



U.S. Army Corps  
of Engineers  
St. Louis District

VOL 17 NO 12

# Information Bulletin

DECEMBER 1980



## CHRISTMAS MESSAGE - 1980

The Spirit of Christmas is universal in its concept of Peace on Earth, Good Will to all. It is a time when families gather and reflect on the year soon to end and to look forward to the new year with anticipation, optimism and hope.

In looking back over the past year I observe that it has been a full and, at times, a trying year for the District. The one thing that stands out the most is that the more difficult and adverse the circumstances, the more each of you became personally involved. Your dedication to the St. Louis District, your professionalism and your integrity are a source of deepest gratification to me. You have given most generously of yourselves in serving the needs and aspirations of the District, our community and our country. As we look ahead to the new year, I am sure we will be confronted with equally difficult and trying circumstances, and I am most confident that we will continue to be most successful in solving the problems.



This Holy Season carries a message of hope that all people and all nations will be reconciled to one another, that humanity will follow the guiding light that leads to peace on earth, and that the hostages in Iran will be returned safely and immediately. Let us also remind ourselves of the many blessings our country and its people enjoy and join in prayer for a secure and happy future for men and women everywhere.

To all retirees and current employees of the St. Louis District and to their families and loved ones Rosalyn, Martha, John and I extend our sincere wishes for a Joyous Christmas. May you enjoy the Blessings of a New Year full of Prosperity, Happiness, Good Health and Personal Rewards!

  
ROBERT J. DACEY  
Colonel, CE  
District Engineer



## DISTRICT DOINGS

December is the wind-up of another year and generally the busiest month. Some of our big events come along during the Holiday Season. The Annual Corps Dance and Queen Contest... and we have just passed the traditional "Old Newsboys Day" when hawking papers is the fashion. This year the team of stalwarts really outdid themselves in front of the District Office Building, topping last year's record by over \$100 and totaling a whopping \$475 for the great kid's charity drive.

Over at Carlyle Lake where one can see clearly the line between the waterfowl refuge and the hunting area... The ducks form a long line just inside the refuge straight across the lake, there have been some talks, Phil Frost told the Clinton County American Legion about the "Birds of Southern Illinois" and Chris Cascone gave a talk and tour for 52 folks from the St. Dominic's school on their "Outdoor Education Day."

Lake Shelbyville also gets its share of waterfowl activity, but still gave enough time for Dennis Gathmann to speak before 52 ladies from the Arthur Evening Women's Club about the youth programs at the Lake. Dennis also told the Assembly of East Central Illinois High School Biology Teachers about our environmental programs and teamed up with Larry Gutzler at the session while Larry talked about the reptiles at the lake. The same team entertained Clark County Girl Scout Leaders from Marshall, Illinois on a nature walk and talk about terrarium building. Dennis also spoke to the Camp Camfield YCC campers about the 1980 program.

Don Brown and Cindy Samples talked about snakes for 52 Gays Jr. High Students, and Jerry Parker addressed 54 W.D. Boyle Chapter Credit Union members on recreation.

Otto Steffens journeyed to Quincy, Illinois where he spoke to 30 members of the St. James Lutheran Church about the progress at Clarence Cannon.

Back in the big city at the District Office, we were visited by a group from Meramec Community College. The 30 Engineering Drafting students are now in about their fourth year of touring the facilities. They were given briefings by Sandor Dombi, Rick Sovar, John Droppelman, Jack Vizer, Tom Mudd, Mel Doernhoefer, Barbara Boswell, Cliff Mahin, John Helfrich and Bob Holt.

Terry Norris has had a busy month. Terry spoke to the Mid-Town Kiwanis and to the Jackson Park Grade School and Jacksonville Park School in University City about the District Archeological programs and also worked with members of the St. Louis Board of Education at Cahokia Mounds preparing some programs for St. Louis Public Schools.

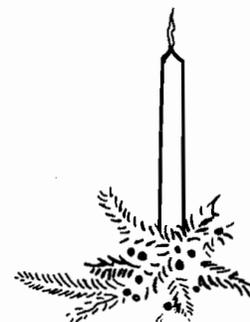
LTC Paul Chapman gave the opening remarks to those attending the Federal Women's Program Seminars at UMSL.

At the site of Lock and Dam #26 (R) Jimmy Bissel has been the man on the scene for a lot of tours and visits ably backed up by Major Larry Winchester. Jimmy talked to the Bridgeton Kiwanis, the Greater Alton Chamber of Commerce, and provided a tour and briefing for nine members of the Upper Mississippi River Basin Commission. Major Winchester spoke to members of the Granite City Rotary.

Ken Koller and Jimmy Bissel met with a physical geography class from SIU-Edwardsville and Jimmy and Jim Fogilphol provided tours of the old and new sites for the group.

Topped off by several presentations of important topics of District activities by Colonel Dacey who spoke to the Chief's committee on the environment about our recreation program, it has been a busy November.

Now that the year rolls around, let's not forget a couple of momentous happenings to our nation — 39 years ago Pearl Harbor thrust us into a great conflict . . . 159 years ago the pilgrims gave us a future of being thankful; 19 centuries ago Christ was born; and 20 centuries ago the Temple was rededicated by Judas Maccabeus. Let us today rededicate ourselves to a better world for tomorrow . . . Season's Greeting's To You All.





*East-West Gateway*

**COMBINED FEDERAL CAMPAIGN**

*Committee of the Federal Executive Board*



915 Olive St., Box 14507, St. Louis, Mo. 63178

NOV 12 1980

Colonel Robert J. Dacey  
District Engineer  
U.S. Army Engineer  
District - St. Louis  
210 North Tucker Boulevard  
St. Louis, Missouri 63101

Dear Colonel Dacey:

The Combined Federal Campaign financial agent has just informed me that this year's contributions will exceed \$1,142,250; a record amount!

In addition to the recognition that you so well deserve and which will be presented to you at the CFC Awards Ceremony on the 18th of this month, I want to add this expression of my own personal appreciation for your support and the excellent results of your 1980 Campaign.

Again, my warmest thanks to you and your employees.

Sincerely,

Gerald K. Hinch, Chairperson  
1980 Combined Federal Campaign

My sincere thanks and appreciation to all District personnel for their full support of the Combined Federal Campaign. The District's contribution amounted to \$24,461.00. I was most proud to accept the recognition, not for myself, but on behalf of all of you.

ROBERT J. DACEY  
Colonel, CE  
District Engineer



### **OUTSTANDING PERFORMANCE RATING:**

Larue A. Sanasarian, DC-FR  
John N. Thoele, CD-I  
Michael M. Easterly, ED-FG  
Lynne E. Puetz, CD-I  
Ronald E. Rauh, CD-I  
Virginia M. McClintic, OD-RJ  
Kenneth R. Koller, ED-Z.

### **OUTSTANDING PERFORMANCE RATING/ SUSTAINED SUPERIOR PERFORMANCE AWARD:**

Barbara L. Collier, AS  
Dennis D. Foss, OD-RJ

### **SPECIAL ACT:**

Marguerite M. Jones, SD-C

### **PROMOTIONS:**

John B. Lee, AC-S,  
Mathematician, GS1520/99-09

Susan L. Summers, OD-RC,  
Park Ranger, GS0026/51-07

Elizabeth C. Valentine, ED-FS,  
Civil Engineering Technician, GS0802-06

Bradford M. Strauser, ED-FI,  
Civil Engineer, GS-810/21-12

John N. Thoele, CD-I,  
Construction Inspector, GS0809-09

Ricky L. Hansen, OD-F,  
Wildlife Biologist, GS0486-07

James M. Oatley, RU-L,  
Levee Maintenance Repairer, WG5301-08

Eddie G. Allen, Dredge Potter,  
Deckhand Leader, WS5906-06

Michael E. Dorey, Dredge Potter,  
Deckhand Leader, WS5906-06

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A  
C

### **SUGGESTION AWARDS:**

Stevenson K. Ellis, Lock and Dam No. 24, received a cash award of \$40 for a suggestion that recommended galvanized aircraft cables be substituted for nylon lines presently used to suspend safety blocks from the service bridges at Lock and Dam Nos. 24, 25 and 26. The galvanized cables will be used on future replacements and result in estimated first-year tangible benefits of \$392.

Fred W. Prange, ED-FG, and Mark DeJarnette formerly of ED-FG, will each receive a cash award of \$150 for a suggestion that recommended using cardboard boxes in lieu of more costly wooden boxes to store rock core samples recovered in drilling operations. This suggestion was immediately implemented and results in estimated first-year tangible benefits of \$4,948.

Denise G. Panyik-Dale, formerly of AS-RA, will receive a check for \$50 for a suggestion that recommended the St. Louis District purchase a VTR recorder, monitor and portable stand for use by all District elements. The purchase of this equipment will eliminate the need to rent monitors and players and will result in estimated first-year tangible benefits of \$500. This equipment was purchased March 1980.

### **CASH AWARDS FOR SUGGESTIONS RESULTING IN INTANGIBLE BENEFITS:**

Farrel E. Burnett, RO-C, \$100

Joyce A. Wright, DC, \$25

### **HELP!**

Phil Becker, manager of the 10th floor canteen, is having a difficult time right now due to the hospitalization of his wife, Pat. She fell and broke her hip and is in Lutheran Hospital, 2639 Miami (Rm. 509). You can help Phil by having correct change, or nothing larger than \$1.00 bills when making a purchase. Let's not add to his troubles by asking him to change a \$20.00 bill.

## IN MEMORIAM

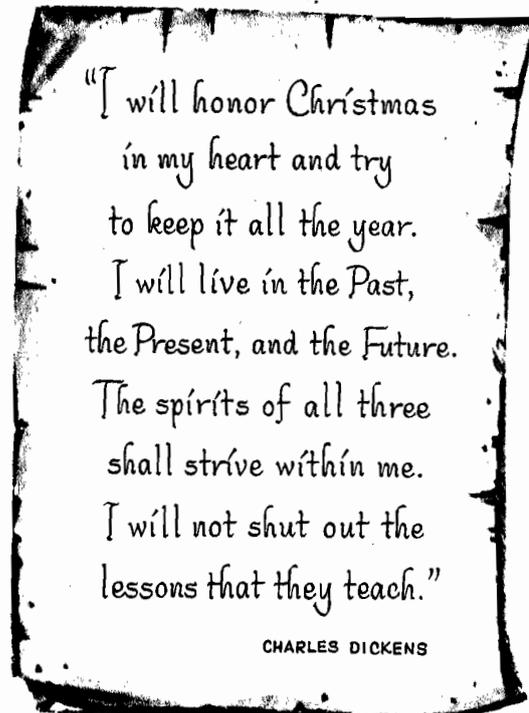
One many friends of Alfons J. Tiefenbrun were saddened to learn of his death on November 25th. Mr. Tiefenbrun, former Chief of the Planning Branch, retired in 1972, after 40 years of service with the Corps.

His survivors include his wife, Rosemary Pollak Tiefenbrun; two daughters, Joanne Cruep of St. Louis, and Jane Plumader of Fort Worth, Texas.

## OFFICE SYMBOL CHANGE

Effective 25 November 1980, the Program Development Office office symbol is being changed to LMSBC. Change is necessary to be in alignment with OCE AND LMVD and to assist in correspondence and mail routing.

*Sally J. Herbst, Records Mgmt. Officer.*



CHARLES DICKENS

## LEAVE GUIDANCE

1. Section 6323 (A) of Title 5, U.S. Code, Pertaining to military leave for civilian employees, has been amended effective 1 October 1980 by Public Law 96 431. The major changes are as follows:

A. Accrual and use of Military leave will be on a fiscal year rather than calendar year basis.

B. Any portion of the 15 days unused in a fiscal year may be carried over to the next fiscal year, not to exceed 15 days.

C. Part-time career employees (as defined in 5 USC 3401 (2) ) are entitled to military leave on a prorated basis. The rate is determined by dividing 40 into the number of regularly scheduled hours for the employee.

2. To date no guidance has been received from OPM regarding implementation of public Law 96-431. Upon receipt of written guidance or implementing regulations, activities will be advised immediately.

## COURTESY IN THE UNITED STATES GOVERNMENT

The St. Louis District has always had a policy of courtesy to the public that we serve, so the guidance set forth in FPM Bulletin 735-7, 25 August 1980, is nothing new, indeed. Not only has it been a policy, but District employees have had an outstanding record in this vital area.

However, the Office of Personnel Management has directed that we remind all Federal employees of this policy. They define courtesy as "... the practice, day in and day out, of good manners. Good manners is an informal common-sense term meaning a standard of behavior among Federal employees that is polite and considerate of others. Courtesy must be reflected in the direct dealings between Federal employees and the public, and in indirect communications through correspondence and publications.

Let's strive to continue the fine tradition of help and courtesy to the public.

## CAN DO

Did is a word of achievement.  
Won't is a word of retreat.  
Might is a word of bereavement.  
Can't is a word of defeat.  
Ought is a word of duty.  
Try is a word of each hour.  
Will is a word of beauty.  
Can is a word of power.

## HYDAR'S HAPPENINGS

### THE MAN WHO WROTE "JINGLE BELLS"

No Christmas party is complete without the singing of "Jingle Bells," "White Christmas" and "Silent Night, Holy Night."

Ask anyone who wrote "White Christmas," quickly the answer will be Irving Berlin. A few people know that Rev. Joseph Mohr of Austria wrote the lyrics of "Silent Night, Holy Night."

But who knows the composer of "Jingle Bells"?

Words and music were written by the Rev. John Pierpont, A Unitarian Minister, born on April 6, 1785 in Litchfield, Conn.

"Jingle Bells," or "Sleigh Ride," is not a Christmas carol in any sense of the term. Its simplicity, gaiety and celebration of the pleasure of the snowy world, traditionally associated with the Nativity, has made it an inevitable part of the roster of Christmas songs.

Who was Pierpont?

He was an educator, business-man, lawyer, clergyman, abolitionist, temperance advocate, lecturer, reformer in military traditions, advocate of abolition of imprisonment for debt, and a propagandist for phrenology and spiritualism. He was characterized as "an accomplished prosodist" (specialist in versification) and a "rare scholar."

Apparently, "Sleigh Bells" or "Jingle Bells" was a simple piece of poetry that he jotted during a leisure day, probably about 1856.

He died on August 27, 1866. The monument to him in Mount Auburn Cemetery, Cambridge, reads "Poet, Preacher, Philosopher, Philanthropist, Pierpont."

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James Abram Garfield was the first left-handed President of the United States. He was also the 1st President to use a telephone.

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Colorado is a Spanish word meaning "colored red," given first to the Colorado River which flows through red stones.

### SEE AMERICA

There are many exciting places to serve in the Army within the continental United States, as well as in Hawaii, Alaska and the Panama Canal Zone. Young graduates who qualify can choose whether they'd like to serve in demanding jobs near the shores of the Atlantic or Pacific, in the shadows of the Rocky Mountains, in the sunny South or in some other area they have'nt yet explored. During their off-duty time, they'll have the opportunity to learn more about their own country and people than they may have learned from books.

### IN APPRECIATION

The family of Leland Walter Thomas gratefully acknowledges the many acts of kindness — cards, flowers, fruit basket, and other displays of friendship — shown us during this sad and difficult time. It is so good to know we have so many wonderful friends within the Corps of Engineers. Our deep gratitude and appreciation is extended to all of you.

*Dorothy L. and Conrad L. Thomas*

## HAPPENINGS IN THE LIBRARY

### LEGI-SLATE PUTS CONGRESS AT YOUR FINGERTIPS

Legi-Slate is an on-line bill and vote tracking system that can be accessed by dial-up computer terminal. It is designed for people who know nothing about computers but need to know quickly about Congress. Legi-Slate computer contains a complete history of all bills and resolutions, as current as **yesterday** and as far back as the start of the 96th Congress. Here is what we can retrieve from Legi-Slate: *A synopsis of every bill and resolution, committee and subcommittee actions, House and Senate floor actions, and all votes — voice, decision and recorded.* This system is available to Corps libraries, and LMVD will be going on-line with Legi-Slate beginning 1 Jan 81. **Any** searches that we need performed can be done for us by Division Library. In the short time it has been installed at OCE Library, this system has proven itself to be highly effective and most popular. If high interest is generated here, we will enter into an agreement with Legi-Slate to perform our own searching. For additional details, please stop by the library or call Kathy Hayes at 3-5675/3-5798.

### DIALOG — PROGRESS REPORT

Since the DIALOG on-line literature search system was started last year, we have conducted over 40 searches on administration and management as well as on engineering and construction subjects. Interest and response has been outstanding due in part to actual search demonstrations performed in the District Office and at several field sites. If your office has not had the pleasure of seeing a live demonstration, do not hesitate to call the library to set up an on-site demo with your key people. A separate briefing can be arranged or we can easily fit into one of your staff meetings.

### THE NEWEST OF THE NEW

JK1067 R44	Congressional Odyssey: The Saga of a Senate Bill.
TA140.S8 F73	Leif Sverdrup, Engineer Soldier at His Best
GB605.M8 W4	Missouri, The Cave State.
TC409 P58	Intergovernmental Management of Floodplains.
T55 N3	Accident Prevention Manual for Industrial Operations.
HD9715 B58	Handbook of Construction Management and Organization.
HD69.P75 K47	Project Management: A Systems Approach to Planning, Scheduling, and Controlling.

### REMINDER TO ALL EMPLOYEES AT DISTRICT OFFICE AND SERVICE BASE

Foodmobile in District Office, Room 1040, 8:00 - 11:00, 22 December 1980. Please call Norma Kosta, Personnel Office Ext 5673 for an appointment.

*Best wishes for the  
Holidays*



## **NOMINATIONS TO COURSES OFFERED BY OFFICE OF PERSONNEL MANAGEMENT (OPM)**

A number of District employees have been unable to take desired courses offered by OPM, because nomination forms were not submitted in time. Supervisors and employees should review Individual Development Plans, and the survey which was conducted last spring, to assure that the nomination form (DD 1556) is in PB-T **at least 4 weeks prior** to the beginning date of the course. In the event a desired class was missed the OPM catalog for FY 81 should be reviewed for alternate dates. Copies of this catalog (blue cover) are available in all Branches.

## **REQUESTS FOR TUITION ASSISTANCE — NIGHT SCHOOL**

Employees who will seek District assistance toward tuition for night school classes in the Spring Semester (Quarter) should keep the following in mind:

- (1) The course must be completely job related in order to receive 100% tuition coverage.
- (2) Justification must accompany all requests.
- (3) Submit the request to PB as far in advance of registration dates as possible. The District cannot pay "late" fees on registration.
- (4) Advise PB **at once** if you do not enroll in the course authorized.
- (5) Submit a copy of your grade report to PB-T **as soon as received from the school!**

## **FY-81 PROFESSIONAL AND ADMINISTRATIVE CAREERS EXAMINATION (PACE)**

The Office of Personnel Management has announced that the PACE will be open to receipt of applications on a nationwide basis during the period 19 January through 13 February 1981. Applicants who apply during this filing period will be tested during the period 7 March through 2 May 1981. Interested applicants should contact the Federal Job Information Center at 1520 Market Street, Room 1712, St. Louis, Missouri 63103, phone 425-4285, to obtain appropriate forms for filing.

## **POINT OF VIEW**

When the other fellow takes a long time, he's slow. When I take a long time, I'm thorough. When the other fellow doesn't do it, he's lazy. But when I don't do it, I'm busy. When the other fellow does something without being told, he's overstepping his bounds. But when I do it, that's initiative! When the other fellow takes a stand, he's bullheaded. But when I do it, I'm being firm. When the other fellow overlooks a rule of etiquette, he's rude. But when I skip a few rules, I'm original. When the other fellow pleases the boss, he's an apple polisher. But when I please the boss, that's co-operation. When the other fellow gets ahead, he's getting the breaks. But when I manage to get ahead, that's just the reward for hard work.

*Anonymous*

## **SOAPY SERMON WITH A MESSAGE**

ANNAPOLIS, MD (AP)- In his monthly bulletin, "The Pastor Calls," the Rev. Robert D. Hyson, pastor of St. Martin's Lutheran Church, carried this Sermon in Soap:

Duz you  
Draft with the  
Tide?  
Vel, now is the time to  
Cheer up, if you want real  
Joy. The  
Trend is to Breeze to church on Sunday. Too many  
people  
Woodbury their heads in a pillow, or work to make  
their car  
Sparkle, forgetting the Lord's Day was made for  
Lestoil. When the Lord is put first a  
Dove will never need to be sent with an  
S.O.S. for you to put God first. Maybe we ought to  
Dial you to remind you of the  
Ivory palaces yonder. Worship is a  
Lifebuoy. So why not  
Whisk yourself out of bed next Sunday, dress up  
Spick & Span, and  
Dash like a  
Comet to Sunday school and church. As you sing  
Praise to God and hear His word, you will get a  
wonderful  
Cleanser for your soul, and you will feel like  
Mr. Clean all week long.

## SUPERVISORY AND COUNSELOR RESPONSIBILITIES IN THE DISCRIMINATION COMPLAINT PROCESSING SYSTEM

"Threatened" and "Defensive" are words best used to describe the feelings of most supervisors when approached by an EEO Counselor regarding a complaint of discrimination. Managers and supervisors need not become threatened or defensive. The role of the EEO Counselor is not one of representing the complainant nor management. The Counselor's role is to bridge whatever gap has been created between management and employee and hopefully to resolve the differences. The Counselor is looking for cooperation and assistance from both parties. Therefore, a defensive attitude on the part of the complainant and manager does not lead to a mutually satisfactory resolution to the problem. The purpose of counseling a complainant is to give that person another avenue by which he/she can express feelings of dissatisfaction with unfair and discriminatory personnel actions. Once the allegations are brought to the Counselor's attention, it is his/her duty to make an inquiry regarding the merits of the allegations. If Counselors do perceive the practices as discriminatory, those practices are brought to the manager's attention. If the practices are perceived as nondiscriminatory the complainant is so informed. However, when agreement is not reached, the complainant has the right to proceed on a formal basis, irregardless of whether or not the manager or supervisor feels that the complaint is valid. Hence, in order to avoid expense and time involved in processing formal complaints, it is extremely important the EEO Counselors be given all factual information regarding the allegations. It is also important that they receive your cooperation.

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### FOR SALE

Pair of Boys Ice-skates, size 12, **like new**, still in same box they came in. Would make a very good Christmas gift. These skates are **Bauer** and am willing to sell them for \$20.00. If purchased new they would sell for up to \$50.00. If interested call D. Jones, 263-5682.

## HOLIDAY SAFETY TIPS

- Wear your seat belt at all times.
- Have your vehicle in top mechanical condition.
- Drink only one drink per hour.
- Be careful carrying heavy, awkward boxes.
- Be careful of makeshift ladders.
- Turn off Christmas lights when going to bed.
- Pick a fresh Christmas tree. Bounce the tree on the ground (butt end down). If a lot of needles fall off the tree it is a fire hazard.
- Place your tree away from fireplaces or any other heat source.
- Buy only those lights that bear the Underwriters Laboratories label on the package.

The lowest temperature ever recorded in the United States was  $-80^{\circ}\text{F}$  at Prospect Creek, Alaska, on January 23, 1971.

I love the Christmas-tide, and yet,  
I notice this, each year I live;  
I always like the gifts I get,  
But how I love the gifts I give!

*Caryolyn Wells*

"My best of wishes for your merry Christmases and your happy New Years, your long lives and your true prosperities. Worth twenty pound good if they are delivered as I send them. Remember? Here's a final prescription added, "To be taken for life."

*Charles Dickens*  
"Doctor Marigold's Prescriptions"



# EQUAL EMPLOYMENT OPPORTUNITY

## Glossary of Terms (Continued)

**Multi-year plans.** An affirmative action planning cycle which will extend beyond one year and will coincide with agency ongoing budgetary and personnel management planning in order to address both long term and short term goals.

**New hire.** A worker added to an agency's payroll for the first time.

**Organizational unit.** A group of closely related jobs or functions (for example, a department, division, branch or section) functioning as a single unit.

**Placement.** Assignment of a person to a job.

**Professional grouping.** An aggregate of professional and technical occupations in the national and SMSA civilian labor force which will be used as the statistical base for determining underrepresentation and setting goals for professional occupations within the agency.

**Professional occupations.** As specified in the PATCO occupations in FPM 720-2.

**Progression sequences.** A hierarchy of job titles through which an employee may progress in following a career path or ladder. Such sequences generally begin with lower paying job titles and ascend, through intermediate job titles, to higher paying job titles.

**Promotable minorities and women.** Minorities and women eligible for promotion on the basis of selection criteria identified.

**Promotion.** Any personnel action resulting in movement to a position affording higher pay, or greater rank, and/or provides for greater skill or responsibility, or the opportunity to attain such.

**Promotion trend data.** Statistical data for a designated time period which illustrates promotion actions for race, national origin groups by sex.

**Qualifiable.** Those persons who do not presently possess the requisite qualifying factors for lateral or promotional placement, but who through specialized training and/or assignments may advance into an underrepresented employment category.

**Qualified handicapped individual.** A handicapped individual who is capable of performing a particular job with reasonable accommodation to his or her handicap.

**Race, National Origin, Groups by Sex ("Group").** The racial and ethnic categories to be used in affirmative action program plans. In all instances data and calculations for each group must also differentiate male and female. The UGESP requires analysis of race or sex data. Under these instructions, it is required that analyses be completed for each national origin group by sex.

*White (not of Hispanic origin)*  
*Black (not of Hispanic origin)*  
*Hispanic*  
*American Indian or Alaskan Native*  
*Asian or Pacific Islander*

To be continued . . .

## CRIME PREVENTION

With the Holiday season drawing near we all must think of CRIME PREVENTION. At this time of year we are all preoccupied with thoughts of shopping, parties and dinners. We also must think of safeguarding our belongings both at home and at work. The crime rate increases during this the most festive time of the year. It is the time of the year we think less of losing and more of giving. It's nice to give but let us try not to give to the thief. We have been told many, many times what we should do and what we shouldn't do. The use of common sense is one of the best ways to avoid being a victim. Don't hurry! That is when you make mistakes and that is what the thief is waiting and watching for; so give the thief a very sad holiday season, protect your personal and government property.

Here are a few good tips that will help you guard against becoming a victim of a theft and some reminders about safeguarding Government property:

- a. Never leave your purse in an unlocked desk or on the floor by your desk.
- b. Do not leave your paycheck in an unsecured place in the office.
- c. If you keep track of the coffee fund money, make sure you keep it in a secure place.
- d. At the end of the day, before leaving, make sure that all small pilferable items of Government and private property in your area are secure.
- e. If you drive a Government vehicle, do not leave the vehicle unlocked.
- f. Do not leave items of property, government or private, in view when vehicle is unattended - lock them in the trunk or put them out of sight.
- g. If you see a stranger wandering about the hallways in your area, offer assistance and escort that person to the elevator or to destination. If the person appears evasive, note physical description and clothing worn. Call the Guard Desk (telephone 425-4561) located in the main lobby of this building.

For those who are planning a Holiday vacation here are a few tips that may prevent a burglary:

- a. Connect lamps and radios/TV in various parts of your home to Time-All automatic timers to create a "lived-in" appearance to the outside world.
- b. Arrange to have your snow shoveled at normal times.
- c. Make sure that no deliveries of any kind (mail, newspaper, milk, etc.) are made in your absence.
- d. Leave shades and blinds in normal positions.
- e. Alert the police and a close neighbor to look for unusual activity in your absence.

There are numerous safes in the district, all should have a DA Form 727 attached. Those that do not contain Impress Funds should have the combination on file in the Security Office. Those safes that are not being used, or are in storage, should be set with the combination 25, 50, 25.

AS-G and DS should be notified when there is a transfer of doors from one location to another. The keys should be turned in to DS so they can be reissued.

## HEAVY DRINKING AND ACETAMINOPHEN DO NOT MIX

Acetaminophen — a popular nonprescription pain reliever — and heavy use of alcohol do not mix, says a report in the July 18 Journal of the American Medical Association.

Acetaminophen is available under several trade names — Tylenol, Phenaphen and Tempro — and is a useful product to relieve pain and reduce fever in those individuals who cannot take aspirin.

Craig J. McClain, M.D. of the Veterans Administration

Medical Center, Minneapolis, reports on severe liver failure that developed in three chronic alcoholics after taking excessive doses of acetaminophen to ease pain. All were seriously ill and one died.

Persons who regularly use alcohol frequently take acetaminophen instead of aspirin because of well-known gastrointestinal side effects of alcohol and aspirin combinations, Dr. McClain points out.

# ACCIDENT SUMMARY

## NOVEMBER 1980

### **VEHICLE ACCIDENTS FOR NOVEMBER 1980: None**

Total vehicle accidents for CY 1980: Six

Total vehicle accidents for CY 1979: Nine

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### **PERSONAL INJURIES – CONTRACTOR EMPLOYEES – NOVEMBER 1980: Two**

Total accidents for CY 1980: Four

An employee for Alberici-Luhr was injured when his foot slid into rudder cover plate causing him to fall backwards striking his head and back on a roll of hose. Lost Time: 45 days

An employee of Alberici-Luhr was injured when a 30" section of steel sheet pile fell on his foot. Lost Time: 45 days

Total accidents for CY 1979: Three

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### **PERSONAL INJURIES – GOVERNMENT EMPLOYEES – NOVEMBER 1980: Two**

Total accidents for CY 1980: Seventeen

While inspecting 150-Ton Bridge Crane employee suffered injuries to his rib cage when temporary ladder slipped causing him to fall into the Bridge Beam. Lost Time: 2 days

As employee walked toward starboard spud on deck of Dredge Ste Genevieve, he noticed electrical cord for the dredge pipe line lights had fallen across the passageway on home connection. As he stepped onto the connection to adjust the cord the metal grating under his feet wobbled and he fell into the river. Employee strained his back as he tried to grab a safety line. Lost Time: 7 days

Total accidents for CY 1979: Eight

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### **LAKE FATALITIES FOR NOVEMBER 1980: None**

Total lake fatalities for CY 1980: Eight  
Lake Shelbyville – 3  
Carlyle Lake – 4  
Rend Lake – 1

Total lake fatalities for CY 1979: Seven  
Carlyle Lake – 2  
Lake Shelbyville – 4  
Lock and Dam #25 – 1

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## LOOK . . . Before You Limp!

Wherever there are people, things are going to be dropped.

Anything that's dropped can be stepped on and that's where the trouble starts.

A ball bearing, a nut, a pencil, a paper clip, a drop or two of oil, even a button can cause a foot to slip. And a slipping foot can bring the rest of the person crashing down dangerously.

There's a simple, easy solution to this hazard. First, keep people from dropping things. Second, have them pick up anything that's dropped. Obviously, that's easier said than done.

So, some things will continue to be dropped and not picked up.

There's another solution to the problem.

Everybody watch where they step.

That's not really as easy as it sounds either.

Walking is an automatic activity that goes on without any conscious communication. It's common to walk along, talking with someone, and at the same time, watching something going on in the distance.

You don't have to change and think each step. Walking can still be automatic, and you can talk, too — you won't suddenly become bad company.

Just get into the habit of quick-scanning the immediate area where you're going to put your foot down. This short eye check could save you from a long painful layup.

*Look before you limp!*

**UNOFFICIAL**

**FOR THE DISTRICT ENGINEER:**



**CLYDE A. WILKES**  
Public Affairs Officer

