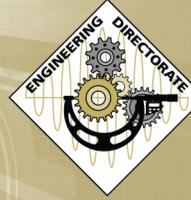


THE ENGINEERING EDGE



EDGEWOOD CHEMICAL BIOLOGICAL CENTER

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Leadership Interview Series: *Nannette Ramsey*

Nannette Ramsey provides *The Edge* with a fresh perspective on engineering in this month's issue. As Associate Director of Engineering—Rock Island, Ms. Ramsey shares insights about her diverse role in this one-on-one interview.

Engineering Edge: How would you describe your current position at Rock Island?

Nannette Ramsey: My current role is multi-faceted. As the Associate Director of Engineering at Rock Island, I coordinate between the Director of Engineering,

other Edgewood Chemical Biological Center (ECBC) senior leadership and Rock Island. I work on our partnership with Tank-Automotive and Armament Command (TACOM) to insure Chemical, Biological Radiological and Nuclear (CBRN) Systems are delivered to the warfighter on time and at the right cost. As the Rock Island Site Manger, I manage all aspects of the facility, representing ECBC on site related issues.

(Continued on page 4)



*Nannette Ramsey,
Director of
Engineering at Rock
Island*

Free TDP Training by Jo Dorsey

Free Technical Data Package (TDP) training classes are now available to all Engineering employees. Providing insight on topics such as registration information and class contents, instructor Jo Dorsey sits down with *Edge* reporters to provide an inside look into the TDP classroom.

Engineering Edge: Can you give me some background as to exactly what a TDP is and what is involved with it?

Jo Dorsey: A TDP is a collection of items, including lists of specifications, standards and drawings for a specific product. Additionally, if someone wishes to edit or change one of the TDPs, they

Must submit an Engineering Change Proposal (ECP). Each ECP must have at least one Notice of Revision (NOR). These NORs denote the change within a drawing. Finally, a Control Configuration Board (CCB) includes all of those members of the workforce who are involved with a TDP.

EE: Is this a class that would be applicable to anyone in the engineering field?

JD: Yes, this class is applicable to anyone in ECBC Engineering. It is also geared towards any person who has any input into the preparation and correction of TDP. This may include anyone (Continued on page 2)

High Response Rate from Workforce Helps Drive BSC Initiative P3

Balance Scorecard Initiative P3 (IP3), Develop Leaders, is well on its way thanks to the hard work of the Allen Swim and his team, as well as the overwhelming response of the workforce. A comprehensive survey was sent out in October 2008, asking employees about their relationships with the current leadership.



Over 150 employees completed the nearly 60 question survey. The

insightful data gathered from this survey will be analyzed and used in order to provide Engineering with a comprehensive approach to leadership training for the directorate. Recently, IP3 leader Allen Swim sat down with *Edge* reporters to give the Engineering workforce some background information on the initiative's history and progress.

Engineering Edge: Can you tell me about the team that is working with you on this initiative?

Allen Swim: Our original team consisted of Meg Hower, Genna Buckless, Cindy Backhaus and Pam Barrett.

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Free TDP Training by Jo Dorsey

(Continued from page 1) from the Program Manager, Safety, Quality Assurance, Maintenance, Producibility, Procurement, etc. We have also offered this course to our contractors here at ECBC. We are finding that contractors are having more input into the TDPs and ECPs. Some contractors are performing the Notice of Revision (NOR) incorporation process, so knowing what goes into a TDP is most helpful.

EE: What are some of the topics covered in this class?

JD: We cover a huge number of topics in this class. Basically, I teach the students about what goes into a TDP, how to correct a TDP and what the different types of drawings are. Some other topics include, what is technical data, how to prepare engineering drawings and associated lists, what is a distribution statement and what is the importance of a Control Configuration Board to name a few.

EE: What is your overall goal when running these TDP trainings? Have the trainings led to employee improvement?

JD: The overall goal is to let everyone know about all of the functions and expertise needed to prepare, update and certify a TDP. A few students had no idea that all drawings have a document type which is listed on the TDP. While others wanted to know the difference between a source control and a vendor item drawing. Some students do not know how a NOR is incorporated after the ECP is approved. However, after taking this training all students can feel more comfortable and knowledgeable about the process.

EE: Do you receive any kind of feedback from those who have taken the TDP training class thus far?

JD: Yes, after every class the information presented is updated based on student feedback. I have also agreed to update all information as soon as it has been changed or updated. I have also agreed to check the reference hyperlinks, points of contacts and website addresses that I reference in the TDP training manuals every quarter.

EE: How would someone go about signing up for this class?

JD: The Product Data Systems (PDS) team has emailed all Product Data Management System (PDMS) database users. The email contained class dates, times and class location. We provided a link to our database, PDMS, and users are signed up for the appropriate class. I also logged in to the ECBC Intranet Bulletin Board and prepared a note to sign up. This note specifies the importance of this course and listed some of the important topics.

To sign up for TDP training, please follow this link: https://pdmtest.apgea.army.mil/pds/train_sign_up/tdp/index.html

To login to our PDMS database, please follow this link: <https://pdm.apgea.army.mil/pdms/login.html> To get to the "ECBC TDP Training" manual, click on the "TDP Cert" tab. Under the "TOOLS" menu - top left-hand corner of the screen - select the "TDP TRAINING MANUAL" link.

Or, to request a PDMS user account, please follow this link: https://pdm.apgea.army.mil/EDM/req_acc_form.html

EE: How long will these classes be running?

JD: The classes started in June 2009 and are currently running through the end of August. This class will be given on the ECBC Rock Island site on August 17. When I return, I will send out other emails to see if more users are interested in taking this class. As of right now, 76 users have completed the training.

EE: Do you offer any other courses?

JD: The PDS Team offers Engineering Change Proposal (ECP), Request for Deviation (RFD) and Product Data Management System (PDMS) User training. We are currently working on an ECBC Technical Data Package Certification Workflow training. This training will be completed no later than December 2009.

EE: Do you intend to expand your repertoire of trainings?

JD: Yes, we will soon be teaching a class on ECBC TDP Certification. ECBC is also about to offer a Configuration Management class (Continued on page 3)

Army Value of The Month: Personal Courage



Face fear, danger, and adversity, both physical and moral.

Personal courage isn't the absence of fear, rather, it's the ability to put fear aside and do what's necessary to succeed.

Personal courage takes two forms, physical and moral. Good leaders demonstrate both.

Physical courage means overcoming fears of bodily harm and doing your duty. It's the bravery that allows an individual to take risks in combat in spite of the fear of wounds or death.

In contrast, moral courage is the willingness to stand firm on your values, principles and convictions — even when threatened. It enables leaders to stand up for what they believe in, regardless of the consequences. Leaders display moral courage by taking responsibility for their decisions and actions, even when things go wrong. Courageous leaders are willing to look critically inside themselves, consider new ideas and change what needs changing. ⚙️

Sabre Harper's HR Tip of the Month



Sabre Harper,
Engineering HR
Representative

When an employee has accepted a position elsewhere, i.e., with another agency on Post, another Government agency, or Private Industry, the employee must contact Sabre Harper to obtain an Employee Action Plan (EAP) form 1132 Civilian Personnel Clearance. This form must be completed and signed by the employee's supervisor prior to leaving ECBC. ⚙️

High Response Rate from Workforce Helps Drive BSC Initiative P3

(Continued from page 1) We have recently had three mentees also join the initiative who really bring a fresh new look and energy to the effort. These mentees include Dana Trzeciak, Amanda Dubbs and Richard Wallace. We really enjoy their excitement and appreciate their hard work.

EE: How did you get started working on P3a?

AS: I began working on this initiative after I partook in a Balanced Scorecard (BSC) debriefing in 2006. After looking through all of the initiatives identified and picking those of interest to me, Bill Klein decided that this initiative would be the best fit based on my work history. By profession, I am a mechanical engineer. I am responsible for major Defense acquisition projects. It is my job to figure out what the needs and/or requirements are for different products, as well as coming up with potential solutions. These same skills can be applied when attempting to create a comprehensive approach to improving leadership through the P3a initiative.

EE: What were some of the challenges you encountered while working on this initiative?

AS: One initial challenge was getting administrative approval to get a tool up and running. Because much of the data for this

initiative is based on employee survey results, it was necessary for us to use a survey tool. After requesting this tool, we were asked by the BSC Core Team to find out if any other initiatives could use this tool before we invested in it. Our group eventually concluded that this tool would be useful to other initiative groups.

EE: What were some of the trends you noticed after reviewing your survey results?

AS: When I started this initiative, my goal was to see if there were any specific areas for Engineering to further develop their leaders. However, one thing I noticed immediately was that the survey responses were overwhelmingly positive. Over 75 percent of the analyzed survey results had positive responses. We are currently still analyzing data in order to make leadership training recommendations.

EE: What are some of the recommendations you will be making based on your data analysis?

AS: Essentially, we will be identifying weak points in areas of leadership and making corresponding training recommendations, as well as recommended best practices and an implementation plan. I am also hoping to have a metric put into annual evaluations based on this initiative. ⚙️

Security Tip of the Month: CACs

AR 25-2, Information Assurance, requires that you lock your computer every time you are away from your terminal. Ensure that you remove your Common Access Card (CAC) from the CAC reader and keep it in your possession at all times. The Department of the Army Inspector General (DAIG) and Security personnel will confiscate any CACs left unattended. Lastly, if applicable, all office doors must be secured when the room is unoccupied.



Free TDP Classes by Jo Dorsey



(Continued from page 3) in the fall of 2009. PDS Team, Integrated Logistics Support (ILS) Team and the ECBC Individual Protection Team have been working on this task together.

EE: Why did you choose to begin teaching the TDP classes? How did you get involved in this process? Can others mirror your initiative to hold trainings in other areas?

Jo Dorsey: Being a PDS Team member since October 1989, I realized that a TDP course had to be initiated at ECBC. In the past, before we purchased the Product Center, our ECBC Technical Data Repository – called “Product Data Management System” (PDMS) was handled with paper drawings and specifications and TDPs. Product Center has greatly changed this process. With this new system nothing is done on paper, the process is online and much more automated. With a great change in technology I realized that we need to “upgrade” our policy and procedures. We have had employees retire or leave positions, so many people did not know who to go to for specialized TDP assistance. I was tasked to interview all TDP subject-matter experts, which took me almost one year to complete. I also realized that many ECBC interns may have been placed on a Configuration Control Board (CCB) and really did not know what an ECP and a TDP had to do with each other. Others taking the class simply needed a refresher course. Additionally, PDS has a number of new employees who must learn the TDP process as a part of his or her job responsibilities. Others should definitely try to mirror this process. In fact, we are currently working on getting other classes approved and created.

EE: What are some of the bigger challenges that you have to deal with when teaching a class like TDP?

JD: The biggest challenge for me was getting out there in front of students and talking. I have been an Information Technology Specialist for five years now, and everyday, all day I sit behind a computer. So speaking in front of a class and trying to teach them this information made me very nervous. I also feared I would not know the answer to a question they might ask. If I do not know an answer, I write the question down and incorporate this into my training. ⚙️

Act Now! Annual Coat Drive Begins



Help your local community by participating in ECBC's annual coat drive from Oct. 13 through Nov. 9. All donations will be taken to The Sharing Table in Edgewood to be given to local families in need this winter.

Donations accepted during the drive include much more than just coats. All outerwear from infant to adult sizes are needed. Outerwear includes such items as mittens, gloves, scarves and hats.

To participate in this drive, donation boxes will be available across the Edgewood Area base. You can find donation centers in the lobby of the Berger Building (E3549), as well as in other ECBC, RDECOM or RCMA buildings.

For any questions or comments concerning the coat drive, please contact Leanne Chacon at extension x1430 or email leanne.argue.chacon@us.army.mil.

Leadership Interview: Nannette Ramsey

(Continued from page 1) This requires interaction with senior leadership from over twenty other organizations working to make Rock Island a well maintained, safe place to work. I wear several other hats as well. I am the Research, Development and Engineering Command (RDECOM) Liaison to the Army Sustainment Command and the RDECOM Lead for Engineering Support to the Defense Logistics Agency (DLA). This specific role consumes a great deal of time because DLA is a large organization and there is a lot of coordination involved.

EE: What are some of your career highlights (with Rock Island, or elsewhere)? How have they shaped you into the leader you are today?

NR: I have been fortunate in that I have led a number of Army wide efforts that often included working with the other Services and the Office of the Secretary of Defense (OSD). All of these experiences helped me to understand how the Army operates. They also helped me develop relationships throughout OSD, the Army and the other Services which have paid dividends in collaboration efforts as we work to resolve engineering process issues that cross the enterprise. I consider bringing any significant project to a successful conclusion very rewarding, but did have the opportunity to brief the Chief of Staff of the Army and the Deputy Assistant Secretary of Defense on an analysis effort I led on the industrial base in 1994.

EE: What do you consider to be the most challenging aspects of your position? What have you done to overcome those challenges?

NR: One of the main challenges is making sure there is complete communication between us and our partners as we move forward on various solutions. It takes constant effort to make sure we thoroughly collaborate with our logistics community and the Joint Program Managers. Another challenging aspect is dealing with the spectrum of engineering organizations across the Services, within Army and how they interact differently with DLA Supply Centers as we work to fix the processes being used. To overcome this I try to understand the different processes and perspectives. I also work hard to keep the other Research, Development and Engineering Centers (RDEC) informed and solicit and use their insight and recommendations in the solution sets pursued.

EE: What makes you excited about Rock Island and the Engineering Directorate? What makes you excited about your particular role?

NR: The people. From the workforce to the senior leadership, the people care about what they are doing and work hard to make sure the soldiers get the support they need. I watch folks go the extra yard when they are already heavily work loaded and I am proud to be a part of a workforce that cares so much about doing the right thing for the soldiers. I am excited about my role because I get to help make a difference. As a senior leader, one of my roles is helping to get the roadblocks out of the way for the folks doing the real work. I am excited when I can get the barriers moved so people can get their job done.

EE: What are some of the most critical skills needed to succeed in Rock Island?

NR: Teaming skills and cultivating a teaming environment are very important. We have to work with TACOM, the Joint Program Executive Office (JPEO), and many other organizations across the Army and at Rock Island on a wide variety of efforts. Also important is the ability to juggle multiple, diverse tasks on an on-going basis.

EE: What other advice would you offer to members of the Engineering workforce that want to advance within the organization?

NR: Sometimes you have to work outside your comfort zone. Keep a positive attitude if that happens and look at it as an opportunity to learn something new. Also, always remember to work hard and enjoy the people you work with. ⚙️

Your Thoughts Wanted!

This newsletter was published through the Engineering Directorate Balanced Scorecard. For article suggestions, questions or comments, please contact Ed Bowen at ed.bowen@us.army.mil."



Engineering Vision: The First Stop for Chemical and Biological Defense Solutions