



US Army Corps
of Engineers

Vol. 27 Issue 5
June 2006

Huntsville Center

Bulletin

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*Mark your
calendar now...*

June 7
9 a.m.
**Town Hall
Meeting with
Lt. Gen.
Carl Strock**



June 16
11 a.m.
**Huntsville
Center
Awards Day
Picnic**



Courtesy Photo

Joe Pentacost, left, and Donald Voce of Huntsville Center's Engineering Directorate discuss damage to the roof of Bldg. 103 at NASA's Michoud Assembly Facility near New Orleans, La.

NASA counts on Huntsville Center, Mobile District to get Louisiana facilities repaired

**By Debra Valine
Public Affairs Office**

While it's not out of the question, it is a little unusual for the Corps of Engineers to be called in to

do facility repair work for NASA. Usually NASA handles its own building maintenance, but after Hurricane Katrina hit the Gulf Coast last August, NASA needed some help.

"After Katrina, we got a

call Sept. 9, 2005, from Jimmy Guarin, who works at NASA's Marshall Space Flight Center," said Kent Criswell, the program manager for the Huntsville

See Michoud on page 11

Commander's thoughts

Happy June — school is out and the vacation season is upon us. We're also at the beginning of hurricane season; the Global War on Terror continues and we remain at or near the center of mass for Army and military construction (MILCON) transformation.

We have taken on the challenge to be the Center of Standardization for Child Development Centers, Medical Facilities, Fire Stations and Physical Fitness Centers. Engineering, Installation Support and Contracting will all be heavily engaged in the execution of this very important mission.

We also continue to lead the Army's post-BRAC (Base Realignment and Closure) master planning effort and range planning and programming. Lots to do, but I'm confident we'll be successful.

You continue to support the Global War on Terror in an exemplary manner. We have met great success executing the Coalition Munitions Clearance mission and our folks are on schedule as they go about the dangerous business of clearing UXO sites. You continue to volunteer to fill critical positions in both Iraq and Afghanistan, and I ask you to discuss deployment with your families and take it on if you can.

Our Center's response in the wake of Hurricanes Katrina and Rita was truly extraordinary. You stepped forward and really made a difference, and we continue to have folks deployed in Louisiana, Mississippi and at Headquarters. Although the 2006 hurricane forecast is lower than 2005, any storm will impact communities on our coasts. Please

look at your work schedules, talk with your family and if you see fit, pick several 30-60 day windows when you can deploy to help. We hope and pray that we never see another Katrina, but storms in 2004 also required a huge response.

Summer means extra travel — more time on the highways and visits to lakes, pools and the beach. Please plan all you do with safety as a foundation for all you do. Use life jackets, get adequate rest, protect yourself from the sun, watch your speed, buckle up and don't drink and drive. We want you and your family to come home safely.



Col. John D. Rivenburgh

Mark your calendar. Make plans to attend.

Town Hall Meeting — June 7 with Lt. Gen. Carl Strock, Chief of Engineers

Lt. Gen. Strock will conduct a town hall meeting for Huntsville Center employees on Wednesday, June 7 at 9 a.m. at the University of Alabama in Huntsville's (UAH) Chan Auditorium. Buses will transport employees from the Huntsville Center building to Chan Auditorium because of limited parking at UAH. Buses will arrive at Huntsville Center and begin loading at 8 a.m. All employees must be seated at the auditorium by 8:50 a.m. Buses will return employees to Huntsville Center at the conclusion of the town hall meeting.

Lt. Gen. Strock will conduct a briefing and then take questions from employees. The meeting is scheduled to end at approximately 10:30 a.m.



Lt. Gen. Carl Strock



US Army Corps of Engineers

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BULLETIN

Commander..... Col. John D. Rivenburgh
 Chief, Public Affairs..... Kim Gillespie
 Editor..... Becky Proaps

The Bulletin asks:

What was the most important skill your father taught you?



My father taught me that when you put your heart, mind and soul into your work, you will get positive results along with respect and admiration.

Norris Hudnall
Operations and Engineering
Division



Anita Lloyd
Installation Support

My "Daddy" worked as an ironworker for many years while also pastoring several churches during that time. Although he taught me many things, one of the most important things I learned from him was to love people and make a difference where I can. He has been gone now for 21 years this September, and I will forever be grateful for the legacy of love he left behind.



The most important skill my father taught me contains three essential abilities. They are leadership, management and supervision. He taught me that if and when you are able to flow from one of these skills to another freely, you will succeed in any capacity.

Retha Adams
Contracting Directorate



Audrey Nore
Environmental Division

My father taught me many important things, but the most important thing he taught me was to believe in myself.



I guess I'll say how to overcome adversity. No matter what curve ball life served up, my father always seems to land on his feet. He goes to work at 7 a.m., five days a week and goes to church on Sunday. It sounds simple on the surface, but it says a lot.

Randy Miller
Mechanical Engineering Division



Chris Shepherd
Architectural Division

The most important skills my father taught me were to survive and maintain in a harsh and unforgiving world. He also taught me to be honorable, respectful and to prepare for the future while living every day to the fullest.

**Compulsory
Commitment
Compass**

Quality Policy

The U.S. Army Corps of Engineers
Engineering and Support Center is

**Committed to providing quality services through the
Empowerment of our people in order to offer the
Highest level of Customer Care for fulfilling
National priorities while
Continually improving our processes to meet the challenges of
the future.**

Munitions experts part of award-winning community relations team

By Debra Valine
Public Affairs Office

While evaluating a residential community on what used to be Camp Wheeler near Macon, Ga., inspectors found a 60-mm mortar under leaf litter. The mortars also have been found within 13 feet of homes.

These inspections are being conducted under the Formerly Used Defense Sites, Military Munitions Response Program, managed by the Engineering and Support Center - Huntsville. To date, 1,691 FUD sites have been identified, with 600-700 sites expected to be contaminated with unexploded ordnance. The former Camp Wheeler is one of them.

Huntsville Center, in cooperation with local Corps of Engineers districts, public officials and interested citizens, determines the potential danger from munitions and explosives of concern, develops a plan to remove the MEC or reduce its risk and oversees the execution of the plan. The local geographic district serves as the overall project manager for the investigation and response actions, and handles the real estate and public involvement



Photo by Robin Hawn, EOD Technology, Inc.

Media film the team flagging anomalies for further investigation during a media day at the former Camp Wheeler, Ga.

responsibilities.

Partners in this project include Savannah District, Corps of Engineers; Huntsville Center; EOD Technology, Inc.; and the residents of the former Camp Wheeler, near Macon, Ga.

It was Savannah District's expertise in working with the community on this project that led to the district winning the Locke L. Mouton Community Relations Award, presented by Headquarters, U.S. Army Corps of Engineers. This is the second consecutive year the Public Affairs Office, led by Billy Birdwell, received the award.

"This has been such a huge community relations success because we are

telling the residents the truth," said Chris Cochrane, the project management specialist with Huntsville Center's Ordnance and Explosives Design Center. "We are emphasizing the fact that this is dangerous. We tell them that we want to do this work, but we do not know if we will have the money to do the work. Then when we get funding, we tell them we have money for a certain amount of work."

Cochrane used property boundaries to illustrate the type of information being provided the residents. Initial surveys had identified boundaries based on tax maps, but Cochrane's team found that the tax map boundaries were smaller

than the legal survey boundaries. She said they are clearing to the legal survey boundaries, including easements.

"Billy Birdwell, the chief of Public Affairs at Savannah District, submitted the project for the award and he really deserves it," Cochrane said. "He has led the effort to make public relations excellent at Camp Wheeler, but we have all been behind him helping out. The group at Savannah is really proactive and they are team players."

The team kept the community informed and involved in the project through public meetings, news releases and a Web site.

See Experts on page 8

My Biz: New self-service personnel data system available to Huntsville Center in June

The Department of Army is in the midst of deploying an expansion of the Defense Civilian Personnel Data System by launching the Human Resource Self Service called "My Biz".

My Biz gives employees access to view their personnel data from their office computer. My Biz also offers employees an update capability for certain personal information such as e-mail address and phone number.

My Biz will be implemented in waves, with complete implementation later this summer. The Corps of Engineers is scheduled to deploy this

new system in June.

Employees will be notified of their authorization to access My Biz via AKO e-mail. There are no present requirements for employees, once granted access, to use the My Biz system. Its use is voluntary. However, it is anticipated that many employees will want access to the My Biz system if for no other reason than to check that their personnel data is accurately reflected.

Although employee use of the My Biz system is voluntary at this time, system usage will become mandatory upon an employee's conversion to

National Security Personnel System as the NSPS performance evaluation system will be housed in the My Biz system.

The Civilian Personnel Advisory Center (CPAC) has been asked to provide training to all employees on the new system as soon as it is available," said Toni Hamley, Human Capital manager, Business Management Office.

Questions can be directed to Debra Coffey or Carol Dennis, your CPAC Human Resource Specialists. (This information is from the Redstone Arsenal CPAC.)



Photo by Debra Valine

Floor monitors review responsibilities

The Safety and Security Office conducted Floor Monitor training May 25. Col. John Rivenburgh, Huntsville Center commander, opened the training session by encouraging them to keep up the good work. He presented each person with a U.S. Army Corps of Engineers safety coin. The floor monitors and alternates for the Huntsville Center are 1st row, left to right, Mindy Shelton (RM), Ruth Smith (PM); 2nd row, left to right, Nancy Wilburn (OE), Anita Norton (RM), Diane Mims (RM), Linda Merschman (RM), Katherine Thrasher (ED); 3rd row, left to right, Sandy Reynolds (OE), Norris Hudnall (ED), Sandy Cannon (ED), Molisa Glass (OC), Pam Fuqua (IM), Fred Williams (IM), Sarajane Rubert (LM); 4th row, left to right, Col. John Rivenburgh, Bud Morgan (ED), Severo Lopez (ED), Lori Byrd (SL), Larry McIntosh (ED), Linda Hocker (CT); 5th row, left to right, Garry Runyans (ED), Morgan Ruther (ED), Gary Douglas (IM), Patrick Lane (PM), Robert Ager (ED), and Ken Wilson (LM). Cyndee Oleyte (DC); Norma Jones (CD); and Eldric Jefferson (ED) attended the training but are not pictured.

Al-Basrah oil terminal increases export loading capacity

By Lisa J. Anderson
 Gulf Region Southern District,
 U.S. Army Corps of Engineers

Base Camp Adder (Ali Base) Iraq — Al-Basrah’s offshore oil terminal in Umm Qasr has increased its loading capacity due to the recent completion of repairs to six damaged loading arms on Platform B, Berths 3 and 4. Extensive repairs included total refurbishment of the hydraulic systems, vacuums and power lines.

The loading arm repairs provide safer, more efficient equipment and contribute greatly to restoring the terminal to full capacity. The repairs will also accommodate a larger number of vessels which means more oil and other goods can be exported from the terminal.

This tasking was one of eight under the Al-Basrah Oil Terminal project, a major terminal overhaul that will improve Iraq’s ability to export oil and stimulate its economy. The ABOT is essential to Iraq’s reconstruction because oil exports generate revenues of approximately \$130 million per day. It is one of Iraq’s two operating offshore terminals; the second, Kwahr Abd Allah Oil Terminal (KAAOT), needs repair and is limited to loading small tankers.

This construction project was completed at a cost of \$434,000. Construction was funded by the Iraqi Relief and Reconstruction Fund and managed by the U.S. Army Corps of Engineers.



Berth 3 loading arms

Courtesy Photo

“HNC Annual Awards Day Picnic”

“Corps Survivor meets AmazingRace– Hawaiian Style”

When: **June 16**

Where: NASA Picnic Grounds

Lunch served from 11 a.m. -12:30 p.m.

Games/Activities begin at 12:15 p.m.

Awards Ceremony begins at 3 p.m.

Duck Pond
 Fish Pond
 Cake Walk
 Ring/Coke Toss

Basketball
 3-on-3
 Hula Hoop Contest
 Limbo Contest
 Softball Tourney



Employee Tickets

\$4 for BBQ Bag/\$3 for Hamburger Bag/\$2 for Hot Dog Bag

Non-employee Tickets

\$5 for BBQ Bag/\$4 for Hamburger Bag/\$3 for Hot Dog Bag

(All bags include a drink, condiments and 2 cookies)

Each employee will receive 10 tickets for games or additional drinks. Additional tickets are 5 for \$1 or 30 for \$5.

Tickets can be purchased from Activities Association members until **June 9**. Members include Kim Kirkland, Cindy Halbrooks, Chiquita Goodloe-Suggs, Liz Hayes, Dawn Scott, Kristi Javins, Rachel Sawyers, Nancy Wilburn and Yazmin Gerousis

U.S. Bank launches new tool for government purchase card holders

By Jo Anita Miley
Public Affairs Office

Access Online is a Web-enabled purchase card program tool that gives you the ability to view cardholder statements, transaction data and account profile information. It replaces U.S. Bank's C.A.R.E.

All Huntsville Center Government Purchase Card (GPC) cardholders, billing officials, and alternate billing officials will be required to use the system.

Users must first complete an online registration and an initial Web-based training (WBT) module with simulation for hands-on practice on the U.S. Bank Web site. U.S. Bank has provided a live simulation in their WBT database that gives users the opportunity to try out key Access Online tasks before using the live system. The Web site also offers an optional training certification. If certification is done, the user will receive a certificate from U.S. Bank.

Access Online was available for use by Huntsville Center employees on May 15. Contracting Directorate's Kathryn Simmons and Sharon Coy, who are the Huntsville Center program coordinators presented the training information for GPC cardholders at Huntsville Center at the GPC

cardholder's meeting May 11. The scope of this training included providing information on how to obtain a new user ID for Access Online for cardholders without an existing C.A.R.E user ID, and submitting new user ID set-up forms for billing officials and their alternates.

"We have completed the first training phase, which primarily focused on introducing the tool. However, future training will be designed according to specific user capability," Coy said.

"The different training alternatives will be offered by CT-B to ensure that all users are getting the required training," Simmons said.

U.S. Bank switched to Access Online in an effort to streamline the process for the GPC program. Just like any changes to an old way of doing things, there is both benefit and drawback.

"One slight disadvantage to using this system is the training process. Employees must take the training," Simmons said. "However, this is a minor annoyance compared to the long range improvements that we anticipate for the future."

One of the most significant features of Access Online is that it is an electronic tool. In the past, users have had to wait on a hard-copy statement before they could reconcile their



Photo by Jo Anita Miley

Nancy Wilburn, Ordnance and Explosives Division, accesses the online training for the new Web-enabled purchase card program tool.

expenditures each month.

"Users will now be able to go online and view their statement shortly after a purchase is made. This will also allow billing officials to monitor their cardholders and use their approval authority off-site from anywhere in the world," Simmons said.

This tool also has additional features such as cardholder statement e-mail notification that informs the cardholder and billing official when his or her statement is available for viewing and report compilation.

"This will be such a great tool for cardholders and an improvement over the old system," said Nancy Wilburn, administrative assistant in Ordnance and Explosives. Wilburn has already started the online training and has opted to complete the training for certification.

"I want to learn more about the process," she said. "I need to know what changes have taken place, and what my responsibility is as a cardholder."

Having the capability to run reports and monitor and track transactions is a plus for billing officials as well.

"I can monitor departmental spending, and run reports whenever I like. It is a plus that I no longer have to wait for a hard-copy statement in the mail," said Kim Gillespie, Public Affairs Officer.

Once Access Online has been fully implemented at Huntsville Center, users will be able to reconcile their statements earlier, and facilitate faster payment to U.S. Bank.

"The faster we make our payments to the bank, the higher our rebates are," Simmons said.

Experts

continued from page 4

The Savannah District's Project Manager, the Huntsville Center and the staff of EOD Technology, Inc., led directly to a successful and relatively smooth investigation, Birdwell said.

"The community remains supportive of the project," he said. "Local officials have gained insight into the efforts of the Corps of Engineers and the FUDS program and their role in the program."

"We have attended every public meeting," Cochrane said. "Our contractors (EODT) have been responsible for staging the meetings."

She said the most successful meeting was in February where question and answer stations were set up around the cafeteria in a local school. The residents could come in any time between 5 and 8 p.m. and talk to specific people about particular issues. "We listened to their issues," Cochrane said. "Robin Hawn and Tiffany Midyett with EODT are doing a wonderful public relations job because they really care about helping the residents."

"The residents are so grateful to have us in there that they make brownies for the field workers and leave them on the porch before they evacuate their house," Cochrane said. "At the Public Involvement meeting a month ago, people were hugging me and giving the team pats on the back. I have never seen this happen

before."

As the team moved into the initial stages of clean-up, cooperation continued, Birdwell said. "The openness of the team to the public and the media fostered a sense of trust which will reap benefits for years to come," he said.

When Corps employees and contractors are doing intrusive field work Monday through Thursday, residents must be evacuated for their safety.

"Because we are working in a neighborhood, we are working closely with the residents," Cochrane said. "We need to gain Rights of Entry (property owner's written permission) before we can do this work. Most of the people are very cooperative and helpful. Also, while we are working on their property, they have to be evacuated."

Residents who do not work outside the home during the day are evacuated to hotel rooms, paid for by the project.

"Monday through Thursday we do intrusive field work and that is when residents have to be gone," Cochrane said. "On Fridays, we run the magnetometer over the ground and any time we find a magnetic anomaly — it could be a bomb, a pipe or even a tuna can — we mark it with a flag and spray paint. When we go in Monday through Thursday, we dig up the anomalies we



Photo by Robin Hawn, EOD Technology, Inc.

Chris Cochrane, left, and Brent Midyett set up for a workshop Dec. 3, 2005.

marked."

So far, about 40, 60-mm mortars have been removed from people's yards. These are high explosive rounds; they are not training rounds.

The former Camp Wheeler encompasses more than 14,000 acres that were used to train replacement troops during World Wars I and II. Munitions being removed now only date to the Second World War.

Huntsville Center, the Savannah District and EODT finished the Engineering Evaluation and Cost Analysis (EECA) last fall. During that analysis this residential area was identified as the highest priority for removal action.

"This is a project that needs to be completed," Cochrane said. "The original investigation started in 2003. Field work (EECA) started in the spring 2003. Field work for the removal action started in mid-March this year. We have been in the field about a month now. It

could go into September or October, but I think we will finish the field work this fiscal year."

Camp Wheeler was established in July 1917 and maintained until November 1919. A second camp was established in October 1940. Troops trained 13-17 weeks before being deployed. Camp Wheeler was declared excess in 1946 and deactivated. Follow-on de-dudding — picking up duds off the surface — operations were conducted in 1947.

"They did not have the technology at that time to get below the surface," Cochrane said.

The lessons learned from this Public Affairs effort include the need for early discussions with the public and early and continuing frankness with the media and officials, Birdwell said. Focusing public and media responses onto only selected spokespersons ensured a consistent and up-to-date message.

The Bulletin Readership Survey

We care about your ideas on how to make the Bulletin an even better publication. Please complete this survey and return it to the Public Affairs Office through office distribution. There is a box in the lobby you can drop the survey in. You can also fax it to us at (256) 895-1689. Or you can mail it to us at U.S. Army Engineering and Support Center, P.O. Box 1600, ATTN: CEHNC-PA, Huntsville, AL 35807-4301. Please return the survey to us by June 30. Thank you very much.

1. How often do you read the Bulletin?

Every issue Most issues Seldom Never

2. How often do you think the Bulletin is a reliable source of news?

Every issue Most issues Seldom Never

3. How much of the Bulletin do you read?

All Most About half Less than half None

The following questions deal with the content of the Bulletin. Please indicate how you feel about the amount of coverage these topics receive.

4. Corps-wide news/policy?

Too Much About Right Not Enough

5. Safety?

Too Much About Right Not Enough

6. Ethics?

Too Much About Right Not Enough

7. Huntsville Center News

Too Much About Right Not Enough

8. Focus on Center people?

Too Much About Right Not Enough

9. Ceremonies, such as retirements, awards, promotions?

Too Much About Right Not Enough

10. Changes in pay, benefits, retirement, etc?

Too Much About Right Not Enough

11. If you had the opportunity to select what appeared in the Bulletin, which one of the above would you select to give MORE coverage? Why?

12. If you had the opportunity to select what appeared in the Bulletin, which one of the above would you select to give LESS coverage? Why?

13. How do you rate the photography in the Bulletin?

Excellent Good Fair Poor

14. How do you rate the overall appearance of the Bulletin?
 Excellent Good Fair Poor
15. How do you rate the readability of the Bulletin?
 Excellent Good Fair Poor
16. How do you rate the Bulletin overall (appearance, readability, content)?
 Excellent Good Fair Poor
17. Do you have access to the Internet? Yes No
18. Have you accessed the Bulletin on the Internet? (www.hnd.usace.army.mil/pao/TheBulletin2006.aspx)
 Yes No
19. Do you prefer to have the Bulletin in hard-copy format or electronically?
 Hard-copy Electronically via Huntsville Center Web site
20. What is your present status?
 Corps' employee Contractor Retiree Military
 Other (Please explain)
21. What is your age? (For demographic purposes only) _____
22. How can the Bulletin be changed to be more useful to you? _____



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Michoud

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Center's Facilities Repair and Renewal Program. "Jimmy had done an initial assessment of the damage to facilities at Michoud. He said the damage was extensive; NASA needed temporary support – that is why he called us."

"We did an in-house assessment within 48 hours of Katrina," Guarin said. "After that we immediately started looking for a way to expedite the repairs. This was not business as usual. Lockheed Martin had the means to do the repairs, but we knew they would be dealing with their own losses. The place was devastated."

Lockheed Martin Space Systems — Michoud Operations manufactures, assembles and processes the space shuttle external tank at NASA's Michoud Assembly Facility in New Orleans. The NASA facility reports to Marshall Space Flight Center in Huntsville, Ala. An agreement between the Corps of Engineers and NASA dated 1961 and the Economy Act allows the Corps to work for another federal agency.

"I had worked at Huntsville Center, and my dad retired from there," Guarin said. "Boyce Ross told us about the Facility Repair and Renewal process."

The Huntsville Center's Facility Repair and Renewal program is providing the program management and on-site management for the execution of the repair work.

"By the first week in October, I was sleeping under system furniture and eating MREs (Meals, Ready to Eat)," Criswell said. "After assessing the damage, we had a better idea of how much work was involved. We have been there with our contractor, Vanguard Contractors Inc., and

Mobile District since October."

Huntsville Center is executing \$20 million worth of repairs at Michoud with an expected \$15-20 million more to come. A little less than 50 percent of the current work is complete. The



Courtesy Photo

Inspectors from the Corps of Engineers, NASA and Vanguard inspect damage to building 102 at NASA's Michoud Assembly Facility.

major priorities, such as the buildings where the external tanks are assembled, are being worked. Once those buildings are finished, work will move into the other buildings and facilities.

"There is about two years worth of work left to do," said Kurt Braun, Construction Division, Mobile District Corps of Engineers. "All the critical buildings are being finished first — those are the production buildings for the external tank. The first building we are finishing is 42 acres under one roof. It was built in 1945 for Higgins Aircraft. We had to repair 125,000 square feet of roof."

"We are very satisfied with the work being done," Guarin said. "I think we have shown that the FRR process, if managed properly, works. We were on-site early on, down-selected the contractor early on and the work got started early."

"We had two goals when we got started: the repair work could not impact production and we could not damage a tank. So far we are meeting

those goals," Guarin said. "It is working well."

But like any job, there are challenges. "On a day-to-day basis, we are challenged with getting people into the secure work area," Braun said. "We are working 6 a.m.-5 p.m., seven days a week. Some of the workers are foreign nationals and have to be escorted."

Braun said he also had to work through communications challenges. "It has taken seven months to get it fixed, but the secure site has now been loaded and the passwords changed. That has been a big challenge."

To Braun, it's the team effort between NASA, the Corps, Lockheed Martin and Vanguard that makes the work possible. "If any one of those people is not here, our work stalls. It is definitely a team effort and we

are all critical players," Braun said.

Huntsville Center has been doing such a good job with the repairs at Michoud that NASA officials at nearby Stennis Space Center took notice.

"At the end of March, Stennis called us," Criswell said. "A lot of the initial emergency repairs at Stennis had been done so the enthusiasm for repair had dwindled. They wanted to re-energize that. About five-10 people from Stennis went to MAF to see what we had been doing."

Criswell said work at Stennis will be different because Stennis is more spread out than Michoud. At Michoud, the request was to repair whatever had been damaged by the hurricane.

"Michoud had a set of priorities — 10 main buildings," Criswell said. "NASA put them in order and we take them one at a time. At Stennis, their main issues that stopped production or testing have been fixed, but it will be the same type of work — roofing repair, infrastructure repair."

Ethics Corner

**By Margaret Simmons
Office of Counsel**

On Dec. 27, 2005, Secretary of the Army Francis J. Harvey issued a memorandum to all commanders regarding face-to-face annual ethics and acquisition ethics training for 2006. In this memo, Secretary Harvey directed that “every Soldier and Army civilian employee attend one hour of ethics training.” He further directed that “every Soldier and civilian employee involved in the acquisition process receive an additional hour of ethics training to address recurring and emergent acquisition and contracting issues.”

This memo includes the following attachments: (1) the Federal Oath of Office; (2) the U.S. Army

Statutory Requirement of Exemplary Service; and (3) the Principles of Ethical Conduct for Government Officers and Employees, and directed that all Army personnel review these documents by June 30. These documents are posted on Office of Counsel’s Intranet page. It will take you only 5-10 minutes to review these documents. I encourage you to visit our Web page and complete this requirement.

The Acquisition Ethics training will be set up soon. Currently Huntsville Center management is going through an exercise to properly identify the employees who should be considered “acquisition work force” employees. Those employees will be the ones who will enjoy an extra hour of acquisition ethics. For those of you

June 15	9 a.m.
June 30	9 a.m.
July 6	9 a.m.
July 25	1 p.m.
August 10	9 a.m.
August 29	1 p.m.

who are registered with DAU as acquisition personnel, you will probably have a requirement to do an hour of ethics training online. We are trying to work with DAU to avoid duplication of training, and we will keep you posted if we make progress in that respect.

The ethics training began

here at Huntsville Center May 19.

After the August training is completed, I will determine how many employees still need the ethics training and schedule additional sessions as necessary.

I look forward to seeing you all there!

DEPARTMENT OF THE ARMY
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