positions. Many supervisors have, at the last minute, discovered that their employees still have not submitted a resume into STAIRS and they are about to recruit for a vacancy. Obviously we want all FISC employees to be considered for our jobs, but it will not happen without that resume in STAIRS. So for the near term, until we are certain that all of you have resumes in STAIRS, we will send out this advance notice. The down side of this advance notice is that it does add some days onto the length of time it takes to fill a vacancy. This is sometimes frustrating to supervisors and to other employees who have submitted a resume into STAIRS, but I hope you understand that until I feel that the vast majority of employees who want to be considered for vacancies are in the inventory we will continue this practice. So my message to you is this, again, get a good resume into STAIRS and take a look at your additional data sheet and make sure it is accurate and reflects your present job

*continued on page 6*

## Supply Chest

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# April marks several significant annual observances

April is the home month of several National Awareness issues. They include Alcohol Awareness Month, Counseling Awareness Month and National Child Abuse Prevention month. The Counseling and Employee Assistance Program's (CEAP) goal is prevention.

Throughout the month of April, CEAP will distribute literature and display posters to help people recognize if they, a friend, or loved one may have an alcohol problem or is a potential participant in child abuse. As a part of Alcohol Awareness month CEAP will sponsor a confidential screening free of charge to employees of FISC, NAVTRANS, FOSSAC, DECCD (formerly DIPC) and their families on April 19. You may still receive a screening during the month of April; call the CEAP office to schedule an appointment at 443-1049 or 443-1490. Signs to look for include:

- Drinking to calm nerves, forget worries or improve mood
- Guilt about drinking
- Unsuccessful attempts to cut down or stop drinking
- Lying about or hiding drinking habits
- Causing harm to self or someone else due to drinking
- Increased alcohol intake to achieve same effects

- Feeling irritable, resentful or unreasonable when not drinking
- Medical, social, family or financial problems caused by drinking

April is also National Child Abuse Prevention month. CEAP hopes you will recognize this and participate by wearing a blue ribbon throughout April to draw attention to the plight of America's abused and neglected children. CEAP will distribute educational literature and place posters on bulletin boards to reinforce the seriousness of child abuse.

CEAP offers free, professional counseling services which may include, but not limited to: depression, family and marital discord, financial and legal issues, stress relating to early retirement, relocation or possible downsizing, and drug and alcohol abuse or addiction. CEAP counselors seek to help employee's address and overcome any problem, which could adversely affect attendance and job performance. Employees and immediate family members of FISC, NAVTRANS, FOSSAC and DECCD (formerly DIPC) may benefit from CEAP services. For more information, please call Mrs. Veronica Thomas at 443-1049 or 443-1490.



## Eggs "stuffed" for Easter

*Food Services & Welfare and Recreation Board members gathered recently to fill colorful plastic eggs with candy. The eggs were then delivered to Oceanair Elementary School to be distributed to children there for Easter. The eggs were all filled with small candies and then loaded into bags for each class at the school. Pictured filling eggs are (front to back, left to right) SK3 Kevin Parr, Ronny Dixon (committee vice-chairman), Larry Ellis (committee secretary), SK2 Stephanie Quick, David Ball (committee chairman), Monica Jackson, and Sheila English (committee secretary). FISC has an ongoing relationship with Oceanair Elementary School, and the Food Services & Welfare Recreation Board helps in a number of ways throughout the year.*

# Chief holds first-ever Senior Leadership Conference

The senior leadership of the Naval Supply Systems Command met on March 26 for a 3-day conference at the Virginia Beach Resort Hotel and Conference Center. Attending were more than 160 Navy Supply Corps Captains and over a dozen Supply Corps flag officers representing over 70 percent of the Supply Corps leadership. Attendees represented nearly every command throughout the world where the Navy has a supply function. This worldwide gathering was the first of its kind. The gathering was called by Rear Adm. Justin D. McCarthy, Chief of Supply Corps and Commander, Naval Supply Systems Command, a 26,000 member workforce representing supply areas of operations, contracting, resale, fuel, transportation, conventional ordnance, food service and other quality of life programs.



*NAVSUP Commander Rear Adm. Justin D. McCarthy opened his remarks with a question to all captains and flag officer by asking, "why do you think we are here?" Answers included everything from the CNO's priority on alignment, "to make sure we all have a common understanding of where we are headed" to "what direction are we headed as a Corps with our corporate vision." According to McCarthy the purpose of the conference was to look at what is going on in the Supply Corps community and meeting the challenges ahead.*



*The first-ever Supply Corps Senior Leadership Conference allowed senior Supply Corps officers to discuss current and future issues. They also had the opportunity to hear from the leadership of their customers. Adm. Robert J. Natter (left), commander-in-chief, U.S. Atlantic Fleet, addresses the conference. More than 160 senior Supply Corps officers attended the three-day conference. They took advantage of the unique gathering to pose for a photo to mark the occasion of the largest gathering ever of U.S. Navy Supply Corps professionals.*



## Quarterly Supply Officers' Conference held in Building W-143



*Susan Garrow, FISC Norfolk Contracting, offers a presentation on purchase card use. She was speaking before a group of Norfolk-area Supply Corps officers at the FISC Norfolk Quarterly Supply Officers' Conference. The conference also featured presentations on HAZMAT, Task Force EXCEL, the BOSS Program, postal issues, Enterprise Resource Planning, GSA Federal Supply, and SERVMART. The quarterly conferences are open to all Norfolk-area Supply Corps officers, and offer an opportunity to network and to discuss supply issues with subject-matter experts.*

## CAX works behind the scenes to make fleet units mission-ready



*Riggers at Cheatham Annex guide a screw (propeller) onto a truck for delivery to USS Dwight D. Eisenhower (CVN-69). The Nimitz-class aircraft carrier is undergoing a three-year refueling and complex overhaul (RCOH) at Northrop Grumman Newport News. This screw is just one example of the many vital parts and pieces of equipment stored at CAX. Naval Sea Systems Command, Naval Air Systems Command, and the Coast Guard are just a few of the agencies that take advantage of the many unique capabilities CAX has to offer. Most of the work performed there goes unheralded, as most of their work is done behind the scenes. But without the efforts of CAX employees, ships, planes, and submarines would not be able to perform their missions.*

# DoD Fights Government Credit Card Abuse

By Linda D. Kozaryn  
American Forces Press Service

Defense officials are on the trail of anyone who hasn't paid their government travel credit card bill and those who've misused government purchase cards.

Defense Secretary Donald H. Rumsfeld "is moving forcefully" to correct department travel and purchase credit card problems, "which he considers to be very serious," said DoD Comptroller Dov S. Zakheim. The department intends to have a package of remedies in the form of proposed legislation or administrative changes within 60 days, he added.

Zakheim set up a task force made up of the DoD inspector general and Defense Criminal Investigative Service, and representatives from the Office of Personnel Management, Justice Department and Office of Management and Budget. The task force objectives are to investigate and punish wrongdoers, develop reforms, and improve training and senior management enforcement.

DoD has issued about 1.4 million travel credit cards to individual employees and service members. Last year, cardholders charged some \$3.4 billion using the cards. The department has also issued about 207,000 purchase cards to persons authorized to buy office supplies and equipment. Last year, \$6.1 million was spent using DoD purchase cards.

Defense officials say users' current delinquency rate on travel cards is 11.7 percent and 3 percent for centrally billed purchase card accounts. Accounts are considered delinquent when payment is not made within 60 days. Punishment for card misuse, fraud and abuse include termination of DoD employment, imprisonment, probation, restitution, fines and demotion, officials said.

The Defense Criminal Investigative Service has 17 open investigations involving 90 persons allegedly involved in credit card fraud. Other completed cases have resulted in jail terms, probation and resti-

tution. Examples:

- A Florida man, for example, pleaded guilty to placing fraudulent charges on 13 government credit cards. He was sentenced to 18 months in jail and 36 months' probation, and ordered to pay \$262,840 in restitution and other fees.

- In another case, a Texas man pleaded guilty to using a government credit card to buy a television for personal use. He was fired and sentenced in federal court to a \$3,000 fine and \$1,400 in restitution.

- A Virginia man must pay \$400,200 in restitution after pleading guilty to bribing Joint Staff Supply Service employees to buy from his office supplies company using their government credit cards. He was sentenced to 27 months in jail and 36 months' probation.

"The point is we do prosecute," Zakheim stressed. "We do get convictions, and people do pay either in jail time or in money or both."

Zakheim called the credit card programs a major and essential part of DoD's efforts to improve its business practices. The cards cut costs, free up funds for critical requirements and create the potential for accountability.

"What we're looking for now is better ways of executing that," he said. "The issue is not to eliminate the cards — that is going backward. ... What we've got to do is prevent misuse."

The problem is not widespread, Zakheim stressed. "I think sometimes people get the impression that there is this overwhelming degree of misuse. It is simply false." While the delinquency rate on the DoD cards is higher than for private sector cards, he noted, that doesn't mean the department thinks it's acceptable.

"No abuse is acceptable," he stressed. "No delinquency is acceptable."

Since April 2001, defense officials have taken steps to reduce misuse, fraud and abuse and have succeeded in cutting the total delinquent amount from \$20 million to about \$6.9 million, he said. Because of one step, for instance, employees can't



transfer to another office or leave the department until delinquent credit card charges are addressed.

"In other words, you can't just skip town," Zakheim said.

Defense officials are looking at ways to make both individuals and supervisors responsible for fraudulent charges. "The best way to encourage people to do things properly is if they know it's ultimately going to come out of their pocket," he said.

"You have to convince people that this is a major concern," Zakheim said. "The kind of money that can be lost this way is money that can be spent on bombs, bullets, readiness — whatever. It's not that people do not want to be responsible. It's sometimes that they need to be trained how to be responsible."

## Stairs from page 2

choices (area of consideration, lowest grade you will accept, appointment eligibility, etc.). Please pay attention to these advance notices, they should not be needed forever, but for now I am convinced that this extra step and time is worth it because we are all still struggling with the newness of STAIRS. If you need help with getting your resume into STAIRS, please contact our Workforce Development and Support Division, Code 47, they are there to help, - or if you are unsure of your choices on the Additional Data Sheet contact the staffing specialists in our HRO for advice. It is critical that we all learn how to use this automated process to aid in our career progression.

# Bravo Zulu



*DLA Director Vice Adm. Keith Lippert presents DDNV's Lt. Myron Brown with the NATO Medal for service in Kosovo from July through December 2001.*



*DLA Director Vice Adm. Keith Lippert congratulates DDNV's Lt. Tarail Vernon, Material Processing Center officer, after presenting him with a director's coin.*



*DLA Director Vice Adm. Keith Lippert presents DDNV's Lt. Cmdr. Kevin Carrier with the Joint Service Commendation Medal*



*DLA Director Vice Adm. Keith Lippert congratulates DDNV's Jose Mendoza, supply systems analyst, after presenting him with a director's coin.*



DDNV's Sandra Wilson was presented with a Director's Coin by DLA Director Vice Adm. Keith Lippert for her performance in the Local Delivery/Material Processing Center.



SK2(SW/AW) Rodney Harris is congratulated by NAVTRANS Commanding Officer Capt. Bob Mundell after presenting Harris with a plaque commemorating his selection as NAVTRANS Sailor of the Quarter



DLA Director Vice Adm. Keith Lippert congratulates DDNV's Tim Flynn, DDC civilian industrial engineer, after presenting him with a director's coin.



## Fair winds and following seas

NAVTRANS recently recognized the retirement of Jim Knight. Following an active-duty military career, Knight joined NAVTRANS in 1991 as a shipping assistant. During his ten years at NAVTRANS, he moved from that position to transportation assistant in the Operations Department, and later, computer assistant in the Information Technology Department. Upon leaving Federal Service, he joined the NMCI Strike Force team to begin his next career. Joining Knight for his retirement recognition at NAVTRANS were his wife Mirafe, their daughter Jamife, and their son Keith. NAVTRANS Commanding Officer Capt. Bob Mundell (right) is pictured presenting Knight with a retirement certificate commemorating 27 years of federal service. Knight also received a NAVTRANS plaque commemorating his retirement, and a NAVTRANS commemorative coin.