

8433
325cys
6-7-97

~~SECRET~~



FAST

May 1997

FACILITIES and SECURITY TIMES

Director's Corner

Two years as an Office! On the one hand, not a long time to gauge the merger of two established entities; on the other, a time to be proud of the accomplishments the new partnership has realized in this short period of time. Our evolution as an Office has not been completely smooth sailing by any stretch of the imagination. We have experienced growing pains throughout the process in the form of reorganizations (some more than twice), name changes (some more than once), and mergers within Groups. We have been tasked repeatedly to do more with less, and then asked to continue to do better with what was left.

Our accomplishments speak volumes for the work we do every day to support the Agency's mission. Protective Services Group's I-Team improved the way the Security Protective Service (SPS) functions and is managed. Facilities Management Group reorganized to better meet the challenges of the future. Printing & Photography Group continues to set the standard for producing quality products and is recognized as a leader in their field. The Analysis and Policy Center, through the establishment of Red Team Surveys, provides service to our varied customers in the Community. Security Services Group has upgraded security [redacted], and



The SPS Officers are on the line day-in-and-day-out. Our employees, more than any other Office, touch the lives of every Agency employee, every single day.

We have begun to come together as an Office; however, we cannot rest on our laurels. On the horizon we will be challenged to continuously improve the way we do business. Activity Based Costing will require us to identify our current costs, then reduce our costs in order to be competitive. Our resources are becoming scarce. We are continuously asked to take additional cuts; yet our customers are demanding the same, if not better, services and products from us.

Change will be a way of life for us and we must step up to meet the challenges of the future. The future is now! I can guarantee you three things: more meaningful work, lots and lots of opportunities, and more change.

Congratulations to all on a rewarding first two years, and I look forward to the challenges of the future.

(This article is ADMINISTRATIVE INTERNAL USE ONLY)

(b)(3)

Contents (b)(1) (b)(3)

- Focus on 2
- CMS Honors P&PG 3
- Awards/Transfers 4
- Kudos Korner 5
- Spotlight 6
- P&PG Hosts Co-Founder of Successful Co-op Program 7
- Promotions 8
- [redacted] 10 (b)(1)
(b)(3)
- OFSS Profile 11
- Training Center Opened 12
- [redacted] Takes Gold 13 (b)(1)
(b)(3)



(b)(3)

~~SECRET~~

SECRET

Focus on . . .

(b)(1)
(b)(3)

SECRET

(b)(1)
(b)(3)

CMS Honors P&PG CBJB Production Effort

After delivery of this year's Congressional Budget Justification Books (CBJB), the Community Management Staff (CMS) presented plaques to several key Printing and Photography Group (P&PG) focal points and commended all of P&PG for its intense efforts to get all 13 Intelligence Community volumes and seven Annexes completed within severe time constraints. Working around the clock, P&PG dedicated over [redacted] production hours, [redacted] of which were overtime, to this annual project.

(b)(3)
(b)(3)

(b)(3)
(b)(6)

Quick Quote

The virtue of all achievement is victory over oneself. Those who know this can never know defeat.

—A. J. Cronin

(This is UNCLASSIFIED)

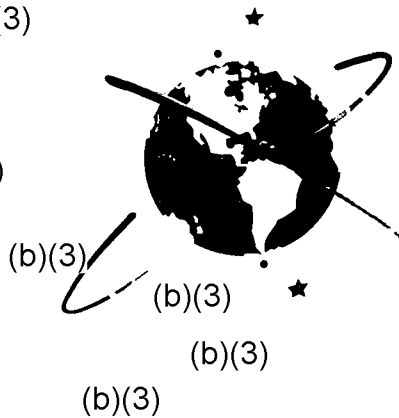
SECRET

Awards

Employee	Recognition	From	Employee	Recognition	From
(b)(3) (b)(6)	(SSG) EPA	OED/ DDO	(b)(3) (b)(6)	(FMG/RMS) EPA	OFSS/EXO
	(SSG) EPA	(b)(3) DDO		(P&PG/SD) EPA	OFSS/EXO
	(SSG) EPA	DDO	(b)(1)	EPA	OFSS/ FMG
	EPA	OFSS/EXO	(b)(3)	(b)(3) EPA	OFSS/ FMG
(P&PG)	EPA	OFSS/PPG	(b)(1)	(b)(6) EPA	OFSS/ FMG
P&PG)	EPA	OFSS/PPG	(b)(3)	(b)(3) EPA	OFSS/ FMG
(P&PG)	EPA	OFSS/PPG	(b)(3)	(b)(6) EPA	OFSS/ FMG
(P&PG)	EPA	OFSS/PPG	(b)(1)	(b)(3) EPA	OFSS/ FMG
(PSG/SPS)	EPA	OFSS/PSG	(b)(3)	(b)(6) EPA	OFSS/ FMG
(PSG/SPS)	EPA	OFSS/PSG	(b)(1)	(b)(3) EPA	OFSS/ FMG
(SSG)	EPA	OFSS/EXO	(b)(3)	(b)(6) EPA	OFSS/ FMG
(PSG/SPS)	EPA	OFSS/EXO	(b)(1)	(b)(3) EPA	OFSS/ FMG
(b)(3) (b)(6)	EPA	OFSS/EXO	(b)(3)	(b)(6) EPA	OFSS/ FMG
(FMG/B&FS)	EPA	OFSS/EXO	(b)(1)	(b)(3) EPA	OFSS/ FMG
			(b)(3)	(b)(6) EPA	OFSS/ FMG

Transfers

Name	From	To
(b)(1) (b)(3) (b)(6)	(b)(3) OFSS/EXC	OFL (b)(3)
	DA/HRM/CG	OFSS/EX/HR
	OTC	(b)(3)
	OIT	(b)(3)
	(b)(3)	(b)(3)
	(b)(3) DDO	
	OFSS/EXO	DCI/OIG
	New OFL EOD	FMG
	DO	(b)(1)
		(b)(3)
	OFSS (b)(3)	DA/COMO
	FMG/CB	NRO



(This section is classified **CONFIDENTIAL**)

SECRET

Kudos Korner

(b)(3) (b)(3)
(b)(6) (b)(6)

(b)(3) (b)(3)
(b)(6) (b)(6)

(b)(3) (b)(3)
(b)(6) (b)(6)

(b)(3) of P&PG received a letter of appreciation from (b)(3) from the Community Open Source on two Africa map posters that were used in a lecture to the Washington Map Society at the Library of Congress, Geographic Section. (b)(3) careerist assigned to NRO (b)(3) is commended for his recent assistance to (b)(6) an injured motorist. (b)(3) reacted quickly and was able to stabilize the victim until he could be medevaced for further treatment.

(b)(3) for his support to OTE's sensitive, security-related personnel issues. (b)(3) P&PG (b)(3) received high praise from (b)(3) Director, Intelligence Systems Secretariat, for designing a high-profile briefing package for the Intelligence Community's Strategic Planning Team.

(b)(3) received a Letter of Appreciation (b)(3) from (b)(6) Chief, EUR (b)(6) Support Staff, for their recent customer support to the division. (b)(3) (b)(6)

(b)(1)
(b)(3)
(b)(6)

P&PG received a commendation note from the Production Manager of the Regional Production Center/CPAS commending P&PG for an excellent job on the publication (b)(3) Also accompanying this (b)(3) lotus note (b)(1) stating that P&PG did a terrific job on (b)(3) printing this publication. (b)(6)

(b)(1)
(b)(3)
(b)(6)

(b)(3) (b)(6) P&PG, received a Letter of Appreciation from (b)(3) CPAS Editor for the Watchlist, for (b)(6) their excellent efforts and great customer service while producing the Watchlist.

(b)(1)
(b)(3)
(b)(6) (b)(3)

(b)(3) were recognized in a Letter of Appreciation from Janice Fitzgerald, Director of Training and Education (OTE) for their assistance (b)(3) in OTE's distance learning project. (b)(6)

(b)(1)
(b)(3)
(b)(6)

(b)(3) Porter J. Goss, Chairman, Permanent (b)(6) Select Committee on Intelligence, US House of Representatives, sent a Letter of Appreciation to Nora Slatkin, Executive Director, commending the **Protective Services Group** for their security enhancement briefing to the Committee. (b)(3) (b)(6)

(b)(3) were commended in a memorandum from (b)(3) the Agency's Inspector General, for bringing to his attention several irregularities within the (b)(3) Agency. In a separate memorandum, (b)(6) PSG Badge Office, for his extensive documentary research during an investigation. (b)(3) (b)(6)

(b)(1)
(b)(3)
(b)(6)

(b)(3)
(b)(6)

(b)(1)
(b)(3)
(b)(6)

Letters of Appreciation from (b)(3) Deputy Director of (b)(3) Personnel Security, for their support in applicant clearance processing. (b)(6)

P&PG, received a Letter of Apprecia-

(b)(3)
(b)(6)

(b)(3) a P&PG employee (b)(6) assigned to the Center for Support Coordination, received a Letter of Appreciation from DDA (b)(3) commending her efforts in (b)(6) organizing the recent conference (b)(6) for the DA Deaf and Employees with Disabilities.

(b)(3)
(b)(6)

sent a Letter of Appreciation to FMG

(b)(3) Director of Training and Education (OTE) sent a (b)(6) Letter of Appreciation to D/OFSS commending (b)(3) (b)(6)

(b)(3)
(b)(6)

(This section is classified **SECRET**)

SECRET

Spotlight

Turnaround is Fair Play—P&PG Cross Trains C/PSG (b)(3)

(b)(3) During this time of downsizing
(b)(6) and budget cuts, [redacted] Chief
(b)(3) of Protective Services Group, took
(b)(6) time out of his busy schedule to
help Printing and Photography
Group produce *The Siren*, PSG's

newsletter. [redacted] tour of duty was
in reciprocation for P&PG Chief
[redacted] challenging Tour
de Compound with the Security
Protective Service's Bike Patrol last
November. [redacted] got down and (not

too) dirty with technicians in the
press room, not only checking
proofs but helping to mount print-
ing plates on the press, add ink
to its fountains, and ensure that
the plates were properly aligned

(b)(3)
(b)(6)

[redacted]
(b)(3)
(b)(6)

Assistant Production
Manager [redacted]
gives [redacted] hi. (b)(3)
assignment. (b)(6)
(b)(3)
(b)(6)

[redacted]
(b)(3)
(b)(6)

(b)(3)
(b)(6)

[redacted] uses his head to
help press operator
[redacted] mount
printing plates.

(b)(3)
(b)(6)

[redacted]
(b)(3)
(b)(6)

(b)(3)
(b)(6)
[redacted] helps press operator
[redacted] check
plate registration.
(b)(3)
(b)(6)

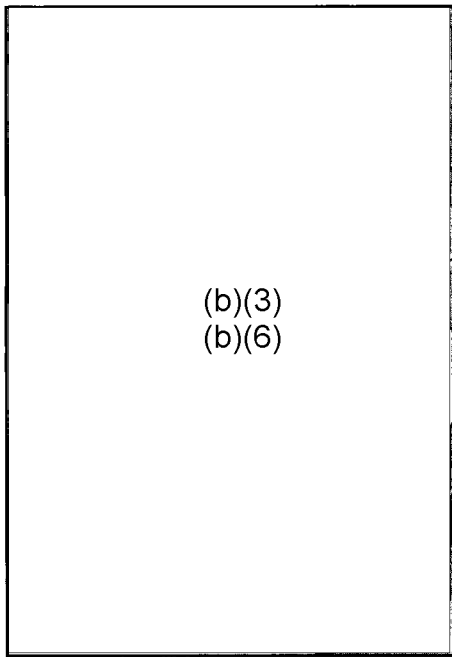
[redacted]
(b)(3)
(b)(6)

[redacted] has a real taste for
printing! (b)(3)
(b)(6)

SECRET

SECRET

(registered). As it turned out, [] was no safer around ink than we were with [] protecting us—but they both have a greater appreciation for the challenges facing each other's staffs every day. For being such a good sport, and a role model of the versatile employee of the future, [] earned a P&PG Quality Award.



(b)(3)
(b)(6)
(b)(3)
(b)(6)

(b)(3)
(b)(6)

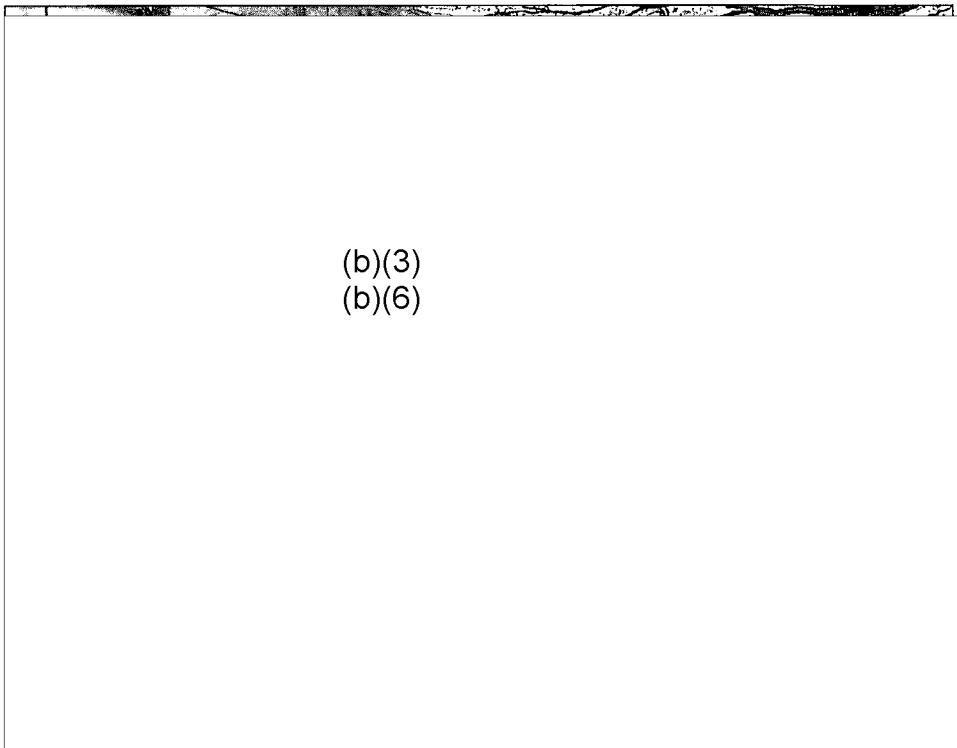
Not easily alarmed, [] successfully completes his assignment—The Siren.

(b)(3)
(b)(6)

"Where Image is Everything"

P&PG Hosts Co-Founder of Successful Co-op Program

In April, P&PG hosted a visit from Dr. Joseph Metcalf, Director of Central Missouri State University's (CMSU's) Internship Program for Industrial Technology, and his assistant Mike McCarty. Dr. Metcalf co-founded Printing and Photography Group's (P&PG's) Co-op Program in 1985 with former Chief, P&PG, [] now retired. Since the program's inception, P&PG's partnership with CMSU has resulted in some [] students working for P&PG, [] of whom are staff employees.



(b)(3)
(b)(6)

(b)(3)
(b)(6)

(b)(3)
(b)(3)

(b)(3)
(b)(6)

[] are pictured below with some of those CMSU alumni presently working in P&PG.

SECRET

SECRET

Promotions

(b)(3)
(b)(6)
(b)(1)

GS-07 to GS-08:



SECRET

SECRET

(b)(3)
(b)(6)

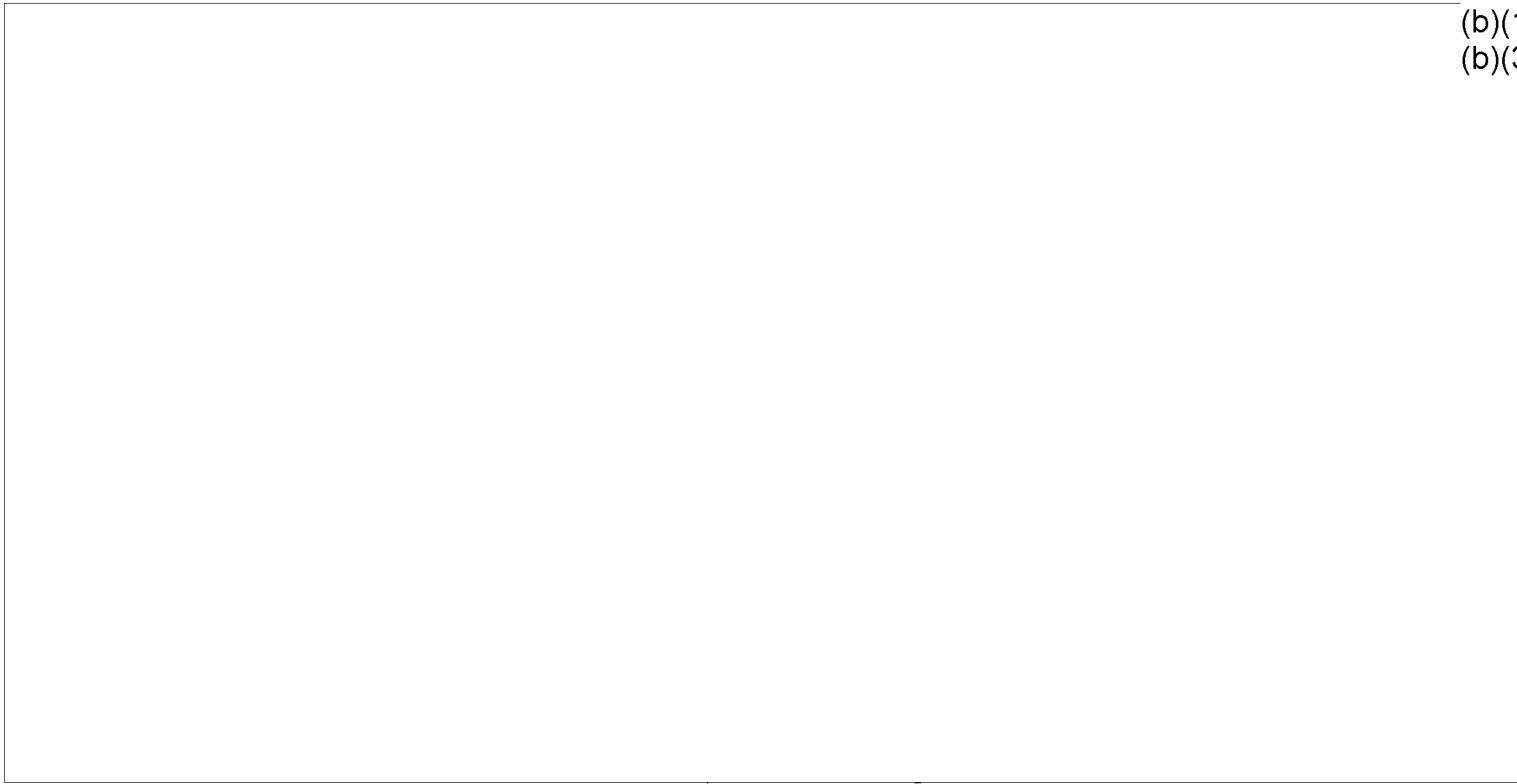
SECRET

SECRET

(b)(1)
(b)(3)
(b)(6)

SECRET

(b)(1)
(b)(3)



OFSS Profile

(b)(3)
(b)(6)

(b)(1)
(b)(3)

Current Assignment: Operations Officer for Operations Division, Security Services Group, and Area Security Officer

(b)(1)
(b)(3)

I have been in my assignment since August 1996.

Years in Agency/Assignments: I have been with the Agency for almost 16 years (EOD 6 July 1981). Most recently I served as a Physical Security Officer (June '95 - August '96) in Program Coordination Division. Prior to that I served as Plans Officer for Analysis & Policy Center, Security Services Group, and Program Analysis Group (October '91 - June '95). From October '81 - October '91, I served in various positions within Compartmented Information Branch and Security Records Division.

Most Helpful Colleagues:

Without their assistance and

(b)(3)
(b)(6)

(b)(3) with "Jasper"
(b)(6)

guidance, I would never have survived my first week as a Physical Security Officer.

(b)(3)
(b)(6) who are there when I need to vent or when I need a

laugh. Finally, to the SPS a special thanks for all of the assistance they provide on a daily basis.

Favorite Non-Office Activities: Reading, watching Disney movies with my kids, playing with my new dachshund puppy "Jasper."

Hometown: (b)(6)

(b)(6)

Comments to Colleagues: I have really enjoyed working here at the Agency for the past 16 years. I have had the great fortune of working with some excellent personnel who have made my assignments so much easier. I hope my next 16 years (HA! HA!) will be as challenging and as rewarding as the first.

(This article is AIUO)

SECRET

(b)(1)
(b)(3)
(b)(6)

(This article is classified **CONFIDENTIAL**)

SECRET

(b)(1)
(b)(3)

Takes Gold

On 16 May 1997, [redacted] (b)(1)
[redacted] (b)(3)
[redacted] its first ever Gold Pretreatment Excellence Award for meeting all sewage compliance requirements and having an exemplary compliance record in 1996. In order to obtain the gold award, [redacted] performed the following tasks:

- a) Monthly pH tests on sewage effluent.
- b) Tracking of sewage flow rates.
- c) Effluent meter certifications.
- d) Monthly venting of force main air vents.
- e) Proper maintenance of all pretreatment equipment.
- f) Daily application of Bioxide into the main sewage lift station.
- g) Meeting all effluent parameters during unannounced sewage sampling events.
- h) Monthly reporting to [redacted]

In the past, [redacted] had problems in meeting all effluent parameters, and thus was never awarded the Gold

[Large redacted area]

(b)(3)
(b)(6)

(b)(1)
(b)(3)

Award. However, since the start of basewide bulletins on proper waste disposal, regular cleaning of numerous grease pits, and the frequent skimming of the oil from the car wash's oil/water separator, all parameters have been met. These efforts resulted in [redacted] winning the coveted Gold Award.

(This article is classified **SECRET**) (b)(1) (b)(1)
(b)(3) (b)(3)

(b)(1)
(b)(3)

Help Wanted

Hey, we need you!
FAST Newsletter has lots of openings for

Authors—

Of articles about OFSS Stories about the people of OFSS

Photographers—

Help us depict what your job is all about, here or overseas

These OFSS "jobs" pay nothing (but you do get a byline)

Send contributions or queries to:

OFSS Newsletter

Send articles for inclusion in FAST to:

[redacted] Editor-in-Chief
OFSS

(b)(1)
(b)(3)
(b)(6)

SECRET

Calendar

1997

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 JUNE	2	3	4		6	7 (b)(3)
8	9	10	11	12 Conference	13	14 (b)(1) (b)(3)
15	16 Promotion Ceremony GS-06 – GS-07 GS-12 – GS-13 (1330 Hrs)	17	18 Supervising in OFSS	19 \$	20	21 (b)(3)
22	23	24	25	26	27	28
29	30					

Other Information:

13 June – Issue a Request for Proposal to single source for non-competitive contract

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
JULY		1	2	3 \$	4 HOLIDAY Independence Day	5
6	7	8 OFSS Orientation	9	10 Promotion Ceremony GS-11 – GS-12 (0800 Hrs)	11 DDA Biweekly (0830 Hrs) DDA Town Meeting (1000 Hrs)	12 (b)(3)
13	14	15 All In A Day's Work	16	17 \$	18	19 (b)(1) (b)(3)
20	21	22	23 Analytical Risk Management	24	25	26
27	28	29	30	31		

Other Information:

15 July – GS-13 PARs due in OFSS

15 July – Issue incremental funding modifications or exercise options under existing contract.

31 July – Date by which CIAP FY-97 funds should be at least 80 percent completed.

SECRET

SECRET

SECRET