



KENNY LETTER



A publication for the greater Letterkenny Army Depot community

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December 2015

From the Commander...COL Deacon Maddox

To our Kenny Letter faithful, you will notice some significant changes to our stalwart publication. Effective with this issue, I am increasing the frequency of the Kenny Letter from quarterly to biweekly in order to provide more updates on the changes and news that affects you.

I have also changed the Kenny Letter to be less socially-oriented and more business and production-oriented so that you can track what's happening with workload at the depot level, within your directorate, and, as the case may be, in your cost center. We are going for quality over quantity, so the length will vary from issue to issue.

I hope you like the changes and see it for what it is: an effort to keep you better informed on the issues that are important to you.

Depot Spotlight...

MANPOWER as of 31 October 2015
Civilians 1373
Contractors 832 (includes 31 PFIs)

Focus on Safety: Ergonomics

Ergonomics looks at what kind of work you do, what tools you use and your work environment. The aim is to find the best fit between you and your job conditions.

Examples of ergonomic changes to your work might include: (1) Adjusting the position of your computer keyboard to prevent carpal tunnel syndrome; (2) adjusting the height of your desk chair to allow your feet to rest flat on floor; (3) Learning the right way to lift heavy objects to prevent back injuries; (4) Using handle coatings or special gloves to suppress vibrations from power tools.

Some of the Depot's best ergonomics recommendations come from the shop floor employees through local programs like the Hazardous Reporting Process (HRP), Safety Committee meeting involvement, and simple word of mouth. It's imperative that Depot employees buy-in on the benefits of ergonomics.

**Remember, Good Form. Good Function.
Good Health!**

Around the Depot

CIVILIAN PERSONNEL NEWS (CPAC) Army Benefits Center - Civilian (ABC-C)

The ABC-C is working to provide better quality service by taking a proactive approach to retirement planning here at Letterkenny.

This pilot program provides a personal retirement estimate to personnel who have reached their retirement eligibility date or are within two (2) years of meeting their date. This is only a planning tool. The goal is that by providing you your retirement estimate, it will reduce the wait time of those that are seriously considering retirement.

The ABC-C welcomes questions regarding your personal retirement estimate. Call the ABC-C at (877) 276-9287. They will be happy to discuss your retirement estimate with you. Feedback regarding this initiative is appreciated. Please complete an ICE Comment Card at <https://www.abc.army.mil> - click on the Interactive Customer Evaluation (ICE) logo and let us know how we are doing!

Self Plus One enrollment for Federal Employees Health Benefits (FEHB) plans— 9 Nov through 14 Dec 2015

Federal employees and annuitants have the option to enroll for Self Plus One FEHB coverage for the first time. Self Only and Self and Family enrollment options will also remain available.

The Self Plus One option allows federal employees to enroll themselves and one eligible family member for FEHB coverage. Family members' eligibility remains unchanged. Married spouses and children up to age 26 are eligible for coverage under the Self Plus One enrollment option. For complete information on family member eligibility, visit opm.gov/selfplusone.

Enrollees who currently cover only one family member under the Self and Family enrollment option may choose to update their enrollment status to Self Plus One. Enrollment status will not be automatically updated. Changes may be made during Open Season or after a qualifying live event using the Health Benefits Elections Form (SF 2809).

Self Plus One coverage for Federal Employee Dental and Vision Insurance Program (FEDVIP) plans remain available in 2016.

Self Plus One coverage will begin in January 2016.

The 2016 Government Employees Health Association (GEHA) health plan rates are available at geha.com.

Around the Depot...(continued)

DIRECTORATE OF INDUSTRIAL OPERATIONS (DIO) Manufacturing and Fabrication Division

A new addition to Building 350 Annex is the Haas VF-9 vertical machining center. Procurement of the Haas was the result of the workload from the RG-31 program.

The Haas VF-9 has a work envelope of 84" x 40" x 30" and supports a 50-taper geared-head turned by a 30-hp drive motor. The VF-9 machine has a maximum rpm range of 7500 with a 30+1 side-mount tool changer capacity. The VF-9's rapid feed rate is 600 inches per minute.

It is equipped with features to include an automatic chip auger system, programmable coolant nozzle, hand held remote jog, 1 MB program memory, 15" color LCD monitor, and a 95-gallon high pressure coolant system.

Process Support Division:

The division is undergoing an increase in capacity project that will allow the division to powder coat paint using the carousel. This upgrade work involves new spray booths being installed and a new curing oven. The Paint section workload shifts to other shops to maintain the production schedules for the upgrade duration. Smaller items normally painted on the carousel line move to z-racks in the larger booths to maintain production schedules.

Theater Missile System Division

Raytheon announced their decision to appoint LEAD as their manufacturer of choice to build launchers for the Kuwait new build program. The program is currently funded and administrative work will begin soon.

This represents LEAD's fourth consecutive contract award by Raytheon for a new build program and is proof the employees of LEAD deliver superior maintenance and manufacturing value for one of the top air defense companies in the world.

Ground Equipment Missile Division

A nine-member team from LEAD traveled to Huntsville, Ala. on 8 Sep 15 to support the Multi-Mission Launcher (MML) program. The team consisted of personnel from Directorate of Operation Planning and Support (DOPS), DIO, Business Development Office and the Directorate of Product Assurance (DPA).

The team visited the Aviation and Missile Research, Development, and Engineering Center (AMRDEC) Maintenance Facility where the MML prototype vehicle is assembled. The LEAD team interacted with their AMRDEC subject matter expert counterparts to observe, learn, and assist with the installation of sub-assemblies, and multiple components obtained on the MML System.

DIRECTORATE OF OPERATIONS PLANNING AND SUPPORT (DOPS)

Production Engineering Division Cold Spray Demonstration

On 17 Nov 15, four engineers from the DOPS, Production Engineering Division, visited the Army Research Laboratory (ARL) at Aberdeen Proving Grounds, Md. Also in attendance was Dr. Timothy Eden from the Penn State University ARL in University Park, Pa.

The ARL visit provided DOPS engineers the opportunity to view an actual cold spray demonstration, discuss the current technology level and the possibility of establishing cold spray capability here at LEAD.

The engineers observed several production applications at the Depot to include corrosion repair, electromagnetic interference, and possibly a substitute for metal plating.

The DOPS engineers continue to work with ARL to incorporate this technology at LEAD. The ARL's program manager, Mr. Victor Champagne, plans to visit LEAD to observe specific applications at the depot and brief Depot leadership on cold spray.

Additional information is available at ARL's website: <http://www.arl.army.mil/www/default.cfm?page=369>

Industrial Business Division

Start a Capacity Plan Review Today!

The Master Scheduler Office is a function within the DOPS' Industrial Business Division and is staffed by four employees.

The master schedulers are responsible for DOPS and DIO training; business rule development, improving achievable key performance indicators, capacity planning and CAMS implementation. All of these tasks are equally important to the continued success of the Depot; however, capacity planning has the most far-reaching implications.

When training new employees about capacity planning management, the master schedulers use a bucket, spigot and water allegory. In LMP, capacity is planned and managed at the work center level. The work center becomes the bucket. The depth of the bucket is defined by how many hours the work center's personnel or machines are working. The water entering the bucket is time-phased production and planned orders that require the work center to perform operations. The spigot then is the controlled release of "workable" work into the various work centers.

It requires LMS to negotiate realistic schedules, production controllers to review and act on exception messages, shop floor supervisors to utilize the capacity plan and work orders based off earliest dates over any other priority and shop coordinators to take confirmations. Confirmations move the water from one bucket to another.

Obviously, accurate capacity planning is dependent on many things. Are the work centers properly defined? DIO supervisors are responsible for ensuring work center data is correct. Are the routes accurate? The LMS is responsible for ensuring that production flow on the shop floor matches how the route depicts the repair process, to include operation and inter-operational times.

Does the shop floor have the raw materials needed to build or repair the asset? Production controllers are responsible to ensure they are creating production orders in accordance with the production plan (MRP) and orders are not released if the components required are not available.

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...Start a Capacity Plan Review Today

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Lastly, the shop floor and the shop coordinators must communicate clearly when assets arrive at the work center and when the required work is complete. Everyone is accountable for their portion of the tasks, and they must be disciplined while working in the system or correcting system planning errors. Trying to 'work around' or 'beat' the system is not acceptable.

This is a huge undertaking by everyone involved to get the Depot to the point where workable capacity plans are in place. The Master Schedulers began this effort with DIO's Process Support Division (Bldgs. 320 and 350 paint). Their efforts are focused on education, communication, establishing business rules such as queues and ensuring routes and standards are accurate. The schedulers are also working with the Annex and divisions within DIO to review their capacity plan in the system (CM01). By fixing errors and reinforcing business rules, the system output will improve.

With CAMS, capacity plans become extremely important. Every shop will have a work queue, a list of work that needs to be performed for that day or that shift. If the groundwork is not properly staged, the work queue may not sustain the resources in the work center. This may cause personnel to be utilized elsewhere or released. Additionally, if the work queue cannot perform all of its requirements, work stoppages may occur in other areas downstream or result in the Depot's failure to meet a previously-agreed upon schedule.

Everyone has their role in LMP and in CAMS. The roles are interdependent on each other that it truly does "take a village." You can start reviewing your capacity plan today so that you are ready for May 2016. Contact the Master Schedule Office for assistance.

Enterprise Systems Support Office

LMP Increment 2

Our communications plan is currently being executed by communications team leader Jason Nold. This includes **Supervisor Training**. A Nonconformance module demonstration will be given in the December supervisor training by cadre instructor **Matt Hoffman**. Posters with contact info for help and questions with pictures of cadre and their extensions will be available in early 2016.

DIRECTORATE OF RISK MANAGEMENT (DRSK)

Personnel, Information, Industrial Security

Reminder— civilian supervisors, officers and non-commissioned officers who manage personnel with security clearances/access to classified information are required to complete "The Annual Awareness-Managing Soldiers and Civilians with Security Clearance/Access" training **annually**.

The POC for this action is Ann Garman, Security Specialist, 267-5233.

The **MANDATORY** training is required by HQDA, ALARACT 207/2013 and available via AKO. Instructions on how to maneuver to the training are as follows:

1. Go to Letterkenny Army Depot portal, Links, and click on AKO.
2. Click on "I accept" at the next screen.
3. Click on "Sign in" at the next screen.
4. Click on "Self Service" at the next screen and "My Training" in the drop down menu.
5. Click on "ALMS" at the next screen.
6. Click on "Search" at the next screen.
7. Type the name of the training, "The Annual Awareness-Managing Soldiers and Civilians with Security Clearance/Access," in the search block and click on "Search."
8. Click on "Begin Registration" at the next screen and follow the instructions to complete the registration process.
9. Upon completion of the course, print the certificate of completion that has your name and date of completion on it and forward to your training coordinator and the Directorate of Risk Management, Personnel Security Office.

Emergency Management

The primary Emergency Operations Center (EOC) (Bldg. 103) construction is to be completed by January 2016. The alternate EOC (Bldg. 3253) planned for operational capacity by mid-December. The LEAD Crisis Management Team appointees are identified.

WEBEOC - Common Operating Picture (COP) training will commence December 2015.

The EAP template tasked to all Directorates/Tenants with a suspense of 30 Nov 15.

The memorandums of agreement are established with Franklin County to facilitate with emergency/disasters.

The Depot's Emergency Manager, Anthony Black is conducting active shooter seminars across the Depot.

DIRECTORATE OF PUBLIC WORKS (DPW)

Engineering

Letterkenny DPW Engineers had their first military construction project since 1982 awarded by Baltimore District, Corps of Engineers for a \$14.7M Component Rebuild Facility addition at Bldg. 350 with a projected construction start date in 2016.

DPW Engineers developed a \$1.9M renovation project for Bldg. 370 for the roof, electrical, and break room and were authorized fast-track funding and execution authority from AMC to award the contract and start immediately. The DPW also won a specially funded project to renovate Bldg. 403 Radar Test Site for \$1.8M to upgrade its utilities.

Environmental Management Division

The Depot recycled more than 3,600 tons of metals, plastics, and other materials which helped Letterkenny meet the President's goals for 2015 and also generated \$1M of total value to the depot including funding for more than 780 local gym memberships for LEAD employees.

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DPW Overall

DPW's ESPC contract substantially completed installation of building and parking lot high efficiency lighting, low flow toilets and sinks, and improved insulation and air barriers throughout major facilities at Letterkenny to help meet the President's energy efficiency and water efficiency goals. Additionally, PADEP's recent air quality permit approval has allowed the ESPC to begin installation of natural gas lines throughout the depot to replace inefficient fuel oil boilers and to decentralize our industrial steam production.

DPW personnel completed over \$21M of local facilities projects and more than 12,000 work orders for the repair of 1,700 facilities and 1,038 non-tactical vehicles and equipment. These actions enabled continuous depot operations and the provision of custodial and grounds keeping services, fire alarm and sprinkler system maintenance, as well as numerous other facilities operations services.

Work orders received for FY15 totaled approximately 5,100. Work orders generated by FEMS amounted to 8,500.

DIRECTORATE OF SUPPLY AND TRANSPORTATION (DS&T)

Logistics Division

Availability of Snow and Ice Removal Tools

Snow shovels and long handled ice chippers are available to building custodians at the DS&T tool crib located in building 2270. The DS&T tool crib #3 is manned from 0600-1430 daily M-F.

To obtain a snow shovel and/or ice chipper from the tool crib: supervisors, building custodians or their representatives should contact the Attendant at Tool Crib #3, X8684, Bldg. 2270 to sign for snow shovels and ice chippers.

Supervisors and building custodians may return items to Tool Crib #3 attendant at the end of the snow season including broken ones for replacement, or they may keep them at their place of duty for the next snow and ice season.

Both the ice chippers and snow shovels are highly pilferable items, therefore, all supervisors and building custodians are responsible to safe guard these items. The POC is Dorothy M. Van Brakle, Chief, Logistics Division, x9808.

WELLNESS

December is National Impaired Driving Prevention Month.

When you go out, designate a sober driver. Be responsible - don't risk driving if you have been drinking. The consequences are not worth it. Host a party at home instead

of at a restaurant. Consider having special non-alcoholic festive drinks for designated drivers.

When you guests arrive and you take their coats, also take their keys for the duration of the party.

Know which guests did not plan for a designated driver. Don't let guests mix their own drinks.

Never serve alcohol to minors.

Be prepared to call a taxi for a guest who should not drive. Be prepared to have a guest spend the night.

PUBLIC AFFAIRS

INCLEMENT WEATHER

FOR INCIDENTS IMPACTING NORMAL BUSINESS HOURS AT THE DEPOT:

- Unless there is declared emergency, the Depot is open
- If an employee determines they cannot safely drive to work, they should contact their supervisor for unscheduled leave.

VERIFY ANY MEDIA ANNOUNCEMENTS WITH THE DEPOT WEATHER HOTLINE:

717-267-8109 or 717-267-8916

WEATHER RELATED INFORMATION WILL ALSO BE

POSTED ON LETTERKENNY'S FACEBOOK PAGE
<http://www.facebook.com/USARMY.LETTERKENNY.ARMY.DEPOT>

and

DISSEMINATED VIA THE DEPOT'S MASS NOTIFICATION SYSTEM
(ATHOC)

COMMUNITY OUTREACH—2015

16 Oct: Depot Commander COL Maddox was the keynote speaker during the halftime program honoring all branches of the military at the Chambersburg Area Senior High School. The Depot also provided military vehicles for display.

6 Nov: COL Maddox emphasized the importance of quality childhood education during the Early Childhood Investment Summit held at the Orchards Restaurant in Chambersburg.

7 Nov: The Mercersburg Post of the American Legion hosted COL Maddox at their Veterans' Day Banquet. Maddox delivered a brief but poignant speech in support of veterans and said he has dedicated himself to raising awareness of issues facing veterans and service people.

On the calendar...

25 December 2015: depot closed

1 January 2016: New Year's Day; depot closed

9 January 2016: end of 'use or lose' for 2015 calendar year

18 January 2016: Martin Luther King Day; depot closed