



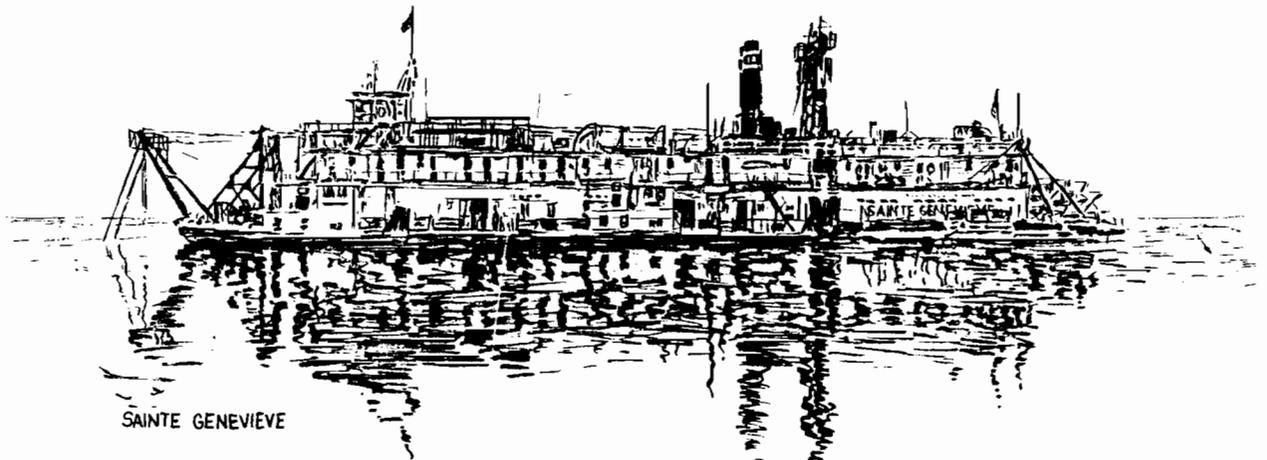
Information Bulletin

DEPARTMENT OF THE ARMY ST. LOUIS DISTRICT, CORPS OF ENGINEERS

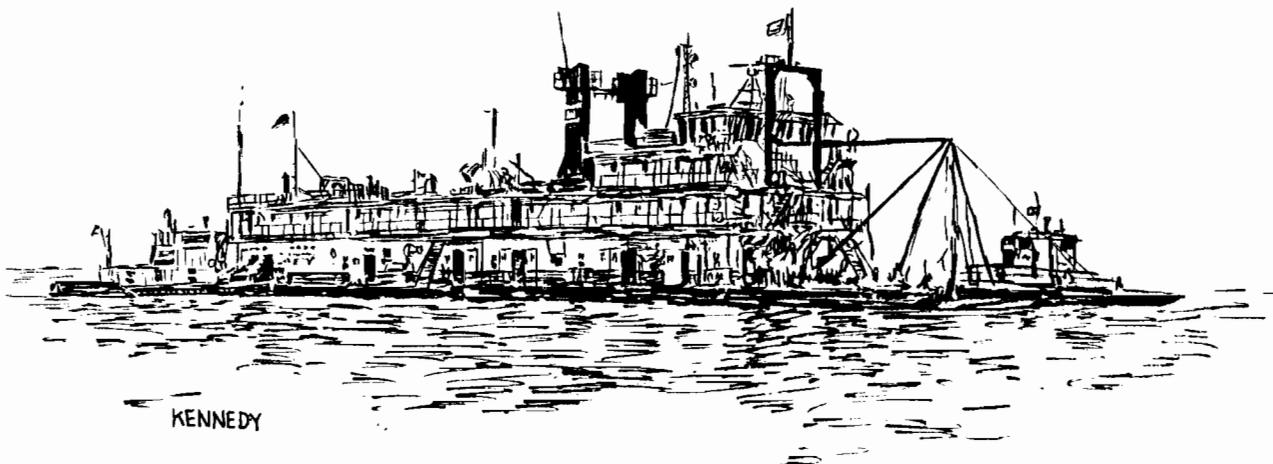
VOL 15 NO 7

OFFICIAL

29 AUGUST 1978



SAINTE GENEVIEVE



KENNEDY

DISTRICT DOINGS

Biggest news of the month—our Rend Lake project has been named to receive the Chief of Engineers Annual Project Award for exceptional project managerial achievement and for the enhancement of the public perception of Corps objectives. This represents a singular accomplishment for the District to have one of our projects named as the most outstanding example in the Nation. The staff at Rend Lake are to indeed be commended for the quality of the entry submission which clearly shows how the lake and its people are working together for the good of the community.

Another big plus—the book “River Engineers on the Middle Mississippi,” a history of the St. Louis District, is now available. This should be a must for the river historian’s library.

Naturally, all of our lake people have been really busy with interpretive programs and special events for the millions of visitors to District facilities.

A big special event for Shelbyville . . . the “Open House” program for the Youth Conservation Corps group was the highlight of the month. This is the only YCC unit sponsored by the Corps of Engineers nationwide. The day featured special programs by LTC John Wilkes, our Deputy District Engineer, Winston Campbell, Lake Shelbyville Manager, Dennis Gathmann and many others. The 30 YCCers were also treated to a big BBQ.

Also over at Shelbyville the staff conducted events for the local CETA groups, and a talk and tour for the Shelbyville State Park YCC was led by Larry Gutzler, Karen Woodridge, S. Dugan and C. Stephens.

Captain Bertoncini was kept busy at Clarence Cannon. First he conducted a slide presentation and tour for the visiting 211th Eng. Detachment of the Texas National Guard, and then gave a talk for the 45 ladies from the Ralls County Womens Extension Club.

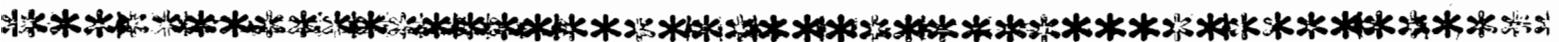
Our Carlyle staff was also the recipient of a special Scouting Award from the Kickapoo District for their work in conducting a Cub Scout Day Camp program. Debi Keller, Mike Yockey and Doug Hall provided a nature oriented and dam tour for 120 Highland, Illinois Cubs. The staff took the mobile nature exhibit to the Clinton County Fair. Attendance at the center was 3,155.

Bill Sutton talked to the members of the Alton Rotary about the Lock and Dam #26 happenings. The staff at Locks #27 hosted a tour for the Lakeside Center for Boys from Creve Coeur.

Gene Degenhardt spoke to the Environmental Task Force group from SWIMPAC about the planning of the GREAT III study. We are providing a training experience for Cadet Dean Vaniter from the U. S. Military Academy.

We also had a group of the 211th Eng. Detachment aboard the Ste. Genevieve and at the Service Base for a training experience, and it is expected that a full story will appear shortly in some of the national military publications.

With the culmination of a season loaded with lake fun and festivities, early reports indicate new records at some of the lake campgrounds and picnic areas.



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Heartiest congratulations to the following employees on their recent achievements:

OUTSTANDING PERFORMANCE RATING

Marvin W. Morris, OD-RJ
Larry H. Green, RO-C
Joan F. Schick, SD-P
Juanita J. Jarrett, RE-M

QUALITY INCREASE

John B. Hallquist III, ED-F
Melton J. Stegall, ED-FM

OUTSTANDING PERFORMANCE RATING AND SUSTAINED SUPERIOR PERFORMANCE

Glen B. Keesee, OD-NC

OUTSTANDING PERFORMANCE RATING AND QUALITY INCREASE

Ken Kruchowski, PA
Earlan B. Greer, RE-M
Leonard D. Miller, OD-RR

SUSTAINED SUPERIOR PERFORMANCE

Ursuline R. Falk, ED-D
Pauline Theodore, OD-B

PROMOTION CERTIFICATES

Betty Jo Yuncker, AC,
Secretary Typing, GS 0318-05

Sharon S. Ketts, DC-F,
Clerk Typist, GS 0322-04

Dennis L. Seibel, CD-CC,
Civil Engineer, GS 0810-11

Gloria E. Hurley, CD-CP,
Budget Analyst, GS 0560-09

Darryl P. Heck, OD-NC,
Cook Steward, WG 7404-06

Clarence J. Story, OD-NC,
Cabin Attendant, WG 5901-04

Roger W. Loughridge, OD-RJ,
Tractor Operator, WG 5705-06

Arthur N. Wiesen, Jr., ED-DG,
Engineering Draftsman, GS 0818-05

Gerald C. Willick, AC-S,
Composer Specialist, GS 0334-09

Garry W. Tipsword, OD-RS,
Park Technician, GS 0026-05

Leslie D. Allert, OD-RR,
Park Technician, GS 0026-05

Ervin L. Jourdan, OD-RR,
Park Technician, GS 0026-05

Kenneth L. Smith, OD-RR,
Park Technician, GS 0026-05

Charles N. Cravens, OD-RR,
Park Technician, GS 0026-05

Dennis A. Gathmann, OD-RS,
Park Technician, GS 0026-05

Garry D. Krutsinger, OD-RS,
Park Technician, GS 0026-05

Jerome A. Maurseth, ED-DA,
Structural Engineer, GS 0810-11

Thomas J. Quigley, ED-DA,
Structural Engineer, GS 0810-11



PROMOTION CERTIFICATES (Cont'd)

Bradford M. Strauser, ED-FI,
Civil Engineer, GS 0810-11

Elizabeth C. Valentine, ED-FS,
Civil Engineering Technician,
GS 0802-05

Dennis A. Woodruff, ED-HE,
Hydraulic Engineer, GS 0810-11

Denise M. Lott, ED-B,
Secretary Stenography, GS 0318-05

Elizabeth L. Ennis, ED-FE,
Civil Engineering Technician,
GS 0802-04

David C. Berti, OD-RR,
Park Ranger, GS 0025-09

Dwight D. Clotfelter, OD-RS,
Carpentry Worker Leader,
WL 4607-07

Paul Kornberger, OD-NL,
Supervisory Civil Engineer,
GS 0810-12

Susan L. Summers, OD-RC,
Park Technician, GS 0026-05

Patrick S. McGinnis, OD-RC,
Park Technician, GS 0026-05

Cheryl A. Leach, OD-RC,
Park Technician, GS 0026-05

HELPFUL HINTS ON SUGGESTIONS

Suggester: State clearly what the Suggestion is, any monetary or time savings. It should be researched and carefully illustrated within the body of the suggestion. If technical info or facts are part of the Suggestion, an attempt should be made to gather this info for incorporation into the Suggestion which will help define your intent.

Evaluator: Keep in mind that the idea may have been proposed by an employee who does not fully understand all the ramifications involved in consideration and implementation of the Suggestion. In most cases, a certain amount of research and/or fact finding may be necessary to correctly evaluate the proposed change or new idea. If it is too vague to interpret the intent and the evaluator has no idea of how the idea will help or improve, he may return the Suggestion to the IAC Secretary with a written list of needed info to properly evaluate the Suggestion. The IAC Secretary will then coordinate with the suggester for the info.

Summation: The more information and facts the suggester can provide to substantiate his idea, the more effectively the evaluator can appraise it.



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SUGGESTION OF THE MONTH:

Virgil R. Sanders, ED-DM, recommended using tape printing machines for one line titles and sub-titles on navigation maps, District project maps, and District area brochures. An initial award of \$50 was presented, and after a trial period, DC-M's study revealed first-year benefits of \$8,160, for which Mr. Sanders received an additional award of \$410.

And here's another good one from Mary Willick . . .

Mary, of AS-G, recommended use of INFOMASTER SERVICE in lieu of Western Union over-the-counter service. This suggestion was the result of a Management Improvement Study which showed first-year tangible benefits of \$805. Nice going, Mary. You'll receive a check for \$85 at the next Awards Ceremony. This is the second cash award for a Suggestion that Mary has received in the past two months.

Howard Turner, ED-SS, was awarded \$50 for recommending that large yellow rotating beacon lights be installed on each Survey vehicle to provide better safety warnings to other motorists when using vehicles on road surveys or stopping on bridges.

Thomas Goldbin, formerly of OD-RR, has earned \$25 for recommending the use of a compact, functional and easy to carry notebook for field notes pertaining to encroachments and future court cases, to replace the notebook presently used by patrol rangers.

Suggestion Certificates were presented to:

Leon Leach, OD-R, for recommending inter-agency exchange of personnel in lower grades (Park Rangers), which will result in benefits to the Government and employees . . .

Debby Krems, SD-P, for recommending that the second copy of Modifications to Orders be eliminated to avoid confusion to contractors . . .

Carrol L. Blackwell, CD-X, for recommending updating the current directory for radio-equipped vehicles to include more info, and that a series of briefings on the use of the system be held for all personnel to increase efficiency and improve operations . . .

Donald W. Karl, OD-NC, for recommending developing a storage area for filtered water aboard the Dredge STE GENEVIEVE . . .

Ronald V. Lindsay, ED-BP, for recommending a system to save energy by eliminating heat stratification . . .

Jo Ann Smith, CD-IS, for recommending revision of Special Conditions - Paragraph "Photographs" in supply contracts . . .

and to Mary Willick, AS-G, for recommending that reporting and completion time of TDY be spelled out on Travel Order, DD 1610. This will enable the Travel Clerk to make better travel arrangements and will provide more backup info for IG inspections.



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HAVE YOU EVER . . .

Submitted a Suggestion and had it rejected?

Been aware that you have proprietary rights for one year after final action of your Suggestion?

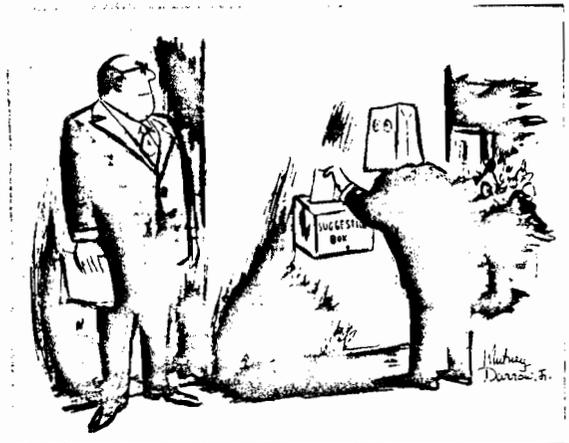
Learned that, after being rejected, your Suggestion was later implemented?

Resubmitted a Suggestion that was previously rejected?

It might be wise to keep a copy of your Suggestion and the rejection letter. Each and every Suggestion is dated, as is the letter of final action. You have proprietary rights for one year after the date of the letter, which means that no one else can submit the same idea during that period, and if your Suggestion is found to be of value during that year, you are eligible for an award. An idea may not be practical when it is first submitted, but because conditions and situations change, there is always a chance that it could be used in the future.

Recently, the following situation came to our attention. An employee submitted a Suggestion last October, it was rejected, and the file was closed. But in May of this year, we learned that his idea had been implemented and, since his proprietary rights were still in effect, the suggester received an award of \$100.

So, don't be discouraged. Keep sending us your ideas, and if you don't succeed the first time, try again. You have everything to gain and nothing to lose.



1 Drawing by Whilley Darrow Jr. © 1972, The New Yorker Magazine, Inc.

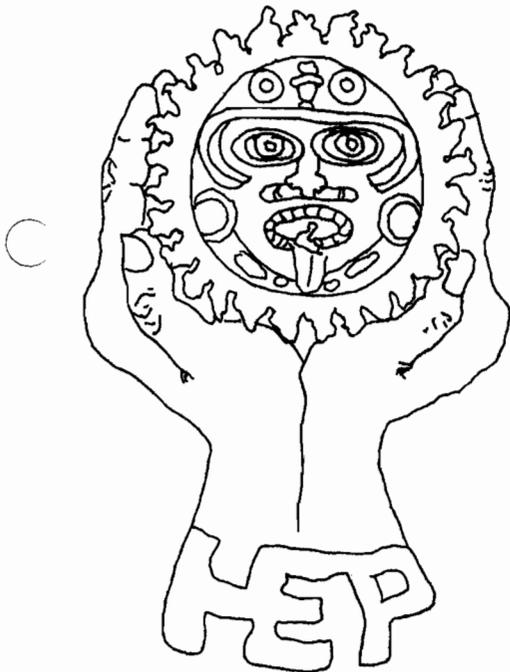
HEALTH BENEFITS

Available in the Personnel Office is a brochure entitled "For Your Benefit" furnished for the use of Indemnity Benefit Plan (Aetna) enrollees. In this brochure is a sample of the new claim form and instructions on completing it. **WE DO NOT HAVE THE NEW FORMS AVAILABLE AT THIS TIME.** Anyone interested may pick one up in room 958.

EEO CORNERSTONE

HISPANIC EMPLOYMENT PROGRAM

The Spanish Speaking Program has a new name!! It is now called the Hispanic Employment Program. The basic intent of the change is to include more cultures with Hispanic backgrounds in the program title. To illustrate the expanded scope of the St. Louis effort, the District has adopted a new logo.



The sun represents the rich culture of a proud people. It generates a feeling of warmth, a characteristic deeply entrenched in the Hispanic people. The shining light reminds us all that Hispanics are a visible part of this great nation. The hands holding the sun represent the District's aim and intent; to aid and support Hispanics.

Working together as a team we hope to make our Hispanic Employment Program the best in the nation. Serving and helping people is our goal. Essayons "Let Us Try".

HISPANIC HERITAGE WEEK

In September 1968, the US Congress passed Joint Resolution 1299, which has since become Public Law 90-498, authorizing one week annually—usually the third week of September—as National Hispanic Heritage Week. The intent of the law is to establish one week each year during which the contributions of Hispanic Americans to the American society are recognized.

Each year, Hispanic Heritage Week is celebrated by more federal agencies than ever before. Hispanic Heritage Week is becoming an American traditional event. Spanish-American tradition began four hundred and ninety years ago when Christopher Columbus, under Spanish ruler's order on October 12, 1492, reached the Bahama Islands off the tip of Florida. Before the Pilgrims landed at Massachusetts, Spaniards had been exploring the American continent for more than one hundred years. It is a rediscovery of this Hispanic Heritage that we will honor during 11-15 September 1978.

The St. Louis District will participate with other federal agencies in sponsoring an exhibit in the Old Post Office for the Hispanic Employment Program Coordinators Council presentation. Preparation for an internal exhibit is being assembled that will be shown on the 8th floor.

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REEMPLOYMENT RIGHTS OF OVERSEAS RETURNEES

Department of the Army civilian employees who accept assignment from positions within the United States to overseas areas are granted reemployment rights for the initial tour of duty and any approved extensions.

Provision is made for granting reemployment rights because it is believed that the offer of such rights will be a practical and significant aid in attracting needed personnel. These rights also provide an incentive to employees to accept assignments they would not otherwise find attractive by insuring that employees will be able to return to their normal long-range career employment after a reasonable period of time.

Primary responsibility for effecting reemployment rests with the Army activity the employee left just prior to his/her overseas assignment, e.g., the St. Louis District is responsible for effecting the reemployment of St. Louis District employees who accept overseas assignments.

Although circumstances vary, the following procedures are normally applied when effecting reemployment. The returning employee is placed in the position held immediately before the assignment to duty overseas, if such position exists. If the position the employee left does not exist, or with the employee's consent, the employee is placed in a vacant continuing position for which qualified. If no vacancy is available in the agency to which the employee has reemployment rights, the agency will assure that there are no such vacant continuing positions at other Army activities in the geographic area. If such a vacancy is available at another activity, the employee will have a right to placement in that position.

If none of the above situations apply, the employee is placed in an additional position which will be established for a period not to exceed 90 days, during which time continuing efforts to place the employee are taken.

If the employee cannot be placed in a vacant continuing position within the 90 day period, then reduction-in-force procedures are initiated to determine the employee's assignment rights.

Detailed information on reemployment rights of overseas returnees is contained in Civilian Personnel Regulation 352, Subchapter 8, which is available for review in the Personnel Office.

CSC REVISES THE 171

Standard Form 171, the application filed by over a million people seeking Federal Government jobs each year, is getting a face lift.

The slightly longer, easier-to-read "Personal Qualifications Statement" will be available in most areas of the country by late summer. Applications already on file need not be resubmitted.

This is the first major overhaul of the form since 1968. A new design makes it easier to complete and to collect more specific information.

Related forms used in applying for Federal jobs were also revised: the SF 171-A, Continuation Sheet; SF 172, Amendment to Personal Qualifications Statement; and SF 173, Job Qualifications Statement.

The review gave special attention to removing, so far as possible, items which could be potentially discriminatory. For instance, height and weight no longer appear on the application forms; this is requested on the vacancy announcement only if a specific job requires it. Other items on the forms are updated to bring them in line with current usage, such as the addition of the courtesy title "Ms."

COUNCIL CORNER

1978 CORPS AWARDS AND BIRTHDAY CELEBRATION

The recent Corps Birthday celebration was a smashing success. A high percentage of District employees participated in the various events of the day.

Several employees received varied recognition as 24 Incentive Awards and 17 Service Awards were presented.

Many other employees and their families participated in the mini-carnival games, tossed horse shoes, played softball or volleyball, and others took advantage of the day to relax and visit with fellow employees.

However, the highlight of the day was the dunking booth and the District celebrities who volunteered their services provided very desirable targets.

The Welfare Council would like to express their gratitude to all employees for assisting in the various activities of the day and especially Operations Division which honored all requests for help.

Ten Commandments for Getting Along with People

1. Keep skid chains on your tongue; always say less than you think. How you say it often counts more than what you say.
2. Make promises sparingly and keep them faithfully, no matter what it costs you.
3. Never let an opportunity pass to say a kind and encouraging thing to or about somebody.
4. Be interested in others. Let everyone you meet, however humble, feel that you regard him as one of importance.
5. Be cheerful. Hide your pains, worries and disappointments under a smile.
6. Preserve an open mind on all debatable questions. Discuss, but do not argue.
7. Let your virtues, if you have any, speak for themselves, and refuse to talk of another's vices. Make it a rule to say nothing of another unless it's something good.
8. Be careful of another's feeling. Wit and humor at the other fellow's expense are rarely worth the effort, and may hurt when least expected.
9. Pay no attention to ill-natured remarks about you. Simply live so that nobody will believe them.
10. Don't be too anxious about your dues. Do your work, be patient and keep your disposition sweet, forget self, and you will be rewarded.

Submitted by a GS4—Anonymous.

CRAFTS BAZAAR

The Welfare Council has set the dates of 16 and 17 November for their Annual Crafts Bazaar. A recent circular was sent out announcing this event; all craft makers should contact Mary Maddock, OD-F, Ext. 2872, and indicate to her their willingness to participate and the type and quantity of crafts they will be making available.

Ugh!
Smell
That **GAS!**

Natural gas can kill! It is odorless in its natural state. The gas companies add a disagreeable smell as a means of alerting people in case any gas should escape.

Gas leakage may occur from faulty lines inside or outside the home, or from gas mains. Such leakage can cause asphyxiation or an explosion or both.

If you ever smell gas—even if it isn't in your own home—take these precautions:

1. Call your gas company.
2. If the odor is very strong and you are indoors open the windows and doors to ventilate. Go outside. Call from a neighbor's house.
3. Do not turn any electrical switches on or off.
4. Do not light matches, smoke cigarettes or create any source of combustion.

However slim the danger, it doesn't pay to take needless risks.

THE DISTRICT ENGINEER:



GEORGE A. ANDERSON
Personnel Officer

SAFETY

UNOFFICIAL

—“CRAZY GLUE” BONDS HUMAN TISSUE IN SECONDS

If you had any contacts recently with cyanoacrylate adhesives—sometimes known as quick glue or crazy glue—you may have had an unhappy experience.

The adhesive is very fast-setting and strong, and it also bonds human tissue—including skin—in seconds, says Horace F. Adrian, Administrator of the Occupational Health Br., Division of Occupational Health and Radiation Control of the Texas Department of Health.

The glue has been in everyday use in this country for some nine years and many millions of tubes of the product are sold annually in the United States.

If you have an accident with the glue, it may be handled with passive, non-surgical first aid.

The manufacturers are aware of the problems which the adhesives can create and warn users to be wary, said Adrian. But, if an accident does occur, the manufacturers advise the following courses of action:

- For skin adhesion, the bonded surface should be immersed in warm, soapy water. Peel, or roll the surfaces apart with the aid of a spatula or a teaspoon handle. DON'T try to pull the surfaces apart with a direct, opposing action.
- For eyelid to eyelid, or eyeball adhesion, the surfaces should be washed thoroughly with warm water and a gauze patch applied. The eye will open without further action, typically in one to four days and without residual damage. DON'T try to open the eyes by manipulation.

- If the adhesive gets on the eyeball, it will disassociate itself over intermittent periods, generally covering several hours. This will cause periods of weeping until clearance is achieved. During the period of contamination, double vision may be experienced, but it is important to understand that disassociation normally will occur within a matter of hours.

- If lips are accidentally stuck together, apply lots of warm water to the lips and encourage maximum wetting and pressure from saliva inside the mouth. Peel or roll lips apart. Again, DON'T try to pull the lips apart with direct opposing action.

- It is almost impossible to swallow cyanoacrylate if it gets in the mouth since the adhesive solidifies and adheres in the mouth. Saliva will lift the adhesive in one-half to two days. In case a lump forms in the mouth, it should not be swallowed when it detaches.

- The glue gives off heat on solidification. In rare cases where a large drop sticks to the skin, the temperature may rise enough to cause a burn. Burns should be treated normally after the lump of cyanoacrylate is released from the tissue, as described above.

The manufacturers indicate that surgery shouldn't be necessary to separate skin which has been bonded accidentally, said Adrian.

(Taken from the Texas Health Bulletin, March 1978)



RACQUETBALL TOURNAMENT

The fourth unofficial Corps of Engineers racquetball tournament will be held on Friday, 22 September 1978, at the Spaulding Racquetball Club, 1520 South Hanley. Two games are guaranteed in the tournament and open play will follow. The entire club (10 courts) is reserved for 2½ hours (10 p.m. to 12:30 a.m.). Refreshments are included in the \$7 entrance fee. Racquets and towels are included if needed. Play is limited to the first 20 players to sign up. Players will be split into divisions, depending on each one's playing ability. For more information, contact Ken Koller (2145).

FOR SALE

Camper shell for 8' pick up bed. Also Homade trailer two wheeler. Both in good condition. Contact: Larry White, Ext. 3970.

Fireplace wood, dry oak and hickory, \$25/stack (approximately ½ cord). Contact John Hargis, 241-1928, 1-783-3020.

Chipping Away The Chunks That Hide Our Better Selves

A famous sculptor once said that there is nothing to his art except cutting away the marble he doesn't want. That might sound easier than it really is, but that's actually the way it's done.

Why don't we practice that method in the art of **living**? Why can't we develop the skill of discarding the things we don't want in **character**?

The skillful sculptor is not afraid that his marble, when finished, will not express his cherished idea. It's already there, in the marble. His study and practice have taught him how to chip away the right pieces, the irregular and meaningless ones that have no part in the symmetrical lines and beauty of his model.

We needn't doubt that underneath the sham and artificialities and selfishness that we often express, there really is the measure of the person we'd like to be. The daily round gives us plenty of chances to knock off the little chip of discourtesy, unkindness, and neglect as being no part of our real selves.

In proportion as we knock off the chunks of selfishness and impatience—the things we don't want, if we really don't—the form of a better self, in others as well as ourselves, will gradually appear!

—National Coupling Company