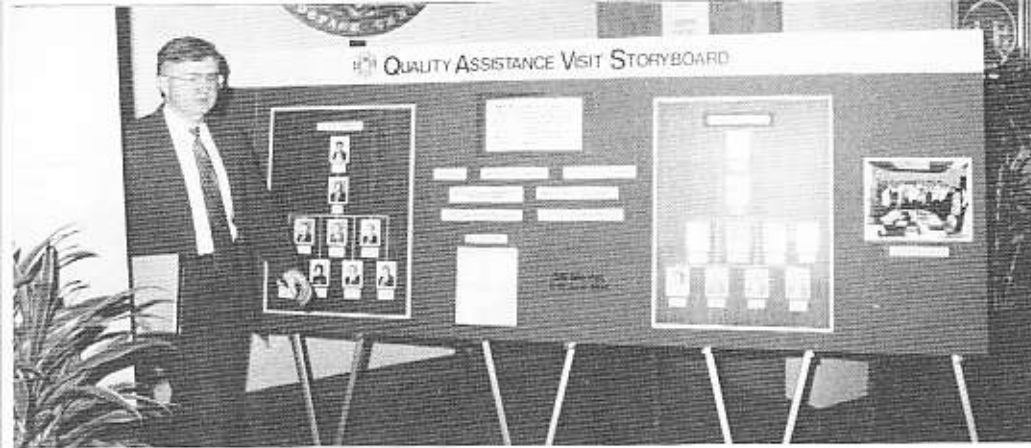




DMA News
LINK
West

Digitizing Mount Pinatubo

Vol. 1, Issue 3 • April 8, 1994



QAV Open House draws 450

QUALITY ASSISTANCE was the buzz word for over 450 employees who turned out for one of the three Open House events held consecutively at North Annex, Goodfellow, and 2nd Street in preparation for the Quality Assistance Visit (QAV) to DMAAC June 6-17. The purpose of the March 22-24 Open House activities was "to increase awareness of QAV and to allow all employees to participate in the QAV effort," said Don Meier (PI), the QAV facilitator.

QAV replaces inspections by the DMA Inspector General. In Meier's words, "QAV gives us a chance to assess our own organization rather than be inspected." In addition to the flow teams, the self-assessment team leaders were available to answer questions about the QAV process.

Open House attendees were able to scrutinize flow charts of the eight processes that were displayed by the flow charting teams. Along with their flow charts, the teams also displayed products and equipment used in their processes. Attendees were encouraged to provide input by completing surveys. Said Meier, "We want to make sure everyone has an opportunity to know what's going on with the QAV and to get involved."



Top left: A Storyboard orients visitors to the QAV, its mission, key players, and self-assessment criteria. Top right: Karen Mecket (GGB) demonstrates for Royal Webster (MCO) the operation of a Global Positioning System receiver used in geodetic surveying—one of the processes that was flowed for the QAV. Above: Myrna Thornton (SDD) explains the process flow for database management to Mark Stephans (GAD).

DMA News **LINK** West

Volume 1, Issue 3

April 8, 1994

Published by the Defense Mapping Agency - Office of Command Information

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DMA News Link West is an authorized command information publication published biweekly in the interest of Defense Mapping Agency personnel. Opinions and commentary expressed in *DMA News Link West* are not necessarily those of the Defense Mapping Agency or Department of Defense.

Send communications to Editor, *DMA News Link West*, Defense Mapping Agency, Command Information Office West, Mail Stop L-10, 3200 South Second Street, St. Louis MO 63118-3399. Telephone (314) 263-4142 or DSN 693-4142.

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"...apply your ingenuity and imagination..."

Last month I wrote of the March winds which bring change. Today the weather is improving and the beauty of new grass and blooming flowers replaces the dark piles of snow which remind us of the toughest winter in years. The change in our external environment, even though dramatic, is similar to the changes we are experiencing as we strive to bring the Digital Production System (DPS) on line. While I touched on DPS in general last issue when discussing agency-wide changes, let me now focus on DPS alone.

We are fortunate that the past leadership had the sufficient powers of persuasion to obtain funding for the system which will allow us to provide global geospatial information to our customers as we move into the 21st Century.

Just as Spring will be frustrated by "one last" storm, we will experience frustration as we bring DPS to its full potential. Some of our frustrations will be caused by humans, others will be technical. Still others will be caused by differences between the maturity of segments and the completion of training.

There will continue to be times when we will be ready to apply our newly acquired skills but the system will not be ready for them.

I ask your patience and your help in working through the frustrations — apply your ingenuity and imagination by taking advantage of the lulls to think through the process and find better ways to do our business. If we use these unplanned gaps innovatively, our satisfaction in bringing DPS to its full potential will be as sweet as that first spring day after we're sure we've had the last storm.

DMA targets 50% reduction In regulations by fall 1994

Defense Mapping Agency initiatives, under the National Performance Review (NPR), to streamline administrative processes are well on their way to meeting the objective of reducing internal, non-statutory regulations by 50 percent.

"Our target completion date is fall 1994," commented Air Force Major General Raymond E. O'Mara, DMA director. "When all our efforts are done DMA will have eliminated 275 publications totaling over 7,000 pages—more than a 50 percent total. We are also reducing our forms inventory by a similar amount."

A review of the DMA publications system revealed cumbersome directives with policy often imbedded in lengthy procedural guidance. "We had over 14,000 pages in 546 publications," reported the agency's administrative officer, Air Force Major Rochelle Wiegman. "The review indicated a need to redirect the administrative publications program to separate policy, i.e. what we do, and procedures-how we do it."

Following a review which eliminated non-essential policy and procedural publications, the streamlining program then sought to reduce the number and size of all remaining directives. Three categories were identified for the new publications:

- 1) Policy Directives—two- to three-page policy statements which initiate, govern, or regulate agency actions;
- 2) Procedural Instructions—issued by headquarters for mandatory, essential procedures necessary to implement policy directives or issued by components if agency-wide procedures are not required; and

3) Component Supplements—issued by components to augment DMA procedural instructions when additional essential procedures are required at component level.

Using the streamlined procedures, the agency will have only 75 policy directives of which 45 are currently in the drafting process or have been completed and approved. All new publications will be reviewed for essentiality, content, and length. All will be available on the agency's electronic network as well as in hard copy.

Administrative forms have also

fallen victim to the streamlining process. "We started in November 1993 with 1,365 forms in our inventory," said Major Wiegman. More than 1,000 forms were targeted for possible cancellation unless the office of primary responsibility could justify a continued need under stringent guidelines. "With two months to go in our phased review, we have already canceled 441 forms and anticipate about 200 more cancellations before we are done." The next step will be to consolidate the remaining forms which have similarity to further reduce overall numbers.

Like the directives, forms will be made available on the agency electronic network this spring through a software package.

Mapping agreement signed With Albania March 25

The Director of the Military Topographic Institute of the Republic of Albania and Charles Hall, DMA deputy director for International Operations (representing the United States) signed a significant mutually beneficial mapping agreement March 25 in Albania.

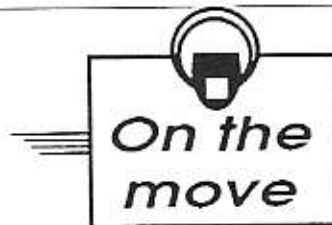
The agreement is the result of a year of successful negotiations, which began at the request of officials from the Ministry of Defense of the Republic of Albania.

Under the terms of the agreement, the DMA professional work force

will provide training and technical assistance in helping Albania achieve its national cartographic goals.

The agreement also provides for the exchange of mapping, charting and geodetic data and materials, along with hydrographic and aeronautical safety to navigation data.

According to DMA officials, the agreement will allow the partner organizations to share professional growth into new technologies in a variety of MC&G disciplines with virtually unlimited opportunities.



The DMA Director has approved the selection of two

GS-15 employees in the DMAAC Directorate of Programs, Production and Operations:

—Susan Pleimann (DPA) as Chief of PPC, the Maps and Charts Division, and

—Karen Thomas (PPD) as Chief of PPD, the Digital and Geodetic Division.

Darryl Strickland Uses CPR skills To save baby

After being pictured in the Feb. 11 DMAAC *Orienteer* training in CPR and First Aid, computer operator Darryl Strickland (MCBH)



Darryl Strickland

found himself in a life-threatening emergency that called for his skills.

He was sitting in church when his wife called, "Darryl, Darryl, there's a baby back there choking!" In a pew behind them, apparently a baby had fallen asleep in her mother's arms while eating candy and then woke up choking on it.

Darryl said, "I told the baby's mother to pat her on the back, but it didn't work; she was doing it wrong, so she turned the baby over to me. The child was 2 or 3 years old, so I put her on my arm in the position for infants, with her head tilted down and slapped her on the back a couple of times. The candy came up and she was OK. I was kind of surprised, so I said to myself, 'It really does work!'"

An employee since March 1993, Strickland came to DMAAC from Fort Sheridan, near Chicago.

Kudos

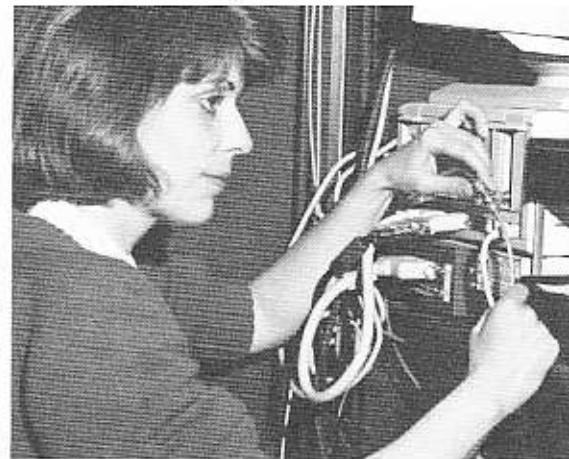
Scott Lanham, son of Penny Lanham (GA), will spend several weeks this summer living as an exchange student with a family in Stuttgart, Germany. He has studied German for three years. A junior at St. John the Baptist High School in St. Louis, Scott will also represent his school at Boys' State June 18-25.

Profiles in Quality Fast installation draws praise

Look to computer specialists Maria Loomis and Jim Dolan and telecommunications specialist Cheryl Willis if you want *customer service* defined, because they epitomize the words.

All are assigned to WGT, the Telecommunications Maintenance Division in the System Center's St. Louis Technical Support Group. Maria and Jim are responsible for hardware/software installation and support, while Cheryl takes care of telecommunications connectivity.

Recently the Performance Improvement Office (PI) received a LaserJet printer and called Systems Center to have it installed and networked. Within an hour of PI's work request, Cheryl arrived and



Cheryl Willis connects a computer to the telecommunications network.

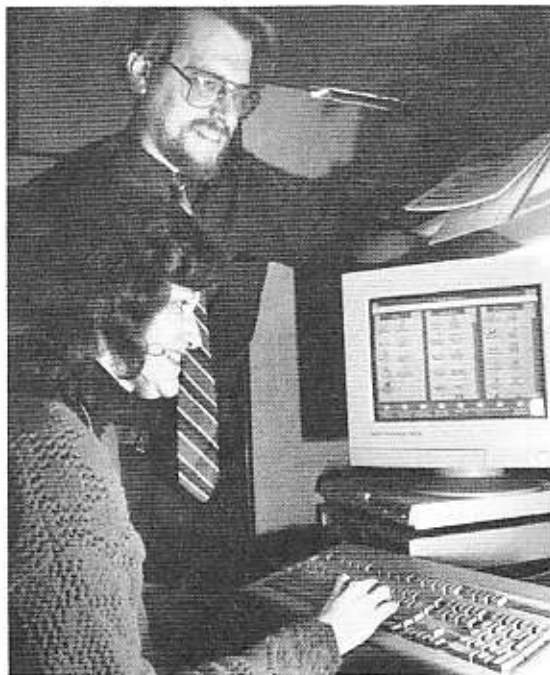
installed a network print server and two Macintosh workstations to the telecommunications network.

Maria and Jim then arrived to install the supporting software—not an easy task since three Zenith 248s had to be reconfigured so all of PI could use the printer.

The three Systems Center employees made their *customer feel* important by being responsive and courteous, despite several obstacles and questions encountered. They are role models of customer service excellence.

—Performance Improvement Office

Maria Loomis and Jim Dolan install personal computer software.



SCHOLARSHIP COMPETITION—The Federal Employee Education and Assistance Fund (FEEA) has announced its 8th annual scholarship competition. Scholarships are based on merit and range from \$300 to \$1200 per student. Applications must be postmarked by June 3. For a scholarship application or for student loan information send a self-addressed stamped envelope to FEEA Scholarship Program, Suite 200, 8441 W. Bowles Ave., Littleton CO 80123-3245.

Digitizing Mount Pinatubo

RC, AC team up to tap advanced technology

By Geneva Hargett

MOUNT PINATUBO awoke after more than 625 years and spit its ash within a 25-mile radius in the summer of 1990, killing hundreds of people and displacing thousands.

Pinatubo is located on Luzon, one of the Philippine Islands. It is part of what scientists call the "Pacific Ring of Fire," which was created by large-scale movement of sections of the earth's crust.

Reston Center supported U.S. Geological Survey's crisis support requirements before and during the eruption. With this support, USGS was able to relay accurate information to the U.S. military and Philippine government, said Jim Devine, assistant director for Engineering and Geology, USGS. As a result, an evacuation of over 300,000 people was successfully accomplished just prior to the eruption. This undoubtedly saved thousands of lives.

RC continued to provide mapping, charting and geodetic data for assessing future hazards and estimating changes in the landscape. In July 1993, USGS requested RC to furnish pre- and post-eruption topography of the volcano on a soft-copy tape. The data is being used to calculate the volume lost from the summit region and the volume added to the valleys, to monitor the condition of Pinatubo in the future, and to publish the *before and after* topography of

the summit region and resultant volume changes in a professional paper.

The data is also critical to forecast the extent of lowland communities that are in danger of being buried by volcanic flows and to better understand volcanoes, said Devine.

In support of this study, RC extracted and finished Digital Terrain Elevation Data (DTED) over a 15-minute by 15-minute area surrounding the volcano's caldera. A

caldera is a crater with a diameter that is many times larger than the volcanic vent formed by the collapse of the central part of the volcano. Over 130,000 elevation posts were extracted and verified by RC under extreme time constraints. The data was then run through digital terrain finishing software and formatted and sent to the Aerospace Center to be merged with the existing digital terrain elevation data cell of the area and then loaded into the cartographic data base.

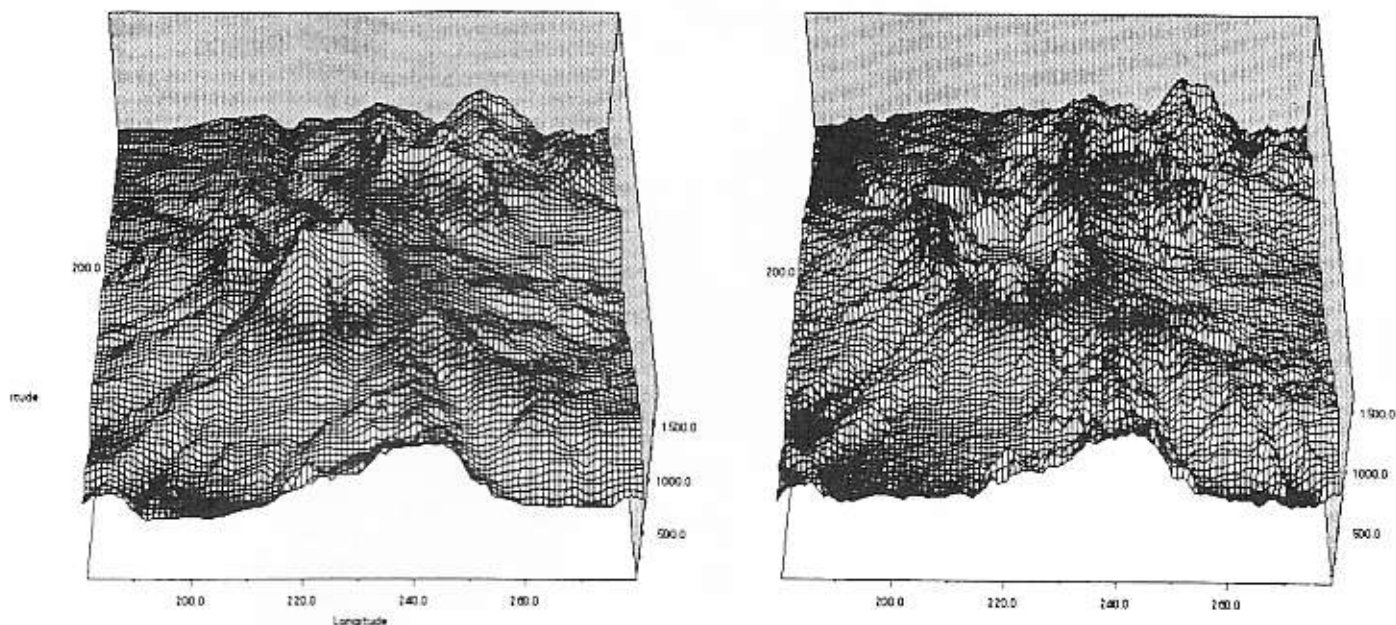
This method of production and data transfer had never been previously

attempted. It was an innovative process using advanced technologies in automated and digital cartography on state-of-the-art equipment.

The excellent results represent what RC and AC employees can accomplish through teamwork, skill and dedication.

Geneva Hargett is a staff writer assigned to the DMA News Link East.





Three-dimensional surface plots of Mount Pinatubo and the surrounding area before (left) and after the eruption were produced at the Aerospace Center. The reproductions above show dramatic changes to the landscape.

AC produced a terrain elevation cell showing effects of the volcano's eruption

THE AEROSPACE CENTER integrated the new terrain elevation data, extracted at the Reston Center, with the existing cell of Digital Terrain Elevation Data (DTED) covering the Mount Pinatubo region. The 15-minute by 15-minute area extracted by RC was only a small quadrant of the DTED cell, which totals one degree square (about 60 nautical miles on each side near the equator).

Terry Fischer, the DTED program manager in PPD, the Digital and Geodetic Division of the Directorate of Programs, Production and Operations at AC, said the new data was transmitted to AC electronically and stored in the Production Management Segment (PM/S) of the Digital Production System. "Contractors were instrumental in getting the data here," he said. "Segment integrator Ed Funk in particular bent over backwards to get us the data."

Accessing the PM/S, Kevin Tracy, a cartographer assigned to DPBA, a branch of the Digital Product Department's Terrain/Feature Extraction Division 1, produced a magnetic tape of the new Mount Pinatubo data. He input the tape to the UNISYS mainframe and matched the data on the tape with the relevant quadrant of the existing DTED. He then removed the old data, incorporated the new data, and feathered it with the surrounding portion of the DTED cell.

The updated DTED cell was output to the

Cartographic Data Base maintained by SDD, the Database Management Division of the Scientific Data Dept. SDD performed a quality check on the new data. The DTED cell incorporating the new data was then ready for distribution and retransmittal to RC.

The Reston Center subsequently asked for contours and profile plots of the Mount Pinatubo region. These were provided by cartographers Jim Little (DPBA) and Barry Heady. (Heady is assigned to DPOC, the Engineering Branch of DP's Production Operations Division.)

"Jim and Barry read the cell into the Interactive Quality Review System (IQRS), a system that allows us to make graphic files," said Fischer. "They reconstituted the data in several ways. They showed the contours in colors and made plots of both the original and new data so you could visually see the changes." The plots were generated in hard copy on a Macintosh computer by cartographer Kurt Dikkers of TSSPD, the Scientific Data Support Branch of the St. Louis Technical Support Group.

"The plots showed a lot," noted Fischer. "It's one thing to say the area changed. It's another to see it graphically. The changes were dramatic. A portion of the crater itself was blown away."

Black-and-white reproductions of one set of "Before" and "After" profiles produced at the Aerospace Center are shown above.

--Paul Hurlburt

Pumping Up Safety

Employees Gain Expertise To Make Work Areas Safer

It was the right time and the right place for the Safety Program to receive a significant boost. Just as several employees assumed their responsibilities in the newly created position of administrative officer, a basic safety course previously unavailable in St. Louis came to town.

According to Ernie Peters Jr., Chief of the Safety and Health Office (SH), eight admin officers and an assistant, joined by three department safety reps, recently received four days of safety training that will constitute a "significant benefit" to the safety program at DMAAC. Administrative officers manage the safety program in their areas of responsibility as part of their regular duties, while department representatives perform a similar role as an additional duty.

The training was provided by the Occupational Safety and Health Administration, which normally offers the training in performing safety responsibilities in federal agencies at its Kansas City regional office. The training is financed by the Department of Labor, but the costs of sending personnel on temporary duty to obtain it were prohibitive, Peters said. As a result, none of the employees charged with safety program responsibilities at DMA St. Louis, outside of SH, had received the training.

The local offering of OSHA's basic safety program course was requested by the Federal Safety and Health Council of Greater St. Louis. The Council is composed of representatives of federal agencies who meet monthly to exchange information and provide mutual assistance. Peters is the Council's



Department safety rep Bob Barnes (AOS) checks a fire extinguisher.

program chair. About 40 employees from DMAAC, Scott AFB, and other agencies received the training.

At DMA St. Louis, all administrative officers, administrative assistants and department safety representatives were invited to take the training.

Administrative officers and department safety representatives are responsible for identifying and resolving hazards in the workplace. They conduct accident investigations, complete mishap

reports, and serve as a conduit between SH and their organizations. They also attend monthly Safety Council meetings, where they bring up problems, share information, and take part in solving problems.

"Now we have 12 people who are trained in the basics of how to implement a safety program for the government," said Peters. "I am especially pleased that we could infuse the new admin officers with knowledge that

they're going to need."

Added secretary Kay Winkler (SH), who took the course, "All of us were there wanting to know more. The instructor was excellent and the handouts were great. We received a lot of information we can use."

Said Peters, "This training will contribute to a safer work environment for everyone. That's the bottom line. I appreciate the fact that managers let their people take the time to receive this training. It shows their concern for safety."



Safety and Health Chief Ernie Peters (second from right) with personnel who recently completed OSHA training, from left, Helen Wheeler, Cindy Callahan, Bob Barnes, JoAnn Hemple, and Ruby Wicks. Not pictured: Mick Chandler, Charles Cogburn, Melvin Gillespie, Donna Huckfeldt, Johnny Johnson, Penny Lanham, and Kay Winkler.

Service Award

40 Years

Sanders, Harold L., AC

30 Years

Flinn, Jon David, AC

25 Years

Dishon, Albert A., AC

Martin, Julie A., AC

Strothman, Joy J., HQ

Truka -Weisz, Christine L., AC

20 Years

Ballard, Thomas L., AC

Barnes, Dennis D., AC

Burgett, Donald V., AC

Clark, William G., AC

Gillespie, William R., AC

Marlen, Richard J., SC

Moore, Lawrence J., SC

Parker, Nicholas C., AC

Rauh, Carol G., SC

Riggs, Herschell F., AC

Shoemaker, Wanda J., AC

Outstanding Performance

Kentch, Pamela S., HQ

Souder, Jerome W., AC

Thornton, Myrna J., AC

**Outstanding Performance/
Performance Award**

Abernathy, Brian F., SC

Addoms, David L., HQ

Barker, Mitchel F., SC

Bartell, Ross S., AC

Becherer, Richard H., SC

Bellenger, James R., SC

Bowman, David G., AC

Brasier, Stephen A., SC

Briesacher, Allen I., AC

Brown, James H. III, SC

Burley, William C., SC

Burton, Emmett L., AC

Butler, Phillip R., AC

Chambless, Susan D., SC

Clarke, Frederick H., SC

Clawson, James W. Jr., SC

Corkery, Patrick J., SC

Crawford, Joseph A., AC

Crittenden, Sherry L., SC

Crouch, Mary Susan, SC

Culler, Robert L., AC

Danielson, Jeffrey M., SC

Dittrich, Denise, SC

Donnell, Sam A., SC

Draper, Carl E., SC

Dufford, Mary K., RC

Elliott, Fred D., AC

Emerson, George A., AC

Finarelli, Peter N., AC

Fowler, Glen K., AC

Friel, Kathleen M., SC

Garcia, Enrique Jr., AC

Gilman, Sally A., AC

Gligros, Susan M., SC

Glosecki, Mary A., HQ

Greenquist, Gregory J., SC

Hausmann, Susan L., AC

Hehmeyer, James E., SC

Heienickle, F. John, SC

Herdman, Edna V., SC

Hochstetter, David L., SC

Hoffman, Joyce A., AC

Hughes, David L., AC

Hunter, John R., SC

Hux, Stephen B., SC

Irwin, Leo T., SC

Jones, Leonard D., SC

Kenniston, Gayle A., SC

Kenyon, Steve C., AC

Klein, Joan A., AC

Klinker, Linda R., AC

Kroenung, George M., SC

Kubik, Mary E., SC

Lechner, Mary C., SC

Liebsch, Gary L., AC

Lutz, Patrick B., SC

Lynch, Barbara A., SC

Maddux, Danny G., SC

Martinez, Karin R., AC

McCoy, Kathleen J., SC

McGill, Marshall E. Jr., SC

Moore, Lawrence J., SC

Nagel, Randall B., AC

Nelson, Gary W., SC

Phillips, David W., AC

Pierson, Tad A., SC

Pinson, Charlotte L., AC

Pleasant, Mahlon E., SC

Plemmons, Patsy A., SC

Porter, Bruce R., AC

Ramey, Nancy A., SC

Reimler, Daniel H., AC

Reinholtz, Edward B., AC

Rogers, Jeff C., AC

Schneider, Larry C., AC

Sheehy, Michael J., SC

Smith, James E., SC

Staker, Randall L., AC

Stumpf, Herman A., SC

Sturley, John R., AC

Sullivan, Mary E., SC

Sutton, Gregory P., SC

Unger, James G., SC

Unger, Susan L., AC

Vandeven, Margaret A., SC

Visconti, Robert V., SC

Wails, Terry L., AC

Wallmo, Charles, AC

Willis, Cheryl L., SC

Willman, Larry W., AC

Wolf, John L., AC

Performance Award

Abele, David T., AC

Adams, Norman B., SC

Albert, Francis C., AC

Andersen, Ernest L., AC

Archuleta, Keith E., AC

Arganbright, Robert S., AC

Arms, Wayne F., AC

Barnitz, Colleen L., AC

Beale, James R., AC

Beavers, Cedric B., AC

Bejarano, Maria Elena Q., AC

Beleck, Virginia R., AC

Biasbas, Romeo C., AC

Boehm, Michael J., SC

Bolain, Leonard Paul, AC

Brace, Kenneth L., AC

Buecker, Virginia R., SC

Burose, Bernhard W., AC

Bussmann, Larry O., AC

Clarkson, Harold K., AC

Coleman, Carolyn R., SC

Cooper, Charles R., SC

Courbis, Richard Z. II, AC

Crawford, Patricia A., AC

Creel, Thomas F. Jr., AC

Croxton, William M., AC

Davenport, James A., AC

Dedo, Diana A., AC

Diaz, Federico R., AC

Drew, Geneese S., AC

Ertl, Bettye S., AC

Erwin, Jimmie R., AC

Espino, Armando, AC

Continued on page 10.

Performance Award

Continued from page 9.

Factor, John K., AC
 Favier, Mary E., AC
 Fedde, Mark S., AC
 Friederich, James E., AC
 Full, Michael J., AC
 Gilbert, Paul F., AC
 Gillihan, John A. Sr., SC
 Giusto, Paul D., AC
 Gregory, James A., AC
 Greiner, Glenn L. III, AC
 Griggs, Charles R., AC
 Gschwind, Jarold J., AC
 Haack, Leonard F., SC
 Hale, Denzil C., SC
 Halloran, Maureen A., AC
 Hansen, David A., AC
 Harbit, Roy F., AC
 Harris, Thomas G., AC
 Hay, Mary Lynn, AC
 Hayden, Edwin M., AC
 Healy, Michael M., AC
 Heard, John A., AC
 Henning, Larry E., SC
 Henson, Barbara J., AC
 Herron, Lewis III, AC
 Higginbotham, Michael L., SC
 Hinze, Richard J., AC
 Hoegemann, Daryl W., AC
 Hoff, George E., AC
 Hornsby, Gregory J., AC
 Hurst, James B., SC
 Idol, Terry A., SC
 Jacks, Gary S., SC
 Jeffers, Bradley S., AC
 Johnson, Gregory W., AC
 Johnson, Turner H., SC
 Joll, John A., AC
 Jones, Carmella J., AC
 Jones, David W., AC
 Justus, Jeffrey W., AC
 Kemling, Nathan P., AC
 Kemp, John F., AC
 Kemp, Kristine A., AC
 Key, Sharon M., AC
 Kirkpatrick, Darlene S., AC
 Kort, John C., AC
 Krahling, Reeves A., AC
 Krueger, Kurtis M., AC
 Kuehl, Jose L., AC

LaChance, Laura J., AC
 Lancey, Suzanne M., AC
 Lehr, Frank M., AC
 Lloyd, Scott D., SC
 Loomis, Mariaelena A., SC
 Madden, Harold D., AC
 Magness, Perry O., AC
 Manning, Dennis M., AC
 Marple, Dale W., SC
 Martin, Bennie F., SC
 Martin, Sandra M., AC
 Martinez, Helen A., AC
 McCurdy, Lisa K., AC
 McElroy, Betty K., AC
 McEntee, Donald R. Jr., AC
 McGlone, Harris T., AC
 Meder, Kathryn E., AC
 Megraw, Tobias W., AC
 Mickley, Kim I., AC
 Milbourn, Joann, AC
 Miller, Helen, AC
 Miller, Valerie A., AC
 Moore, Randall J., AC
 Morgan, Dennis R., AC
 Mueller, Frank E., AC
 Murdoch, David R., AC
 Nassif, Helen V., AC
 Nassif, Sherman C., AC
 Needham, John E., AC
 Nelson, Robert J., AC
 Newton, Arthur J., AC
 Obry, Dean G., SC
 Odell, Nancy K., AC
 Oliver, Louis U. Jr., AC
 O'Nanian, Maryann A., SC
 Owens, Cathy Ann, AC
 Perks, Michael E., SC
 Pettit, Alan L., AC
 Pitt, Harold D., AC
 Place, Johnnie S., AC
 Plummer, Thelonia Y., AC
 Pollman, Virginia B., SC
 Portell, Ruth A., AC
 Prugger, Michael A., AC
 Raatz, Don L., AC
 Rakers, Don E., SC
 Rakowsky, Peter J., AC
 Ramos, Barbara D., AC
 Renschen, Christina L., AC
 Rhodes, Kyle W., SC
 Rudebusch, Dixie S., AC
 Salsgiver, Gerald A., AC
 Schmidt, Donald D., AC

Schuchardt, Scott G., AC
 Schury, Ruth I., AC
 Seaman, John B., AC
 Shepherd, Bruce A., AC
 Siems, Timothy W., AC
 Sinnwell, Eileen A., AC
 Small, Howard J., AC
 Smith, Ivan J., AC
 Sprangers, Daniel L., AC
 Starr, Elizabeth M., AC
 Stentz, Emilia R., AC
 Strauss, Debra T., AC
 Stroud, Richard S., AC
 Stuckstede, Robert F., SC
 Studt, George P., AC
 Sturley, Janet L., AC
 Sugent, Patrick L. Jr., AC
 Sutton, Balfour R., AC
 Szlauko, Elnora M., AC
 Taggart, Marla Kay, AC
 Taylor, Randall E., AC
 Thompson, Brodie, AC
 Thompson, Laura J., SC
 Thompson, Neal L., AC
 Treiber, John A., AC
 Trimmer, Ronald G., AC
 Troeckler, Lynn M., AC
 Truccano, Norman D., AC
 Vanatta, Jay K., AC
 Vath, Kenneth R., AC
 Wallace, Gary S., AC
 Weingarh, Leonard A., HQ
 Weiss, Julie A., AC
 Wertenberger, Carla M., AC
 Wetzker, Egon J., AC
 Wever, Katherine M., AC
 Wever, Michael L., AC
 Whalen, Brian C., AC
 Wheeler, Robert D., AC
 Williams, Deborah A., SC
 Williams, Karen L., AC
 Wilson, Mary E., AC
 Winters, Arthur B., AC
 Wong, Robert F., AC
 Youngblood, Shirley M., AC

Quality Step Increase

Fenner, Patrice A., AC
 Kerkemeyer, Alan L., AC
 Miller, Mary Jo, AC
 Miller, Timothy J., AC
 Weymouth, Jeffrey A., AC
 Wilcox, Myra A., AC

Special Act or Service

Ackermann, Michael C., RC
 Albenesius, Richard W., SC
 Antoniewicz, Kerry J., AC
 Barnes, William R., AC
 Barrows, Kenneth D., AC
 Bazan, Eugene J., AC
 Benedix, Frank J. Jr., SC
 Benson, Phyllis L., AC
 Bentrup, Robert B., SC
 Bertels, Matthew A., AC
 Burley, Lisa R., AC
 Burley, William C., SC
 Cina, Alan C., RC
 Connell, Michael S., AC
 Connor, Jack W., AC
 Crittenden, Sherry L., SC
 Cummins, Denzil R., AC
 Curtin, John A., SC
 Daniels, Laurie J., RC
 Danielson, Jeffrey M., SC
 Davis, Chester B., AC
 Draper, Carl E., SC
 Eakin, Terry L., SC
 Emory, James E., AC
 Engram, Mary F., RC
 Figura, Paul C., SC
 Freeman, Matthew C., AC
 Galbreath, Franklin B., SC
 Gaska, Peter H., AC
 Griffin, Mary Lee, HQ
 Haase, Jeffrey A., AC
 Hahn, James A., AC
 Higgins, John T., AC
 Hilterbrand, Jimmie R., AC
 Holmgren, Larry N., SC
 Howard, Harold W., SC
 Huddleston, Karen J., RC
 Huettnermeyer, James A., AC
 Hunter, Jeffrey D., AC
 Irwin, Leo T., SC
 Isgrig, Charles W., AC
 Israel, John I., SC
 Johnson, Gary D., AC
 Johnson, James R., AC
 Kerins, John M., AC
 Kreis, Thomas N. Jr., HQ
 Lorenz, Gary L., AC
 Mathews, Warren A. Jr., AC
 Maya, John C., SC
 McCormick, Lisa L., AC
 McEntoe, Donald R. Jr., AC

Mroz, Monica Z., HQ
 Mumm, Donald E., AC
 Nelson, Gary W., SC
 Nuessle, Gregory Scott, SC
 Ott, Steven W., AC
 Pearson, Gary D., AC
 Perucca, Melissa A., AC
 Petrie, George J., AC
 Poninski, Raymond C., SC
 Powley, James C., AC
 Qualls, Chester M., SC
 Sanders, Fred D. Jr., AC
 Schwartz, Anne G., AC
 Scott, Jeb S., AC
 Shepard, Edwin R., AC
 Shoger, Paul J., SC
 Smith, James E., SC
 Smith, Myrna R., AC
 Sparling, Dana E., AC
 Sport, Robert H., RC
 Strebeck, John W., AC
 Sutterfield, Thomas W., SC
 Taylor, Jerry L., SC
 Tomlinson, Marybeth, RC
 Toohey, Joseph L., SC
 Trimble, Charles D., AC
 Van Cleve, Brad K., AC
 Vanvoorst, Frans T., AC
 Visconti, Robert V., SC

Suggestion Award

Cook, Jerry A., AC
 Earl, Michael W., AC
 Greenlund, John C., AC
 Jennrich, Brian J., AC
 Wagoner, Donald E., RC

Retirements

Years of federal service are given.

February 28

John J. Fanto (SC/WGHAB),
 electronics technician, 16 years.

Gene K. Simmons (AC/
 MCBA), aeronautical information
 specialist, 37 years.

January 26

Clifford K. Howe (AC/
 MCD), cartographer, five years.

Time Off Award

Aldred, Thomas K., SC
 Bierman, Chris E., SC
 Bourbon, Mary Ann, AC
 Bowman, David G., AC
 Boyer, Kevin G., AC
 Clemens, Joyce L., AC
 Cooper, Yolanda B., AC
 Cotter, Sylvia A., AC
 Custard, Catherine, AC
 Dollar, Dolores M., AC
 Dreher, Mark A., AC
 Ewens, Karen S., HQ
 Fiebiger, Patricia L., HQ
 Glauber, Mary Frances, AC
 Goodwin, GERALYN, AC
 Halley, Kathleen M., AC
 Hudgens, Betty J., AC
 Jarrett, John L., SC
 Kaufmann, Cheri L., AC
 Lamprecht, Carole R., HQ
 Landherr, Barbara A., AC
 Laws, Pamela A., HQ
 Lawson, Holly A., AC
 Lawson, Sharon Y., AC
 Loo, Yim C., SC
 Masucci, Gerald W., AC
 McCurdy, Lisa K., AC
 McDowell, Donald R., AC
 Meador, Kerry D., AC
 Meixner, Adrienne M., AC
 Mobley, Clayton W., AC
 Morris, Sharon A., HQ
 Morrison, Tim A., AC
 Mouw, Bryce H., AC
 Olive, Steven H., AC
 Perry, Janice M., AC
 Reznicek, James G., HQ
 Ropac, Brenda, AC
 Routh, Patricia J., HQ
 Sanford, Cedric V., AC
 Smith, Myrna R., AC
 Strahm, Mark D., AC
 Tayon, Diann R., AC
 Thilman, Carol L., HQ
 Waters, Joyce A., AC
 Weston, Charles C., HQ
 Whitmire, Cynthia S., AC
 Williams, Iris J., HQ
 Wishom, Brenda R., AC

Voluntary Separation Incentives.... What Every Employee Should Know

Separation incentive pay is a lump-sum payment equivalent to an employee's severance pay entitlement, up to a maximum of \$25,000 (employee receives the severance pay amount or \$25,000, whichever is less). It is paid to designated, eligible employees upon their voluntary retirement

(either optional or early) or resignation. Acceptance of an incentive offer is completely voluntary on the part of the employee.

Separation incentives are not an employee entitlement — rather, they are a management tool for reshaping and reducing the work force by encouraging voluntary separations, where needed, with a goal of avoiding involuntary separations.

Separation incentives are currently being used to avoid or minimize the number of involuntary reductions that may occur as a result of a significant decrease in overall DMA funding, and the reduction in funding to support the Counterdrug Program in FY 94. DMA's planned use of separation incentives is currently limited to targeted occupations, grades and locations where overages exist in relationship to funding decreases. Most overages result from the Counterdrug Program funding decrease; in other cases, targets were proposed to the Resources Advisory Board by component/office directors based on known and/or anticipated overages.

Across-the-board voluntary separation offers to all DMA

employees (or all retirement eligibles) would not benefit DMA, since losses would likely occur in skill and/or geographic areas where losses are not desirable. Losses must occur in the areas where separation incentives are offered. In spite of downsizing plans, there are a number of skill areas where continued recruitment is required. In many occupations, the DMA mission would be adversely affected by uncontrolled departures. For these reasons, requests from non-targeted employees for separation incentives cannot be accommodated, nor can employees be reassigned to targeted occupations/locations for the purpose of taking a separation incentive.

Separation incentives were used on a limited basis in September 1993 to achieve necessary reductions in specific areas, and it is likely that any future use of separation incentives will be similarly targeted to occupations and areas where reductions are needed. The DMA work force will be kept fully informed as decisions are made about the use of separation incentives.

*—HQ DMA Human Resources Directorate
Staffing, Classification and Compensation Policy
Branch (HIRAP)*

**This Sunday,
April 10, you and
yours are invited
to take a long
walk...for hunger!
It's the 2nd**



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Smith at 4142 for
details!**

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