

# AIRCRAFTSMAN



October 2014  
Volume 11, Issue 5



SSG Joseph Storesina and SGT Ryan Fraedrich of the 638th Aviation Support Battalion Ohio National Guard practice their soldering skills. *Photo by Brigitte Rox.*

Click on hyperlinks  
to find more  
information!

# BE SMART. TAKE PART. PREPARE.

Join the movement at [www.ready.gov/prepare](http://www.ready.gov/prepare)

America's PrepareAthon! is a community-based campaign that is bringing together millions of people to practice the simple steps that will help them get and stay prepared for disasters. Follow America's PrepareAthon! on Twitter @PrepareAthon using #PrepareAthon.

AMERICA'S  
**PrepareAthon!**



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**AIRCRAFTSMAN**

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Corpus Christi Army Depot  
Public Affairs Office  
308 Crecy Street Mail Stop #11  
Corpus Christi, TX 78419-5260  
361-961-3627

A UH-60 Black Hawk helicopter lands at Forward Operating Base Spin Boldak, Afghanistan. Photo by Staff Sgt. Jessica Lockoski, USAF.



# AMCOM COMMANDER MAJ. GEN. JAMES M. RICHARDSON EXPLORES CCAD

Story by Brigitte Rox  
Photos by Ervey J. Martinez

Maj. Gen. James M. Richardson is in his third month of leadership at the Aviation and Missile Command (AMCOM) but he made it clear that CCAD is one of their top priorities. In this first visit of many, MG Richardson delved deep into CCAD's General Paint facility, Chemical Lab, and Machine Shop, where he got a glimpse into shop floor automation. The major general spoke with the many artisans, specialists, and technicians who perform critical functions for Army aviation every day and heard what they had to say about the process improvements in-store.



Commanders Maj. Gen. James M. Richardson, AMCOM, and Col. Billingsley Garner Pogue III, CCAD, get an elevated view of Hangar 8 where UH-60s and their variants are assembled.



Crespin Cortez, Mirna Flores, and Gloria Gonzalez demonstrate the functionality of Electronic Shop Production System (ESPS) which mirrors the functionality of the rapidly approaching implementation of the Complex Assembly Manufacturing Solution (CAMS) that will transform CCAD's business infrastructure.



CCAD chemist Lindsay McCall told AMCOM Commander Maj. Gen. Richardson about the criticality of the depot's chemical lab: "My coworkers go out to accident investigation sites and, depending on what they see, they bring back whole engines or they bring back lubricant samples. Some of our projects are very high-profile and they want to know the results right away. Our test results can gauge how an accident investigation is approached.



Col. Pogue tells Maj. Gen. Richardson how CCAD's production shop floor will be virtually paperless once the next phase of the Logistics Modernization Program rolls out. Not so long ago, each engine came accompanied with a stack of papers that could be anywhere from 3 to 10 inches high. Now, paperwork is going digital.

# BEARING RECONDITIONER CERTIFICATION

Story and photo by Brigitte Rox

The Bearing Shop had reason to celebrate when they certified 22 CCAD and L-3 employees as bearing reconditioners this afternoon. Employees worked for months to achieve either Level I, Level II, or Level III Bearing Reconditioner Certification, which ensures the highest skill possible for the continuation of new technology, processes and improved methods/procedures. The certification program also aligns its practices with those within the private industry, making CCAD a viable option across all of DoD.

The certification program was initiated in 2012, with the first certifications issued that November. Since then, capability has increased and improved as artisans now have the expertise to improve their processes, establish standardization, and increase the knowledge-base. Training encompasses up to 48 months of on-the-job training, online training modules, and an extensive practical exam.

The Bearing Reclamation Facility saves the taxpayer millions of dollars by reclaiming bearings, rather than purchasing new ones. Bearing reconditioning is the process of taking a disassembled “used” bearing and returning it to “like new” operational condition through the cleaning, inspection, reworking, preserving and packaging. Once they’re all packed up and ready to go, these bearings are shipped off to the customer.



## Level I Certified:

Rodrigo Rodriguez, Bearing Worker  
 Enrique Suarez, Bearing Worker  
 Dario Encinia, Bearing Worker  
 Christopher Steen, Mechanic Helper  
 David Garcia, Mechanic Helper  
 Donald Baldwin, Mechanic Helper  
 Joshua Ortiz, Mechanic Helper

Steve Perez, Mechanic Helper  
 Clarissa Hernandez, Mechanic Helper/  
 Lead  
 Dwayne Lowe, Mechanic Helper  
 Rosemary Garcia, Mechanic Helper

## Level II Certified:

Allan Peterson, Bearing Worker  
 Douglas Kyser, Bearing Worker  
 Matthew Benavides, Bearing Worker  
 Michael Martinez, Bearing Worker  
 Adrian Vega, Mechanic Helper  
 Angel Reyna, Mechanic Helper  
 Brian Ordner, Mechanic Helper

Jimmy Cuestas, Mechanic Helper  
 Luis Pena, Mechanic Helper  
 Level III Certified  
 William Wilson, Bearing Worker  
 Joshua Leos, Bearing Reconditioner  
 — with Bill Wilson



Federal Manager’s Association (FMA) Treasurer, Silvia Martinez and guest speaker, Bill Braddy present a \$1000 check to MGySgt Arturo Garcia, the Director of Outdoor Activities for Combat Marine Outdoors.

Combat Marine Outdoors is an effort aimed to help rejuvenate the spirits and morale of those recovering from wounds sustained in service. The donation was made to honor the memory of the late former CCAD commander, Dennis Williamson. *Photos by LaTonya Gillespie*





# WHY LMP INCREMENT 2?

It employs best business practices.

As a result, the depot will have streamlined processes and improved efficiencies which will ensure competitive rates.



# Staying Hydrated - Staying Healthy



When the temperatures rise, getting enough to drink is important whether you're playing sports, traveling or just sitting in the sun.

And it's critical for your heart health.

Keeping the body hydrated helps the heart more easily pump blood through the blood vessels to the muscles. And, it helps the muscles remove waste so that they can work efficiently.

"If you're well hydrated, your heart doesn't have to work as hard," said John Batson, M.D, a sports medicine physician with Lowcountry Spine & Sport in Hilton Head Island, S.C., and an American Heart Association volunteer.

Dehydration can be a serious condition that can lead to problems ranging from swollen feet or a headache to life-threatening illnesses such as heat stroke.

How much water do you need?

What does being well hydrated mean? The amount of water a person needs depends on climatic conditions, clothing worn and exercise intensity and duration, Batson said.

A person who perspires heavily will need to drink more than someone who doesn't. Certain medical conditions, such as diabetes or heart disease, may also mean you need to drink more to avoid over-taxing the heart or other organs. People with cystic fibrosis have high concentrations of sodium in their sweat and also need to use caution to avoid dehydration. And some medications can act as diuretics, causing the body to lose more fluid.

Thirst isn't the best indicator that you need to drink. "If you get thirsty, you're already dehydrated," Batson said.

Batson said the easiest thing to do is pay attention to the color of your urine. Pale and clear means you're well hydrated. If it's dark, drink more fluids.

If you want to know exactly how much fluid you need, Batson recommends weighing yourself before and after exercise, to see how much you've lost through perspiration. It's a particular good guide for athletes training in the hot summer months.

"For every pound of sweat you lose, that's a pint of water you'll need to replenish," Batson said, adding that it's not unusual for a high school football player, wearing pads and running through drills, to lose 5 pounds or more of sweat during a summer practice.

People who are in good shape

tend to sweat more, and need to drink more even if they aren't feeling fatigued, Batson said.

Not sweating during vigorous physical activity can be a red flag that you're dehydrated to the point of developing heat exhaustion.

Water is best.

For most people, water is the best thing to drink to stay hydrated. Sources of water also include foods, such fruits and vegetables which contain a high percentage of water. Sports drinks with electrolytes, may be useful for people doing high intensity, vigorous exercise in very hot weather, though they tend to be high in calories.

**"If you get thirsty, you're already dehydrated."**

"It's healthier to drink water while you're exercising, and then when you're done, eat a healthy snack like orange slices, bananas or a small handful of unsalted nuts," Batson said.

He cautioned against fruit juices or sugary drinks, such as soda. "They can be hard on your stomach if you're dehydrated," he said.

It's also best to avoid drinks containing caffeine, which acts as a diuretic and causes you to lose more fluids.

Batson says drinking before you exercise or go out into the sun is an important first step.

"Drinking water before is much more important," he said. "Otherwise, you're playing catch-up and your heart is straining."

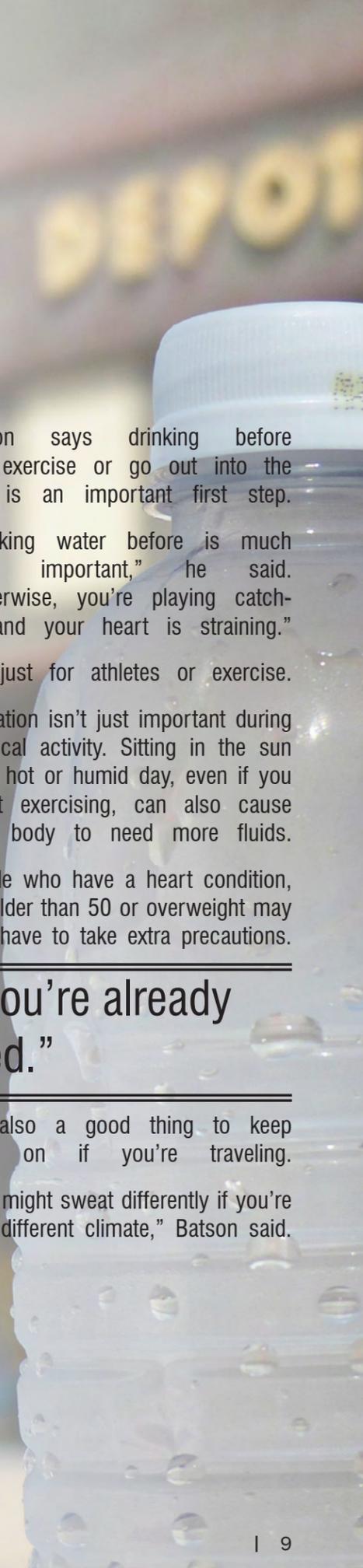
Not just for athletes or exercise.

Hydration isn't just important during physical activity. Sitting in the sun on a hot or humid day, even if you aren't exercising, can also cause your body to need more fluids.

People who have a heart condition, are older than 50 or overweight may also have to take extra precautions.

It's also a good thing to keep tabs on if you're traveling.

"You might sweat differently if you're in a different climate," Batson said.





# Profiles In Professionalism

**John De Luna**

**Lead Budget Analyst**

**Hometown: Corpus Christi, Texas**

**Can you give us a brief job description?**

I serve as a Senior Budget Analyst in the Program and Budget Division. I am part of a team that provides technical assistance on budgetary policy, law, and regulation. We also work on advisory/analytical services with depot management. These include analysis of variances to budget on revenue, expenses, and direct labor hour performance. While this sounds clinical, it is actually a dynamic problem-solving approach that helps manage the business. All businesses, to include the depot, need relevant, accurate, and timely financial information to make routine and/or critical business decisions.

**What has been your greatest achievement at CCAD?**

I was an external hire brought on-board about two and a half years ago. I believe that my senior-level private sector (corporate) accounting experience gave me a “business” perspective that fits with our goal to make our financial products “audit ready.” My experience as an adjunct instructor with the University of Incarnate Word and Del Mar College has allowed me to share Excel techniques with team members to streamline the data gathering and reporting process.

**Who has been the biggest influence at CCAD?**

Two come to mind. The first is Mr. Rich Alvarado, the former CCAD Lean Six Sigma (LSS) Master Black Belt. In working with him on LSS issues, he imprinted on me the need and importance of helping CCAD sustain and develop a culture of professionalism. His training style and presentation skills made sharing complex concepts with any audience look easy and natural. The second is Mr. Jeff Fluegge, CCAD’s Resource Management Officer. He is a true example of an intellectual leader that works smart, leads by example, and supports his team.

**What do you enjoy most about working at CCAD?**

The high census of co-workers and team members with a military background. I believe that this shared life experience helps us focus on the true purpose of CCAD’s mission: to support the soldier. This is unique in my work experience.

CCAD productivity goals are not second to the need for worker safety. In my work experience, safety is often a necessary evil. At CCAD it is an uncompromised workplace principle.

Being part of the CCAD team allows me to achieve a balance between my professional and personal life. The best prior work example that I can provide is a situation where I unexpectedly had to leave a funeral to attend an unscheduled weekend senior staff meeting. This would never happen at CCAD. Put simply, long gate delays and jockeying for parking at Building 8 have no negative effect on me. I feel blessed to be one of the privileged that gets to come through the gate each day. This is reinforced by the continuum of people that ask me, “How do you get a job at CCAD?”

**What is your personal professional motto?**

Whatever you are, be a good one. - Abraham Lincoln

I strive to couple President Lincoln’s simple but astute thought with an appreciation for the positive results of diversity. I have personally seen that diversity is a powerful catalyst. Combining different perspectives, backgrounds, and cultural influences generates innovative solutions to challenges.



# Congratulations Class of 2014

CCAD graduated one of its most memorable classes of UPLIFT student, September 19. Instructors and mentors said this group of CCADers had an advanced development of drive and team-building, and that these are the qualities that will make them leaders in the organization someday. Contact the Workforce Development Division to find out how you can be in the next class.



(Front row, left to right) Craig Tuttle, Training Instructor. Graduates: Sabas Cavazos III, Gina Cabazos, Ruben Garcia III, James Kohr, Precilla Ramirez, Abram Soto, Paul Perez, Verba Hunter, Leslie Ruta, Sarah Robertson and Audrey Pena with Manny Guzman, Training Specialist, Leadership. (Back row, left to right): Graduates: Beverly Berryhill, Ken Ausdemore, Julius Wilson, Dale Bower, Ross Tipton, Brain Gonzales, Luis Gaitan, David Dye and Jose Ortiz.



*Sarah Robertson pretends to chug a gallon of milk to beat the heat.*



**F O O D  
B A N K  
C O R P U S  
C H R I S T I**

Some members of the 2014 UPLIFT class volunteered with the Corpus Christi Food Bank when they realized that getting involved in their communities builds better leaders. They all got up early one weekend and got straight to work, but it seems like they enjoyed the themselves. The UPLIFT volunteers helped unload and sort more than 2,000 pounds of food for needy families all over the Coastal Bend. For information on how you can help the food bank call 361-887-6291 or visit their website at <http://www.foodbankccom/>

*Photos courtesy of Chris Dye*

Some members of the 2014 UPLIFT class volunteered with the Corpus Christi Food Bank when they realized that getting involved in their communities builds better leaders. They all got up early one weekend and got straight to work, but it seems like they enjoyed the themselves. The UPLIFT volunteers helped unload and sort more than 2,000 pounds of food for needy families all over the Coastal Bend. For information on how you can help the food bank call 361-887-6291 or visit their website at <http://www.foodbankccom/>



*Sabas Cavazos unloading produce from the truck*



*Gina Cavazos sorts through produce.*



*Job well done! Left to right: Jose Ortiz, Sarah Roberston, Sabas Cavazos, Gina Cavazos, and Chris Dye.*



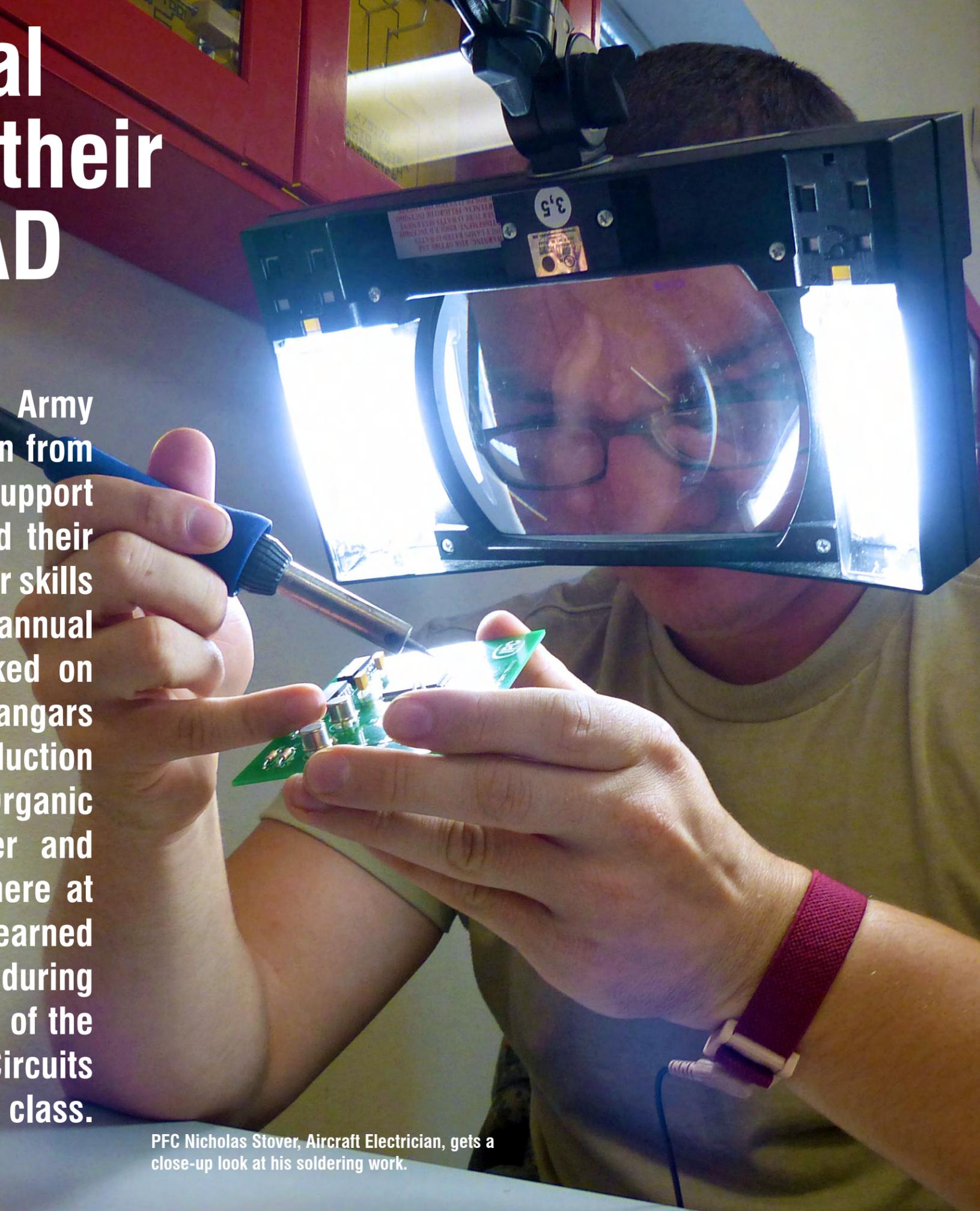
*Jose Ortiz moving empty boxes away.*

# Ohio National Guard hone their skills at CCAD

Story and photos by Brigitte Rox



Forty-nine Ohio Army National Guardsmen from the 638th Aviation Support Battalion sharpened their aircraft maintenance and repair skills at CCAD this month during annual training. These Soldiers worked on the shop floors and in the hangars with the folks who keep production rolling at the Army's only Organic Industrial Base for helicopter and component support, located here at CCAD. Several Soldiers even earned their soldering certifications during their visit by taking advantage of the depot's Integrated Printed Circuits (IPC) Soldering Certification class.



PFC Nicholas Stover, Aircraft Electrician, gets a close-up look at his soldering work.



SPC Cory Offenberger, Avionics Mechanic and SGT Jacob Chevraux, Aircraft Electrician share a table as they practice soldering techniques in class.



Justin Staveski, Avionics System Repairer is one of the Ohio National Guardsmen investing in the soldering course at the Corpus Christi Army Depot.



SGT Thomas Davis, SPC Brent Carr, SPC Tyler Fisher, and SPC Glen Dutro meet up with CCAD SGM Martin Dickinson near the gear box and transmissions area where they will gain some depot repair experience.

# Flu Vaccine

## The Earlier, The Better

Influenza is a viral infection that attacks your respiratory system — your nose, throat and lungs. Influenza, commonly called the flu, is not the same as the stomach “flu” viruses that cause diarrhea and vomiting.

Influenza and its complications can be deadly. People at higher risk of developing flu complications include:

- Young children
- Older adults
- Pregnant women
- People with weakened immune systems
- People who have chronic illnesses

### Complications

If you’re young and healthy, seasonal influenza usually isn’t serious. Although you may feel miserable while you have it, the flu usually goes away with no lasting effects. But high-risk children and adults may develop complications such as:

- Pneumonia
- Bronchitis
- Sinus infections
- Ear infections

Pneumonia is the most common and most serious. For older adults and people with a chronic illness, pneumonia can be deadly. The best protection is vaccination against both pneumococcal pneumonia and influenza.

### Prevention

The Centers for Disease Control and Prevention now recommends annual flu vaccination for all Americans over the age of 6 months. Each year’s seasonal flu vaccine contains protection from the three influenza viruses that are expected to be the most common during that year’s flu season. The vaccine is typically available as an injection or as a nasal spray.

### Controlling the spread of infection

The influenza vaccine isn’t 100 percent effective, so it’s also important to take measures to reduce the spread of infection:

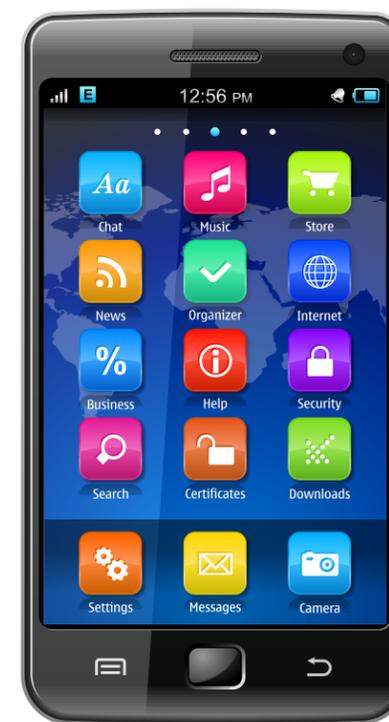
- Wash your hands. Thorough and frequent hand-washing is the best way to prevent many common infections. Scrub your hands vigorously for at least 15 seconds. Or use alcohol-based hand sanitizers if soap and water aren’t readily available.
- Contain your coughs and sneezes. Cover your mouth and nose when you sneeze or cough. To avoid contaminating your hands, cough or sneeze into a tissue or into the inner crook of your elbow.
- Avoid crowds. Flu spreads easily wherever people congregate — in child care centers, schools, office buildings, auditoriums and public transportation. By avoiding crowds during peak flu season, you reduce your chances of infection.



As part of the Affordable Care Act most health plans cover a set of preventive services like flu vaccines and screening tests at no cost to you. For more information visit <http://www.vaccines.gov/>



**For use during work.**



**For use during break.**

# AWARDS & RECOGNITION



Toni Durant  
40 years of service



Mario Flores  
40 years of service



Barbara Castro  
35 years of service



Melinda Delafuente  
35 years of service



Thomas Alexander  
30 years of service



Brett Drutar  
35 years of service



Lisa Morales  
35 years of service



Ricardo Dorado  
30 years of service



Ricardo Franco  
40 years of service



Carlos Tey  
40 years of service



Timothy Nichols  
35 years of service



Gilberto Ortega  
35 years of service



Noe Quintanilla  
30 years of service



Regino Ramirez (L) & Roy Roberts (R)  
30 years of service



Judge Shelton  
35 years of service



Edward Powell  
35 years of service



Condie Rogers  
30 years of service



Charles Benson



Renaldo Cabrera



Eliseo Garza



Kristopher Harig



Timothy Allen



William Hewlett



Peggy Hatcher



James Palloti



Susan Tyler



Evan Varney



Miguel Jimenez



Alberto Banda



Tanya Holter and Rusty Petre



Terry Zaner



John Burch and Adelfa Sanchez



Chief Warrant Officer 3 Rendell L. Long is all smiles as he closes out two years of service to CCAD. COL Pogue presented him with an Army Commendation Medal for exceptionally meritorious service as a contract management specialist for CCAD from September 2012 through September 2014.



CCAD LMP team member Michelle Vasquez (left) was recognized for her support to the AMCOM Logistics Center. ALC's Dru Anna Jackson (right) presented her with a coin and certificate on behalf of the ALC Executive Director. Through Michelle's leadership and knowledge, \$57M in aged-dependent demands were cleared from LMP and preventative business process rules were implemented.

For information on the CCAD Awards Program call 361.961.3299 or visit the S1 Admin Support Division portal at [http://ccadportal.ccad.army.mil/amcc-hc/AMCC-HCA/Pages/Division\\_Home.aspx](http://ccadportal.ccad.army.mil/amcc-hc/AMCC-HCA/Pages/Division_Home.aspx)



## West Point Cadets Get Spun Up at CCAD

Two cadets, both U.S. Military Academy students enrolled in the West Point Department of Systems Engineering, took advantage of an opportunity to work in Aviation and the Army Organic Industrial Base for their Advanced Individual Academic Development (AIAD) course this summer. Cadets Nathaniel Green and Olivia Nardone wrapped up three weeks at CCAD where they analyzed the Category III repair process for UH-60 main rotor blades. By pairing their engineering background with the expertise of the depot artisans working the blades, the cadets developed several time-saving recommendations that they briefed to the Blade Shop and to depot commander, COL Billingsley Garner Pogue III, who recognized them with Army Achievement Medals. The cadets agreed that the experience they had at the depot opened their eyes to career possibilities they had not considered, and they wished to pass on their gratitude to CCAD, and especially the Blade Shop, for making them feel like part of the CCAD family.



CCAD COL Billingsley G. Pogue III (left) accompanied by CCAD CSM Martin D. Dickinson, present the Army Achievement Medal to Cadet Kevin O'Brien, (left) Cadet Nathaniel Green and (center) Cadet Olivia Nardone (right) for their outstanding dedication in support of the UH-60 main rotor blade repair program that led to identifying and improving process methods that will increase efficiency by reducing process time.

### Advanced Individual Academic Development Program

During the summer, cadets at West Point can choose to participate in an Advanced Individual Academic Development (AIAD) program. The Department of Systems Engineering has sent cadets around the world as they develop their technical skills and forge relationships.

The AIAD program provides cadets with an opportunity to observe and implement concepts from their coursework in systems engineering and engineering management over several weeks during a summer internship. Cadets work side-by-side with leaders in government and industry, stateside and abroad. This is a critical part of developing our leaders for the challenges they will face in the 21st Century. These unique experiences broaden cadets' perspectives and provide them with practical advanced education related to their responsibilities as future leaders for our military.

This is the second year CCAD has participated in the AIAD program.

# Free Credit Reports

The Fair Credit Reporting Act (FCRA) requires each of the nationwide credit reporting companies — Equifax, Experian, and TransUnion — to provide you with a free copy of your credit report, at your request, once every 12 months. The FCRA promotes the accuracy and privacy of information in the files of the nation's credit reporting companies. The Federal Trade Commission (FTC), the nation's consumer protection agency, enforces the FCRA with respect to credit reporting companies.

A credit report includes information on where you live, how you pay your bills, and whether you've been sued or have filed for bankruptcy. Nationwide credit reporting companies sell the information in your report to creditors, insurers, employers, and other businesses that use it to evaluate your applications for credit, insurance, employment, or renting a home. For more information visit the Federal Trade Commission at <http://www.consumer.ftc.gov/articles/0155-free-credit-reports>



# CCAD Celebrates National Red Ribbon Week



Corpus Christi Army Depot (CCAD) personnel will celebrate this year's Red Ribbon Week on 24 – 31 Oct. Each year the military services promote Red Ribbon Week activities in support of local community substance abuse prevention efforts. The first National Red Ribbon Week was organized in 1988 in memory of Enrique S. "Kiki" Camarena, a Drug Enforcement Administration (DEA) agent, who was tortured and killed while on assignment in Mexico.

Camarena had been working undercover in Guadalajara, Mexico for over four years. His efforts led to a tip that resulted in the discovery of a multimillion dollar narcotics manufacturing operation in Chihuahua, Mexico. The successful eradication of this and other drug production operations angered leaders of several drug cartels who sought revenge. Camarena and his pilot, Captain Alfredo Zavala-Avelar, were abducted separately on the same day in February 1985.

Soon after, representatives of the Mexican Federal Judicial Police (MFJP) presented a tip to DEA agents claiming that Camarena had been mistakenly kidnapped by a man and his three sons. The MFJP informed the agents that a raid of the man's ranch in Angostura would take place the following morning and invited them to participate; however, the MFJP raided the ranch before DEA agents arrived. During the raid, they shot and killed five individuals. Not long after, a passerby discovered the bodies of both Camarena and Zavala-Avelar by the side of the road not far from the ranch.

The DEA's investigation revealed that Camarena had been tortured before he was murdered. Audiotapes of the torture revealed that medical doctors kept Camarena alive and conscious so that his captors could continue their interrogation. Evidence collected revealed that both Camarena and Zavala-Avelar were initially buried in another location, then moved to the location where the bodies were found. The events that followed Camarena's disappearance were widely chronicled in the U.S. media, helping expose most Americans to the Mexican drug cartels, their political connections and the lengths to which the drug traffickers would go to maintain power and control of the lucrative Mexico / US drug trade.

After the murders, citizens in Camarena's hometown of Calexico, California began to wear small, homemade red ribbons over their hearts in his honor. The red ribbons became their symbol of Camarena's sacrifice and of the community's efforts to stem the growing violence related to substance abuse and drug addiction. The grassroots effort spread throughout California and in 1986 Nancy Reagan, First Lady of the United States, championed Red Ribbon Week culminating in a 1988 Drug-Free America Week Presidential Proclamation and the first National Red Ribbon Campaign.

Throughout Red Ribbon Week, CCAD Commander, Col Billingsley G. Pogue III and Army Substance Abuse Program (ASAP) personnel will partner with Corpus Christi Independent School District (CCISD) administrators and teachers to bring drug-free / bully-free messages to area students.

CCAD personnel are urged to join Col Pogue in his efforts to honor Special Agent Camarena's memory by taking time to talk to family members about the dangers associated with illegal drug use, abuse of prescription medications and the dangerous use of household items as inhalants.

For more information on how to talk to your kids about drugs, go to [http://kidshealth.org/parent/positive/talk/talk\\_about\\_drugs.html](http://kidshealth.org/parent/positive/talk/talk_about_drugs.html) or contact your CCAD Prevention Coordinator Ruben Ramirez at 961-5464.



## PRESCRIPTION DRUG USE, MISUSE, AND ABUSE: IT'S A THIN LINE.

KNOW THE DIFFERENCE BETWEEN

### USE



Taking medication as directed by a health provider

### MISUSE



Taking more medication than prescribed or sharing yours with someone else

### ABUSE



Misusing your medication or taking another person's prescription to get "high"

The Drug Enforcement Agency collected over 50 lbs of unused or unwanted drugs on Thursday, 25 September 2014 outside of CCAD Building 8 and the NASCC Health Clinic. The National Prescription Drug Take-Back Day aims to provide a safe, convenient, and responsible means of disposing prescription drugs, while also educating the general public about the potential for abuse of medications.



**Employment Verification (EV)** is a Self Service My Biz tool allowing current DOD employees to email employment and/or salary information to an external organization (business, bank, credit union) or person directly from the Defense Civilian Personnel Data System (DCPDS) in a password-protected document via email.

All you need is the recipient's email address along with your work or personal email address to use as a confirmation and validation of your employment verification.

### Employment Information that is Sent

- Employee Name
- Current Date
- Employer Name
- Employer Address
- Duty Station
- Last Four of SSN
- Employment Status
- Recent Start Date
- Original Hire Date
- Total Time with Employer
- Position Title
- Rate of Pay
- Salary (*if selected*)
- Reference Number
- Email to Address

Contact your servicing Human Resource Office if you have any questions regarding the accuracy of your employment information.

### Steps to Send EV Information

1. Log into the DCPDS Portal at <https://compo.dcpds.cpms.osd.mil/>
2. Select **My Biz** and then **Employment Verification**
3. Select your details to share, either
  - a. **Employment Information**, or
  - b. **Employment and Salary Information**
4. Enter recipient's email information in the **To** field
5. Verify that your desired email address is included in the **My Email** field to receive the password
6. Select **Continue** to preview the information
7. Select **Acknowledge and Submit** to send your EV information
8. **Confirm** your submission
9. Provide password to recipient to view EV information

**Access to the My Biz Employment Verification tool is only available with your Common Access Card (CAC)!**



The U.S. Army recognizes the achievements and contributions of Hispanic Americans. America's diversity is a source of strength, and Hispanic Americans have not hesitated to defend and show their allegiance to this nation in many ways, but especially through their military service.

Originally a week-long celebration approved by President Johnson, National Hispanic Heritage Month (September 15–October 15) was enacted into law in 1988. The celebration heightens our attention to diversity and the many contributions Hispanics have made to enrich the United States.

The observance commences on September 15 to coincide with the day several Latin American countries celebrate their Independence Day. Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua celebrate their Independence Day on September 15, Mexico on September 16 (not on May 5 or "Cinco de Mayo"), and Chile on September 18. Columbus Day, "Día de la Raza", is also celebrated during Hispanic Heritage Month.

For years, the Army has forged relationships with Hispanic associations, and will continue to support and sponsor professional development forums. Through these relationships, the Army further increases awareness among key Hispanic audiences of the educational and career opportunities available in the Army.



For more information about DCPAS and the products and services provided, visit us online at: <http://www.cpms.osd.mil/>

To submit Employment Verification comments and/or suggestions, visit the Self Service Interactive Customer Evaluation (ICE) tool. Just log into My Biz and select the ICE My Biz link.

**WHEN YOU SEE  
FOD  
PICK IT UP**



**HAVE A STORY?**

**Contact CCAD Public Affairs at  
361.961.3627  
or email**

**[usarmy.ccad.usamc.mbx.pao@mail.mil](mailto:usarmy.ccad.usamc.mbx.pao@mail.mil)**



[www.ccad.army.mil](http://www.ccad.army.mil)

