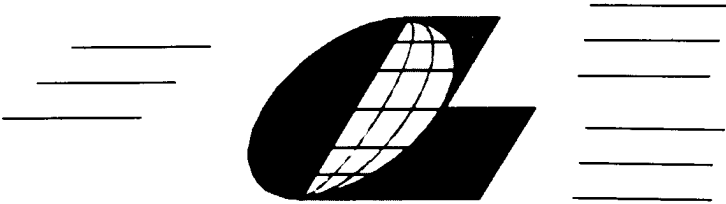


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Notes & Quotes

15 July 1988

NEWEST OL EMPLOYEE

OL would like to take this opportunity to welcome [redacted] to Mail & Courier Branch/FMD [redacted]

OL REASSIGNMENTS

The following OL reassignment was announced:

Name	Assigned to
[redacted]	OC/AMD/MENCA

QUALITY STEP INCREASES

[redacted] Logistics Engineer, RECD, was presented a Quality Step Increase on 12 July 1988, for his superb performance in support to the Office of Communications from 1985 to the present. Dave has established and superbly managed an Architect-Engineering contract providing OC with a resource not previously available to them. He is responsible for

[redacted]

and Dave's expertise and technical abilities allowed him to crystallize the OC facilities requirements and develop several workable relocation options and complete the facilities

design effort. Dave has worked closely with the

[redacted] coordinating this effort. His strong technical expertise and ability to work well with others has greatly contributed to his success [redacted]

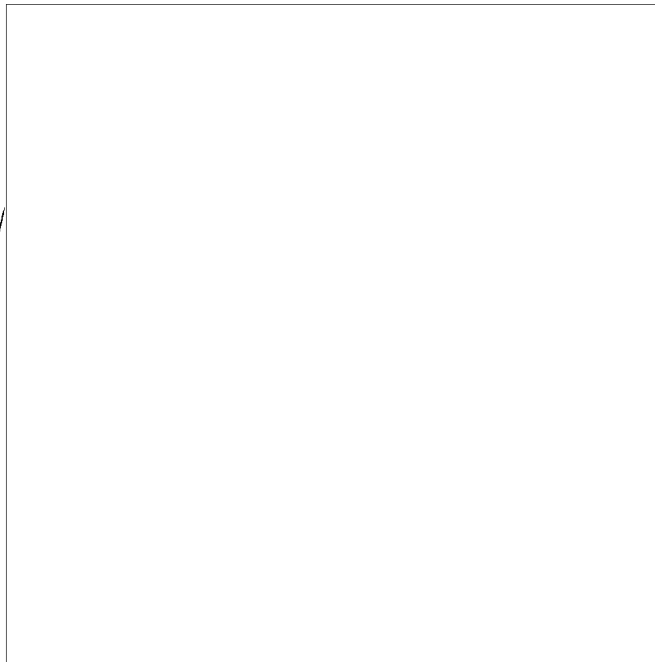
[redacted] Chief, Procurement Management Staff (PMS), was presented a Quality Step Increase on 13 July 1988, for his outstanding performance since June 1986. Many "firsts" have been accomplished during Frank's time as C/PMS. He orchestrated the reorganization of the Agency's procurement function, the establishment of a comprehensive Agency Procurement Management Review process, the development and publication of an Agency Contracting Manual, and the completion of a series of professional workshops. He also was responsible for carrying out the recommendations contained in the Coopers and Lybrand report. In addition, he provided sound and professional advice to senior managers on all aspects of the Agency's procurement process. Frank was the principal officer responsible for the preparation of an insightful response to an Inspector General Report on the Agency Acquisition System. [redacted]

[redacted]

[redacted]

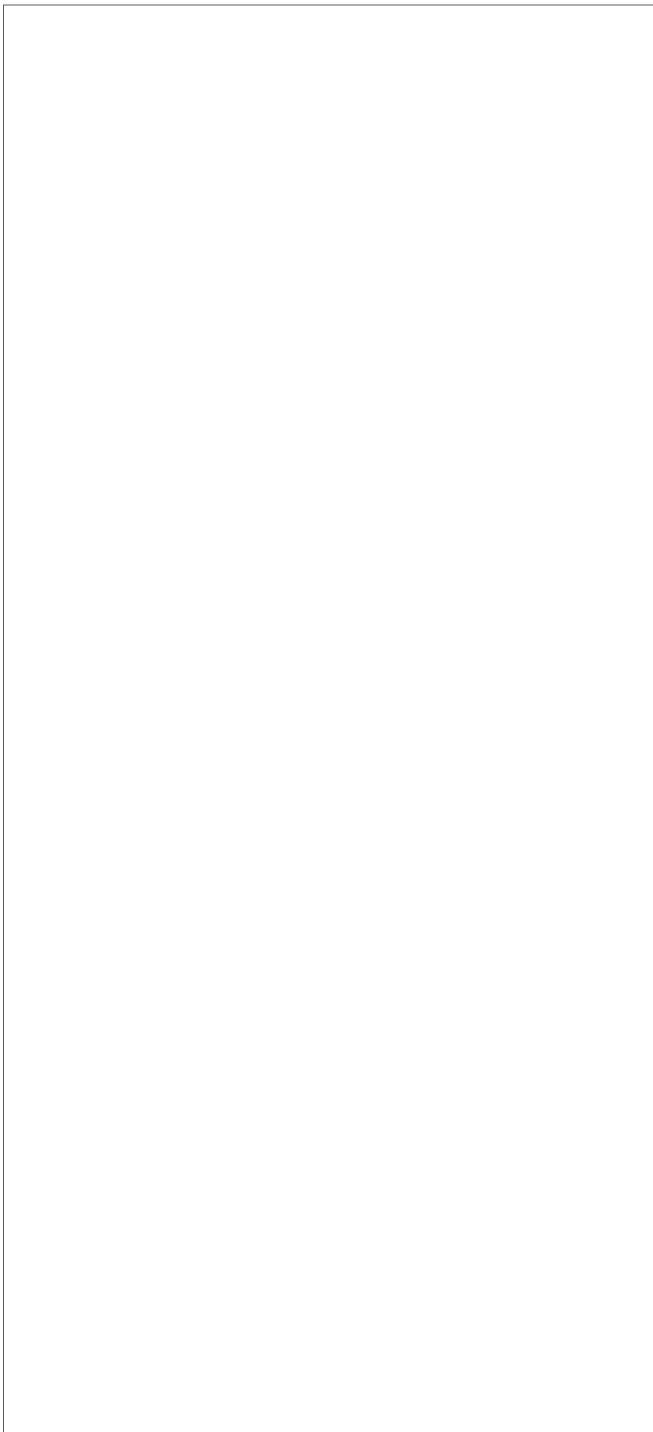
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**SUSTAINED SUPERIOR
PERFORMANCE AWARD**



**EXCEPTIONAL
ACCOMPLISHMENT AWARD**

25X1 [redacted], was presented an Exceptional
Accomplishment Award on 15 July 1988 for his
superior performance during 15 March through
15 June 1988. As Chief, Facilities Services
25X1 Branch, Support Division, [redacted] Ron was
responsible for preparing special studies and
facility impact assessments for five major
national program initiatives. He was tasked to
organize and lead a team of government and
contractor architects, engineers, and planners to
develop, review, and brief facility options for
implementing each of these major programs to
senior management. Careful planning was
required to integrate these new programs into a
facility already facing major space utilization
constraints. Ron's blend of creativity,
imagination, technical expertise, professionalism
and commitment enabled him to complete these
requirements without impacting ongoing
25X1 activities at the facility. [redacted]



The OL Reorganization will be completed in
the fourth quarter of FY 88 with the
consolidation of the Facilities Management
Division and the Real Estate and Construction
Division into a new Facilities Management
Group. Also, the Information and Management
Support Staff will be reorganized into a Planning
Staff and an ADP Staff under the Executive
Officer, OL [redacted]

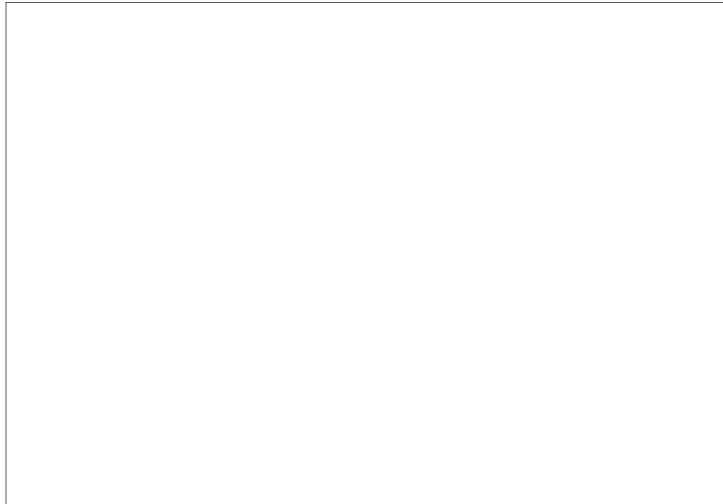
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25X1

PARKING EXPANSION—WEST A

On 7 July, the Facilities Management Division, OL (FMD/OL), gave 95 percent review comments on the West A Parking Lot expansion to Smith, Hinchman & Grylls (SH&G). The only issue remaining to be resolved is SH&G's recommendation to maintain a separate truck entrance to facilitate removal of approximately 75,000 cubic yards of dirt. FMD is awaiting the Office of Security's response to this issue.



25X1



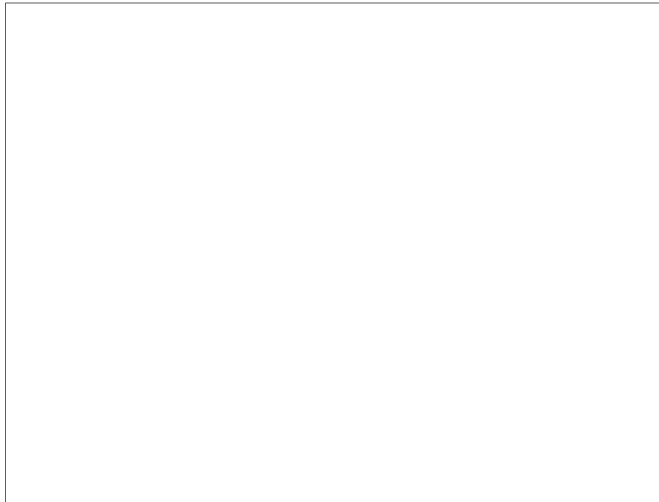
UPDATE ON FENCE AND JOGGING PATH

On 6 July, FMD received the final design drawings for the fence and jogging track from Dewberry and Davis. The contract documents for the Long Fence Company to begin this project have been prepared. The contractor was scheduled to start construction the week of 11 July.

25X1



25X1



DEDICATION PLAQUE TO BE MOVED TO NEW HEADQUARTERS BUILDING

Mr. Harold Vogel, sculptor, moved the dedication plaque from the 1D corridor of the Original Headquarters Building (OHB) to the 4th floor lobby of the New Headquarters Building (NHB) on 14 and 15 July. Mr. Vogel will also be working on the 4th floor lobby area mounting the bas-relief of former director Casey in that same area.

25X1

CHILD DAY CARE CENTER PROJECT (CDCC)

FMD has received 90 percent of the blueprints for the Child Day Care Center and the revised Headquarters Compound Master Development Plan from the project architect-engineer, Science Applications International Corporation. An environmental impact statement to cover the Child Day Care Center construction was also completed and presented to the National Capital Planning Commission on 5 July. The final blueprints were submitted for Agency review on 14 July.

25X1

1989 OL CONFERENCE

The list of committee volunteers is filling up fast. Don't miss the chance to make this your conference. Contact Gary on [redacted] and turn on your creative juices.

25X1

25X1

QUOTE FOR THE WEEK

Wishing cannot bring success—But, planning, persistence, and a burning desire will . . .

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REMINDER: OL Quarterly 3rd Quarter FY88

Thursday 28 July 1988 1000 hours Headquarters Auditorium

25X1 Friday 29 July 1988 1000 hours [redacted]

ROTATIONAL ASSIGNMENTS

25X1 There are currently 45 Logistics careerists who are serving in rotational assignments outside of their career fields. Many are assigned to components outside of OL, such as the Office of Finance, DA Management Staff, Inspector General Staff, general administrative (MG) jobs both abroad and within CONUS. Others are highly successful in working at jobs outside of their functional subgroup, such as an engineer assigned to a supply position, a procurement officer doing an engineer's duties, a P&PG employee assigned to the Mail & Courier Branch, etc. All of these assignments present career enhancing opportunities which increase the value of the participating employees to OL and add to the flexibility and versatility of our workforce. The present lineup of rotational assignments by subgroup is as follows:

MLM (procurement personnel)—9% of total workforce

MLP (Printing & Photography personnel)—8% of total workforce

25X1 MLS (supply careerists)—5% of total workforce

25X1 MLR (Real Estate Division careerists)—4% of total workforce

If you would like any information regarding rotational assignments, please contact any personnel officer in P&TS.

CABLE WORKSHOP

The Supply Division recently developed a cable workshop designed to introduce students to the proper method of reading and understanding cable messages. The basics of writing messages concentrating on use of cryptonyms, slugs, coordinations, and preparing clear concise text will also be discussed.

All OL employees whose duties require the use or preparation of cables are invited to take advantage of this five-hour workshop. Please call [redacted], for assistance in scheduling individual student participation or to have the workshop given in your work area. [redacted]

DEAR GARY, . . .

The recent item of interest on Wang system security neglected to comment on "Summer-Only" employee usage—Can "Summer-Onlys" use the Wang system?

Possibly—On a case-by-case basis, and if the system contains only collateral information classified at the Secret level or below, approval may be given to allow "summer-only" employees access to stand-alone personal computers and certain stand-alone word processing systems which use shared memory/logic (i.e., Wang Alliance). This, of course, must be approved by the Information Security Group, Office of Security (ISG/OS) [redacted]

MAIL SERVICE TO OTS INFORMATION SERVICE CENTER

25X1 The Mail & Courier Branch (M&CB), FMD, commenced, on 6 July 1988, service to the OTS Information Service Center (ISC), located in 2S83 (second floor, North tower, NHB). This is the first ISC to be opened for service in NHB. Commencing 18 July, all offices now located in NHB will receive mail service exclusively through that ISC [redacted]


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ONE INDIVIDUAL CAN MAKE A DIFFERENCE

The Director of Logistics extends a sincere "*well done*" to the following employees who, by their outstanding performance, have not only received acknowledgment from OL customers but have helped to enhance the "*can-do*" image of our office:

25X1 ✓ A letter of appreciation dated 27 June 1988, from [redacted] Deputy Chief, Audit and
25X1 Certification Division, Office of Finance (OF), recognized [redacted], Mail and Courier Branch for
25X1 his timely support to OF [redacted]

25X1



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ITEM OF INTEREST

Printing & Photograph Group/OL

LASER WHAT???

There are many types of lasers: *industrial* for precise metal working, *medical* for non-invasive surgery, and *recording* for hi-fidelity audio disks, to mention only a few. The Office of Logistics, Printing and Photography Group (OL/P&PG) has picked up the newest of these to help support customer requirements—the Canon Laser Printers. Both the Color and Black & White models offer the latest in laser printer (copier) technology.

The Canon Laser Printers offer a completely different and unique method of reproducing film (35mm positive and negative images), photographs, documents and small three-dimensional objects. These printers can generate high volume paper copies and/or transparencies in a matter of minutes as compared to hours required using traditional photographic processes. Through sophisticated electronics these copiers can enlarge, reduce, “cut-and-paste” images from one document to another, and/or sharpen or soften the quality of the original. In addition, the color copier can convert colors (turn the blue bar on a graph to any color you desire), add color to highlight selected areas of B&W documents, and perform myriad functions to enhance the quality of the finished product.

Are the results as impressive as they sound? They most certainly are! For example, during the first six weeks of operation more than 16,000 copies were produced on the color copier. The quality (see attached samples) was such that some of these products were used for Presidential briefings.

In short, P&PG has found the laser copiers to provide a cost-competitive, quick-response alternative to some traditional photographic applications. This service is offered on a “walk-in” basis for P&PG’s customers and is used as a “custom” print device by our technicians. P&PG stands ready to provide demonstrations and assistance in the use of either laser printer. For more information, contact P&PG’s Photograph Branch Planning Desk

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