



SALUTE

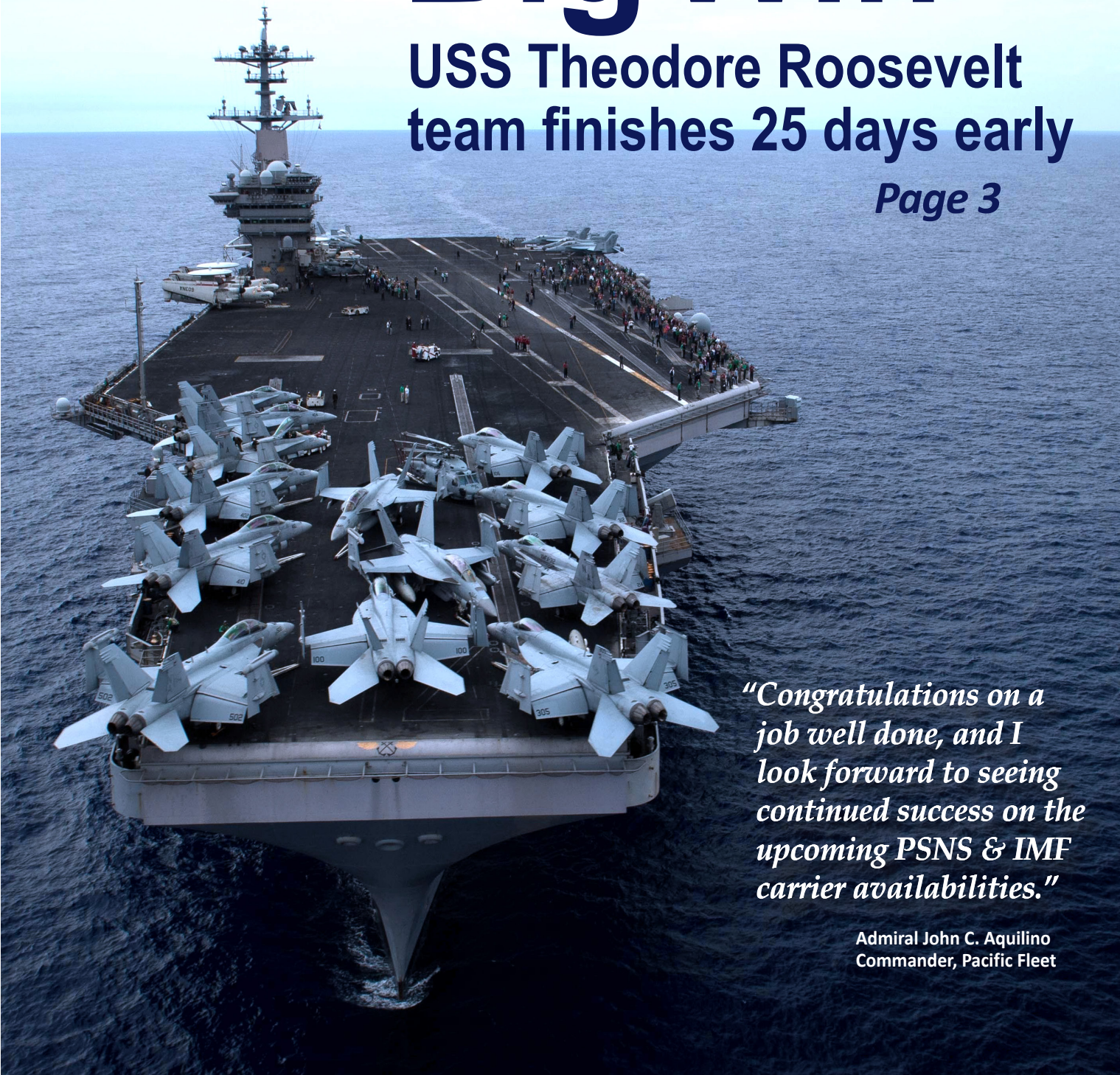
Puget Sound Naval Shipyard & Intermediate Maintenance Facility

Jan. 10, 2019
Vol. XI No.1

Big Win

USS Theodore Roosevelt
team finishes 25 days early

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“Congratulations on a job well done, and I look forward to seeing continued success on the upcoming PSNS & IMF carrier availabilities.”

Admiral John C. Aquilino
Commander, Pacific Fleet



2018 laid the groundwork for 2019 success

Team PSNS & IMF,

Welcome back! I hope you and your families enjoyed the holiday season. I also hope our annual curtailment gave you an opportunity to slow down, recharge your batteries and return to the yard renewed and ready to do the nation's work. I recognize some of you worked during the holiday curtailment in support of our mission, and I greatly appreciate your dedication and commitment.

2019 is filled with important milestones across the waterfront. The schedule at all our operating locations is packed with critical work for our Navy, from carrier availabilities and submarine refits to destroyer maintenance and inactive sub disposal.

In fact, our recent past has provided more than ample evidence that our team is ready to meet whatever challenge comes our way. Here's a partial list of 2018 accomplishments:

- 77 successful depot- and intermediate-level availabilities, including seven Chief of Naval Operations availabilities.
- Critical availabilities on USS Theodore Roosevelt (CVN 71) (finished 25 days early!), USS Seawolf (SSN 21) and USS Ronald Reagan (CVN 76).
- 15 Trident submarine refits.
- Three sub inactivations and two reactor compartment disposals.
- Continuing support to six guided missile destroyers in Everett, including completion of a CNO availability for USS Kidd (DDG 100).

But 2018's biggest highlight – and the clearest example of the effectiveness of our PSNS & IMF team – had to be winning the Robert T. Mason Award for Depot Maintenance Excellence. The award, part of the Secretary of Defense Maintenance Awards program, was presented to us for our accomplishments during 2017, including three successful carrier availabilities, outstanding submarine maintenance efforts and innovations in our submarine recycling program.

The accomplishments that earned this prestigious award represented a total team effort, and I was happy to have a group of shipyard teammates with me to accept the award. But for an accomplishment like this, I think it's appropriate to provide a more tangible expression of our thanks. In that spirit, I've approved a cash special act award of \$500 for a large number our employees whose performance helped earn this recognition. Those of you who will receive this award – the vast majority of our workforce – will see this payout soon.

The Robert T. Mason award for depot maintenance excellence is the highest honor our shipyard can attain for the work we do. It is the pinnacle of our profession, and I am honored to reward the entire team for this accomplishment. I'm extremely grateful for the effort that each and every one of you contributed to our success.

The Navy continues to reward your good work with the trust and confidence that we can succeed at the toughest missions, and it has assigned us plenty of them for the coming year. We cannot rest on our laurels. We have a lot to do in 2019, and it's only just begun. But the successes of 2018 show that we're up to the challenge.

As you have heard, the Navy has named Capt. Dianna Wolfson to succeed me as our shipyard commander later this year. Capt. Wolfson is a fantastic leader, currently serving as operations officer at Norfolk Naval Shipyard. The Navy could not have made a better choice, and you can read more about her elsewhere in this edition.

As for me, I'm not done here yet. As I have said multiple times already, we have much work to do this year and I am ready to tackle it with you. Thank you for a stellar performance in 2018 – and for the exceptional work we'll do in 2019 for our Navy and the nation.

Captain Howard Markle
Commander, PSNS & IMF

USS Theodore Roosevelt team finishes 25 days early

Devin Johnson, Deputy Project Superintendent

The six-month Planned Incremental Availability in San Diego on USS Theodore Roosevelt (CVN 71) completed successfully on Dec. 21, 25 days ahead of schedule.

"This was a big win for the shipyard" said Nick Gianacakos, project superintendent. "The success of this early finish on Theodore Roosevelt belongs to the shipyard and to the team who pulled together to get this win, despite many challenges."

The availability started just ahead of the official July date with a "fast start" plan that allowed for early risk identification and an aggressive start to the work. This, combined with strong teamwork, allowed for the schedule to be maintained as multiple major new work items were identified.

"This team set records for on-time job starts and cost performance, which is considerable when you look at the extent and severity of the new work items each week," said Chris Hughes, carrier program manager. "Also, the relationships formed with ship's force

and across this team made for quick problem resolution and was key to this record setting performance."

During late summer and early fall, the shipyard workforce completed all scheduled work and tackled new work associated with multiple propulsion components. Topside and auxiliary system work accomplished by private sector partners was also hugely successful. Installation of weapon system upgrades and completing repairs and inspections on a record number of tanks was also accomplished early. The steaming test program and the follow up underway sea trials testing also went very well. The ship was put through the paces and performed superbly – a testament to the great work done by PSNS & IMF and its San Diego partners.

"You have delivered the predictability and training entitlements our sailors deserve, and the ready ship that navy leadership expects" said Admiral Aquilino, commander, Pacific Fleet. "Congratulations on a job well done, and I look forward to seeing continued success on the upcoming PSNS & IMF carrier availabilities."



Personnel Specialist 2nd Class Petty Officer Chilee Osuji transits the pier of the aircraft carrier USS Theodore Roosevelt (CVN 71), Oct. 22. (U.S. Navy photo by Mass Communication Specialist 3rd Class Spencer Roberts)

SALUTE

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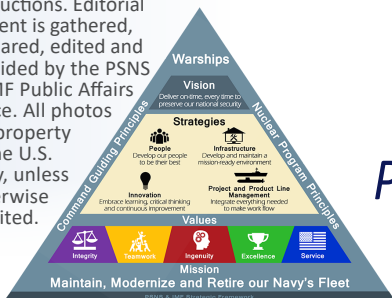
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PSNS & IMF is on a **mission** to maintain, modernize and retire our Navy's fleet.

Congratulations team!

In recognition of the shipyard winning the Robert T. Mason Award for Depot Maintenance Excellence, most employees will receive a \$500 special act award. Those receiving the award should see the payout included in an upcoming Leave and Earning Statement.

Please contact your supervisor or administrative officer with any questions.

Representatives from shipyard attend presentation of Robert T. Mason Award

Matthew Bailey, PSNS & IMF Public Affairs

In an event more than a year in the making, 40 Puget Sound Naval Shipyard & Intermediate Maintenance Facility employees were on hand as Robert H. McMahon, assistant secretary of defense for sustainment, presented Capt. Howard Markle, PSNS & IMF commander, with the Robert T. Mason Award for Depot Maintenance Excellence during a ceremony in Tampa, Florida, Dec. 18.

The Mason award serves as the Department of Defense's highest honor for achievements in depot-level maintenance.

The ceremony, part of the DoD's annual maintenance symposium, featured service members and civilians from all branches of the military, as well as speeches from senior leaders in the defense maintenance community.

"It is now more important than ever to recognize where things are going right, where they are working," said McMahon in an address to attendees.

PSNS & IMF received the award for its accomplishments in 2017, including three successful aircraft carrier maintenance availabilities, multiple noteworthy submarine maintenance efforts, and innovations in its inactive submarine recycle program.

For attendee Heather Larson, a Shop 38 outside marine machinist supervisor, it was a chance to celebrate the hard work of all of the teams across the command whose contributions led to the award.

"This represents the great teams we have working on these projects," said Larson. "The best part about the shipyard is everyone's input being valued and always striving to get better at what we do, this is a great honor."

The trophy, which PSNS & IMF received as part of the award, will be on display in the receiving area outside of the shipyard commander's office in Building 850 for the next year.

"This is an achievement for the entire shipyard to be proud of," said Markle. "Our entire team earned this through hard work, commitment, innovation and pride in every corner of our command. I am continually awestruck by their accomplishments and humbled by their day in and day out attainment of maintenance excellence in all they do."



Capt. Howard Markle, PSNS & IMF commander, and a team of PSNS & IMF employees were on hand Dec. 18, in Tampa, Fla., to receive the Robert T. Mason Award for Depot Maintenance Excellence at the Secretary of Defense Maintenance Award Ceremony. (PSNS & IMF photo by Matt Bailey)

PSNS & IMF 50th commander announced

PSNS & IMF Public Affairs



Capt. Dianna Wolfson, pictured here in her official photo on Oct. 23, 2017.

Capt. Dianna Wolfson will relieve Capt. Howard Markle to become the 50th commander of Puget Sound Naval Shipyard & Intermediate Maintenance Facility, Naval Sea Systems Command announced Dec. 14.

Currently the operations officer at Norfolk Naval Shipyard in Virginia, Wolfson

will take command in 2019. She will become the first woman to command a U.S. Navy shipyard.

Wolfson, born in Landstuhl, Germany, obtained her commission in 1996.

Her experience at Navy shipyards has taken her to Portsmouth Naval Shipyard in Kittery, Maine, where she served as an assistant project superintendent, docking officer and nuclear zone manager from 2004 to 2007. She also served twice at Norfolk Naval Shipyard, first as a submarine project manager from 2011 to 2014. In 2017, she returned as the operations officer.

Wolfson served as the force maintenance officer at Naval Air Force Atlantic from 2009 to 2011 and a carrier overhaul project officer at Supervisor of Shipbuilding, Newport News, from 2014 to 2017.

Her afloat tours include reactor mechanical division officer and assistant to the reactor training principle on USS George Washington (CVN 73) from 1998 to 2001 and main propulsion assistant on USS Carl Vinson (CVN 70) from 2007 to 2009.

Graduating magna cum laude from the United States Merchant Marine Academy with a degree in marine systems engineering in 1996; she also earned a Naval Engineer's Degree and a Master of Science in Civil and Environmental Engineering in 2004 from the Massachusetts Institute of Technology.

Markle has served as commander, PSNS & IMF since Aug. 2015. Plans beyond this assignment have yet to be announced.

"I am truly excited to be joining such a high performing team at PSNS & IMF and look forward to building a great relationship with you."

Capt. Dianna Wolfson

USS Ohio completes docking period of extended refit

Casey Jennings, USS Ohio (SSGN 726) Project Engineering and Planning Manager

USS Ohio (SSGN 726) undocked on schedule Dec. 11. This was the conclusion of a 19-month dry dock portion of Ohio's Extended Refit Period. PSNS & IMF has accomplished more than 2.7 million man-hours of work with more than 12,000 maintenance items completed by the command, Ohio crew, contractors and others.

Major critical work included structural repairs and preservation to the ballast tanks, superstructure and sail; overhaul of the masts and sensors; extensive repairs to the trim and drain and other seawater systems, and extensive repairs to propulsion plant equipment.

In July 2018, an issue was identified between the ship's service hydraulic system and an engine room fresh water cooler. Starting from the ground up engineering and the project team,

along with ship's force, was able to identify the extent of the problem, engineer a solution, carry out a contract and completely clean the entire ships service hydraulic system—all within five months. This is a significant accomplishment when compared to the complexity of the repair.

Through exceptional engineering, a dedicated work force, experienced supervisors, studious work controls and perseverance from all personnel involved, the team was able to accomplish this evolution in less than half the amount of time originally estimated and for a fraction of the cost. This allowed Ohio to successfully undock on time. One week later the team was able to start testing operations, one of the quickest turnarounds from undocking in recent history. The project team and ship's force personnel are now

set up pierside to continue a high-paced, post-undocking production period to allow unencumbered training and final availability trials and testing.

"It was amazing to see high velocity learning in practice as the command and the Ohio team came together to formulate, design and ultimately execute an innovative hydraulics restoration plan," said Steve Murray, Ohio project superintendent. "I am grateful to the numerous personnel who worked tirelessly to restore the system, prepare the boat for undocking, and then turn around to support testing, overcoming many challenges along the way. Well done, team Ohio!"

With continued support from the command, the Ohio project will be able to wrap up the availability within a short timeframe and finish on time, setting them up for a big win.



USS Ohio (SSGN 726) arrives at Naval Base Kitsap-Bremerton April 4, 2017, to begin a major maintenance period at Puget Sound Naval Shipyard & Intermediate Maintenance Facility. (PSNS & IMF photo by Jeremy Moore)

Safety branch: keeping PSNS & IMF safe through inspections and teamwork

Shane Peterson, Code 106.23 Safety Specialist

The Environmental Safety and Health Office, Code 106 is mandated by the Department of the Navy Safety and Health Program Manual, to conduct an annual inspection of every building where PSNS & IMF employees are working or could be expected to work—at any location. Most of these inspectors work in the Safety Consulting Branch, Code 106.23, with the Hazardous Deficiency Abatement Program maintaining the inspection cycle.

Inspectors ensure that processes for fire and life safety, electrical safety (both permanent and temporary), hazardous material, machine guarding, material handling, occupational health, walking work surfaces, ladders (fixed and portable), ergonomics, and general safety are being followed. If there are lapses, they are noted and reported so they can be corrected.

What they look for

Some processes that are frequently checked:

- Expired portable tooling.

All portable electric hand tools, including extension cords and industrial-use vacuums (not upright “residential style”) are required to be inspected every 90 days. On a side note, industrial vacuums require a waste stream label, regardless of location.

- Overloaded relocatable power taps more commonly known as power strips.

Do not use power strips to power appliances or high wattage items (nothing exceeding 650 watts)

No more than 80 percent of the power strip should be used at any given time

- Improper use of extension cords.

For example, extension cords plugged into power strips or multiple extension cords plugged in to each other.

- Ensure Job Hazard Analysis forms are up-to-date.

Most permanently mounted machines located in work areas require a JHA (good for up to three years). JHAs need to be located on the machine or in the immediate work area and accessible to employees.

- Fire extinguisher checks are up-to-date.

Extinguisher must be inspected monthly with proper tag documentation by designated and trained personnel.

- Ensure electrical panels are not blocked.

Clear access must be maintained with a clearance of 36 inches in front and 30 inches to the sides of the panel.

- Tool cabinets are properly secured.

Cabinets must be secured from tipping (bolted to the floor, back-to-back, together, or to a fixed object).

The inspection process

Notification is given to building managers, various codes, and safety advocates the month prior to the next month’s inspection. A follow up is sent approximately two weeks out from the noted inspection date. Please let Code 106 know if you were notified of an upcoming inspection, but you aren’t the point of contact.

At the end of the inspection, the inspector will go over the report with the those who attended the inspection. An overview memo will be drafted and actions will be assigned for correcting issues. Within 30 days of the inspection, all deficiencies must either be fixed or have a planned completion date which will be provided to Code 106 personnel. If a deficiency will require more than 120 days to fix, a Plan of Action and Milestones must be submitted to the Code 106.23 HDA program manager.

For more complex deficiency repairs a work request is generated by Code 980 and given to Public Works for contract action. This information is tracked by Code 106. Contract award and repair timeline can be added to the POAM and tracked by Code 980 and the building manager.

Safety on the job is up to every individual; therefore, teamwork is critical and inspections are necessary for maintaining a safe working environment for all.

If you have questions, call the HDA program office, at 360.476.9431 for more information.

Contracting internship expands horizons

PSNS & IMF Public Affairs

A new employment opportunity quickly turned into a unique internship experience for contract specialist Brian Fergus.

“I associated ‘contract specialist’ with purchasing,” recalls Fergus. “I pictured myself buying truckloads of toilet paper and cartons of ballpoint pens.”

Instead, Fergus was involved in a three-year internship program that immerses interns in the job while also participating in Defense Acquisition University webinars and two- to four-week classes. In addition, interns learn the ropes and assist with purchases that vary in size from a few hundred dollars to multi-million dollar contracts. The experience prepares them to fill a vital federal government role since half of current contract specialists will be eligible to retire within the next ten years.

Fergus was the first person selected for the program since it expanded to include a rotation through the small business program office, which advocates on behalf of small businesses in federal procurements.

He began the intern program in 2016

then moved into the small business office last fall, rotating out in December last year. The internship allowed him to immerse himself in the contracting system while learning about the vital work done at the shipyard.

“I hoped I’d be working on something important but it wasn’t until new employee orientation that I realized how specialized the ships are that PSNS & IMF works on,” Fergus said. “Outside of Bremerton, who knows that we’re the only place on the west coast that maintains, modernizes, refuels and recycles nuclear powered vessels?”

He noted the variety of work he supported was vast.

“Since I started working here, I’ve helped get contracts in place to maintain district craft, like utility floats and barges, get submarines fixed and aircraft carriers modernized.”

Part of the internship included becoming familiar with contracting regulations which start with the federal acquisition regulation, a 52-chapter contracting book. This was layered with many other books from the Department

of Defense, Navy and Marine Corps, plus Naval Sea Systems Command.

Although the regulations, rules and processes seemed overwhelming at first, the amount of work served a vital purpose.

“Everything any government employee uses was procured by a contracting office,” Fergus points out. “The tools and the tool box the mechanic uses. The paint and media that the painters and blasters use. The roads on base. The bridges, gates and fences—all obtained by a government contract.”

Even knowing the importance of the work he learned, Fergus was most excited about what he’ll be seeing at the shipyard in the future.

“I’m looking forward to seeing aircraft carriers and submarines being in dock,” he admits. “My inner six-year-old comes out when I walk through the shipyard and see the heavy machines that make the shipyard go.”

Now he can take pride in knowing the role he played in making those things “go.”



2018 EMPLOYEE OF THE YEAR

Call for nominations

The opportunity to recognize PSNS & IMF’s outstanding employees by nominating them for the 2018 Employee of the Year Awards is still available!

Please submit nominations (hardcopy only, with original signature, via your chain of command) to the Awards and Employee Recognition Branch (Code 1102.4) by close of business Jan. 18.

The award forms and instructions are available on the intranet. Go to the “Forms” section and select “Awards.”

All nominees for PSNS & IMF Employee of the Year will be honored at a formal ceremony to be held on March 30 at 1 p.m., at the Admiral Theatre, Pacific Avenue in Bremerton.

If you have questions about the program, call 360.476.3012, 360.476.2739 or 360.476.3010.

Nominate an employee or manager who promotes safety

PSNS & IMF Commander's

EXCELLENCE IN SAFETY AWARD

Nominations due Jan. 18

Forms are online under "Forms/Inst," "Safety & Health"

Questions? 360.476.6024

Reservists to assist USS Ronald Reagan availability

PSNS & IMF Public Affairs

An intense, three-day training prepared 47 U.S. Navy reserve Sailors from across the country to assist with the upcoming selected restricted availability of USS Ronald Reagan (CVN 76).

The fully-qualified maintenance Sailors are now ready to effectively support and ensure the ship returns to the fleet on schedule. Preparations included security updates, medical screenings and travel briefings as well as area orientation briefings on Yokosuka, Japan.

SurgeMain is the NAVSEA Mobilization Reserve military force to support shipyard maintenance in times of war. To ensure these sailors are ready to support the mission, they are trained and sent to major projects to gain proficiency while supporting the overall command in high workload periods.

Lt. Cmdr. Shane Rye, the command's SurgeMain program manager, was pleased with the training and efforts of all departments involved in preparing the Sailors noting that the experience is an excellent exercise in mobilization readiness.

The SurgeMain concept was adopted in 2005 and has been instrumental in supporting numerous availabilities at PSNS & IMF's detachments in Everett, San Diego and Yokosuka.



Sailors from the SurgeMain team attend a three-day training session to prepare for mobilizing in support of the upcoming selected restrictive availability of USS Ronald Reagan (CVN 76). (PSNS & IMF photo by Scott Hansen)

Confined space safety – what do we do with all that CO2?

Susan LaFontaine, Shop 11 Miscellaneous Gas Free

Adults have a lung capacity of six quarts of air. Every time we breath in, we exhale carbon dioxide which is a byproduct of living organisms and bacterial decomposition. It is also present in the earth's atmosphere (ambient air) averaging 300 parts per million to 600 parts per million. CO2 displaces oxygen. In confined spaces, a direct relationship exists between elevated CO2 levels and low oxygen levels. For example, a low oxygen level of 19.5 percent can indicate a CO2 concentration of at least 1.4 percent or 14,000 parts per million which is almost three times higher than the permissible exposure limit.

Symptoms of exposure to high CO2 levels

- At 1,000 - 2,000 parts per million - complaints of drowsiness and poor air.
- At 2000 - 5000 parts per million - headaches, sleepiness and stagnant, stale, stuffy air. Poor concentration, loss of attention, increased heart rate and slight nausea may also be present.
- At 40,000 parts per million may lead to serious oxygen deprivation resulting in permanent brain damage, coma, and even death.

Ventilate, ventilate, ventilate

It cannot be stated enough how important ventilation is to confined space work. By placing negative ventilation with the correct amount of cubic feet per minute into a confined space, existing atmospheric conditions are drawn out and fresh air is pulled in. This is called an air exchange. Venting must be place in the farthest point of the space away from the opening to create maximum flow and have optimal effects throughout. A minimum of four air exchanges per hour are required to

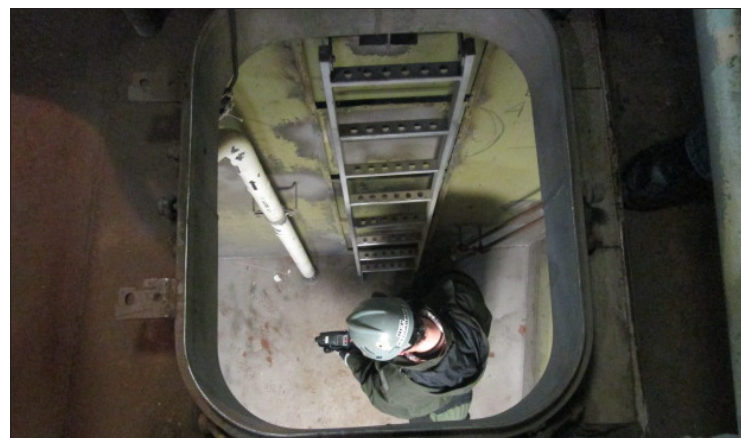
ensure that a confined space atmosphere will remain stable and safe enough to work in.

So how do you know it is safe?

Read the confined space certificate before you enter a space—every time! If you do not understand the information on the certificate, do not enter the space; contact your supervisor, tank coordinator or nearest Navy Competent Person. Employee safety is the number one priority.

With on-going training and state-of-the-art gas detection equipment, the shipyard confined space program strives to work efficiently to survey, inspect, correct and certify confined spaces. It is the goal that all spaces employees need to work in daily will be safe environments.

For more information about confined spaces, call 360.476.3275.



Navy Competent Person Kegan Schroeder inspects a space. (PSNS & IMF photo)

What, where and why—information, resources

PSNS & IMF Public Affairs

Communication is key during an emergency situation. Depending on the type of situation and factors associated with the response, there can be a variety of information flowing through different channels. The key is to know which

ones to watch and listen to for the most accurate information for you.

The other important thing to know, and probably one of the most important, is how to respond based on the information you may read or hear.

When on temporary duty, check with your supervisor and point of contact at your location for base emergency notifications.

Emergency contact numbers to use on base, at the shipyard:

Ambulance/Fire/Police/Spills
(Landline only) - Dial 911

Regional Dispatch (cell) - Dial 360.476.3333

Hazard Hotline - Dial 360.476.8100

Resources for information:

(updated as information becomes available)

News You Can Use: *Command SharePoint*

Facebook: *PSNSandIMFontheWaterfront*

Twitter: *Twitter.com/PSNSandIMF*

The difference in workplace computer generated notifications

PSNS & IMF GroupCast

The notification system, for which employees are encouraged to sign up to receive notifications through voice messages, text messages, or emails.

The GroupCast messages are sent out by PSNS & IMF and are approved by the PSNS & IMF commander for PSNS & IMF employees. These messages typically indicate they are coming from the PSNS & IMF Public Affairs Office.

To register or sign up

Employees can sign-up or change their contact information online through any computer at <https://asp.schoolmessenger.com/navy/subscriber>.

Naval Base Kitsap Wide Area Alerting Network (Via AtHoc)

This notification system is locally managed by Naval Base Kitsap's Emergency Management division.

AtHoc is used to notify military and civilian personnel working on Naval Base Kitsap of an incident through desktop messages, emails, phone/voice messages and text messages.

AtHoc messages are sent by NBK Emergency Management or NBK's Command Duty Officer. These messages typically show they are from Navy Installations Command, Navy Region Northwest, or Naval Base Kitsap. Messages through this system may be of interest to PSNS & IMF personnel but may not apply to them so employees

should always check with their PSNS & IMF chain of command.

All Navy personnel, including PSNS & IMF employees, who work on NBK and have an NMCI email address are required to register their work email address, work phone number and government-issued work cell phone number (if applicable).

To register or sign up

Registration and changes to employee information on AtHoc is done through an NMCI computer. A 'How to Register for NBK Wide Area Alert Network notifications.pdf' is available at: <https://homeportnw.psns.navy.mil/dept/1100/1130/default.aspx>.

Smart watch use in the shipyard

Code 109, Information Technology

Question: Are smart watches allowed in the Shipyard?

Answer: Smart watch enforcement should be treated the same as personal cell phones in the shipyard.

What's on the wrist is just as capable as what's in the pocket. If the smart watch meets the same requirements as personal or smart devices, they are allowed. For example, watches with no camera and WiFi or Bluetooth turned off would be allowed in a Nuclear Work Area and a Controlled Nuclear Information Area as long as classified network separation requirements are met. The smart watch would also have to be removed, regardless of enabled capabilities, prior to entering an open secret storage area, areas which are always personal electronic device exclusion areas.

If you have questions, please contact PSNS. InfoSec.FCT@navy.mil.

Naval Base Kitsap unveils suggestion program

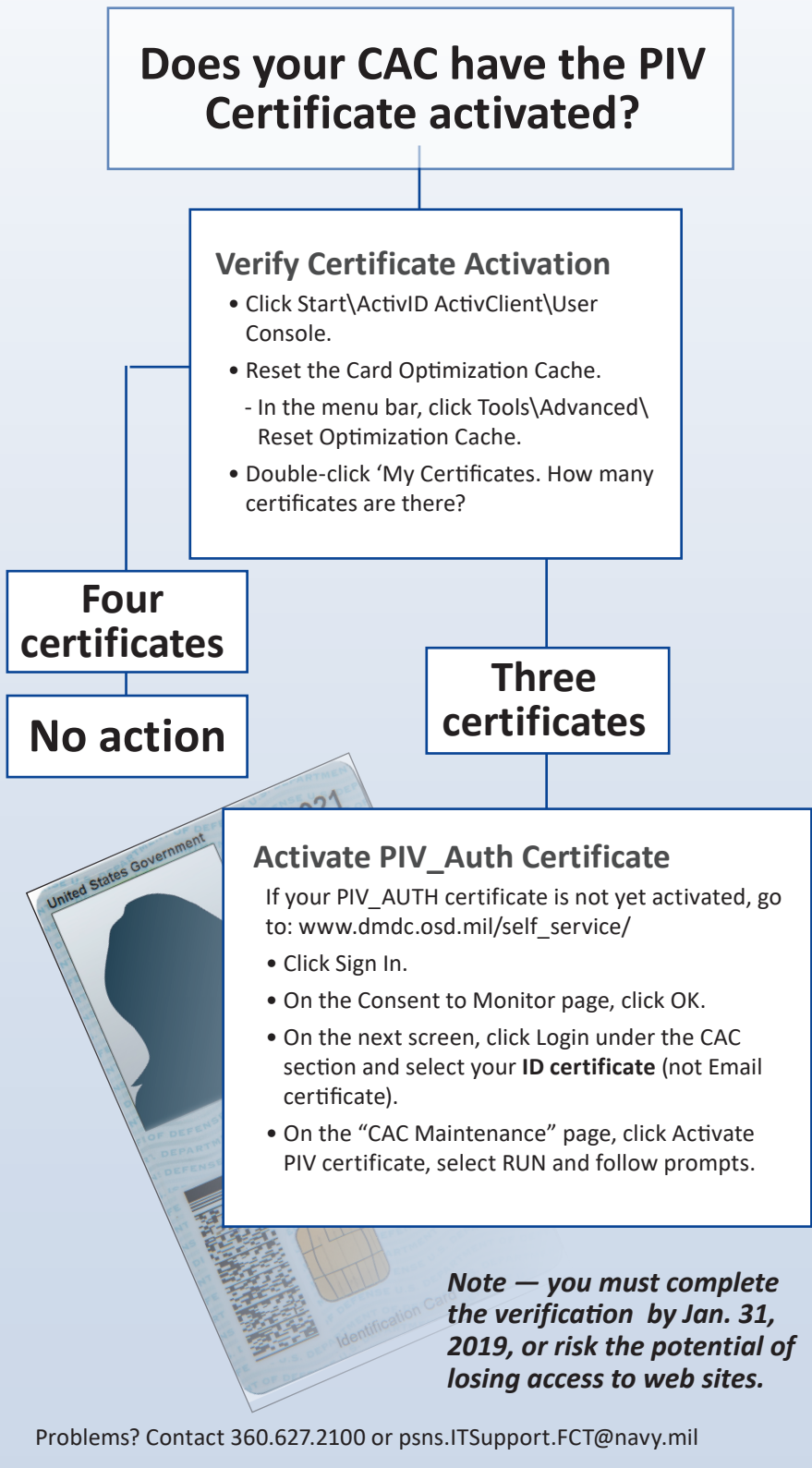
Naval Base Kitsap has launched an online suggestion program to share ideas on improving base services: https://www.cnic.navy.mil/regions/cnrnw/installations/navbase_kitsap/about/co-suggestion-box.html. An NMCI account is not required for access.

The form asks for contact information, however, suggestions can be submitted anonymously. Sharing contact information allows for NBK to ask follow-up questions or clarify the idea. (Note: the program is for base-specific ideas. Ideas for big Navy or a command other than the base should be submitted via the normal chain of command or established procedures.)

For questions about the program, contact NBK's public affairs office at 360.627.4030 or pao.nbk.cnrnw@navy.mil.

Common Access Card certificates require authentication by Jan. 31

The Department of Defense is in the process of changing the configuration of the Common Access Card, requiring that only the Personal Identity Verification Authentication certificate be used for Smart Card logon and web authentication. **You must use Internet Explorer to complete the certificate activation.**



Voluntary Leave Transfer Program recipients

This program authorizes federal service employees to donate annual leave to other federal service employees experiencing medical emergencies. If you wish to donate annual leave or have questions call the Human Resources Office at 360.476.5386. Donation forms can be faxed to 360.476.6669.

Teammates currently in need of donations are:

Code 105 Curt Cady	Code 1000 Lawrence Kalcso	Marcus Waring
Code 109 Fay Escobedo	Code 1100 Rebecca Phillips	Jeremy Walker
Code 130 Richard Petrone	Code 1180 Britany Ashley	Shop 51 William Kiendel
Code 200 Shane Hamre	Code 2300 Tyler Jackson	Shop 52 Bonnie Eicher
Code 280 William Keebaugh	Shop 06 Valerie Hopper	Shop 57 Glenn Webb
Code 300 Christopher Smith	Shop 11 Tammy Jordan	Shop 64 Jenna Issa
Code 400 Melissa Jaskinia	Shop 17 Madison Flores	David McCrary
Code 400 William Abare	Shop 17 Jessica Hammons	Jonathan Pregillana
Code 600 Robert Centeno	Shop 17 Vanessa San Gil	Shop 67 Douglas Irvin
Code 600 Shannon Burgess	Shop 26 Joshua Wagner	Shop 71 Robert Pennington
Code 700 Taylor Crippen	Shop 31 Luis Rivera	Dean Rosen
Kendall Juluke	Shop 31 Joshua Hubbell	Shop 75 Krystal Wallin
Katie Ross	Rebecca Elkins	Shop 84 Jason Rumsey
Chelsea Weber	Gilead Rose	Shop 99 Rebekah Markle
Jonathan Yette	Gary (Todd) Smith	
Code 900 Chad Evans	Shop 38 Michelle Bayard	
	Sandra Hayman	
	Kevin Martin	

Emergency Leave Transfer Programs deadline extended

The Office of Personnel Management recently authorized the establishment of the Emergency Leave Transfer Program for employees adversely affected by Hurricanes Florence and Michael.

Additionally, Department of Defense has authorized the transfer of annual leave to those employees severely impacted by the California wildfires that began in July of 2018, including the Mendocino Complex fire.

The following are instructions for PSNS & IMF employees interested in donating leave to federal employees severely impacted by these events:

1. "Hurricane Florence, Michael or California Wildfires (as applicable)" must be referenced as the major disaster/emergency declared by the President, block 6 of form 1637 Application to Become a Leave Recipient under the ELTP), or block 8 of form 1638 Request to Donate Leave under the ELTP. Note: Employees wishing to receive donations must state the reason why they are eligible and the amount of donated leave they wish to receive donated leave in block 6 of form 1637.
2. Forms must be submitted to the employees Human Resources Office.

Donations and requests for donations will be accepted through Mar. 1, 2019. If you have any questions, please call 360.476.5836.

Donations accepted through March 1, 2019!

Trading Post

For Sale

2008 BLACK FORD F250 LARIAT SUPER DUTY SUPER CAB, 6.4 diesel (loaded) 49,000 miles. Lariat Package & much more \$20,000. Call 360.731.2054.

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Rideshare

PIERCE TRANSIT VANPOOL HAS OPENINGS FOR RIDERS, Leave 38th & Pacific Ave. (Tacoma) at 5:20 a.m. and depart PSNS at 3:00 p.m. Call or Text 253.353.4035.

KING COUNTY/PIERCE COUNTY VANPOOL OPENING FOR DRIVER/RIDER, Arrives at 5:45 a.m., departs at 3:35 p.m. Van parks inside the CIA. Call 360.340.0851.

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January 21, 2019

Martin Luther King, Jr. Day

