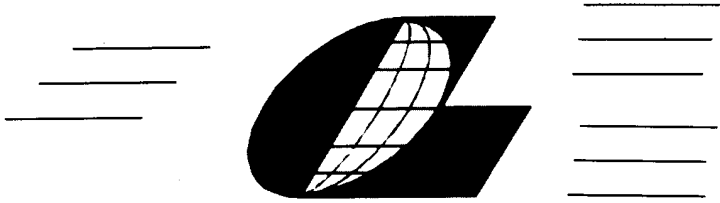


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# Notes & Quotes

19 August 1988

## NEWEST OL EMPLOYEE

OL extends a warm welcome to our newest employees:

Name	Assigned to
	ISB/SG CTS/OP GPB/ACG P&TS (Recruitment)

\*\*\*\*\*

## OL REASSIGNMENTS

Name	Assigned to
	OTS/LOGS Contracts Team/NPIC ACG/ST

\*\*\*\*\*

## FAMILY DAY 1988

The Agency's annual Family Day is scheduled on 1 October 1988 from 0900 to 1600 hours at the Headquarters Compound, as well as at selected outlying buildings. An Employee Bulletin is forthcoming advising of specific details for this year's activities.

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## QUOTE FOR THE WEEK

Nobody ever won an argument with his or her customer.

\*\*\*\*\*

Congratulations to the following OL employees who were promoted, effective 14 August 1988:

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### EXCEPTIONAL PERFORMANCE AWARD

25X1 On 17 August 1988 [redacted] Chief, Security Staff (SS), was presented with an Exceptional Performance Award based on his excellent performance over the past 11 months. Over the last year, Dave has reorganized the operations and procedures of SS/OL; and thereby, has increased its effectiveness and responsiveness both to industrial security requirements of the Agency decentralized contracting teams and OL area security requirements. Examples of his initiative include the establishment of new training programs, both for new Industrial Security Officers and contractor Security personnel, and the revalidation of SS/OL record holdings on several thousand industrial firms. He has been particularly helpful in the rapid expansion of the [redacted] the establishment of expedited security processing procedures for Ogden Allied personnel who support the Headquarters Operations and Maintenance contract, and the establishment of new or expanded contracting teams in the Offices of Communications, Information Technology and Security. Dave has made a substantial contribution to the successful accomplishment of OL's mission [redacted]

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25X1

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### EXCESS FURNITURE DONATED TO VA. SEMINARY COLLEGE OF LYNCHBURG

25X1 On 10 August, the Virginia Seminary College of Lynchburg, Virginia, picked up 45 pieces of excess furniture [redacted]

25X1 [redacted] The furniture was valued at \$2,600. This was the fourth donation of Agency excess furniture made to Historically Black Universities. [redacted]

25X1

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### FIELD COMPUTER SYSTEM UPDATE

On 12 August 1988, IMSS personnel completed the installation of the Field Computer System at five major Office of Communications bases. This system is a microcomputer-based inventory control and accountable property system developed to support logistics officers in the field. The installations, which began in November 1987, also entailed the training of over 24 station personnel and keying over 15,900 line items of inventory data from the manual card system. [redacted]

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### VIDEOTAPING OF HEADQUARTERS COMPOUND

The Printing and Photography Group, on behalf of the Public Affairs Office, videotaped selected areas within the Agency. The final product will be used by KCET TV in Los Angeles, California, for a public television documentary on historical intelligence. Areas of interest videotaped include the library and the memorial wall, as well as an overhead view of the Headquarters Compound. It is not known at this time when this production will be aired. [redacted]

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### PLAQUE AND BAS-RELIEF IMAGE OF WILLIAM J. CASEY

The plaque reflecting the dates of service and bas-relief image of William J. Casey has been inspected at the studio of the sculptor, Harold Vogel. The work is considered to be complete and will be held by Mr. Vogel while preparations are underway for its permanent placement in the New Headquarters Building, 4th floor lobby [redacted]

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### CIA GUEST SPEAKER PROGRAM

United States Secretary of Education, William J. Bennett, will be the CIA guest speaker on 2 September, at 1400 hours in the Headquarters Auditorium. His presentation is entitled "The Importance of Education Reform." Mr. Bennett has spoken out on issues such as the importance of the family and the academic and moral responsibilities of college administrators, faculty, and students. His educational philosophy and policies are based on what he has called the "three Cs: content, character, and choice." These principles emphasize the need to return to the basics. Tickets will not be required. A sign language interpreter will be provided for the hearing impaired.

\*\*\*\*\*

### COOPERATIVE CO-OP

One of OL's Co-op students wrote the following:

There has to be some sort of inspiration to get up and go to work everyday. For a Co-op student assigned to OL, it is an interest in learning something new everyday, working with new friends and gaining experience in the business world.

I have been fortunate to have a supervisor who conveys that you don't have to be a slave driver to make your employees productive. Even though the nature of the work is hectic, the working environment is relaxed and structured in a way that gives workers that element of trust they need to be more responsible in their duties.

Being a Co-op Education Student has been one of the smartest moves I have ever made. Having learned more in the past three months about the mechanics of the working world, I come away believing that one person can and does make a difference.

\*\*\*\*\*

### DEAR GARY , . . .

Question:

There seems to be a built-in acceptable error rate throughout the federal government. No doubt that some of this thinking can be found in OL. I find this completely unacceptable! What can be done to remedy these backward attitudes?

Answer:

The Office of Logistics as a body must keep striving for perfection. I believe our error rate will decrease as personnel become more and more in tune with OL customer service initiatives. Although one would be completely naive if they didn't allow for some element of human error, the goal should be a 99.997 percent service excellence rate!

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