

# TRACKS

Volume 32, Number 30005

Anniston Army Depot, Alabama

February 6, 2020

## ANAD brings Volcanoes back to life

by Jennifer Bacchus

ANAD PAO

Employees at Anniston Army Depot typically know the work to perform on any given weapon system before disassembly begins. They know the steps to take, the processes it will go through.

The M139 Volcano Mine System is different.

Prior to opening each system's case, they don't know the condition of the equipment. They can't even say for sure they won't find an amphibian living inside.

For the electronic integrated systems mechanics who bring these systems back to life, each case, faded from exposure and cracked from mishandling or from the elements, is a new mystery to solve; a puzzle to put together.

"When something has been locked in a box for 20 years with water, it's corroded," said Brandon Mayben, one of the mechanics who test and repair the equipment.

According to Chris Naugher, the electronic integrated mechanic supervisor, the program is run similar to any weapon or combat vehicle program – test, inspect, disassemble, repair or replace and reassemble.

The challenges arise when items need to be replaced.

"There's no supply system for many of the components," said Naugher, adding vendors for some parts don't exist anymore.

The systems were originally built in the 1980s and 90s, most before many of the mechanics now working on them were born.

To get necessary parts, the mechanics often have to salvage working or repairable components from other M139 systems.

"Right now, we are developing ways to repair the components," said Connie Blohm, a maintenance management specialist with the Directorate of Production Management.

Blohm gave the example of the wiring harnesses – the exact wiring harnesses used in the M139 can't be purchased anymore.

The depot is working with Tank-automotive and Armaments Command and the Armament Research, Development and En-



U.S. Army Photo by Jennifer Bacchus

**Desmond Newton, left, and Isaac Gunn test a M139 Volcano Mine System at Anniston Army Depot. ANAD is overhauling the system, which has been in storage for more than 20 years.**

gineering Center to gain approval to modify wiring to create new harnesses.

In a similar process, depot employees are working to gain approval to repair circuit cards.

The Volcano systems were placed in storage in the 1990s when, according to Thomas Stallworth, a weapons system manager with TACOM, there was little use for the system.

"The worldwide threat today has gravitated to a different region with a different type of terrain. Because of this, the Volcano has become an essential element in the Army's current terrain shaping ensemble," said Stallworth.

ANAD began working with the Volcano system in 2014, as part of a pilot program testing the viability of repairing the systems.

According to Blohm, production for less than 100 systems was funded in fiscal year

2017. The following year, ANAD began working on the system's mounting brackets as well as the electronic components.

Since then, more than 100 additional systems have been completed and fielded to units.

A recent Lean event showcased the need for more room. With the program now occupying an area with a larger footprint, the system has potential for a future at ANAD.

"Over the last couple of years the Army has invested in a Service Life Extension Program for the Volcano. Depot repair programs started in FY19 and yielded over 200 pieces of equipment tested and inspected and 65 pieces of equipment overhauled," said Stallworth. "Regardless of the challenges, in light of the investment of money and resources, we expect the Volcano to be around for the next 15-20 years."

### INSIDE TRACKS

#### Safety blotter

A list of accidents reported in December along with recommendations. See article on page 4.



#### Tax reminder

Satisfying income tax requirements each year is required by ethical standards. See article on page 2.



#### Black History Month

February is Black History Month. Learn important details about this observance. See article on page 3.

#### NOTES

- Blood drive schedule
- Childcare at the CDC
- Prayer Breakfast
- Retiree Breakfast
- Cafeteria menus
- And more

See info on pages 6 and 7.

# Updating personal forms important

from Staff Reports

Anniston CPAC Office



## Beneficiary designation

It is important for employees to periodically review their electronic Official Personnel Folder to confirm whether or not the appropriate designation of beneficiary form is on file and to determine whether or not the designation should be canceled or changed.

Anytime your personal situation changes, it is strongly recommended you review your beneficiary designations.

Marriage, divorce, or even death of a beneficiary might necessitate a beneficiary change.

Otherwise, in the event of your death, the money in your accumulated retirement funds, Thrift Savings Plan account, life insurance and final earning and wages may not be distributed according to your wishes.

If a designation of beneficiary is not on file, by law, any due benefits will automatically be paid in the following order of precedence:

- First: to the widow or widower
- Second: if none, to a child or children in equal shares, with the share of any deceased child distributed among that child's descendants
- Third: if none, to the employee's parents in equal shares or the entire amount to the surviving parent
- Fourth: if none, to the executor or administrator of the estate
- Fifth: if none, to the next of kin under the laws of the state where the employee lived at the time of death

If this order of precedence is acceptable, you do not have to fill out any designations of beneficiary forms.

## Emergency contact information

Everyone, at some point in time, is touched by a tragic event.

In that situation, emergency contact information is crucial in order for the depot to check on your safety and well-being.

An employee may update their emergency contact data by accessing their MyBiz+ account at <https://compo.dcpds.cpms.osd.mil>.

Once at the MyBiz+ homepage, under "Key Services," click on the down arrow beside "Update Contact Information," then click

on "Emergency Contact.

You will then be prompted to the MyBiz Emergency Contact page where you will be able to input, view, or update your current emergency contact information. You will also have the option to list a primary and alternate emergency contact.

All employees should enter their emergency contact information into this database and provide a hard copy to their supervisor.

Make it a priority. It only takes a few minutes to complete and will help ensure your loved ones are notified in case of an emergency.

## Verification of employment

The Employment Verification Tool is available for verification of employment and/or salary information.

All appropriated fund and non-appropriated fund employees should use the Employment Verification Tool via their MyBiz+ account.

Employees are responsible for providing proof of their employment and/or salary information to organizations or persons making the request.

MyBiz+ may be accessed through the Civilian Personnel Online website at <https://compo.dcpds.cpms.osd.mil>.

The employment verification link is located under "Key Services." You will need an e-mail address from the requesting organization where the secured information should be sent. A copy will also go to your e-mail address.

If this is your first time accessing your MyBiz+ account, you may have to register your Common Access Card before being able to log in to MyBiz+.

For additional information or assistance with accessing MyBiz+, please contact the CPAC office at Ext. 7860.

# Tax reminders and tips

by Polly Russell

ANAD Legal Office

Tax Day 2020 is April 15th.

One of the 14 basic principles of Ethical Conduct in the Joint Ethics Regulation, applicable to all Department of Defense employees, is to satisfy, in good faith, their obligations as citizens, including income tax return requirements.

The foundation for federal income taxes is premised upon the 16th Amendment to the U.S. Constitution, which Congress passed in 1909 and was ratified on February 3, 1913.

Visit [www.irs.gov](http://www.irs.gov) for information and forms you need to file your annual federal tax returns.

You may also visit [www.revenue.alabama.gov](http://www.revenue.alabama.gov) for Alabama tax filing information.

Failure to file your income tax return or failure to pay your taxes may result in serious consequences, including penalties and interest imposed by the Internal Revenue Service, damage to your credit rating score and your ability to borrow money.

Failure to pay your taxes is also a



violation of the Joint Ethics Regulation and could result in disciplinary action at work.

Military service members, military retirees and their dependents are entitled to tax assistance.

Military members and retirees may contact the Redstone Arsenal Tax Center for assistance.

Appointments are required for use of this service.

Military service members and retirees may contact 256-842-1040 to schedule an appointment.

Tax assistance is also available to military service members and retirees at [militaryonesource.com](http://militaryonesource.com).

## Simple steps to protect personal information

- \* Don't carry a Social Security card or documents showing an SSN
- \* Don't overshare on social media. This includes kids and past addresses.
- \* Keep old tax returns and records under lock and key.
- \* Encrypt electronic files.
- \* Shred tax documents before trashing.



[www.irs.gov/taxessecuritytogether](http://www.irs.gov/taxessecuritytogether) IRS

## TRACKS

This Army newspaper is an authorized publication for members of the DOD. Contents of TRACKS are not necessarily the official views of, or endorsed by, the U.S. Government or the Department of the

Army. The editorial content of this publication is the responsibility of the Anniston Army Depot PAO.

Printed by Consolidated Publishing, a private firm in no way connected with the U.S. Government, under exclusive written contract with Anniston Army Depot.

The editorial office is located in the Abrams Build-

ing, Room 358, telephone 256-235-6281. TRACKS invites comments and contributions from its readers. Address email to: [usarmy.anad.tacom.list.publicaffairs@mail.mil](mailto:usarmy.anad.tacom.list.publicaffairs@mail.mil) and mail to: Editor, TRACKS, TACOM-SCO, 7 Frankford Avenue, Anniston, AL 36201-4199. DEADLINE days are Thursdays preceding date of publication. Circulation: 3,500.

Postmaster: Send address changes to TRACKS, PO Box 2285, Anniston, AL 36202.

Commanding Officer.....Col. Marvin Walker  
Public Affairs Officer.....Cleston Burdell  
Editor.....Jennifer Bacchus  
Photographer.....Mark Cleghorn

# Honoring the past, securing the future

by Mariah Armstead

ANAD EEO

Many valuable lessons are learned through remembering the past, ensuring horrific lessons are not repeated.

Not all lessons learned were painful. The lessons showing courage, commitment, fortitude and strength should be passed on.

Lessons of endurance to make our world a better place for all should be taught for generations to come. This is the message of this year's Black History Month theme, "Honoring the Past, Securing the Future!"

In remembering the past, many tend to focus on the horrors of slavery and the injustices African Americans endured, such as lynching, rape, castration, separation from families and political and social inequality.

Much of African American history chronicles these events. Yet, through all the suffrage, there were African American men and women who possessed a deeper vision beyond their immediate state. There is a history of unsung heroes which is rarely told.

On July 2, 1964, a landmark law prohibiting discrimination based on race in public accommodations such as restaurants, theaters, in publicly owned or operated facilities, in employment and union membership and registration to vote was signed by President Lyndon Johnson. It is known as the Civil Rights Act of 1964.

Long before that date, African American men and women were making history through their talent and courage. Their truths and convictions superseded their everyday walk of life. Here are some of their stories.

- Kingsley Plantation on Fort George Island, Fla., was sold to Zephaniah Kingsley and his African wife, Anna Madgigine Jai in 1815. It was the largest plantation house in Florida.

Kingsley wrote a major treatise in which he fought against laws that prohibited the activities of slaves and free blacks. He owned slaves, but strongly believed in treating people based on their ability and not their color.

- In 1828, at the age of 18, Charles Lenox Remond traveled from Massachusetts to London for the World Anti-Slavery Convention. He lectured on abolition

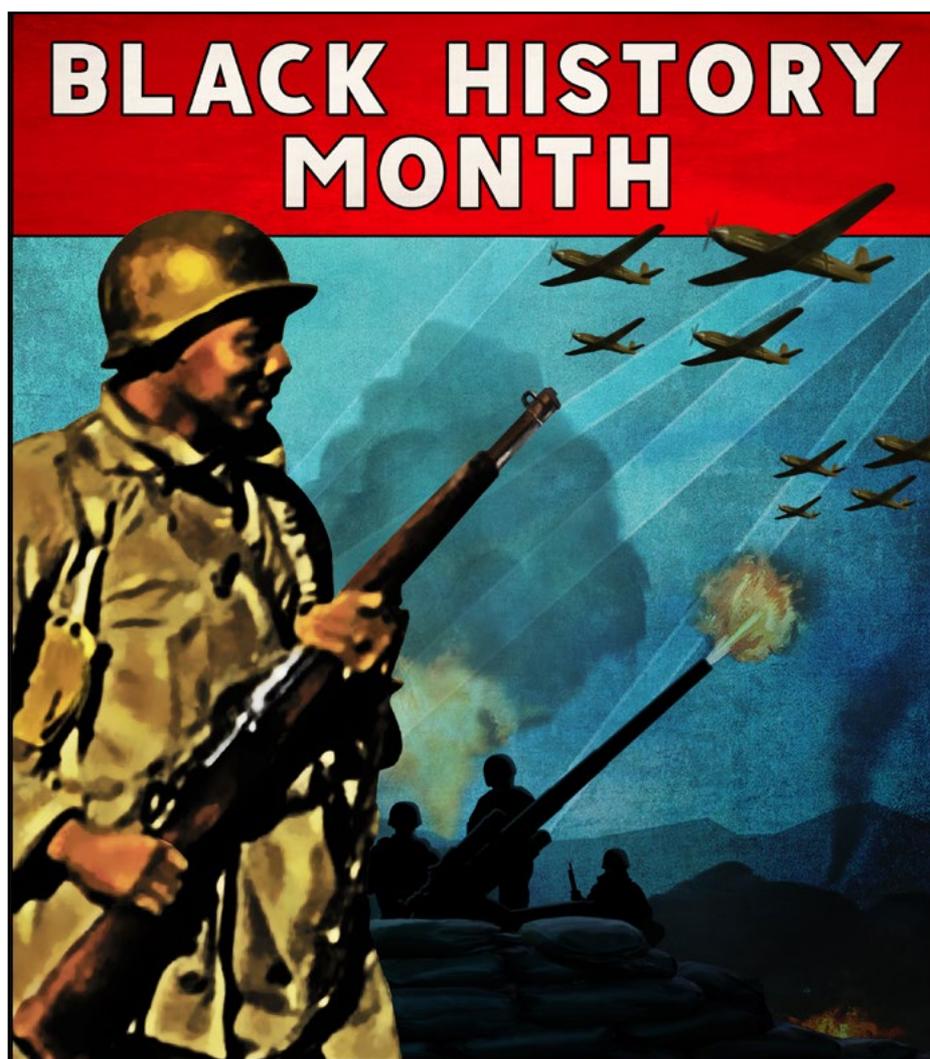


Image courtesy of the Department of Defense

**The Department of Defense Black History Month poster is the first in a series of posters commemorating the 75th Anniversary of World War II. Each commemoration poster will highlight the significant contributions of special observance groups towards achieving total victory in this watershed event. Each poster is reminiscent of the colors and styles found in the 1940's Recruitment and Victory posters from the World War II era.**

abroad for many years in universities across the United Kingdom.

He recruited blacks into the military and helped staff the first two all-black units from Massachusetts during the Civil War.

- The 369th Infantry, known as the Harlem Hellfighters, was one of the first regiments to arrive in France during World War I.

- An all-black regiment under the command of mostly white officers, including its commander, Col. William Hayward, spent 191 days in combat, longer than any other American unit in WWI.

In describing his unit Hayward said, "My men never retire, they go forward or they die."

- Col. Charles Young, the highest ranking black officer in the military at the time of WWI, was forced to resign from the Army, but inspired others to join.

- Gen. Benjamin O. Davis Sr., regimental commander of the 369th, was the first black general in U.S. military.

- The first book of poetry written by an African American was by Phillis Wheatley. She was seized from Senegal in 1760 when she was seven years old and sold to John and Susanna Wheatley.

They taught her to read and write. Phillis had written a collection of 28 poems by the age of 18.

The Wheatleys sent her poems to a London publisher and Phillis became their testimony that blacks could be both artistic and intellectual. It was published in 1773.

- In February 1944, the first African American officers were commissioned in the Navy. Known as the "Golden Thirteen," 12 officers and a warrant officer received rank at the same time.

- The 1936 Berlin Games was to be a showcase for Adolf Hitler. However, a black man left the biggest imprint with one of the greatest performances in Olympic history.

Jesse Owens, earned gold in the 100 and 200 meter races, the long jump and the 4×100 meter relay.

- In June 1967, Air Force Maj. Robert Henry Lawrence Jr. was selected by the National Aeronautics and Space Administration as an astronaut in the Air Force's Manned Orbiting Laboratory Program, thus becoming the first African American astronaut.

He successfully completed the Air Force Flight Test Pilot Training School at Edwards Air Force Base in California. He never went into space because he died in a crash while working as an instructor pilot at Edwards Air Force Base on Dec. 8, 1967.

- Shirley Chisholm became the first black congresswoman representing New York State in 1968. She served as a congresswoman for seven terms.

In 1972, she ran for the Democratic nomination for President. She was the first major-party African American candidate and the first female as well.

Many Presidents have echoed the importance of observing black history in their annual decrees for Black History Month. The reflections of the past assist in securing our future.

**Sources:**

- [369th.weebly.com/leaders.html](http://369th.weebly.com/leaders.html)
- [www.deomi.com](http://www.deomi.com)
- [www.olympic.org/jesse-owens-15](http://www.olympic.org/jesse-owens-15)
- [www.presidency.ucsb.edu/node/261951](http://www.presidency.ucsb.edu/node/261951)
- [www.blackpast.org/1841-charles-lenox-remond-slavery-it-concerns-british-4](http://www.blackpast.org/1841-charles-lenox-remond-slavery-it-concerns-british-4)
- [history.house.gov/People/Listing/C/CHISHOLM,-Shirley-Anita-%28C000371%29/17](http://history.house.gov/People/Listing/C/CHISHOLM,-Shirley-Anita-%28C000371%29/17)

# Diligence helps catch the goal of safety

by Lynn Mitchell

ANAD Safety Office

My dad always takes my son, Eli, fishing when he visits, as a way of bonding and establishing memories.

Several years ago, my dad took Eli fishing for catfish and bass. Eli was young and so excited to fish that they went out around midday, instead of waiting until late afternoon.

Eli was somewhat discouraged, having only caught a very small bass, but positive, saying he would catch a big one the next time.

I explained to Eli that to catch a big one he'd need to go earlier or later in the day, since fish don't bite as readily during the middle of the day.

He asked why and I said because the fish don't like to bite when it's hot.

He thought for a moment and said, "You're right mom, they swim deeper to stay cool, so I'll have to also adjust my floater, so the bait goes deeper."

I was astounded that my son seemed to understand the concept of fishing so well and I am proud to say he remembered his lesson of proper timing and the need to fish a little deeper.

Eli, even now, years later, has remembered the lesson and routinely catches nicely sized catfish and bass.

There's a lesson to be learned from Eli's fishing. Often in life, things of worth or the "big fish," require us to practice diligence and not rush things.

We have to slow down, think through our tasks and ensure all the right things are in place.

We have to look in advance for those hazards just underneath the water's surface that might snag our lines.

If we don't hurry through tasks, but take our time to get things lined up properly, we will be more successful.

After all, have you ever



Courtesy photo

**Often in life, things of worth or the 'big fish,' require us to practice diligence and not rush things.**

known a successful fisherman who frantically went about his tasks or impatiently hurried to catch a fish?

Another lesson is, we have to remember that things of worth often require us to "fish a little deeper" or put more effort into obtaining the goal.

When you get to the details of ensuring each day is safe and accident free, it takes a great deal more effort.

The initial low-hanging compliance things, like ensuring you wear required personal protective equipment, are somewhat easy. If we want to obtain the "big fish" and have a completely accident-free workplace, we must dig deep and really examine how we go about those daily minuscule tasks.

We must stop and think, review the job and really look at the associated hazards.

We must ask ourselves do we have the appropriate tools and needed PPE, have we been properly trained and is there a change in the work process that would

make it safer?

It's easy to get into a routine and think and continue as we've always done it. But, are we doing it that way because it's the best and safest way or just doing it out of tradition?

The technology and tools available are always improving as well as our understanding of things which pose a danger.

Don't rely on "tradition" and established habit of doing something.

Don't allow the tradition to create a false sense of confidence that you won't get hurt.

Know you've looked at and evaluated the work to be done and considered how to do it safely.

Many of you are great at catching fish, but are you as successful at catching work habits that ensure you will be accident free?

Reaching the goal of an accident-free workplace is an obtainable one if we are intent upon reaching it, planning our actions for the day and really focusing on each "cast" we make.

## ANAD accidents: December 2019

from Staff Reports

ANAD Safety Office

**Incident Summary:** Employee was removing the pump and components from an AVLB hydraulic reservoir. When the items were removed, the employee set the reservoir in an ASR box. The hydraulic reservoir is triangular in shape, approximately 200 pounds and was suspended by an overhead crane. While the employee was positioning the hydraulic reservoir, the reservoir shifted and pinched the employee's left index and middle fingers between the reservoir flange and the top edge of the ASR box. The employee immediately pulled the hand out, assuming it just got pinched or blistered. Removal of the glove exposed the extent of the injury.

**Safety Recommendations:** Revolving stands and transport stands are made for the AVLB hydraulic reservoir tank and are used in the assembly process. Submit EFEMS W/O #1087274 to fabricate an AVLB hydraulic tank reservoir revolving stand IAW Engineer drawing 12-207. Three transport stands are available and should be used in lieu of ASR boxes for transport. Train employees to use these stands when working with and preparing hydraulic reservoirs for transport.

**Incident Summary:** Two employees were trying to straighten a hasp on the rear of an M-1 hull. The first employee heated the hasp with a torch and the second employee struck the hasp with a 2.5 pound sledge hammer. The

employee was bracing with the left hand on the edge of the hull and swinging the sledge hammer across the body with the right hand. On the second swing, the hammer grazed the back of the hull. The shaft of the sledge hammer struck the tip of the employee's left index finger, which was on the edge of the hull. The tip of the finger received a laceration and fracture. The employee was wearing leather work gloves.

**Safety Recommendations:** Modify the JHA to ensure employees are aware of the placement of hands, feet and body parts when welding, cutting, brazing and using hand tools during the work process. Include pre-planning in the processes to ensure work is performed safely. Conduct a 6-minute huddle using ANAD Safety Bulletin 2019-50, Hand Injury Prevention.

**Incident Summary:** Four employees were setting an exhaust fan in place. The fan was approximately 44 inches by 44 inches and weighed in excess of 500 pounds. The employees had to lift the fan to set it in place. While shifting and pushing the fan into place, one of the employees felt a slight pull and shooting pain in the right side groin area. The employee was diagnosed with a pulled muscle.

**Safety Recommendations:**  
1. A Lift/Work Plan needs to be established when working with heavy/bulky material on uneven or elevated work

• See Accidents, page 5

## From Accidents, page 4

platforms. Conduct a 6-minute huddle and re-view Safety Bulletin, Lifting Do's and Don'ts.

2. Employees recommend disassembling the fan to make the equipment lighter and easier to move.

3. Safety recommends using lifting straps to facilitate proper lifting techniques and ergonomic posture.

**Incident Summary:** An employee was removing an ammunition rack. During a two-person lift, the rack tilted and pinched the employee's left hand between the rack and the hull. The supervisor estimated the rack weighed close to 200 pounds, as it was made of steel. The employees seldom have to pull a rack in that building. In their normal work area, employees use a crane to remove the ammunition rack.

### Safety Recommends:

1. During the 6-minute huddle, train employees on the following: Employees should never attempt to remove an ammunition rack by hand. The vehicle should be towed into the building and the ammunition rack removed by crane.

2. During the 6-minute huddle, train all employees on ANAD Safety Bulletin 2019-51 Overexertion Injuries.

**Incident Summary:** The employee was torquing an upper receiver for a barrel on the assembly line. The holes did not line up correctly so the employee leaned forward to a higher position. As the employee came down with the wrench, there was a pop in the employee's back. The employee immediately stopped and sat down. The incident was reported to the leader immediately.

**Safety Recommends:** Retrain employees on the Assembly JHA (31-52H20-03) with an emphasis on back strain and ergonomics. All employees should also be trained on ANAD Safety Bulletin 2019-52 Overexertion Injuries.

**Incident Summary:** Three ANAD employees were placing a Stryker vehicle on stands. The vehicle was hoisted by a high level crane and when the Stryker was initially placed on the stands, it was not in proper position. One employee had the Stryker lifted and two employees were in the front observing the bottom of the vehicle and the stands. The hook on the left front of the vehicle was not in proper position to lift and was under the winch pulley. When the vehicle was lifted, the hook placed pressure under the winch pulley causing two of the four bolts to break off and send the pulley airborne over the head of one

of the employees in front of the vehicle and striking a chair where a contractor employee was sitting. The winch pulley weighs approximately 25 pounds and traveled an estimated 22 feet before striking the contract employee's chair.

### Safety Recommends:

1. Work instructions (lift plans) must be established for heavy equipment lifts, which include preparation, lifting, carrying and setting down.

2. Employees must be trained on how to inspect equipment, properly hook equipment to the crane prior to lifting and observe the lifting devices during crane operations.

3. JHAs should be updated and all employees trained. Only one of the three employees had JHA training for crane operations, according to the training roster.

**Incident Summary:** Employee was using a cutting wheel on the bottom area of a turret to replace a plate and penetrated the inside turret. Suspected residual hydrogen gas entered the chamber, even though the antenna mount was removed during the disassembly process. A fire ignited, exiting out of the area where the employee cut with a blue-type colored flame, which is characteristic of hydrogen gas. The employee stopped work immediately and the fire was put out by a CO2 fire extinguisher. The Fire Department, Safety and the ANAD Radiation Safety Officer were all contacted. For safety precautions, the building was evacuated until the all clear was given. There were no damages or injuries.

**Safety Recommends:** Ensure all employees who perform hot work be trained in fire extinguisher use. Contact the Fire and Emergency Services Division for training, if needed.

**Incident Summary:** Employee was walking at a fast pace to arrive in the building on time. Employee sped up by lightly jogging upon entry and fell. The employee tripped on a board which had been placed under sheet metal to make it accessible by forklift, landing face down. The employee was checked out by medics, but refused further treatment.

### Safety Recommends:

1. In a 6-minute huddle, discuss with employees the importance of situational awareness while walking in and out of buildings on depot. Employees should use caution while walking around equipment and parts.

2. In a 6-minute huddle, train employees to ensure they are not creating tripping hazards while storing supplies and equipment.

**Incident Summary:** Employee was picking up parts under a turret stand and stepped on a cotter pin. The pin caused one foot to roll and the employee fell to the ground, onto the right knee. Employee notified the government lead of what had happened and that medical attention was not needed.

**Safety Recommends:** Ensure VSE Supervisor conducts training with employee to ensure awareness of loose parts on the floor and to prevent slips, trips and falls.

**Incident Summary:** The employee was grinding when the grinder slipped and caused an abrasion on one hand. The employee used the crane to lift the part onto the table but, instead of lowering it onto the table where it was flat, left it hooked to the crane at an angle. The employee was holding the grinder with both hands and said the right hand became weak and gave way. The grinder caught the left hand. The employee was wearing all required PPE, including gloves. The employee may have been in a hurry and should have used the crane to lay the M1 skirt down flat on the table, like normal.

### Safety Recommends:

1. Re-train all employees on Grinder JHA. Be sure to address all hazards and hazard controls. Remind employees to take the time to work safety to prevent accidents and injuries.

2. Train all employees on ANAD Safety Bulletin 2019-50 Hand Injury Prevention.

**Incident Summary:** Employee was getting ready to take out an under seat heater in the commander's seat of a Stryker. The employee was going to sit down on a cushion on the center piece to be able to work on the seat, using their right foot to brace as they sat. The foot slipped and the employee fell on the HMS mounting bracket. The employee stated they were in a hurry to finish because it was right before lunch time, therefore haste is a factor.

### Safety Recommends:

1. In a 6-minute huddle, discuss with employees to take their time while working on tasks to ensure they are done safely and correctly. Rushing to complete a task could result in injury. Employees should also pay close attention to their surroundings while working inside of a vehicle. Always look where you are stepping or sitting to ensure the area is free from objects or debris that could cause a slip, trip or fall.

2. Update Production Bay JHA to include the identification of sharp objects as a hazard for that process.

## DATES TO REMEMBER

**Feb. 12:** The commander's town hall, live at 7:05 a.m., in lieu of The Morning Show.

**Feb. 14:** Valentine's Day

**Feb. 17:** Presidents' Day holiday.

**Feb. 20:** TRACKS publication

**Feb. 25:** Annual Prayer Breakfast - see details on page 7.

**Feb. 26:** The Morning Show airs live at 7:05 a.m. The topic is Heart Health Month.

**March 5:** TRACKS publication

**March 8:** Daylight Saving Time begins - clocks "spring" forward one hour.

**March 11:** The Morning Show airs live at 7:05 a.m. The topic is nutrition.

**March 12:** Women's History Month luncheon - details to come in a future issue of TRACKS.

**March 18:** Retiree breakfast

**March 19:** TRACKS publication

## Recycle sales

ANAD's Recycle Sales are scheduled from 8-11 a.m. on the following dates:

- February 22
- March 21
- April 18
- May 16
- June 13
- July 11
- August 22
- September 19
- October 17
- November 14
- December 12

As a reminder, Recycling will only accept checks, no cash.

Contact Cynthia Boyette at 256-235-6838 for additional information.

# DPMAP Frequently Asked Questions

from Staff Reports

ANAD Training Office

The annual appraisal cycle ends next month. Here are some reminders about the performance appraisal program used by Anniston Army Depot and other military installations.

## What is DPMAP?

DPMAP is the acronym for DOD Performance Management and Appraisal Program.

DPMAP is a three-tiered performance management program with the rating levels of "Level 5 – Outstanding", "Level 3 - Fully Successful" and "Level 1 –Unacceptable".

Each performance element is given a rating that corresponds to these levels. All elements are critical and will not be weighted.

The overall rating will be calculated in the MyPerformance tool by adding together the individual ratings for each element and that sum will be divided by the total number of elements.

This calculation will be used to determine the final overall rating – Outstanding, Fully Successful or Unacceptable.

## What is the appraisal rating cycle?

Every year, the appraisal cycle is from April 1 to March 31.

## What needs to be completed during the rating cycle?

Three formal documented performance discussions between supervisors and employees are required during each appraisal cycle.

These discussions are the initial meeting to discuss the performance plan, one progress review, and the final appraisal and are documented in the MyPerformance Tool.

Additional performance discussions between supervisors and employees are encouraged.

## Where is this information and documentation kept?

The MyPerformance Tool, which can be accessed through MyBiz (log into the DCPDS Portal at [compo.dcpds.cpms.osd.mil/](http://compo.dcpds.cpms.osd.mil/)), is the automated system where the plans/appraisals are kept and documented.

If possible, employees will need to access the MyPerformance Tool at each of the three formal documented performance discussions to acknowledge and/or provide input.

## Where can I find additional information about DPMAP and the MyPerformance Tool?

- ANAD Intranet – Training tab
- Defense Civilian Personnel Advisory Service DPMAP Website - <https://www.dcpas.osd.mil/LER/DPMAP>. The website includes training videos and a list of frequently asked questions.
- DOD Instruction 1400.25, Volume 431, DOD Civilian Personnel Management System: Performance Management and Appraisal Program

## Employee Input:

It is extremely important for the employee to document their performance during the year. This will allow them to not only have an open discussion with their leadership at the progress review about their performance, but will also remind them of employee performance at the time of final rating.

Some examples of documentation would be awards, emails, dates and times that you were told good job by leadership or spreadsheets showing where you have met or exceeded goals that were a part of your standards.

## SAVE THE DATES

## Town Hall Meeting

Col. Marvin Walker will hold a town hall meeting Feb. 12 at 7:05 a.m. in Bldg. 143.

All employees are encouraged to attend or watch live on LAN Channel 21.

## March 12 luncheon

A Women's History Month Luncheon is planned for March 12 at 11:30 a.m. in the Berman-Varner House.

Tickets are \$10 and are now on sale through directorate and office secretaries.

# Blood Drive Feb. 13

Anniston Army Depot's quarterly blood drive will be held at the Physical Fitness Center and DeSoto Entertainment Center Feb. 13 from 10:30 a.m. to 2:30 p.m.

Depot employees, tenants and contract employees are encouraged to donate. Remember, for every unit of blood collected up to three lives may be saved.

*Note: Donors will be required to show personal identification before donating. A driver's license or Department of Defense identification card is acceptable.*



## American Red Cross

### Physical Fitness Center

#### TIME

10:30 a.m.

Component Repair & Weapons Value Stream  
DES\*  
DRM  
DPW

11:30 a.m.

Combat Vehicle Value Stream  
DPM  
ANMC

12:30 p.m.

Manufacturing, Clean & Finish Value Stream  
TMDE  
DOIM  
DLA

1:30 p.m.

Powertrain Systems Value Stream  
DPE

### DeSoto Entertainment Center

#### TIME

10:30 a.m.

Component Repair & Weapons Value Stream  
DES\*

Command/Staff Offices  
DCMA  
DFMWR

11:30 a.m.

Combat Vehicle Value Stream  
CPAC  
Museum Supp. Center  
Contractors

12:30 p.m.

Manufacturing, Clean & Finish Value Stream  
DRK

1:30 p.m.

Powertrain Systems Value Stream  
QAO  
Anniston Contracting Office  
Dear Clinic/IH

*\*DES personnel can give at the time most convenient for them. For additional information, contact Stephen Hudgins at Ext. 3379.*

# notes from around the TRACK



## Lacks

With sadness, we report ANAD has lost a member of the team.

Randy S. Lacks died Jan. 21, 2020.

A machinist with the Directorate of Production, he had more than 18 years of civilian service at Anniston Army Depot.

## Childcare openings

The Child Development Center offers care to children from infancy through the fifth grade.

The center is accredited by the National Association for the Education of Young Children and is currently accepting students of all ages.

Schools served for before and after school care are Oxford Elementary, DeArmanville Elementary and

CE Hanna (5th grade only). Coldwater Elementary is served for after school care only.

Cost is based on total family income. There are no after school services on off-Fridays.

For more information, call 256-235-6273 or visit Parent Central at Bldg. 220.

## AMC chaplain to speak Feb. 25

Anniston Army Depot's Annual Prayer Breakfast is scheduled for Feb. 25 at 8 a.m. in the Berman-Varner House.

The speaker for the event will be Army Materiel Command Chaplain Col. Michael Klein.

The breakfast will also feature music, poetry and a variety of breakfast foods.

Tickets are \$8 and will be available Feb. 10-21 through directorate secretaries.

The event is sponsored by the ANAD Chaplain Care Team and all depot employees are invited to attend.

A bus schedule will run in the Feb. 20 issue of TRACKS and on LAN.



Courtesy photo

**TACOM Chaplain Lt. Col. Scott Koeman will be at ANAD Feb. 25-27.**

**For an appointment, contact John Flood at Ext. 4974.**

## Cafeteria menus

<p><b>Feb. 10</b> Hamburger steak Mashed potatoes and gravy Field peas Fried okra Yeast roll or cornbread</p>	<p><b>Feb. 18</b> Baked pork chop Roasted new potatoes Butter beans Glazed carrots Cornbread</p>	<p><b>Feb. 24</b> Meat loaf Mashed potatoes and gravy English peas Fried okra Yeast roll</p>
<p><b>Feb. 11</b> Baked lasagna Steamed broccoli Corn on the cob Side salad Garlic bread</p>	<p><b>Feb. 19</b> Chicken or beef soft taco Spanish rice Mexican corn Refried beans Tortilla salad</p>	<p><b>Feb. 25</b> Spaghetti and meatballs Mixed vegetables Corn nuggets Side salad Garlic bread</p>
<p><b>Feb. 12</b> Teriyaki chicken breast Sweet and sour pork Steamed rice or chow mein noodles Stir fried vegetables Egg roll</p>	<p><b>Feb. 20</b> Fried chicken Baked chicken Mac and cheese Pinto beans Turnip greens Cornbread</p>	<p><b>Feb. 26</b> General Tso's chicken Pepper steak Fried rice Stir fried vegetables Egg roll</p>
<p><b>Feb. 13</b> Fried catfish Baked fish Baked beans Potato salad French fries Hush puppies</p>	<p><b>Feb. 21</b> Snack line</p>	<p><b>Feb. 27</b> Fried catfish Baked fish Baked beans Coleslaw French fries Hush puppies</p>



## Ellison completes Basic, AIT



Courtesy photo

Pvt. Tessa K. Ellison, a member of the 2nd Brigade, 82nd Airborne Division at Fort Bragg, N.C. recently completed her Basic and Advanced Individual Training at Fort Sill, Okla.

Ellison is a 2019 graduate of Oxford High School. She entered the U.S. Army in June as a Fire Control Specialist (13J).

She has also completed Airborne Training at Fort Benning, Ga.

Ellison is the daughter of Anthony Ellison (DPM) and the granddaughter of Maj. (retired) Ralph and Vickey Ellison, both retirees of DLA, Fort Belvoir, Va.

## Retiree breakfast planned

Anniston Army Depot's next Retiree Breakfast is scheduled for March 18.

To be added to the contact list for breakfasts, send an email to the Protocol Office at [usarmy.anad.tacom.list.protocol@mail.mil](mailto:usarmy.anad.tacom.list.protocol@mail.mil) containing:

- Your full name
- Your street address
- Your preferred email address



**Have a question for The Morning Show? Call PAO at Ext. 6281!**

# PUBLIC HEALTH ALERT

## Novel coronavirus outbreak

**Current Situation:** The Centers for Disease Control and Prevention, the Military Health System, and the U.S. Army Public Health Center are closely monitoring an outbreak of respiratory illness caused by a novel (new) coronavirus first identified in Wuhan, Hubei Province, China.

**Transmission:** Human coronaviruses are most commonly spread from an infected person to others through:

- The air by coughing and sneezing
- Close personal contact, such as touching or shaking hands
- Touching an object or surface with the virus on it, then touching your mouth, nose or eyes before washing your hands

**How to protect yourself and others:** There are currently no vaccines available to protect you against human coronavirus infection. To reduce your risk of infection or transmitting the virus to others:

- Wash your hands often with soap and water for at least 20 seconds.
- Avoid touching your eyes, nose or mouth with unwashed hands.
- Avoid close contact with people who are sick; and stay home while you are sick.

**Symptoms:** Common human coronaviruses usually cause mild to moderate upper respiratory tract illnesses, like the common cold. Most people get infected with these viruses at some point in their lives. These illnesses usually only last for a short amount of time.

**Symptoms may include:**

- runny nose
- headache
- cough
- sore throat
- fever
- general feeling of being unwell

Human coronaviruses can sometimes cause lower-respiratory tract illnesses, such as pneumonia. This is more common in people with cardiopulmonary disease, people with weakened immune systems, infants and older adults.

**Testing:** If you have symptoms and have had recent travel to China or been in direct contact with a person known to be infected with the virus, seek medical care. Your health care provider will order appropriate tests, if needed, and determine if additional precautions should be taken.

**Treatment:** There are no specific treatments for illnesses caused by human coronaviruses. Most people with common human coronavirus illness will recover on their own. Medications for pain and fever can help relieve symptoms. If you are mildly ill, drink plenty of fluids, stay home and rest. If you are concerned about your symptoms, you should see your healthcare provider.

---

For additional information on the current outbreak, visit the CDC and APHC websites:



**Public Health**  
Prevent. Promote. Protect.

<https://www.cdc.gov/coronavirus/index.html>



Army Public Health Center

<https://phc.amedd.army.mil/topics/discond/diseases/Pages/2019-nCoVChina.aspx>

APPROVED FOR PUBLIC RELEASE  
DISTRIBUTION UNLIMITED  
TA-496-0120