



**US Army Corps  
of Engineers**  
St. Louis District

# Information Bulletin

VOL 18 NO 3

MARCH 1981



*MARCH 17th, ST. PATRICK'S DAY*

## **DISTRICT DOINGS**

February came along with some mighty fine weather and folks thoughts after the cabin fever season of winter have definitely turned to the great outdoors and its impact has been felt in the District. The lake personnel staffing the St. Louis Sports Show booth saw a greater interest in the local lakes and their facilities than ever before. This is obviously because of the high fuel costs. The continued low water and construction activities in the District attracted even greater attention in national publications and world-wide news media. So it has been one whale of a month.

A new communications media went into service as the "KNOW SHOW" made its debut in the halls of the District Office. This TV news digest gave in-house and field office staffers a first hand look at some significant District works. The 2nd show is now in the works, hopefully improving the production each time.

At the lakes... Cannon Staff of Cynthis Dierks, Anne Behrens, Dave Spriggs, Barb Lewis, Deborah Watkins and Nancy Rogers set up and operated an exhibit in the Quincy, Ill. mall area for 3,000 visitors to see the latest at the project.

Larry Gutzler at Lake Shelbyville conducted another of his snowmobile safety sessions. Maria DiBiasco gave a talk for the Homemakers extension, Shelbyville "B" unit on CPR. Al Lookofsky journeyed up to Michigan State Univ. for a panel appearance at the Parks and Recreation Jobs Seminar.

Rend Lake's Hugh Dougher was a guest on a radio show at WROY in Carml, Ill. The one hour open line show callers had Hugh discussing the Corps, the District and the history and work at Rend Lake.

Corps Inspectors Ray Allison and Marc Mueller provided a tour of levee improvements in Pike and Brown Counties in west central Illinois for representatives of the Illinois Dept. of Conservation and U.S. Fish and Wildlife. Then at a Valentine Dinner answered local residents and farmers questions about the work.

Lock and Dam #26 and its replacement progress is still a top item of interest and Ken Koller, Bill Sutton, Jimmy Bissell and Mel Doernhoefer took on some speaking chores on this big project. Ken spoke to engineering technicians students at Florissant Valley Community College, Bill talked with the Midwest Chapter of the World Dredging Assn., Jimmy spoke to the Spanish Lake Kiwanians and Mel addressed the West County Businessmen's Club.

Colonel Dacey described the GREAT III study for the World Dredging conference audience and talked to the AGC Convention in Biloxi about the District's plans for the near future.

Terry Norris gave his usual great archeological presentations for the Stonington, Ill. grade school students and for special audiences of St. Louis Anthropology teachers and the St. Louis Chapter of the Westerners Club.

Claude Strauser, now returned from his China assignment gave talks for two of the specialized work groups of the GREAT III study teams and to the St. Louis Coast Guard Officers Assn., to the Fellowship Meeting of the Engineers Club and the Rivers and Harbors Class at Univ. of Mo. Rolla.

The Bi-State Stormwater Committee heard Lee Dellenbaugh tell its 21 members about the history of

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OF AR 360-81**

levee construction, design and seepage control in the area.

Lots of upcoming events are on the books and another new debut of an in-house communication is scheduled soon. The "INFONE" for a daily recorded message on what is going on in the District such as Lunch and Learn sessions, blood drives, special programs for event observances, bake sales, etc. as well as news from Washington about various topics. So watch for the "INFONE" number.

Also on tap a District Engineers Conference to be held locally for the first time with scheduled visits to Carlyle and L & D #26, plus a visit from the Planning Class from BERH.

## CHECK YOUR WITHHOLDING

With tax time here again, it's a good time to check your withholding, both state and Federal.

This information can be found on your pay stub. Take a good look at it some time and you'll be amazed at all the information it includes.

IF YOU UNDERESTIMATE THE TAX YOU OWE OR IF YOU DON'T PAY ENOUGH ESTIMATED TAX, YOU WILL BE CHARGED INTEREST at the rate of 1.5 percent per month or part of a month. Interest starts on the day after the estimated tax payment is due and will be charged each month or part of a month until the state receives payment.

If you need to make changes, see your timekeeper.

## SIMPLE CAR CARE SAVES FUEL

**Check tire pressure regularly.** Keep tires inflated to the manufacturer's highest recommended level. Most recommendations are for "cold pressure," so take readings before starting out. You can improve your mileage 1% for every 2 pounds of pressure needed to bring your tires up to standard.

**Replace all four tires with radials,** which can give 3-5% mileage improvement in the city and up to 10% on the highway. Don't mix radials with conventional tires.

**Have wheels properly aligned.** Improper alignment increases fuel use and tire wear.

**Keep your brakes adjusted.** If they drag or grab unevenly, they rob you of gasoline.

**Use gasoline of the proper octane rating.** Your owner's manual recommends gasoline type and octane rating that will prevent knock.

**Check and change your oil filter** at recommended intervals. When you add gas, check the oil. Dirty or low oil causes friction and wear that robs you of gas mileage and can damage your engine.

**Use a good quality SE multi-grade (multi-viscosity) oil.** Look for the API SAE rating on the can. Multi-grade oils like 10W-30 and 10W-40 help reduce internal engine friction and give better gas mileage than single-grade oils. Do not use oil of higher viscosity than your owner's manual recommends. Lower viscosity oil such as 5W-30 is recommended for cold winter climates. Consider using the super oils; they increase fuel economy and give better protection against engine wear.

**Don't overfill your gas tank.** Eliminate the chance of spilling expensive gasoline.

**Don't carry unnecessary weight.** 100 extra pounds lowers mileage as much as 4/10 mpg.

**Have you had an engine tune-up recently?** Engine hard to start? Hesitating? Idling roughly? You are losing mileage and may need to clean and adjust spark plugs and ignition points; check timing; and replace air and fuel filter. Depending on the engine condition, you could save 12% on gas.

## DISTRICT-WIDE SUGGESTION CAMPAIGN 15 April — 22 May 1981

SPRING IS HERE and it's time for the District-wide Suggestion Campaign. Be sure you're ready to submit those suggestions you've been thinking about during the winter months. Take time to formulate those ideas and jot them down on paper. Watch for further announcements regarding the coming campaign.

## GS PAY RATE TABLES

Wallet sized General Schedule Pay Rate Tables which became effective in October 1980 are available in Room 958 or by calling Extension 5538.

Congratulations to the following employees for accumulation of Sick Leave as of the end of CY 1980.

NAME	ORGANIZATION	NAME	ORGANIZATION
<b>OVER 3000 HOURS</b>		<b>OVER 1500 HOURS</b>	
Berhorst, Elmer	DC	Buncie, Richard	OD
Dietrich, Anton	OD	Cameron, Richard	ED
Fogilphol, James	OD	Christmas, Kenneth	OD
Hydar, Elias	DC	Clark, T. Frank	SD
Steffens, Otto	CD	Coomes, Thomas	OD
<b>OVER 2000 HOURS</b>		Corbin, Kenneth	ED
Adams, Robert	OD	Creech, James	AS
Beard, Dale	CD	Creel, Henrietta	OD
Berra, Mary	PB	Dannan, Donald	ED
Blackwell, Carrol	CD	Davis, Norris	BC
Boston, William	PD	Dellenbaugh, Lee	ED
Brown, William	OD	Doherty, Joseph	DC
Buatte, Charles	CD	Drewes, Vernon	OD
Buchhold, Lammert	OD	Dunn, Clyde	OD
Chrismore, Donald	CD	Effertz, Joseph	ED
Duff, Homer	DC	Eifert, Robert	OD
Durham, Thomas	OD	Flippen, Daniel	CD
Ford, Jim	OD	Forth, Lyle	RE
Hillen, Ambrose	OD	Gould, Dennis	ED
Joyce, Joe B.	CD	Greer, Katherine	PB
Kraus, Warren	OC	Grimaud, Wendell	OD
Kugler, Lafayette	AS	Harlan, Ronald	OD
Laraway, Donald	CD	Haskett, Elbert	ED
Le Grand, Al	OD	Haudrich, David	ED
Lindsay, Hilda	SD	Heston, Elton	ED
Lytle, John	ED	Hilton, C. J.	CD
Martin, Sam	ED	Holder, Paul	OD
Ortwerth, Marvin	ED	Hurley, Gloria	CD
Pate, Everett	ED	Iler, Thomas	OD
Pate, Landon	SD	Jefferies, Robert	OD
Petry, Clarence	OD	Kent, Lewis	OD
Puricelli, Pete	PD	Kilker, John	OD
Rasmussen, Jack	ED	Krattly, Homer	ED
Richardson, William	PB	Miller, Evelyn	DC
Roberts, Russell	RE	Miller, John	CD
Roland, Richard	OD	Moore, Bruce	ED
Schafer, Frank	OD	Neidinger, Charles	CD
Sherrill, Carol	OD	Niemi, Jack	ED
Sneed, Betty	ED	Northcutt, Johny	ED
Troutner, Fred	OD	Olson, Paul	ED
Walter, Milton	CD	Paris, Leonard	OD
Wiseman, Stanley	CD	Petersen, James	OD
<b>OVER 1500 HOURS</b>		Pinkston, Bryan	OD
Adams, Ivis	OD	Polizzi, Vito	CD
Alder, Robert	AC	Postol, Ted	ED
Alexander, Kenneth	ED	Powell, Winifred	SO
Alfeld, Len	PB	Rahubka, E. David	ED
Bischan, Josephine	OC	Rath, John	ED
Bisher, Joseph	SD	Richter, Eleanor	AC
Bissell, Jimmy	CD	Robinson, Lee	ED
Buckley, James	OD	Schneider, Edward	OD
		Sovar, Richard	ED
		Stahlschmidt, Lawrence	OD

**\* EEO CORNERSTONE \***

**NAME**

**ORGANIZATION**

**OVER 1500 HOURS**

Struckel, Matt	OD
Strutmann, Eugene	OD
Sutton, William	ED
Taylor, David	OD
Watkins, Al	OD
Webb, Gary	OD
Williams, Max	OD
Williams, Thomas	OD
Wilson, Ulas	AS
Wilson, Ulas	AS
Youngland, Harold	ED

**GOOD WORKERS**

**Good workers** are always interested in the job. They think that what they do is important. That's why they try to do it right. **Good workers** also think of themselves as distinct, important individuals, not just as cogs in a machine. They appreciate that what they do, as individual workers, really makes a difference. That's one reason they try so hard. **Good workers** are proud of what they do. They'd be ashamed to do poor work. They know that the way a job is done reflects the character of the person who did it. If they do anything, you can be sure it's well done. There are other factors involved in being a good worker, but these three attitudes are so important that, if an employee has them, they can't miss. Without them, there's no chance of his or her being exceptional.

**I**

**A**

**C**

**PROMOTIONS:**

- Stanley C. Zurweller, CD,  
Construction Inspector, GS-0809-09
- Christine T. Leffeler, CD,  
Construction Inspection Aid, GS-0809-03
- Cynthia D. Bartling, SD,  
Purchasing Agent, GS-1105, GS-05
- Elbert F. Reilly, OD,  
Electronics Technician, GS-856-09
- Jerry L. Stroud, OD,  
Lock-Dam Operator, WY-5426-08
- Carol A. Plambeck, ED,  
Civil Engineer, GS-0610-07
- Morris M. Dirnberger, ED,  
Civil Engineer, GS-0810-11
- Steven B. Dierker, ED,  
Civil Engineer, GS-0810-11
- Walter F. Wagner, ED,  
Mechanical Engineer, GS-0830-12
- Sue R. Turley, CD-RO-L,  
Construction Inspection Aid, GS-0809-03
- Suzanne L. Sawyer, PB,  
Student Trainee Librarian, GS-0099-05
- Henrietta A. Creel, OD-PE,  
Radio Operator, GS-0389-05
- Susan D. Berkel, OD-B,  
Clerk Stenographer, GS-312-04
- James N. Crawford, OD-NC,  
1st Asst. Engineer, WS-5914-12

- Richard F. Howald, OD-R,  
Engineering Equipment Operator, WG-5716-09
- Ricky L. Godfrey, OD-PI,  
Mechanical Engineering Tech, GS-802-10
- John J. Jaeger, ED-DA,  
Structural Engineer, GS-0810/21-11
- Debra J. Runge, ED-DA,  
Engineering Draftsman, GS-0818-05
- William M. Francis, RE-A,  
Realty Specialist, GS-1170-11
- John J. Jobst, AC-S,  
Computer Systems, Analyst, GS-0334-11
- Deborah R. Collins, DC-FX,  
Systems Accountant, GS-510-11

**OUTSTANDING PERFORMANCE RATING:**

- Marianne Schmitt, CD
- Carol J. Tankersley, SD-C
- Richard F. Howald, OD-RJ
- Rose M. Staton, SD-C
- Penny S. Mudd, CD-RO-C
- John F. Droppelmann, ED-DW
- Cynthia D. Bartling, SD-P
- Ronald G. Viehweg, CD-CC

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

- Joan C. Schmidt, PB-S
- Richard J. Flauaus, ED-DA
- Charles H. Tribout, ED-DA
- Jean P. Lindhorst, Exec Ofc

**SUSTAINED SUPERIOR PERFORMANCE AWARD:**

- Nicholas F. Miller, OD-PB
- Loretta M. DeAntoni, CD-C
- John W. Poullain, ED-DG

## SUGGESTION AWARDS:

Sandor Dombi, Engineering Division, received a cash award of \$70 for a suggestion that developed a Computer Program on Basic Language that will convert Geodetic Coordinates to State plane Coordinates or Inverse Computation. This program results in time saving benefits from 2-3 hours to 5 minutes per coordinates. This suggestion was implemented in June 1980 and resulted in tangible first-year benefits of \$666.40.

Donald D. Theissen, Operations Division, received a cash award of \$50 for a suggestion that recommended a new spare shaft be machined so that entire clutch could be assembled in advance, ready for installation in the event of a spud clutch failure on the dredge. This procedure would eliminate serious down time from the usual 9 hour repair to 3 hours or less. This suggestion was implemented in January 1981 with tangible first-year benefits of \$456.

Margaret Robbins, Engineering Division, received cash award of \$275 for a suggestion that recommended duplicate publications that is now required in the SLD booklet on stage and/or discharge data, which is published annually, be reduced from approximately 225 pages to 40 pages. This suggestion will be implemented this Fiscal Year when the next publication is completed. The first-year tangible benefits will be \$4,500.

Robert G. Lockhart, Engineering Division, received a cash award of \$25 for a suggestion that proposed

acquisition of hand held and operated water pumps to perform the task of removing water from manholes when survey crews conduct dam checks and various other jobs which require the removal of water from small recesses. This suggestion will be implemented in May 1981, with first-year tangible benefits of \$120 and intangible benefits of moderate potential value with limited application.

## COMMANDER'S AWARD FOR CIVILIAN SERVICE:

Mr. James O. Fogilphol received the Commander's Award for Civilian Service for unique public affairs capability at Locks and Dam No. 26 which has enhanced the Corp's public image. His cooperation, attitude and expertise have aided the press and public to understand the Locks and Dam No. 26 "story" and have shown them the competence of a dedicated public servant. Mr. Fogilphol is the Mechanic Foreman (Lockmaster) for Locks and Dam No. 26, Navigation Branch, Operations Division.

Ms. JoAnn C. Moritz received the Commander's Award for Civilian Service for her exceptional self-development in her Federal career as a Purchasing Agent and Federal Women's Program Manager and serving as an Interim Equal Employment Officer with the St. Louis Corps of Engineers. She has contributed to the agency's mission by her initiative, which enabled her to perform both in EEO and Procurement and Supply Division in an exemplary manner. Ms. Moritz is a Procurement Agent for Procurement Branch, Procurement and Supply Division.

## OPEN ENROLLMENT FOR GROUP INSURANCE

During the month of March materials will be forthcoming on an open enrollment for a new federal group life insurance program. George Anderson will be providing a lot of information in the near future and every employee should take a long and careful look at the program and the benefits it offers. There are some **automatic** provisions that will be in effect that may change your insurance coverage. Look for the brochures and letters as they come and take special note of the proposed changes.

## ARMY'S DELAYED ENTRY PROGRAM

The Army's Delayed Entry Program offers your qualified seniors a chance to reserve the skill training they want well before graduation, then wait up to 12 months to report for duty. If, for example, one of your students wants to learn data processing in the Army, there could be an opening he or she could reserve *now* — an opening that might not be there next June. By enlisting now, that training will be reserved and guaranteed in writing. Through the Delayed Entry Program, your students could possibly select their duty stations. It's a way for qualified graduates to do what they want in the Army, where they want to do it.

*There are several good protections against temptation, but the surest is cowardice.*

# HOW DO YOU LIKE THESE WORK RULES OF 1852?

## NOTICE TO EMPLOYEES

1. Godliness, cleanliness and punctuality are the necessities of a good business.
2. This firm has reduced the hours of work, and the clerical staff will now only have to be present between the hours of 7:00 a.m. and 6:00 p.m. on weekdays.
3. Daily prayers will be held each morning in the main office. The clerical staff will be present.
4. Clothing must be of a sober nature. The clerical staff will not disport themselves in raiment of bright colours, nor will they wear hose, unless in good repair.
5. Overshoes and top-coats may not be worn in the office, but neck scarves and headwear may be worn in inclement weather.
6. A stove is provided for the benefit of the clerical staff. Coal and wood must be kept in the locker. It is recommended that each member of the clerical staff bring four pounds of coal each day during cold weather.
7. No member of the clerical staff may leave the room without permission from Mr. Rogers. The calls of nature are permitted and clerical staff may use the garden below the second gate. This area must be kept in good order.
8. No talking is allowed during business hours.
9. The craving of tobacco, wines or spirits is a human weakness and, as such, is forbidden to all members of the clerical staff.
10. Now that the hours of business have been drastically reduced, the partaking of food is allowed between 11:30 a.m. and noon, but work will not, on any account, cease.
11. Members of the clerical staff will provide their own pens. A new sharpener is available, on application to Mr. Rogers.
12. Mr. Rogers will nominate a senior clerk to be responsible for the cleanliness of the main office and the private office, and all boys and juniors will report to him 40 minutes before prayers, and will remain after closing hours for similar work. Brushes, brooms, scrubbers and soap are provided by the owners.

The owners recognise the generosity of the new Labor Laws, but will expect a great rise in output of work to compensate for these near utopian conditions.

The above were the regulations for a Burnley cotton mill office in 1852.

## GOOD SUPERVISORS

If you're a supervisor, and your job is to help people do better work, these are the things you should concentrate on:

- a. Do everything you can to make their jobs interesting.
- b. Help people be proud of their work, show them it's important to you and the agency.
- c. Treat every worker as an important individual.
- d. Explain the business and the workings of the agency. Show people how their jobs fit in.
- e. Find new challenges to interest people, new assignments when they master the old.
- f. Treat each person as an important individual, and they are important individuals in your life.

These are the things that will help people do better work. If you take an interest in people, if you praise their efforts and help them become proud of themselves and their work, you'll be well worth what you're paid as a supervisor. You'll be helping people do better work. You won't just be standing keeping score.

## MAIL MANAGEMENT

The basic purpose of office symbols is to identify originators of correspondence and to serve as part of our official address when forwarding correspondence and mail to, from, and within the Corps of Engineer organization and other Federal agencies. Recently, mail and correspondence received in the mailroom to be routed has been addressed to committees, individuals, positions, official personnel folders, 201 files, first names only, contracting officers, contract numbers, room numbers, etc. This causes needless handling; is costly, and delays delivery to the office of receipt. Only by properly addressing your mail and correspondence to the officially designated office symbol can these delays be avoided and all mail distributed in a timely manner. SLD office symbols may be found in SLD Suppl 1 to AR 340-9, 25 Nov 80.

Sally Herbst, Records Manager.

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*Remember when the only people who demonstrated  
were salesmen trying to sell something?*



DEPARTMENT OF THE ARMY  
ST. LOUIS DISTRICT, CORPS OF ENGINEERS  
210 NORTH 12TH STREET  
ST. LOUIS, MISSOURI 63101

IN REPLY REFER TO

LMSCD

26 February 1981

MEMORANDUM FOR: All Employees

SUBJECT: Federal Women's Program

The Federal Women's Program will work toward bettering the women's experience and opportunities in the St. Louis District. But, in accomplishing these objectives, we are actually working for both men and women of the District. By taking a realistic approach, by seeking reasonable solutions, by mediating disputes, and by fostering programs that benefit PEOPLE, the Federal Women's Program is much more than what many narrow views have allowed. Although the name will remain the Federal Women's Program, for me it is the Federal People's Program because PEOPLE is what the program is all about. Respectfully I present the Committee:

Irene L. Smugala	Manager	CD	X5696
Nancy Edwards	Vice-Chairperson	DC-FE	X5865
Judy Shoreack	Secretary	ED-FM	X4153
Sharon Cowen	Member	SD-C	X5845
Coni Jackson	Member	ED-DM	X5863
Sharon Kennedy	Member	ED-SM	X5668
Eleanor Richter	Member	AC-S	X5880
Sue Summers	Member	OD-RC	594-2484
Barbara Boswell	PB Advisor	PB-R	X5839

*Irene L. Smugala*  
IRENE L. SMUGALA  
Federal Women's Program Manager

MEMORANDUM FOR: All Employees  
SUBJECT: Federal Women's Program

The Federal Women's Program is a most important and integral part of the working community of the St. Louis District. All who have worked in the program and actively support its objectives can take pride in these accomplishments.  
I encourage everyone in the District to help in the continued development, build upon our successes and to directly support the goals and objectives of this worthy program. We must provide continued assurance that women have an equal opportunity and are encouraged to take advantage of opportunities to acquire new skills needed for development and advancement.  
With your continued support of our program, we will insure progress towards our overall goal.

*Robert J. Dacey*  
ROBERT J. DACEY  
Colonel, CG  
District Engineer

MEMORANDUM FOR: All Employees  
SUBJECT: Federal Women's Program

Ms. Irene L. Smugala is the newly appointed Federal Women's Program Manager for the St. Louis District. Under the Federal Equal Employment Opportunity program, agency heads are responsible for finding out what can be done to advance the status of women and minorities in their particular agencies, for making specific plans for improvement and for seeing that those plans are put into effect.

Our FWPM and her committee act as the District's contact point, source of information and advisor to the District Engineer on matters involving the employment of women. The Manager, being on the spot, gauges the particular emphasis her program should have.

With your continued support of our program, we will insure progress towards our overall goal.

*Jean W. Griffin*  
JEAN W. GRIFFIN  
Equal Employment Opportunity Officer

**SAFE!  
RELIABLE!  
DEPENDABLE!**

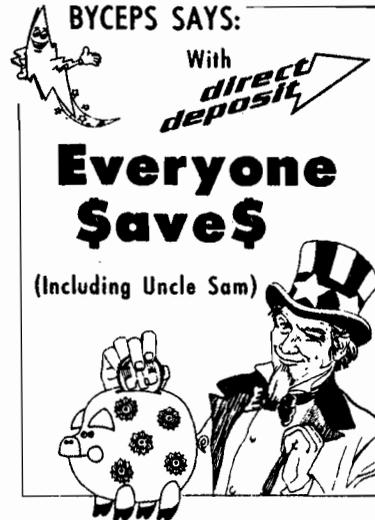
Direct Deposit/Electronic Funds Transfer (DD/EFT) of your pay is Safe, Reliable and Dependable. Some employees have been questioning the accuracy of that statement. Apparently, further explanation of the Program is needed.

Approximately 99.5% of all Financial Organizations that participate in DD/EFT have equipment necessary to directly receive the transfer of funds electronically. How does the transfer of money due you take place? Our Central Payroll Office located in Omaha, Nebraska, prepares a tape with all the necessary data and takes it to the Federal Reserve Bank in Omaha which transmits the funds electronically to your bank. **SAFE! RELIABLE! DEPENDABLE!** No chance of a check getting lost or stolen. Receipt of your pay is not affected by bad weather, slow mail, postal or airline strikes.

Now let's say that your bank is part of the .5% of the Financial Organizations **not equipped** for electronic transfer. What happens? Our Central Payroll Office takes the prepared tape to the Federal Reserve Bank in Omaha which electronically transmits it to your bank's area Federal Reserve Bank (FRB). Then the procedure differs. Instead of area FRB transmitting electronically to your bank, it transmits to your bank's Clearing House and sends a hard copy of the transmittal by mail or messenger to your bank. This is responsible for the occasional delays in receipt of your money by Wednesday and increases the chance for error. If you are dissatisfied with this procedure, it is suggested that you shop around to locate a bank with the equipment for complete electronic transfer of funds.

Presuming that your bank is equipped for total DD/EFT, it is suggested that upon initial enrollment and when changing banks, that you contact your bank on Wednesday of Pay Week to verify that your funds are available. Thereafter, automatically assume they are. When calling your bank in regard to DD/EFT ask for "Operations Division" or "Wire Transfer of Funds Division." **Do not** ask for Bookkeeping as the deposit to your account is not posted until close of the business day.

If a problem arises, call the District Disbursing Office (263-5666) which will contact your bank and resolve the problem for you.



### CROSS-TRAINING

In March 1980 the St. Louis District Federal Women's Program Committee set in motion efforts to develop a cross-training program for middle and lower graded positions. This pilot program was limited to one Division in the District. Engineering Division was decided upon as the easiest for initiation and monitoring. Cross-training was never intended to be a guarantee of advancement, only part of an individual's overall long-term self development plan. The FWPC will implement the pilot cross-training program in April. Ms. Judy Shoreack (ED-FM), Clerk-Typist will cross-train in ED-SM. An evaluation of this assignment will be made, if proven successful, we will initiate another within Engineering Division. Watch the Bulletin for further update.

### MISTAKES

Over 2,000 years ago a Roman philosopher named Cicero compiled what he considered to be the prime six mistakes of man. The list follows, and you will recognize them as mistakes that are still consistently being made today:

- a. The delusion that individual advancement is made by crushing others.
- b. The tendency to worry about things that cannot be changed or corrected.
- c. Insisting that a thing is impossible because we cannot accomplish it.
- d. Refusing to set aside trivial preferences.
- e. Neglecting development and refinement of the mind, and not acquiring the habit of reading and study.
- f. Attempting to compel other persons to believe and live as we do.

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## SPOTLIGHT ON THE LIBRARY

Announcing the publication of two major new editions!

**TIME-SAVER STANDARDS FOR BUILDING TYPES**, by Joseph DeChiara and John Hancock Callender, 2nd Ed. McGraw-Hill, 1980.

**ARCHITECTURAL GRAPHIC STANDARDS**, Ramsey/Sleeper, edited by Robert T. Packard. 7th ed., John Wiley, 1981.

Ramsey & Sleeper's **ARCHITECTURAL GRAPHIC STANDARDS**, 7th ed., has been hailed as the "Bible" of the architectural and building industries and has been an indispensable standard handbook since 1932. This new, fully revised and updated 7th edition has approximately 70% of its materials *brand new*. New technical data pages have been increased by 8% and the book has been expanded from fourteen to seventeen chapters. This Seventh edition is the first ever to present extensive data on SI metric conversion.

### Personal Library Cards

Did you know that each employee of SLD who works within the City of St. Louis and has city earnings tax deducted is eligible to have a personal library card from the St. Louis Public Library? Support the City library system! Because of state budget cuts they have recently been forced to close the system one day each month. We do not anticipate this closing to affect us a great deal, but you should be aware of the situation. Take time once in a while and spend a lunch break exploring all the treasures of the research collections at the Main Library. You may be surprised!

## CSC RETIREMENT CONTRIBUTIONS

The Personnel Office has received the annual listing of employee retirement deductions for CY 80 and the cumulative total deductions for civilian service performed within the Department of Army without a break in service.

Due to the emphasis the Privacy Act has imposed on release of personal information, employees wanting to know the status of retirement contributions should contact Technical Services (PB-S), Ext. 3-5538. Please keep in mind that your year end check stub reflects the total contributions for that specific year.

## HELP WANTED

The Near East Project Office has advised that help is still needed at the Negev air base project in Israel. "Present openings for GS 12/13 engineers offer an unprecedented professional opportunity to serve the Corps and share in our country's contribution to world peace here in the Holy Land. Everyone interested should contact the local Personnel Office, or the Chief of Engineers, DAEN-MPI, Washington, D.C. 20314, ATTN: Kathy Garoutte.

## FOR SALE

Two homes near Alton, Illinois. One 3-bedroom; other a larger home located on 5 acres of land. Contact: Bill Gidcomb at Lake Shelbyville. Phone 3-4145 or 217-774-5385 (home).

## DISTRICT WINS THREE AWARDS

Two awards from the Chief of Engineers Design and Environmental Awards competition have been announced, and the St. Louis District has been listed for an Award of Merit and an Honorable Mention.

The Carlyle Lake Interpretive Program was the recipient of the Award of Merit in the Environmental Competition. The jurors cited specifically the willingness and ability of the Corps to work with other agencies and private groups in achieving a significant interpretive and education program.

An Honorable Mention was given the Rend Lake Wildlife Management Program, also in the Environmental Competition.

The third of the three awards was an Engineering Excellence Award presented to Booker & Associates, in conjunction with the Corps, by Consulting Engineers Council of Missouri for work on Locks and Dam #26. A plaque presented to Booker-Woodward Clyde Consultants and our Engineering Division cited the structural testing program on existing Locks and Dam #26. This also makes the project eligible for a national award to be presented in April.

Some people get lost in thought because it is such unfamiliar territory.

## LABOR AND MESSENGER SUPPORT

Due to a personnel reduction in the Office of Administrative Services, labor and messenger services are no longer readily available. Unless you have an emergency situation, please arrange with LMSAS-G for labor and furniture repair services at least 8 hours in advance. Procurement of items and payment of bills using the imprest fund and other similar messenger services outside of the District office building will, generally, not be available and will have to be handled by the requesting office.

BARBARA L. COLLIER, Chief, OAS

## PRACTICE THE 5 P's FOR SUCCESSFUL SAFETY TALKS

- P – Prepare*
- P – Pinpoint*
- P – Personalize*
- P – Picturize*
- P – Prescribe*

### SUCCESSFUL SAFETY TALKS

**Prepare** — Think safety. Write things down for your idea-bank. Read safety materials carefully. Listen to others' ideas and attitudes. Organize and outline your talks. Practice.

**Pinpoint** — Don't try to cover too much ground. Concentrate on one safety rule, one first aid hint, one unsafe practice, one main idea — a communication bull's-eye.

**Personalize** — Establish common ground with your listeners. Bring it close to home. Make it important in their minds. Make it personal and meaningful to them.

**Picturize** — Create clear mental pictures for your listeners. Appeal to both their ears and their eyes. Help them really "see what you mean." Use visual aids.

**Prescribe** — In closing your safety talk, answer the question the listeners always have — "So what?" Tell them what to do. Ask for special action. Give a prescription.

People with weak arguments  
have to develop strong voices.

## COUNCIL CORNER

The Civilian Activities Council is pleased to announce the results of the 3rd Christmas Decoration Contest.

Twelve displays were judged in two different categories, Individual Offices and Hallway Displays. The winners in each category are as follows:

Individual Offices: 1 — Room 966, SD-P  
2 — Room 912, SD  
3 — Room 964, SD-C

Honorable Mention: — Room 850, ED-BP (Door)

Hallway Displays: 1 — 18th Floor  
2 — 9th Floor  
3 — 10th Floor (CD area)

The Council would also like to announce the results of their recent election. The new members are:

Cynthia (Tiny) Bartling - SD-P  
Dave Oelrich - CD  
Leon Leach - OD  
Judy Shoreack - Service Base

These members will join Brenda Fisher, AS-W. Leon Leach is replacing Gene Degenhardt, ED-BP, who has resigned from the Council.

The officers for the next year have been elected with Cynthia (Tiny) Bartling the Chairperson and Dave Oelrich the Recorder.

Tickets are now being sold for the Harlem Globetrotters and the Ice Capades at the Checkerdome. See Council members to purchase tickets at a discount. The Council would also like to remind all employees that Corps T-Shirts are still on sale.

Look for plans for the Annual Corps Picnic in upcoming bulletins.

## FEDERAL WOMEN'S PROGRAM UPDATE

### WHY and WHAT:

This newsletter is my channel of communication to keep you informed about activities, issues, training available, positions, etc., whatever affects you as an employee of the District. It will be published on an irregular, as needed basis. Communication has to be 2-way to be effective. I require your comments and feedback to know whether we are succeeding. I encourage everyone to participate. Please share your ideas, questions, and problems. Write "LETTERS TO THE FWP MANAGER", articles, poems, draw me a cartoon! Send me news items you feel are of interest so I may share them with everyone . . .  
Irene L. Smugala, FWP/Manager.

## LUNCH AND LEARN SESSIONS

9 April — Film "The Story of "O" — What happens to the one "O" in a group of "X's"; the first women, minority, or other new kind of person to enter certain jobs? This slidetape helps both "X's" and "O's" understand the situation.

14 May — What is Toastmasters !

11 June — Presentation by St. Louis County Police Dept. "Rape" — prevention, effects on the victim and the family, etc.

Remember the last Lunch and Learn session on 7 October 1980?

Remember the last FWP Seminar/s held on 6 and 13 November 1980?

DID YOU ATTEND ?????

IF NOT — WHY ?????

What would you like to see presented ??

THE FEDERAL WOMEN'S PROGRAM COMMITTEE is in the planning stage for future Lunch and Learn sessions and the annual Fall seminar. The committee is avidly seeking ideas for workshops, lectures, files, special programs, etc. Send your comments and/or suggestions to me so we can make this year's program the best ever.

## Corps called efficient by magazine

**Forbes** magazine recently dropped the name of the Corps of Engineers as one of the most efficient government agencies.

From a poll of members of Congress, the business/financial magazine collected the best and the worst departments of the federal government. The results, reported in the **Forbes** issues of Jan. 19, 1981, read in part:

"The winner (for the most *efficient* department): the Treasury/Internal Revenue Service, which does collect the money well, followed by the **Defense Department** and the Social Security Department, which does get the money out, with strong showings by agencies such as the Economic Development Agency, the **Corps of Engineers**, the Agriculture Department, Justice and the FBI."

And the losers? The magazine mentioned the Department of Energy as the Congress members' choice for most *inefficient*, with the Health & Human Services and the Department of Education as runners-up.

## HYDAR'S HAPPENINGS

Man O' War, popularly known as Big Red, (1917-47) was probably the most famous U. S. Thoroughbred, overwhelmingly voted, in an Associated Press poll taken in 1950, the greatest horse of the first half of the 20th Century. In a brief career of only two seasons (1919-20) he won 20 of 21 races. He established five track records for speed over various distances and raced at odds as short as 1-100. In 1920 he won the Preakness Stakes and Belmont stakes, two of the Triple Crown races for 3 year old thoroughbreds in U.S. He did not run in the Kentucky Derby. He lost one race. Do you know the name of the horse that upset Man O' War in that one race?

The race horse that beat Man O' War lived up to his name. His name was UPSET. On Aug 19, 1919, at Saratoga, N. Y., Man O'War came second to UPSET.

\*\*\*\*\*

President Ulysses Simpson Grant's name was actually Hiram Ulysses Grant. When he applied for admission to West Point the Congressman who made out the application blank wrote Grant's mother's maiden name, "Simpson" as his middle name. The error was never rectified.

## ATTENTION GOLFERS

The engineer's golf league will open this spring season with the Spring Tournament on May 5th. Any and all golfers are welcome! More details in next bulletin. We expect 60 to 70 golfers, organized as 8 teams, to participate further in the Tuesday night league play beginning about May 12th. League play normally continues until late August or early September.

Many golfers have expressed a desire to lengthen the season. One good way to achieve this is to expand the league to 10 teams, requiring about 15 to 20 more golfers. With this thought in mind, we are especially eager to say — ALL GOLFERS ARE WELCOME!

The teams and captains for 1981 are:

Bogey Barons	Dave Harley (5868)
F-Troop	Mel Baldus (5532)
Duffers	Paul Olson (5668)
Operations	Rich Buncie (5684)
Lock and Dam	Mark Schneider (5046)
Scramblers	Paul Roberts (5870)
Service Base	Fred Niermann (5031)
Sand Blasters	Nick Simon (5019)

New players or teams are invited! League officers for 1981 are: Russ Roberts, President; Fred Bader, Secretary, Denny Gould, Treasurer.

## **ACCIDENT SUMMARY**

### **FEBRUARY 1981**

#### **VEHICLE ACCIDENTS FOR FEBRUARY 1981: None**

Total vehicle accidents for CY 1981: None

Total vehicle accidents for CY 1980: Seven

\* \* \* \* \*

#### **PERSONAL INJURIES — CONTRACTOR EMPLOYEES — FEBRUARY 1981: None**

Total accidents for CY 1981: One

Total accidents for CY 1980: Four

\* \* \* \* \*

#### **PERSONAL INJURIES — GOVERNMENT EMPLOYEES — FEBRUARY 1981: One**

Total accidents for CY 1981: One

A structural iron worker at the Service Base was injured while trying to extract a large piece of metal from a metal storage rack. The employee lost his balance and fell off of a three foot stool. Employee sustained a fracture of the right foot. Days Lost: 30.

Total accidents for CY 1980: Eighteen

\* \* \* \* \*

#### **LAKE FATALITIES FOR FEBRUARY 1981: None**

Total lake fatalities for CY 1981: None

Total lake fatalities for CY 1980: Eight

Lake Shelbyville — 3

Carlyle Lake — 4

Rend Lake — 1

\* \* \* \* \*

**UNOFFICIAL**

## **DEAR TEACHER**

Last minute notes to the teacher can often be unwittingly hilarious. Hurried writing has produced "howlers" and some unbelievable excuses that have been collected in the book, Dear Teacher. Here are a few of those excuses.

Dear Teacher:

*Please excuse Chris' absence on Friday afternoon. I took him golfing with me. He shot an 86 and I shot 92. Chris will not be absent to play golf again!*

*Anne was sick and I had her shot.*

*Please excuse John's absence. He has a cough and a cold which comes and goes. Yesterday it came.*

*I kept Ron home at the request of the school nurse. I am sending him back at the command of my husband.*

*Susan was away yesterday morning because she was feeling good.*

*The basement of our house got flooded where the children slept and they had to be evaporated.*

**FOR THE DISTRICT ENGINEER:**



**MELVIN R. DOERNHOEFER**  
Acting Public Affairs Officer

**DEPARTMENT OF THE ARMY**  
**ST. LOUIS DISTRICT, CORPS OF ENGINEERS**  
210 TUCKER BOULEVARD, NORTH  
**ST. LOUIS, MISSOURI 63101**

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