



KENNY LETTER



A publication for the greater Letterkenny Army Depot community

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GEN Allyn is accompanied by BG Gabram and COL Maddox during a brief stopover at the Depot on Thurs., Mar 24, 2016.

Letterkenny hosts Army's vice chief of staff on first visit to industrial depot *Underscores critical support to nation's defense*
By: Janet Gardner, Public Affairs

Top Army leaders – including Army vice chief of staff Gen. Daniel Allyn – who visit Letterkenny Army Depot in Pennsylvania gain a close-up view of the value the Army's organic industrial base depots provide in ensuring the nation's warfighters have the equipment they need to have the advantage on the battlefield.

Allyn made his first-ever trip to Letterkenny Army Depot on March 24. He was escorted by Letterkenny commander Col. Deacon Maddox and Aviation and Missile Command (AMCOM) commander Brig. Gen. Douglas Gabram. Letterkenny is a subordinate element of AMCOM.

"This visit to Letterkenny by the vice chief of staff underscores the critical support that the Army's depots provide to the nation," Gabram said.

Allyn not only reviewed depot manufacturing processes but also talked one-on-one with the employees who have built Letterkenny's reputation as a Center of Industrial and Technical Excellence for air defense and tactical missile systems. Employees conduct maintenance, modification, repair, storage and demilitarization operations on tactical missiles and ammunition.

...story continued on page 3

AMC's Deputy Commanding General Lt. Gen. Larry Wyche visits the Depot by Janet Gardner

Colonel Deacon Maddox hosted U.S. Army Materiel Command's Deputy Commanding General, Lt. Gen. Larry Wyche, on Monday, Mar. 21, 2016.

The General spent several hours at the depot acquainting himself with Letterkenny's mission, current programs, unique range of capabilities in support of the Department of Defense and its strategic East coast location.

After a working lunch with command briefings by Col. Maddox and Letterkenny Munition Center's Lt. Col. Trenton Conner, the General took the opportunity to personally recognize eight employees for their contributions to the success of the Depot.

After the recognition ceremony, General Wyche was escorted by Col. Maddox for a brief tour of the Depot that included stops at Buildings 350 and 370.

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Depot Commander Col. Deacon Maddox and LTG Larry Wyche discuss the Patriot radar antenna on one of their many stops throughout the maintenance and electronic shops on Monday, Mar. 21, 2016.

On the calendar... CAMS Go-Live — 25 May 2016

From the Commander...

We have had a lot of movement recently with regard to Force Protection, and there are some changes coming that will affect you. First, we remain at an elevated FPCON level, and while this may be barely noticeable for most of us, it puts tremendous stress on our police and security guard forces. While we wait for additions to our civilian security workforce authorizations to take effect, we have received permission to immediately bring on more military to relieve some of these stresses as well as add capability to secure those of you working in the buildings "outside the wire." You should see a more visible security presence in these locations, and the entire security force will be wearing and carrying new equipment that we are purchasing to increase their capabilities.

Second, we are designing and implementing a quarterly training plan that, similar to SHARP and EO, will require 100% of the workforce to participate. This training will center on the actions each of you must take to survive an active shooter incident. Each building has an Emergency Action Plan developed by your supervisors, vetted by our DRSK and approved by me. This plan outlines the exits to be used, rally points to go to, checks that must be made, and reports that must be sent when an emergency occurs.

Third, to reinforce this training, each building will also conduct periodic emergency drills. My intent is that if something bad were to happen in your workplace, you instinctively know what to do, where to go, and who to talk to. Many of you move from place to place on the depot to perform your duties. Whenever you move to a new worksite, you should understand what the emergency plan is for that building. Just like you ask for the location of the bathrooms, you should ask for the primary and alternate exits and rally point locations in the event of an emergency. The plans will be there--I need each of you to know and understand the plan for the building you're in and practice them.

We will be producing and distributing a video that outlines these changes. The biggest factor in these efforts is our safety. Letterkenny is committed to a violence-free workplace and to keeping each of us safe while we perform the important task of building readiness for our nation's military. We are taking active and visible measures to deter threats in the workplace while also ensuring each of you is properly trained to act in an emergency.

***Col. Deacon Maddox******Depot Sergeant Major
SGM Jorey Riley***

Greetings Team LEAD,

This is the start of my 4th month here at LEAD and I must say, I've never met a better group of hard working, professional folks.

But with that said, let me take a moment to talk about something that is near and dear to the heart of me and the Depot leadership. DIVERSITY!!! As you look around your shops and offices, is everyone like you? Does everyone look like you, talk like you, or dress just like you. Probably not. The demographics of the American workforce have changed dramatically within the last 30-40 years. Today, the American workforce is a reflection of the population with a mix of genders, race, religion, age and many other factors.

Diversity is no longer just a black and white, male or female, or even an old or young issue. Diversity here at LEAD has many benefits, it gives us the many talents from different backgrounds that make Letterkenny a "good news story." For me personally, diversity is about inclusion, it's about not tolerating any and all forms of discrimination.

I urge you to think before you speak and be mindful of jokes, conversations, etc. Always remember, put yourself in your co-workers shoes and ask yourself, how I would feel if I were in their shoes.

Remember; we have programs and trained personnel who can assist you if you feel discriminated against, or just feel the need to get something out in the open and off your chest!!!! I urge you not to lie down and take it, but rather stand up and do the right thing as any form of discrimination will not be tolerated.

AMC's Deputy Commanding General...Continued from page 1

As the official party stopped in front of the Patriot radar antenna in the back garage area of Building 370, Deputy to the Commander Ms. Raines invited the General to get a closer look at the intricate wire wrapping of one of the 5,463 elements that make up the antenna. Another antenna was in the final stages of the sealing process and Depot artisan Ethan Bowman explained this process to Gen. Wyche.

In the circuit card room, Gen. Wyche saw firsthand the micro-soldering skills of Depot artisans as he looked through a microscope at the repairs completed on an obsolete circuit card. He also learned that the circuit card room processes over 1,700 circuit cards for one radar shelter in the recap program. This is in addition to supporting many other programs on the Depot.

What impressed the General during his visit was that the Depot is routinely doing things that can't be replicated at any other facility and at a fraction of the cost while maintaining a higher quality than its competitors. He used programs such as the Patriot reset, recap and new build programs as examples.

LTG Wyche was able to ask a lot of questions during the Command briefing and observed first-hand the production on the shop floors. At the end of the day, he summed up his visit by saying that Letterkenny is an example of the Organic Industrial Base's role as the nation's readiness insurance policy.

It was a good day for Letterkenny.



Mr. Dale McClanahan, COL Maddox and LTG Wyche in Building 350.

Vice chief of staff, continued from page 1...

"The Letterkenny Army Depot's innovative and enduring workforce is second to none," Allyn said. "The expertise these employees possess enables them to prototype, manufacture and sustain our most critical combat equipment and enablers; the workforce is the bedrock of the depot and is steadfast in their commitment to our nation."

"This community's unique ability to surge capability in order to provide first class logistics support to our joint warfighters while simultaneously contributing to our international partners requirements is a testament to the strength and agility of our phenomenal organic industrial base."

As Allyn's aircraft touched down on the depot's helipad, Gabram and Maddox officially welcomed him. They then boarded a bus for a short ride to the first of two facilities highlighted on the one-hour visit.

At the Ground Systems Readiness Facility, Allyn observed various stages of reset, recap and new build programs in production. State-of-the-art milling machines, such as the depot's 9-axis Mazak machine that takes a block of aluminum and fabricates it into a one-piece construction design, were showcased in the manufacturing and fabrication annex.

Along the tour route, Allyn observed Patriot shelters, route clearance vehicles undergoing customer-specific modifications or combat-induced repairs, Patriot reset prime movers and the Sentinel common platform upgrade. As the group walked through the facility, Maddox pointed out the facility's unique capabilities, including the high-bay space, heavy-crane capacity, and adaptable industrial space to accommodate surge requirements and the spectrum of weapon systems programs delivered by Letterkenny.

The group then traveled to the Missile Systems Readiness Facility where Allyn spoke with depot artisans working on major end items of the Patriot radar on the production floor.

The tour finished in the circuit card room with Allyn getting a first-hand look at the intricacies of the skillsets performed by depot artisans. He sat behind a power zoom stereo microscope and viewed the reconstruction of a 9-layer circuit card that required micro-miniature soldering. Marcia Storts of the Theater Missile Systems Division explained the level of detail on the circuit card under the microscope.

Throughout the entire visit, both Gabram and Maddox emphasized the depot's highly skilled workforce and Letterkenny's unique "systems approach" in providing air defense weapon system readiness. This approach entails the production of complete unit sets, from weapon systems platforms to missile re-certification.

At the end of the day, Maddox said the tour provided Allyn with an understanding of how the depot's "workforce skills are critical to the nation, particularly our ability to defend against air threats, and that what we do here in central Pennsylvania plays a vital role, not only in the Army's readiness strategy, but also in those of our international partners."

...Story continued on page 4





Maj. Dana Savage, U.S. Army Corps of Engineers, Baltimore District, and Letterkenny Army Depot Commander Col. Deacon Maddox toss the first shovels of dirt so that construction can begin for the Depot's Component Rebuild Facility.

Letterkenny breaks ground for Component Rebuild Facility by Janet Gardner

The northeast corner of Building 350 was the site on Wednesday, March 16, 2016, for Letterkenny Army Depot's (LEAD's) groundbreaking celebration signaling the start of construction for a 45,040 square-foot Component Rebuild Facility.

"What this means is that the Army believes in the mission of LEAD and seeks to enhance it by authorizing this Army military construction project," said LEAD Depot Commander Col. Maddox in his opening remarks. It also means modernization for Letterkenny. This new building and the machinery that will go inside it mean that we add capability to an already formidable industrial complex."

With the proper construction headgear donned and on a count of three, the official party used red-handled shovels to break into a pile of dirt signifying the start of construction.

"The result will be greater efficiencies and cost savings," said Maddox. The new facility will free up space in Building 350 that can be designated for other work, as well as space in other depot buildings, which can be marketed to other potential users."

"As you can see, for every project, large or small, the Corps is a team of teams, and this project is a superb example of that reality," said Maj. Dana Savage, deputy chief of staff, U.S. Army Corps of Engineers, Baltimore District. I am confident that excellent coordination between the project stakeholders including the leadership here at Letterkenny, the Baltimore District, and Odyssey International will make this project a success."

The Component Rebuild facility is expected to cost \$15-million and be completed in 2017. The facility will house metal treatment and surface preparation operations currently performed inside Building 350.

The design was completed by the in-house design staff of the Engineering Division of the Baltimore District, Corps of Engineers, in July 2015, and the contract was awarded to Odyssey International on September 28, 2015, in the amount of \$14.451 million. Several additive items for installation of new equipment, if awarded, could bring the total contract amount to \$20.014 million by the time construction is finished.



Among the distinguished guests attending the Mar. 16 groundbreaking ceremony were: (l to r) Ms. Aubrey Yanzito from Senator Toomey's office; Ms. Penny Stoner from Rep. Rob Kauffman's office; Ms. Nancy Bull from Congressman Shuster's office; Ms. Megan Boushell from Rep. Paul Schemel's office; Ms. Stacy Gregson from Senator Alloway's office and Mr. Robert Thomas, Franklin County Commissioner.

Vice chief of staff, continued from page 3

Echoing those same sentiments, Gabram said, "As Gen. (Dennis) Via, U.S. Army Materiel Command (AMC) commander, has championed, these organizations represent a long-term insurance policy to the nation.

"They are a critical capability that cannot be built overnight, and they possess an unmatched capacity to accommodate strategic surge requirements. Their skills, and the men and women who work within our depots are true artisans. These skills take decades to master, and our nation is better positioned for an uncertain future through their expertise and the systems in place at the depots. The strategic readiness of our Army and our nation are enhanced because of the experts working in our nation's depots."

The Army's organic industrial base consists of a series of depots and arsenals under the direction of AMC headquarters responsible for providing many of the "hard iron" aspects of war equipment, such as tanks, artillery, ammunition and aircraft. AMCOM is a major subordinate command to AMC that oversees Letterkenny's support of Army missile systems.

Letterkenny, located in south central Pennsylvania, is one of five "hard iron" depots within AMC and provides state-of-the-art electronics, mission systems integration and other capabilities in the areas of route clearance vehicles, power generation and a broad range of support services.

Letterkenny,

For those of you that do not know me, which may only be a few of you, my name is SSG Brandon Madsen, and I am your Antiterrorism Officer/Opsec Program Manager for the Depot. I just want to give you a brief background of myself, what my vision is for the Antiterrorism role, and the way ahead for our installation.

My life story and the everlasting HOPE of just ONE championship for Cleveland!

As you can see in my statement above, I am an eternal optimist with life. There is not much in life that will keep me down, even the perpetual losing with Cleveland sports. One day the curse will be broken!! With that being said, let me share a little about my life with you.

I am originally from Virginia Beach, but lived most of my childhood in Northern Ohio. Upon graduating high school, I decided that joining the Army was my best option, since I would most likely never have the opportunity to play baseball for the Cleveland Indians. I have spent the last 11 years serving in the Army at various duty stations, and have been on multiple combat deployments.

I initially came here to Letterkenny in January 2011 and worked with DRSK until May 2012. I was deployed again in June 2012, and returned to Letterkenny (DRSK) in August 2013. My second time around at Letterkenny has been a phenomenal experience and have had the opportunity to meet and work with a lot of outstanding individuals.

My role as the Antiterrorism Officer/OPSEC PM took effect early last summer while working with SFC Beyer. This is a role that I care deeply about, as I feel a close bond with all of the hard working men and women on this installation. Knowing that I play a vital role in the safety and security of Letterkenny and the surrounding area is a very humbling responsibility.

My vision for antiterrorism and the way ahead.

Over the last year I have learned so much in regards to antiterrorism and would like to share a couple key points that will help keep us "one step ahead" of the enemy.

Intelligence collection is a key step in planning of terrorist attacks. As the enemy conducts their Intelligence Preparation of the Battlefield, antiterrorism elements must



**SSG Brandon Madsen
Antiterrorism Officer**

constantly be aware of methods in which they collect their information.

To counter their collection efforts the "who, what, where, when, and how" must be identified. This is a very important task, but will help us to terminate any threats that may come our way. I ask that all LEAD employees take an active approach to identify possible surveillance and locations from where surveillance could be conducted.

I want to stress that this is a **TEAM** effort, and we are all in this together. My role as the Antiterrorism Officer is to mitigate every avenue of approach that the enemy may have in attacking us, but your help and assistance will be crucial to making this happen.

I would like to thank you for taking the time to read this and for your continuous support and efforts in making this such an outstanding place to work.

If there is ever anything that I can do to assist you, please do not hesitate to contact me.

- Indicators of possible surveillance include but are not limited to:**
- ⇒ Rental vehicles with maps (noted) or Google Earth images
 - ⇒ Cooperative until caught in a lie
 - ⇒ Photography or videography
 - ⇒ Note taking or drawings
 - ⇒ Tape recorders
 - ⇒ Night vision devices
 - ⇒ Fake license plates (small or misplaced numbers and letters)
 - ⇒ License plate light malfunctioning
 - ⇒ Malfunctioning interior light
 - ⇒ Individuals in an unauthorized area
 - ⇒ Fake identification(s)
 - ⇒ Missing equipment (Company ID, hard hat, safety vest, company vehicle)
 - ⇒ Group of 3 to 5 individuals
 - ⇒ Circling or continuous passing of the same area

...see page 7 for information on reporting suspicious activities on Depot



Depot production news...

Directorate, Industrial Operations

Process Support Division (PSD): Working on trying to get STAR4D painting certification training resubmitted, through DOC. Determining the appropriate funding vehicle (documentation) to include our Bow Head Contractor employees as the PSD contractor employees are required to have their recertification done.

The tentative new start date of training is 20 April 2016 and will last until mid-August at only 2 classes per month. PSD is working with DOPS in order to write up a service contract for FY17.

Theater Missile Systems Division: Circuit Card Branch had a technician from Kyzen Industries assess the process (specifically the cleaning agent and modes of use) of the Trident Duo De-fluxing Station on March 22. While working with the team, we were able to find the proper mix and mode (milder, less abrasive cleaning agent and temp and wash cycles) that will not harm the circuit card's coatings.

The cleaning unit will now be integrated into the cleaning of CCAs prior to visual screening. The expected outcome is a more thorough inspection of the CCA prior to being tested on the GETS console, faster and more efficient cleaning of CCAs and lower DLHs associated with this step of the process.

Manufacturing/Fabrication Division: The Manufacturing and Fabrication Division has been working with Industrial Business Division to make improvements in schedule. Our schedule reflects that we are behind in most fabrication work. We are developing better processes to mitigate this issue and be better able to program and project required work. This effort continues to be a work in progress.

Directorate, Operations Planning and Support

ESSO Division: Week 8 of LMP Increment 2 Instructor Lead Training (ILT) consists of Employee Self Service (ESS, HCM_307/307), Shop Order Execution for Artisans (IBO_304), Shop Order Maintenance (IBO_306/7), Capacity Planning and Scheduling with Plant Maintenance and Equipment Master (MNT_303), SPS Service and Material Purchase Requisition (ACQ_101LK) and Outbound MIPR Purchase Requisitions (ACQ_102LK).

As of 15 Mar 2016, LEAD has successfully trained 5432 students (57% complete with LMP Increment 2 Training, 9507 total students). Current No Show rate of 2%. Knowledge Assessment Metrics show an 86% (70% is passing) average test score overall. Class survey results are trending as 39% excellent, 47% Good, 3% Fair, 10% Neutral and 1% Poor. Instructors continue to use the comments received to improve delivery and training as necessary.

The Sustainment Training Team is established and conducted their first meeting on 22 March. Buildings 645 and 646 will be the key training areas utilized for sustainment training. The team is currently looking at ECC, CAMS (LMP), and various other depot training requirements.

Production Engineering Division (PED): The Engineering Support Branch of PED maintains a Materials Testing Laboratory in the Annex of Building 350. This facility is equipped with several specialized test apparatus. The lab supports the production line and also examines new or improved methods of performing repairs. Certain personnel certification verifications are also performed in this Materials Laboratory, such as testing welder's sample specimens for integrity.

Directorate, Supply and Transportation (DS&T)

OUTBOUND FREIGHT: For 24 March – 30 March 16, DS&T shipped 521 freight pieces on 84 trucks. The freight pieces consisted of 170 Major End items (17 OCONUS and 153 CONUS) and 351 Secondary items (44 OCONUS and 307 CONUS).

DS&T processed a total of 427 sales orders which consisted of:

Priority 1 sales orders shipped off post:	184
Priority 2 sales orders shipped off post:	53
Priority 3 sales orders shipped off post:	51
Total sales order shipped plant to plant:	34
Total off line requests processed/shipped:	105

DS&T currently has 275 open DRMO deliveries to process for an asset quantity of 2622 each; 57 open on-post deliveries for an asset quantity of 241 each; and 133 open off post deliveries for an asset quantity of 916 each.

DS&T processed 20 truckloads of 27 each major end assets to the local DRMO.

INBOUND FREIGHT: There were 22 trucks received inbound for a total of 60 freight pieces.

Key Shipments:

Force Provider - moved one module (FPE 049T-052T, 13T - Mod 17) to Port Newark, NJ for further movement to Doha Qatar. Consisting of 20 truckloads (113 tricons). Sentinel Fielding - moved two units (four truck loads) to Ft Hood TX.

Patriot Reset - moved 14 truckloads of various Patriot Reset assets to Ft Bliss TX (7 of which were permitted loads).

Excess processed to date:

Lines: 3,693	Value: \$49,634,860
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SAFETY CORNER

Good housekeeping is a basic part of the depot mission. It contributes to our success and instills confidence to depot customers in our ability to provide quality products and services.

Effective housekeeping can eliminate some workplace hazards and help get a job done safely and properly. Poor housekeeping can frequently contribute to accidents by hiding hazards that cause injuries. If the sight of paper, debris, clutter and spills is accepted as normal, then other more serious health and safety hazards may be taken for granted.

Housekeeping is not just cleanliness. It includes keeping work areas neat and orderly; maintaining halls and floors free of slip and trip hazards; and removing of waste materials and other fire hazards from work areas. It also requires paying attention to important details such as the layout of the whole workplace, aisle marking, the adequacy of storage facilities, and maintenance.

Effective housekeeping is an ongoing operation! It is not a hit-and-miss cleanup done occasionally. Periodic "panic" cleanups are costly and ineffective in reducing accidents. We owe it to ourselves and our customers to be the best depot in DoD.



Continued from page 5...Antiterrorism Information reporting suspicious activities

WHAT DO I NEED TO REPORT?

Report any suspicious activities to:

LEAD Security Dispatch
x7-8800 on post
(717) 267-8800: off post
(717) 267-5272: SSG Madsen's office

The observer and person contacting LEAD's Security Dispatch should obtain the following information without making direct contact with the suspicious activity or persons.

Who: Hair color? facial hair? Race? Age? Gender? Height? Build? Scars? Tattoos? Disabilities?

What: Vehicle description? Make? Model? Color? Body damage? Bumper stickers? Accessories? License plate number? Clothes and tattoos? Actions? Other actions in the area (protests, heavy traffic, exercising, etc.)

Where: Surveillance location? Direction of travel?

When: Time of day?

How: Methods of surveillance? Actions performed during surveillance (walking, driving, sitting, etc.)

Distracted Driving

THERE ARE THREE KINDS OF DISTRACTED DRIVING.

Texting involves all three.

VISUAL DISTRACTION
 Doing something that requires the driver to look away from the roadway

MANUAL DISTRACTION
 Doing something that requires driver to take hands off of the steering wheel

MENTAL DISTRACTION
 Thinking hard about something other than driving

GET A KIT ► MAKE A PLAN ► BE INFORMED

DEPOT EMPLOYEES RECOGNIZED BY HIGHER HEADQUARTERS FOR OUTSTANDING SUPPORT AND DEDICATION TO DUTY



AMC recognizes Depot employees

Mar. 21, 2016: LTG Larry Wyche shook hands and congratulated eight Depot employees for their support of the recent ISO audit and dedication to the depot.



Todd Johnson, DPW



Derrick Alexander, DIO



Larry Seavolt, DPA



Darren Ratcliffe, DPA



SGT Michael Akers, DRSK



Dave Coover, DIO



Curtis Ritchey, DPW



Mike Kirkpatrick, Safety



AMCOM recognition for LEAD employees

Mar. 3, 2016: AMCOM's Commanding General BG Douglas Gabram recognized Depot employees for their outstanding support and dedication to the Depot. Standing with BG Gabram are Depot Commander COL Maddox and AMCOM's Command Sergeant Major Glen Vela.

Depot employees (l to r): Curtis Hodge, Kate Williams, Megan Handy, Pam Goodhart, MSG Natasha Hoyle and Dan Eichenlaub.



CW5 Darren Cook Spends a Day at the Depot

On Tues., Mar. 8, 2016, the U.S. Army Materiel Command's Chief Warrant (CW) Officer Darren Cook visited Letterkenny Army Depot. CW5 Cook was hosted by Michael Gossard, Chief, Business Development for the Depot and accompanied by CW5 Johnson from the Combined Arms Support Command (CASCOM).

The all-day visit provided the Warrant Officers an overview of Depot capabilities, its mission and programs and the opportunity observe CASCOM's warrants who are currently finishing the last week of a four-week, on-site Warrant Officer Advanced Course.

Mr. Gossard led CW5 Cook and CW5 Johnson on a walking tour of Buildings 350 and 370 and showcased its manufacturing and fabrication capabilities in addition to the state-of-the-art electronics support.

Letterkenny welcomes its newest employees!



Left to right: Mark Richardson, Mark Monn, Sean Kline, COL Maddox, SGM Riley, Eric Moats, Bradley Stoner



Left to right: Ms. Anita Raines, Deputy to the Commander; James Nicol, Jessica Horst, Ron Boughton, Matthew Header, Anthony Zullo



Left to right: Robert Dodson, Denise Hassler, Seth Hammond-Minnich, COL Deacon Maddox, Jason Brown, Michael Runyon, Jonathan Silva, Gary Weir



Left to right: Ms. Anita Raines, Deputy to the Commander; Jonathan Carroll, Charla McKee, Kirstin Whitten, Gary Woods, Jr., Todd Willhide, Allen Thomas, Edward Warren. Not pictured: Rodney Bath.



American Red Cross

BLOOD DRIVE

American Red Cross Blood Drives for 2016, Salem United Brethren Church (off Letterkenny Road):

**June 21st and 22nd
August 23rd and 24th
October 25th and 26th**

Contact your directorate representative for more information.

LETTERKENNY ARMY DEPOT 75TH ANNIVERSARY COIN AND LOGO DESIGN CONTEST

April 1st to April 30th

Show your
Depot pride
by designing
a piece of
history!



Specifications and Guidelines

- The number 75 must be incorporated in the design submission
- Designs must be simple enough to be legible when reduced to fit on a coin approximately the size of a silver dollar.
- An individual may submit up to 5 entries
- Letterkenny Army Depot reserves the right to reproduce and modify the winning design as necessary.
- eg: adding the LEAD Logo
- Designs will be chosen by June 30th

How to Submit

- Digital Submissions:
Submitted in .jpg, .pdf or .png format for viewing. Final entry must be able to be converted to .eps format for processing by DOIM Graphics.
- Hand Drawn Submissions:
Original design must be submitted on white printer/copy paper, card stock or graph paper. Entries on colored textured or lined paper will not be accepted.
- Submit designs to Public Affairs Office via interoffice mail or janet.s.gardner4.civ@mail.mil

LETTERKENNY MUNITIONS CENTER

**NOISE
COMPLAINT
HOTLINE:
267-8860**

*Please provide
the specific
date
and time
of the
occurrence.*



PAUSE

BREATHE IN THE CALM.
BREATHE OUT THE TENSION.

Your Employee Assistance Program (EAP) offers
the support you need to cope with stress.

24
HOURS A DAY

1-800-222-0364
(TTY: 1-888-282-7848)
FOH4You.com



Services are confidential and offered to you and your family members as a FREE agency-paid benefit.

041113 00000000

Eliminate Sexual Assault; Know Your Part. Do Your Part.



April is
**Sexual Assault
Awareness & Prevention
Month**

Every two minutes, someone in the U.S. is sexually assaulted.
More than 80% of rapes and sexual assaults are not reported.

Letterkenny Sexual Assault Hotline: 717-267-5404

DoD Safe Helpline: 877-995-5247