McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Wednesday, September 07, 2016 6:57 AM
To: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US)
Subject: FW: URGENT/ACTION: EDC Downtime requirements

John - FYI - this follow up apology did in fact go to Finn as well as you - per our conversation yesterday.

I will still follow up with him in person.

Thanks,
Shane

-----Original Message-----
From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Wednesday, August 24, 2016 4:09 PM
To: Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Northrup, John D CIV (US) <John.Northrup@dla.mil>
Subject: RE: URGENT/ACTION: EDC Downtime requirements

My apologies - I confused Saturday and Monday with both being referenced, and have not heard or seen anything requesting information on Monday.

We'll get details, but when I asked they said they kept picking in some areas so it won't be a straight forward impact.

-----Original Message-----
From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Wednesday, August 24, 2016 1:24 PM
To: Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Northrup, John D CIV (US) <John.Northrup@dla.mil>
Subject: RE: URGENT/ACTION: EDC Downtime requirements

Really?

Just shaking my head and wondering why you continue to just look for opportunities to call me out, instead of looking for opportunities to help.

That info was sent Monday morning (total lost orders), and no feedback sent back asking for more details until now.

You contact my supervisors directly for everything else (like telling them to deal with flipping of the bad pallets from 760 - which neither George nor I were informed of) - just when you find a change call me out now you want something.

I'm done with this behavior.

You guys can put it on me - but please ensure you get your facts in order because I have mine in order.

-----Original Message-----
From: Finn, Paul L CIV DLA DISTRIBUTION (US)
Sent: Wednesday, August 24, 2016 12:39 PM

To: Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>; Thomas, George D CIV DLA DISTRIBUTION (US) <george.thomas@dla.mil>; Flynn, Francis D (Fran) CIV DLA DISTRIBUTION (US) <Francis.Flynn@dla.mil>; Smith, Paul J CIV (US) <Paul.Smith2@dla.mil>; Mitchell, Kevin A CIV (US) <Kevin.Mitchell@dla.mil>; Gleason, Patrick E CIV DLA DISTRIBUTION (US) <Patrick.Gleason@dla.mil>; Maurice, Donald A CIV (US) <donald.maurice@dla.mil>; Nixon, Stephanie L CIV (US) <Stephanie.Nixon@dla.mil>; Cammack, James C Sr CIV (US) <James.Cammack@dla.mil>; Shaffer, Ty B LT USN DLA DISTRIBUTION (US) <Ty.Shaffer@dla.mil>; Evans, Lester L CIV (US) <Lester.Evans@dla.mil>; Combs, Kyle S Jr LTJG USN DLA DISTRIBUTION (US) <Kyle.Combs@dla.mil>
Cc: Northrup, John D CIV (US) <John.Northrup@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>
Subject: URGENT/ACTION: EDC Downtime requirements
Importance: High

Team

First I want to thank those that reported the lost production during Monday's operations outage. Also like to thank James Cammack for the CCIR impact submitted for Saturday's downtime.

Secondly when there is any downtime in the EDC an impact is required from each Branch, during regular duties hours this information will be collected at the Division level, then it will be submitted to DMD for CCIR reporting. During the Saturday/Sunday operations the senior manager/supervisor will collect data for CCIR submission. (See homepage Red Button on Dashboard called CCIR) for instructions. (should print out and have next to desk)

Basic information required: what is the outage? How long the outage? Impact on your operation lost production, number of employees impacted, what time system backup and trouble tickets submitted (number), what was accomplished during downtime, i.e..LMS, housekeeping, inventories, other training.

Thank You,
Paul Finn
EDC Operations Manger

Sir,

The following is for EDC Receiving and PacOut. I'll get report from Storage shortly. R/S, Paul

*Mission Receiving impact statement

1) Three hours of DSS downtime impact 27 MEI`s x 3.0 hours = 81 hours @ an average of 5 receipts per hour a loss of 405 receipts.

2) New hire meeting 20 MEI`s x 1.5 hours = 30 hours @ an average of 5 receipts per hour a loss of 150 receipts.

3) Total loss of production for 8/22/16 (555 receipts).

***We did training, housekeeping and breakdown I know we had 9 tri-walls of returns and 4 pallets of breakdown material they worked on Monday morning while the system was down.

*PacOut

Pack II - Continuous Pack6 employees at 42 per hour for x hours6 X 42 X 3 = 504 lost transactions Pack II - Non-Conveyable1 employees at 10 per hour for 2 hours1 X 10 x 2 = 20 possible lines

AWOS - Small Parcel4 employees at 100 per hour for 2 hours4 X 100 X 2 = 800 possible lines AWOS - International4 employees at 60 per hour for 2hours4 X 60 X 2 = 480 possible lines

Pack I - Light Pack2 employees at 20 per hour for 2 hours2 X 20 X 2 = 80 possible lines Pack I - Medium Heavy1 Employees at 6 per hour for 2 hours2 X 6 X 2 = 12 possible lines

Spur 2141 employee All carts cleared

3 employees for 2hrs at 20xhr 100 possible putaways

Two trucks closed late:
San Diego at 1142 with a ship time of 1130 Leonard wood at 1139 with a ship time of 1100

*** Housekeeping and LMS training (those that could gain access)

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, July 08, 2016 10:53 AM
To: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US)
Subject: RE: CLARIFICATION second request

John/ Drew,

Do you guys want to handle this one, or do you want me to?

This would be my response....

Whichever way you want to go, please help put this to bed ASAP.

Thanks,
Shane

Ryan,

This matter is an operational direction/ communication and directing that every small task or procedure in the building be documented is not a reasonable request, nor required.

If your stance is that employees must have supervisory direction, communication, or guidance documented, or else it is suspicious or questionable, then perhaps you may have never worked in supervision or outside of DLA because it is normal work process and procedures. Fighting most direction and questioning motive is not.

If this answer does not suffice, please talk with Mr. Simpson directly about this request.

Thank you,
Shane

-----Original Message-----
From: Engle, Ryan P CIV DLA DISTRIBUTION (US)
Sent: Friday, July 08, 2016 10:43 AM
To: Carbaugh, Robert A Sr CIV (US); Thomas, Shawn L CIV (US)
Cc: Northrup, John D CIV (US); Mantz, Shane L CIV DLA DISTRIBUTION (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Cammack, James C Sr CIV (US); Maurice, Donald A CIV (US); Thomas, George D CIV DLA DISTRIBUTION (US); Biles, Telacy D CIV (US); Peterson, Lisa L CIV (US); Boutselis, Robert L CIV (US); Schaming, Timothy J CIV DLA DISTRIBUTION (US)
Subject: FW: CLARIFICATION second request

Second request. We have yet to receive a response from either of you. We look forward to getting that response. Thank you

Ryan Engle
3rd Vice President
AFGE Local 2004

717-770-5173
DSN: 771-5173

-----Original Message-----
From: Engle, Ryan P CIV DLA DISTRIBUTION (US)
Sent: Wednesday, July 06, 2016 9:50 AM
To: Carbaugh, Robert A Sr CIV (US); Thomas, Shawn L CIV (US)
Cc: Biles, Telacy D CIV (US); Peterson, Lisa L CIV (US); Boutselis, Robert L CIV (US)
Subject: FW: CLARIFICATION

Good morning. It has been brought to my attention that you declined to put this instruction in writing. What rationale do you have for refusing to do so. Refusal to me looks suspicious. If you continue to refuse to submit changes in procedure and/or directives in writing, I will move this up the chain of command for verification on behalf of our BUE. Thank you

Ryan Engle
3rd Vice President
AFGE Local 2004
770-5173

-----Original Message-----
From: (b) (6) [redacted] CIV DLA DISTRIBUTION (US)
Sent: Thursday, June 30, 2016 12:25 PM
To: Carbaugh, Robert A Sr CIV (US) <Robert.Carbaugh@dla.mil>
Cc: Biles, Telacy D CIV (US) <Telacy.Biles@dla.mil>; Peterson, Lisa L CIV (US) <Lisa.Peterson@dla.mil>; Thomas, Shawn L CIV (US) <Shawn.Thomas@dla.mil>; Schiebold, Warren L Jr CIV (US) <Warren.Schiebold@dla.mil>
Subject: CLARIFICATION

I had been working on the LAC material that has been making its way to DB40-51 , I would like to clarify with you on how this is to be handled , verbally you have told me that you want this LAC A,B,C,D, E material alternate location to where is needs to originally gone . I have been handling this the way you verbally communicated to me .

Both Supply Techs , (b) (6) [redacted] stated that these are to be sent back to Misson ? they both have stated this to me, Mission is to fix it ,
What is the correct procedure ?

The reason for this clarification is so that I have no miscommunication and I have this in writing how you want this handled.

Vr,
(b) (6) [redacted]

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, May 27, 2016 8:43 AM
To: Thomas, Shawn L CIV (US)
Subject: You'll Enjoy This...

Shawn,

I'm glad we had the chance to chat a little yesterday and to learn more about you and your leadership.

You're a vital asset to the Storage Branch, and we need more leaders like you!

Here's a little food for thought on a little of what you brought up yesterday about leading, and our discussion about the "ying and yang" of leading and following.

This does a much better job of explaining the concepts I referred to, when it comes to leading us towards an improved culture that you mentioned.

Interested in your thoughts when you get the change to view next week.

Hope you have a great weekend!

http://www.ted.com/talks/derek_sivers_how_to_start_a_movement?utm_source=tedcomshare&utm_medium=email&utm_campaign=tedspread

Thanks,

Shane L. Mantz
DLA Distribution Depot Susquehanna (DDSP) EDC Division Storage Branch Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Thursday, June 02, 2016 5:13 PM
To: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US)
Subject: (b) (6) [redacted]
Attachments: You'll Enjoy This...

John/ Drew,

A not-so-quick recap/ summary of events after our meeting with (b) (6) yesterday is below. I apologize - may be some typos and garbled thoughts - tried to capture the essence and as many details as I could.

(b) (6) [redacted]

COA 1: (b) (6) [redacted].

COA 2: (b) (6) [redacted]

COA 3 (b) (6) [redacted]

Summary of Discussions:
(b) (6) [redacted]

(b) (6)

(b) (6)

(b) (6)

(b) (6)

(b) (6)

(b) (6)

(b) (6)

(b) (6)

(b) (6)

(b) (6)

Action Items:

(b) (6)

(b) (6)

[redacted]

Thanks,

Shane L. Mantz
DLA Distribution Depot Susquehanna (DDSP) EDC Division Storage Branch Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

EDC Storage Branch LOCAL OPERATING PROCEDURE

Start of Shift Routine

October 14, 2016

SUBJECT: Local Operating Procedure for Start of Shift Routine in Storage Branch

1. PURPOSE: The purpose of this operating procedure is to standardize leadership actions and approach regarding start of shift planning and labor management, in an effort to create a consistent experience for Storage Branch Employees.

2. APPLICABILITY: This applies to all areas of Storage Branch, to include the High Rise (DR/ DB), and Active Items (DK, DP, DT)

3. RESPONSIBILITIES:

   a. Branch Chief:
      i. Provide guidance and necessary tools to enable Branch Managers to allocate the workforce to most effectively process work on a daily basis.
      ii. Update "Storage Branch Shift Plan.xlsm" with requested improvements to enable Branch Managers and Supervisors to efficiently develop and execute plans (See Enclosure 1).
      iii. Verify the Finalized Shift plan prepared by Branch Managers, ensuring staffing priorities and work priorities align with EDC Leadership direction and goals.

   b. Branch Managers:
      i. Prepare the Pre-Shift plan and providing to Supervisors no later than 15 minutes prior to start of shift for their respective areas (High Rise and Active Items).
      ii. Attend Set Up meetings.
      iii. Verify actual attendance with their Supervisors, and updating the Finalized Shift plan no later than 30 minutes after the start of shift.

   c. Supervisors:
      i. Staff employees as directed in the shift plans provided by their Branch Manager and communicate work assignments utilizing the Staffing Board (See Enclosure 2)
      ii. Lead Set Up meetings to communicate daily required information using the standard "Set Up Template.doc" (See Enclosure 3)
      iii. Provide actual attendance information for their rosters to Branch Managers to finalize the plan for the day.
      iv. Verify all MRO tickets/ work for the day is ready and prepared for employees prior to Set Up meetings.

   d. Distribution Process Workers (DPWs)/ Material Handlers (MHs):
      i. Report to designated Set Up area and sign-in on work assignments sheet (See Enclosure 4) no later than start of shift, with the proper tools and Personal Protective Equipment (PPE).

ii. Attentively listen and interact in Set Up meetings.
iii. Exit Set Up meeting area no later than 6 minutes after start of shift and report to designated work position.
iv. Begin working upon arrival to designated work position, with expectation to conduct first task/ action no later than 15 minutes after start of shift.

4. PROCEDURES:

a. OVERVIEW: The Storage Branch Start of Shift Routine consists of 4 phases, beginning with the arrival of Supervisors and Branch Managers no later than 30 minutes prior to the start of shift, and ends with the floor walk verification of the Finalized Plan no later than 90 minutes after the start of shift.
   i. Phase 1: Pre-Shift Planning and Checks
   ii. Phase 2: Set Up Meeting and Initial Work Assignments
   iii. Phase 3: Attendance Reporting and Finalized Plan Development
   iv. Phase 4: Floor Walk Verification of Finalized Plan

b. Phase 1: Pre-Shift Planning and Checks: Begins with leaders arriving 30 minutes prior to the start of shift, and ends at the beginning of Set Ups meetings.

   i. Branch Managers:
      1. Arrive no later than 30 minutes prior to Start of Shift.
      2. Upon arrival, Branch Managers develop the Pre-Shift Plan.
      3. Visit the Ops Switchboard from the DDSP Homepage and pull down current workload from the "WIP & CYCLE COUNTS.xlsx" file
         a. https://sharepoint.distribution.dla.mil/sites/distribution_susquehanna/SitePages/Susquehanna%20Homepage.aspx
         b. Navigate: Ops Switchboard -> By The Hour -> Current Pick WIP
      4. Copy and Paste the current WIP into the applicable areas in the "Storage Branch Shift Plan.xlsm" File. Enter into the appropriate "HR Shift Plan" and "AI Shift Plan" tabs in the shift plan file.
         a. Be sure to click the "Sort & Rank" buttons next to the WIP entry to sort work areas by highest workload.
      5. Pull up the "Min Staffing Required.xls" file and enter the Minimum staffing required for each operational area from this file into the "Storage Branch Shift Plan.xlsm" File
         a. Navigate: Ops Switchboard -> By the Hour -> Min Staffing Required
      6. Once all current workload has been entered for each area (High Rise and Active Items), the overall current workload is known and staffing to that workload can be made.
         a. Refer to cells O3 through O7 on the HR and AI Shift Plan Tabs, and update the "Employees Staffed?" column (Column L) with "Yes" for the highest priority aisles and with the prescribed number of total employees recommended. Repeat for each area.
      7. Once staffing entries have been made, refer to the "Storage Daily Plan" tab and review "Actual % of Staff" and ensure proper allocation of labor to total workload (Compare Column J with Column F). NOTE: If staffing allocation is more than 3% below required, that area will be

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highlighted RED. If staffing allocation is more than 3% above required, that area will be highlighted ORANGE. No highlighting indicates proper staffing to workload.

8. Print area specific plans for DB, DR, DT, DP, and DK, ensuring enough copies to provide to each Supervisor for their respective areas.
9. Conduct pre-start of shift meeting with Supervisors no later than 15 minutes prior to the start of shift, communicating the plan, goals, priorities, and providing hard copies of the plan for the day. Cover other important topics related to Safety, Quality, Performance, Audit Readiness, CORE, etc that need to be communicated to employees during Set Up.
10. Arrive at the Set Up meeting.

ii. Supervisors:

1. Arrive no later than 30 minutes prior to Start of Shift.
2. Upon arrival, Supervisors conduct walk-throughs of their assigned areas and verify warehouse conditions, workstations, supplies, trash, etc to ensure job set up for oncoming employees. Make notes for feedback to previous shift/ corrections prior to shift handoff.
3. Verify all MRO tickets/ work for the day is ready and prepared for employees prior to Set Up meetings.
4. Check phone messages for attendance call-offs.
5. Attend pre-start of shift meeting with Branch Manager no later than 15 minutes prior to shift.
6. Prepare Set Up Meeting Template to share information during Set Up meeting.
7. Print work assignment sign-in sheets and place at Set up meeting locations.
8. Staff employees as directed in the shift plans provided by their Branch Manager and communicate work assignments utilizing the Staffing Board (See Enclosure 3)

iii. Distribution Process Workers (DPWs)/ Material Handlers (MHs):

1. Report to designated Set Up area no later than start of shift, with the proper tools and Personal Protective Equipment (PPE).
2. Drop all unneeded/ unnecessary personal items at locker in route to Set Up meeting to ensure preparedness to begin work after Set Up Meeting.
3. Sign-in on work assignments sheet to validate/ acknowledge work assignment for the day.

c. Phase 2: Set Up Meeting and Initial Work Assignments: Begins with start of Set Up meeting promptly beginning at the start of shift, and ends with employees exiting at the end of Set Up Meeting and initial work assignments providing no later than 6 minutes after start of shift.

i. Branch Managers:

1. Attend Set Up Meeting, prepared to answer questions/ clarify/ provide support for Supervisors.
2. Observe for any late arrivals and be prepared to follow up on any discrepancies notes.

3. Verify staffing board set up matches the pre-shift plan provided.
4. Observe the Set Up meeting and make observations to provide feedback to the Supervisor(s) that led the meeting. Ensure Set Up template is used to structure the meeting and all required areas are covered, to include CORE discussions.
5. Assist in the verification of attendance as required.

ii. Supervisors:

1. Lead Set Up meetings to communicate daily required information using the standard "Set Up Template.doc" (See Enclosure 2)
2. Collect work assignment sign-in sheets at the start of shift. NOTE: Keep these sign-in sheets in the event of emergency evacuations in order to verify/ validate actual employees expected during 100% accountability checks.
3. Verify attendance via work assignment sign-in sheets and adjust work assignments as necessary on the staffing boards. NOTE: If labor share is needed/ required, first seek volunteers. Although sharing of labor within Storage does not meet the definitions of a "reassignment", "detail", or "loan" as outlined in the MLA, Article 29, if insufficient number of employees volunteer, send labor per LOCNOP Article 29, Section 3, utilizing the "DETAIL" procedure for consistency in approach to sharing labor within Storage Branch.
4. Hand out Leave Slips for any employees who arrive late to the Set Up meeting.
5. Ensure all employees understand job assignments

iii. Distribution Process Workers (DPWs)/ Material Handlers (MHs):

1. Attentively listen and interact in Set Up meetings.
2. Ask for clarification on any questions or concerns over information shared.
3. Exit Set Up meeting area no later than 6 minutes after start of shift and report to designated work position.

d. Phase 3: Attendance Reporting and Finalized Plan Development: Begins at 6 minutes after Start of Shift with the end of the Set Up Meeting, and ends with the issue of the shift Finalized Plan after actual attendance is verified no later than 30 minutes after Start of Shift.

i. Branch Managers:

1. Assist Supervisors with verification of actual attendance, validating sign-in on work assignment sheets versus expected absences and call-offs.
2. Address issues/ concerns from employees who stay after Set Up meeting in order to allow Supervisors to prepare actual attendance report.
3. Receive attendance reports for reporting Supervisors and consolidate into Branch Report in preparation of 0700hrs Operations Huddle.
4. Once all actual attendance rosters received, no later than 20 minutes after Start of Shift, update Pre-Shift Plan with actual attendance, making any necessary adjustments.
5. Publish Finalized Plan to Branch Chief and all Storage Branch leaders no later than 30 minutes after Start of Shift.

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ii. Supervisors:
   1. Ensure all employees promptly exit the Set Up location immediately following the conclusion of the meeting (Exception: one-off questions)
   2. Verify actual attendance, validating sign-in on work assignment sheets versus expected absences and call-offs.
   3. Direct any remaining issues/ concerns from employees who stay after Set Up meeting to Branch Manager in order to prepare actual attendance report.
   4. Send actual attendance report to Branch Manager.
   5. Link up with any labor share into area of responsibility and assign specific work assignment. Verify with sending Supervisors the handoff of labor shared.
   6. Upon receipt of the Shift Finalized Plan, update assignments on staffing board and validate all employees are assigned work.

iii. Distribution Process Workers (DPWs)/ Material Handlers (MHs):
   1. Expeditiously exit Set Up location immediately following the meeting and report to assigned work location.
   2. Verify job set up readiness, to include workstation conditions, availability of needed supplies, MRO tickets to process, equipment status (MHE Inspections), aisle walks, etc.
   3. Report any discrepancies/ shortcomings of job set up to Supervisor or Branch Manager immediately.
   4. Begin working in assigned area with expectation of conducting first task/ action no later than 15 minutes after start of shift.

e. Phase 4: Floor Walk Verification of Finalized Plan: Begins at the end of the morning Operations Huddle/ no later than 90 minutes after start of shift and ends with the completion of the Floor Walk to verify execution of the shift Finalized Plan.

i. Branch Managers:
   1. After the completion of the Operations Huddle (1st Shift)/ no later than 90 minutes after Start of Shift, visually walk through processing areas and validate employee staffing against the Finalized Plan.
   2. Spot check warehouse conditions, MHE Inspection Sheets, available supplies, MRO tickets, and other job set up requirements.
   3. Spot check employee understanding of important messages covered in Set Up meetings, their understanding of the role in supporting the overall Storage plan for the shift, etc.
   4. Provide feedback to Supervisors on their execution of the Finalized Plan and make any adjustments as necessary.

ii. Supervisors:
   1. No later than 75 minutes after Start of Shift, visually walk through processing areas and validate employee staffing against the Finalized Plan.
   2. Spot check warehouse conditions, MHE Inspection Sheets, available supplies, MRO tickets, and other job set up requirements.

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3. Spot check employee understanding of important messages covered in Set Up meetings, their understanding of the role in supporting the overall Storage plan for the shift, etc.
4. Provide feedback to employees on their fast/ slow start during the first hour of work and make any adjustments as necessary.
5. Alert Branch Manager of any concerns/ issues/ late arriving employees to seek direction on where to employ the unplanned labor.

iii. Distribution Process Workers (DPWs)/ Material Handlers (MHs):

1. Report any discrepancies/ shortcomings of job set up to Supervisor or Branch Manager, if not previously alerted.
2. Provide feedback to Supervisors/ Managers on any messages/ questions of anything covered during the Set Up meeting.

5. EFFECTIVE DATE: This LOP is Effective on TBD and remains in effect until it is superseded or cancelled.

Shane Mantz
Storage Branch Chief
DLA DDSP EDC

ENCLOSURES

1. Storage Branch Shift Plan
2. Work Assignments Staffing Board
3. Set Up Template
4. Work Assignments Sign-in Sheet

EMBEDED FILES

Storage Branch Shift Report.xlsm

Set Up Template.docx

KB HR Combined Attendance.xlsx

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ENCLOSURE 1

Storage Branch Shift Plan

Tab A: Storage Branch Overall Plan

10/18/16 — Storage Branch Shift Plan

Shift: 2nd — Julian Date: 292

2016 Trends % Work	2016 Trends % Hrs		Work Available: Orders	% of Tot	% Labor Hrs	Staffing to Work: Pre-Shift Rec'd	Attend Adj Rec'd	Actual Staffed	Actual % of Staff		Direct Labor Hours Avail: Projected	Actual Staff	Needed to Clear	Over/ Under
% Work	*% Hrs*	***High Rise***	**5176**	52.0%	***51.9%***	***44***	**46**	***43***	***51.8%***		**427**	**280**	**337**	**-58**
16.5%	*27.2%*	**DR**	1564	15.7%	24.1%	21	21	20	***24.1%***	**DR**	198	130	156	-26
40.0%	*32.9%*	**DB**	3612	36.3%	27.8%	24	24	23	***27.7%***	**DB**	229	150	181	-31
											Projected	**Actual Staff**	**Needed to Clear**	**Over/ Under**
		Active Items	**4783**	48.0%	***48.1%***	***41***	**42**	***40***	***48.2%***		**126**	**260**	**312**	**-52**
9.8%	*20.1%*	**DK**	1537	15.4%	29.6%	25	26	25	***30.1%***	**DK**	78	163	192	-30
23.2%	*11.5%*	**DT**	2188	22.0%	10.2%	9	9	8	***9.6%***	**DT**	27	52	66	-14
10.5%	*8.2%*	**DP**	1128	11.3%	8.3%	7	7	7	***8.4%***	**DP**	22	46	54	-8
		Total	**9959**				**Good**	**Over**	**Under**		**554**	**540**	**649**	**-110**

Total P/P/P Plan

	Volume	Labor Hrs	Vol/ Hr	% of Tot
High Rise	**4290**	**337**	**660**	51.9%
DR	1300	156	200	15.7%
DB	2990	181	460	36.2%
Active Items	**3972**	**312**	**611**	48.1%
DK	1300	192	200	15.7%
DT	1716	66	264	20.8%
DP	956	54	147	11.6%
Total	**8262**			

Projected P/P/P Plan for Today's Shift

Time	High Rise	H/R Total	Active Items	A/I Total	Hrly Total	Storage Total
1400-1500	0	0	0	0	0	0
1500-1600	660	660	611	611	1271	1271
1600-1700	660	1320	611	1222	1271	2542
1700-1800	495	1815	458	1680	953	3495
1800-1900	660	2475	611	2291	1271	4766
1900-2000	165	2640	153	2444	318	5084
2000-2100	660	3300	611	3055	1271	6355
2100-2200	495	3795	458	3513	953	7308
2200-2300	495	4290	458	3972	953	**8262**
Total	**4290**		**3972**		**8262**	

Storage Weekly Plan — ***54,812***

Projected P/P/P Plan Required this Week

Day	High Rise	Active Items	Total	Cumulative
Sun	0	0	0	0
Mon	5743	3993	9735	9735
Tue	5658	4205	9864	19599
Wed	6400	4984	11384	30983
Thu	6094	4558	10653	41636
Fri	5637	4536	10173	51809
Sat	1460	1544	3003	**54812**
Total	**30992**	**23820**	**54812**	
	56.5%	43.5%		

Storage Weekly Maximum Capacity — **89597**

Day	High Rise	Active Items	Total	Cumulative
Sun	0	0	0	0
Mon	9279	3913	13192	13192
Tue	13362	5961	19324	32516
Wed	12274	5888	18161	50677
Thu	12274	5888	18161	68839
Fri	11507	5520	17026	85865
Sat	2168	1564	3732	**89597**
Total	**60863**	**28733**	**89597**	

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ENCLOSURE 1

Storage Branch Shift Plan

Tab B: High Rise Plan

High Rise Start of Shift Plan — Date: 10/18/2016

* Projected Plan completed by Pre-Shift Meeting (0545 & 1345)

** Email Finalized Plan to Storage Branch Leaders NLT 0630/ 1500

Shift: 1st

	Staff	H/C	Hrs	Cap
DR	22	20	130	1300
DB	30	23	150	2330
Total	52	43	280	4290

Total Staffing Plan	43
Total Hours	280
Anticipated Directs Avail	67
Actual Directs Available	57
Add'l Need/ Avail to Share	14

Pre-Shift Rec'd	Actual Rec'd
H.R. Tot 44	46
DR 21	21
DB 24	24
Labor 23	11

DR Rate 10 — DB Rate 20

Input Variables: Productive Hrs/ Shift 6.5; Min Aisle W 2.8; Shift WIP Target (5

High Rise Plan — Anticipated Directs Avail 67

DO NOT Touch Cells Below!!!!

Staffing Priority		Current Work	Proj New Orders/ Stows	Tot Proj Work	Hours Work	Over/ Under WIP Target	Tot Work Equiv Employees	Staffing Required (% of Shift)	Staff Quarters	Employees Staffed?
	High Ris	4726	450	5176	337		51.8	53.25		
	DR	1314	250	1564	156		24.1	25.00		20.00
19	DR01	34	8	42	4.2	-8	0.6	75%	1,2,3	Yes
16	DR02	35	8	43	4.3	-7	0.7	75%	1,2,3	No
6	DR03	41	8	49	4.9	-1	0.8	75%	1,2,3	No
3	DR04	49	8	57	5.7	7	0.9	100%	1,2,3,4	Yes
21	DR05	33	8	41	4.1	-9	0.6	75%	1,2,3	Yes
26	DR06	32	8	40	4.0	-10	0.6	75%	1,2,3	Yes
19	DR07	34	8	42	4.2	-8	0.6	75%	1,2,3	Yes
10	DR08	39	8	47	4.7	-3	0.7	75%	1,2,3	No
21	DR09	33	8	41	4.1	-9	0.6	75%	1,2,3	yes
14	DR10	36	8	44	4.4	-6	0.7	75%	1,2,3	Yes
8	DR11	40	8	48	4.8	-2	0.7	75%	1,2,3	Yes
28	DR12	29	8	37	3.7	-13	0.6	50%	1,2	No
29	DR13	28	8	36	3.6	-14	0.6	50%	1,2	Yes
14	DR14	36	8	44	4.4	-6	0.7	75%	1,2,3	Yes
1	DR15	123	8	131	13.1	81	2.0	100%	1,2,3,4	Yes
27	DR16	31	8	39	3.9	-11	0.6	50%	1,2	No
32	DR17	26	8	34	3.4	-16	0.5	50%	1,2	No
21	DR18	33	8	41	4.1	-9	0.6	75%	1,2,3	No
21	DR19	33	8	41	4.1	-9	0.6	75%	1,2,3	No
8	DR20	40	8	48	4.8	-2	0.7	75%	1,2,3	No
5	DR21	43	8	51	5.1	1	0.8	75%	1,2,3	Yes
34	DR22	23	8	31	3.1	-19	0.5	50%	1,2	No
10	DR23	39	8	47	4.7	-3	0.7	75%	1,2,3	Yes
6	DR24	41	8	49	4.9	-1	0.8	75%	1,2,3	Yes
10	DR25	39	8	47	4.7	-3	0.7	75%	1,2,3	Yes
10	DR26	39	8	47	4.7	-3	0.7	75%	1,2,3	No
35	DR27	20	8	28	2.8	-22	0.4	50%	1,2	No
33	DR28	25	8	33	3.3	-17	0.5	50%	1,2	Yes
29	DR29	28	8	36	3.6	-14	0.6	50%	1,2	No
29	DR30	28	8	36	3.6	-14	0.6	50%	1,2	Yes
16	DR31	35	8	43	4.3	-7	0.7	75%	1,2,3	Yes
21	DR32	33	8	41	4.1	-9	0.6	75%	1,2,3	No
18	DR33	36	6	42	4.2	-58	0.7	75%	1,2,3	Yes
2	DR34	53	6	59	5.9	-41	0.9	100%	1,2,3,4	Yes
4	DR35	47	6	53	5.3	-47	0.8	100%	1,2,3,4	No

Staff Aisles in this Order:		Work:	Initial Staffing:	Sign In:
1	DR15	131		
2	DR34	59		
3	DR04	57		
4	DR35	53		
5	DR21	51		
6	DR03	49		
6	DR24	49		
8	DR11	48		
8	DR20	48		
10	DR08	47		
10	DR23	47		
10	DR25	47		
10	DR26	47		
14	DR10	44		
14	DR14	44		
16	DR02	43		
16	DR31	43		
18	DR33	42		
19	DR01	42		
19	DR07	42		
21	DR05	41	Not Staffed	
21	DR09	41	Not Staffed	
21	DR18	41	Not Staffed	
21	DR19	41	Not Staffed	
21	DR32	41	Not Staffed	
26	DR06	40	Not Staffed	
27	DR16	39	Not Staffed	
28	DR12	37	Not Staffed	
29	DR13	36	Not Staffed	
29	DR29	36	Not Staffed	
29	DR30	36	Not Staffed	
32	DR17	34	Not Staffed	
33	DR28	33	Not Staffed	
34	DR22	31	Not Staffed	
35	DR27	28	Not Staffed	

DO NOT Touch Cells Below!!!!

Sort & Rank DR — Click to sort before printing

Julian Date: 292

Employees: 20

DR Direct Hours: 130

DR Volume Goal: 1300

Tab C: Active Items Plan

Active Items Same Day Shift Plan — Date: 10/18/2016

* Projected Plan completed by Pre-Shift Meeting (0545 & 1415)

** Email Finalized Plan to Storage Branch Leaders NLT 0630/ 1500

Shift: 1st

	Min Staff	Planned H/C	Planned Hrs	Capacity
DK	27	25	163	1300
DT	13	8	52	1716
DP	6	7	46	956
DB40	1	1	7	98
Total	47	40	260	4069

Total Staffing Plan	40
Total Hours	260
Anticipated Directs Avail	32
Actual Directs Available	31
Add'l Need/ Available to Share	-9

Pre-Shift Rec'd	Actual Rec'd
A.I. Tot 41	42
DK 25	26
DT 9	9
DP 7	7
Labor In 9	11

DK Pick Rate 8 — DK Pack Rate 8 — DT Rate 33 — DP Rate 21 — DB40 Rate 15

Input Variables: Productive Hrs/ Shift 6.5; Min Aisle W 2.75; Shift WIP Target (Hrs) 5; DK Pack % 70%

Active Items Plan — Julian Date: 292 — Anticipated Directs Avail 32

DK

Staffing Priority		Current Work	Proj New Orders/ Stows	Tot Proj Work	Hours Work	Over/ Under WIP Target	Tot Work Equiv Employees	Actual Staff (% of Shift)	Staff Quarters	Employees Staffed?
	Active Items	4283	500	4783	258		39.8	40.69		
	DK	1367	100	1537	192		29.6	29.69		25.00
2	DK01	338	25	363	45.4	323	7.0	698%	1,2,3,4	5
1	DK02	479	25	504	63.0	464	9.7	969%	1,2,3,4	7
4	DK03	7	25	32	4.0	-8	0.6	75%	1,2,3	0
3	DK04	86	25	111	13.9	71	2.1	213%	1,2,3,4	2
	DK Packs	457	70	527	65.9	487	10.1	1013%	1,2,3,4	11

Staff Pickers & Packers Per Below:		Total Projected Work
Pickers	14	1010
DK01/04	7	474
DK02/03	7	536
Verify Pack Staffing		
Packers	19	988
DK01/04	9	468
DK02/03	10	520

DK Direct Employees: 25

DK Direct Hours: 163

DK Volume Goal: 1300

DT

Staffing Priority		Current Work	Proj New Orders/ Stows	Tot Proj Work	Hours Work	Over/ Under WIP Target	Equiv Employees	Staff (% of Shift)	Staff Quarters	Employees Staffed?
	DT	1988	200	2188	66		10.2	11.00		8.00
5	DT01	137	13	150	4.6	-15	0.7	75%	1,2,3	Yes
1	DT02	319	13	332	10.1	167	1.5	150%	1,2,3,4	Yes
8	DT03	117	13	130	3.9	-35	0.6	75%	1,2,3	Yes
2	DT04	178	13	191	5.8	26	0.9	100%	1,2,3,4	Yes
3	DT05	171	13	184	5.6	19	0.9	100%	1,2,3,4	Yes
3	DT06	171	13	184	5.6	19	0.9	100%	1,2,3,4	Yes
10	DT07	94	13	107	3.3	-58	0.5	50%	1,2	No
6	DT08	134	13	147	4.5	-18	0.7	75%	1,2,3	Yes
9	DT09	111	13	124	3.8	-41	0.6	50%	1,2	No
11	DT10	93	13	106	3.2	-59	0.5	50%	1,2	No
15	DT11	77	13	90	2.7	-75	0.4	50%	1,2	No
12	DT12	90	13	103	3.1	-62	0.5	50%	1,2	No
13	DT13	89	13	102	3.1	-63	0.5	50%	1,2	No
7	DT14	123	13	136	4.1	-29	0.6	75%	1,2,3	Yes
14	DT15	84	13	97	2.9	-68	0.5	50%	1,2	No
Cutables	DT20	0	0	0	0.0	-165	0.0	0%	Due Out Only	0
	DT21	0	0	0	0.0	-165	0.0	0%	Due Out Only	
	DT22	2	0	2	0.1	-163	0.0	0%	Due Out Only	
	DT23	5	0	5	0.2	-160	0.0	0%	Due Out Only	

Staff Aisles in this Order:		Total Projected Work	Employee Random Generated #: 1
DO NOT Touch Cells Below!!!!			
1	DT02	332	6
2	DT04	191	3
3	DT05	184	1
3	DT06	184	7
5	DT01	150	4
6	DT08	147	8
7	DT14	136	5
8	DT03	130	2
9	DT09	124	#VALUE!
10	DT07	107	#VALUE!
11	DT10	106	#VALUE!
12	DT12	103	#VALUE!
13	DT13	102	#VALUE!
14	DT15	97	#VALUE!
15	DT11	90	#VALUE!
Cutables	DT20	0	
	DT21	0	
	DT22	2	
	DT23	5	

Click to: Sort & Rank DT

DT Direct Employees: 8

DT Direct Hours: 52

DT Volume Goal: 1716

Cutables Direct Employees: 0

New Active Items (DP03-17; DT09-15; Cutables)

Row	Work	Row	Work
DP03	41	DT09	124
DP04	33	DT10	106
DP05	52	DT11	90
DP06	83	DT12	103
DP07	95	DT13	102
DP08	86	DT14	136
DP09	40	DT15	97
DP10	46		
DP11	79	DT20	0
DP12	54	DT21	0
DP13	34	DT22	2
DP14	65	DT23	5
DP15	40		
DP16	62		
DP17	39		

New Active Items Direct Employees
6
New A/I Direct Hrs
39
New A/I Vol Goal
897

ENCLOSURE 2

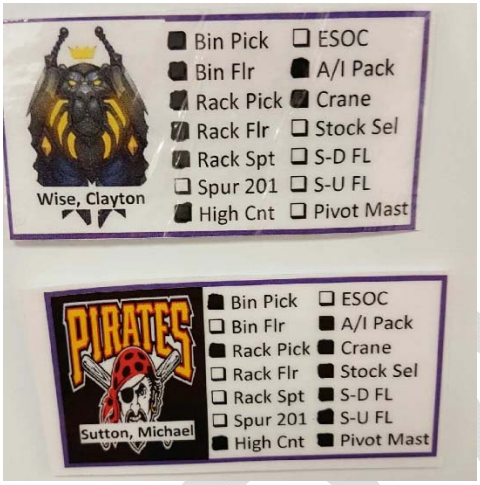
Work Assignments Staffing Board

Tab A: Staffing Boards
(Work Assignments displayed with employee magnets)

ENCLOSURE 2

Work Assignments Staffing Board

Tab B: Employee Magnets
(Personalized with Training Status)



DRAFT

ENCLOSURE 3

Set Up Template

Storage Branch Set Up Meeting Agenda

Area: High Rise/ Active Items **Date:** **Target Time: 5 minutes**

Safety/ VPP:			
- Yesterday's Results:			
- Today's Goal/ Topic:			
Respect/ Character:			
- Yesterday's Results:			
- Today's Goal/ Topic:			
Reliability:			
- Yesterday's Results:			
- Today's Goal/ Topic:			
Quality:			
- Yesterday's Results:			
- Today's Goal/ Topic:			
Audit Readiness:			
- Yesterday's Results:			
- Today's Goal/ Topic:			
Yesterday's Production Results:			
HR/ AI Plan Vol:	**Actual HR/ AI Volume:**		**% to Vol Plan:**
Storage Plan Vol:	**Actual Volume:**		**% to Vol Plan:**
Storage WTD Plan:	**Storage WTD Actual:**		**% to WTD Plan:**
Today's Shift Plan:			
HR/ AI Work Avail:	**____ Plan:**	**____ Plan:**	**____ Plan:**
Storage Work Avail:	**Overall Storage Plan:**		
Additional Information:			
-			
-			

Helpful Hints at running a great Set Up Meeting:

- Utilize the Set Up agenda dry erase boards – people better remember what they see.
- Provide Purpose, Direction, and Motivation (Positive messages, tying individuals to the bigger purpose/ plan). Explain the Why.
- State it simply, in a few words. Make it repeatable & memorable. (Repeat key items 3 times during meeting)
- Use visual demonstrations to SHOW how to properly work safely, process work to address quality issues, etc. Make it interactive.
- Callout small team and individual successes that contributed to the large team's success

Example Topics to Cover:

- **Safety/ VPP** – Incidents; VPP focus areas; Monthly Safety topic; Safey Behavior Inspection results; Housekeeping
- **Respect** – CDR/DIV Chief/Branch Chief guidance on character/ respect
- **Reliability** – Hi Pri %; DTK %; Must Do's; Aging Stows; Denials; etc
- **Quality** – Good tips on proper processing; ARIES Critical Error trends; FLIPL findings; Piles
- **A/R** – Live/ Post Audit results/ findings; F2B status; JBS Reviews
- **Production** – Review yesterday's performance, WTD trends, and today's shift plan
- **Additional Info** – Communciation on changes, upcoming training, Wire info, CSB info, MWR info, Overtime status

ENCLOSURE 4

Work Assignment Sign-in Sheet

	SIGN IN AND SIGN OUT SHEET					
		DATE:	Friday, June 24th			
		PLEASE SIGN YOUR NAME CLEARLY				
	BINS		1430		2300	
	(b) (6) [redacted]					
1						
2						
3						
4						
5						
6						
	(b) (6) [redacted]					
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
	(b) (6) [redacted]					
1						
2						
3						
4						
5						
1						
2						
3						
4						
5						
6			KG			
7	(b) (6) [redacted]					

DRAFT

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Tuesday, October 18, 2016 8:59 AM
To: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US)
Cc: Tedesco, Daniel D (Dan) CIV DLA HUMAN RESOURCES (US)
Subject: RE: Sign-In Sheets ADR Information
Attachments: Start of Shift Routine.docx

Thanks John -

Most updated copy of the procedure attached.

Once I left the building last night I was able to send myself pictures of the boards, so I've updated this file with those as well....

-----Original Message-----
From: Northrup, John D CIV (US)
Sent: Tuesday, October 18, 2016 8:19 AM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>
Cc: Tedesco, Daniel D (Dan) CIV DLA HUMAN RESOURCES (US) <daniel.tedesco@dla.mil>
Subject: RE: Sign-In Sheets ADR Information

Shane,

Great detail...I appreciate the work required to provide this...let me digest and we'll plan a meeting with Labor Relations ASAP...more to follow.

Thanks ,
John

-----Original Message-----
From: Mantz, Shane L CIV DLA DISTRIBUTION (US) [mailto:Shane.Mantz@dla.mil]
Sent: Tuesday, October 18, 2016 6:13 AM
To: Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Northrup, John D CIV (US) <John.Northrup@dla.mil>
Cc: Tedesco, Daniel D (Dan) CIV DLA HUMAN RESOURCES (US) <daniel.tedesco@dla.mil>
Subject: Sign-In Sheets ADR Information

Drew/ John,

Attached is the Local Operating Procedure (LOP) I put together to explain our overall process (which we've been following for months).

Also attached are the sign in sheets that have been used over the months (since July on all day shifts, since before my arrival on KB Shift).

Also enclosing my original email in June of asking shifts to learn from one another and asking what KB shift was doing that perhaps KA/ KD could benefit from (Hence my understanding that this was a past practice, not something new or a change in working conditions, since this existed well before my time on KB Shift in Storage, as well as in East Bulk and West Bulk).

So Jesse Drust shared what KB was doing and I thought it was a great plan already in place that could be shared across the branch (Hard to believe, since the unfounded and unsubstantiated perception of me is that I don't listen to anyone).

Ultimately we have a huge gap with accountability of our folks, when they come in (all those on FMLA come and go as they please, without any way to verify when they really showed up for work during the course of the day).

We also have a lot of issues with folks leaving early, which is why I really like what KB's sign in sheet has on it.

Bottom line: this has little to know impact on our employees, is another power play for inclusion on deciding if we can pursue this action, when in reality this has been going on for years in pockets throughout DDSP.

I vented to Drew some earlier today, but if this is how Managers and Supervisors are supposed to feel "empowered" to lead the organization, if we'll continue to prove the union right by allowing them to tell employees what they have to do and what they don't, and then publicly announcing we'll stop because the Union said so - thus validating they really make the decisions and are allowed to circumvent leader decisions with no due cause - it's going to be hard to truly build a culture of Excellence, Trust, and Ownership.

It's simply true that this kind of response to union undermining of our supervisors and managers is why it's easier to do absolutely nothing and live a life of complacent mediocrity, than it is to try to improve the work culture and processes and work towards Excellence within the EDC.

"Right is right, even when everyone says it's wrong."

"Wrong is wrong, even when everyone says it's right."

Thanks,

Shane L. Mantz
DLA Distribution Susquehanna (DDSP)
EDC Division
Storage Branch
Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

"A good leader takes a little more than his share of the blame, a little less than his share of the credit." Arnold H. Glasow

"When you put people ahead of opportunities, your opportunities increase. This is so important to remember because strong relationships sit at the foundation of practically every great organization, team, school or company." #leadership #relationships #OtherPeopleMatter

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Tuesday, October 04, 2016 8:24 AM
To: Kovach, Edward F Jr CIV (US)
Subject: Week of 10/3
Attachments: Kovach PD.pdf

Ed,

Good morning! Quick recap of our meeting yesterday:

1. Draw Spaghetti diagrams for DK processes (Order printed thru leaving Storage branch) - 20 iterations/ orders followed, including measuring distance traveled; ECD: 10/4 2. Develop the main process blocks for the flow; ECD: 10/5 3. Examine each main process block with the Observation worksheet provided; ECD: 10/5

Follow on work for the rest of this week:
4. Utilizing Enclosures 2's, observe 20 instances of the process and compare with SOPs (for both Pick & Pack) and annotate compliance areas and non-compliance areas. ECD: 10/6 5. Draw Value Stream Map Process and Pile blocks on provided template. Brief Storage leadership on VSM and review observations/ findings at 12:30 meeting in C323-2 Conference Room. ECD: 10/7

Also, attaching your Position Description. As I'm learning your position and how you can help us, I'd like to focus on the key things listed in the Major duties paragraph and the tools listed in the "Knowledge Required by the Position" paragraph in the following weeks/ ensure I can help you with these things/ topics, etc. Not familiar with SIPOC myself, other than a quick Goggle search, but the rest of it I'm pretty well versed and look forward to hearing how we can implement the listed ideas and concepts in Storage.

Reminder: At the end of your day, please provide a quick email recap of CI progress.

Thanks,

Shane L. Mantz
DLA Distribution Susquehanna (DDSP)
EDC Division
Storage Branch
Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

"A good leader takes a little more than his share of the blame, a little less than his share of the credit." Arnold H. Glasow

"When you put people ahead of opportunities, your opportunities increase. This is so important to remember because strong relationships sit at the foundation of practically every great organization, team, school or company." #leadership #relationships #OtherPeopleMatter

Position Description

Job Title: **Performance Improvement Specialist**
PD #: (b) (6)
Pay Plan: (b)
Series: (b)
Grade: (b)
Job Summary:

The primary purpose of this position is to serve as a performance improvement specialist involved in facilitating improvement projects at a supply storage and distribution organization and conducting performance improvement training of concepts and tools such as Value Stream Mapping, Problem solving process, SIPOC, Process Flows, Built in Quality, SOPs/Work Instructions, Standard Work, Level and Balance, 5S Discipline, Basic Statistical Tools (Pareto, Histograms,...) Visual Techniques, etc. Applies knowledge of performance and process improvement tools and techniques when analyzing work processes. Develops training objectives and curriculum.

Major Duties:

Performs technical duties such as: facilitating and/or participating in Rapid Improvement Events; facilitation of project meetings; conducting improvement training to support the improvement of productivity, quality, safety, and processes (receipt, stow, inventory, and issue) of the supply distribution organization. Develops course objectives, aligned with the organization Business Plan, develops curriculum, and conducts training in a variety of performance improvement tools and techniques to a variety of levels of personnel within the organization. Prepares all training aids for the classes and develops class materials. Assists supervisors and teams with developing standard operating procedures. Recommends training for project teams. Coordinates with external training resources to provide specialized improvement training courses when required. Assists the senior Specialist in the execution of Higher Headquarter and local Command performance improvement training objectives. Will team lead a group of apprentice performance improvement team members and rapid improvement event participants. Responsible for monitoring and measuring the progress of the apprentice trainers to ensure their learning objectives are met. Prepares and collects applications for the apprenticetraining program and provides information to senior managers. Performs administrative duties such as: coordination of training requirements with local training organization; maintains program and attendance records; submits training reports; and develops information papers, Rapid Improvement Event documentation, and briefings. Presents briefings to senior management and visitors. 50% As senior expert on continuous process improvement, provide train–the-trainer training in Job Instruction methodology to depot subject matter experts, supervisors, work leaders, and visitors. Also provide Job Instruction training to distribution employees, co-teaching with the depot subject matter experts as part of the Regional Training Center. Conducts training to depot supervisors and leaders in Continuous Process Improvement as part of the depot distribution management academy. Conducts extensive, complex work flow optimization projects for Operations. Plans work flow diagrams with current and proposed optimization state. Works directly with higher graded depot leadership that crosses group functions on major improvement projects to collect data, analyze and present recommendations for improvement to Command. Heads cross organizational teams to improve performance, looking at allocation of resources, receipt of workload, metrics and MRO Cycles. Briefs recommendations to senior leadership and Command. Develops Plans of Actions with milestones and measures progress of team's work. Conducts extensive studies on complex logistics processes and work functions to identify operational procedures, ensure compliance with regulations and policy and facilitates development of Statements of Procedures. Develops new management tools using EAGLE reports and workload to track productivity by work center. Demonstrates locally developed tools to other depot visitors and HQ senior staff. Assists managers with maintaining statistics on performance improvement efficiencies and results. Represents the depot at meetings with Lean contract and DORRA personnel in areas involving optimization and productivity and process improvements. Advises Group Chief and Command regarding execution of Higher Headquarters continuous process improvement objectives. Prepares complete complete reports, analysis, CONOPs, and Briefing packages for senior management and visitors. 50%

Performs other duties as assigned

Factor 1 - Knowledge Required By The Position FL 1: 7 **PTS:** 1250

Knowledge of the principles, concepts, and methodology of performance improvement tools and techniques such

as Value Stream Mapping, problem solving process, SIPOC, Process Flows, Built in Quality, SOPs/Work Instructions, Standard Work, Level and Balance, 5S Discipline, Basic Statistical Tools (Pareto, Histograms,...), Visual Techniques, etc... Examples include leading Rapid Improvement Events or other performance and process improvement activities. Proficient in the use of MS Office to include Excel; Access; PowerPoint and Word. Knowledge of mission, organization, and work processes related to receipt, stow, inventory, and issue functions/programs throughout the supply distribution organization to apply analytical and evaluative techniques to collect factual information necessary to determine training/work improvement needs. Knowledge of communication skills to include writing and speaking clearly to prepare and present training and briefings. Knowledge of problem solving, fact finding and investigative techniques with skill in developing, analyzing, evaluating and documenting facts. Ability to apply analytical methods and techniques and knowledge to solve problems. Must keep up with various Continuous Process Improvement technques and tools.

Factor 2 - Supervisory Controls FL 2: 4 **PTS:** 450

Works under supervision of the Group Chief who together develops a mutually acceptable project plan. The employee is responsible for planning and organizing the study and conducting all phases of the project. Plans and carries out the successive steps and handles problems and deviations in the work assignments. Applies appropriate CPI techniques and tools to the situation and to present sound, thorough and concise analysis and recommendations for presentation to Command. Completed work is evaluated for technical soundness, appropriateness, and conformity to policy and requirements.

Factor 3 - Guidelines FL 3: 3 **PTS:** 275

The employees use judgment in interpreting and adapting guidelines, such as agency policies, regulations, precedents, business plan objectives and HHQ requests and work directions, for application to specific cases or problems. The employee analyzes results and recommends changes.

Factor 4 - Complexity FL 4: 4 **PTS:** 225

The work includes gathering information, identifying and analyzing issues and developing reocmmendations to resolve substantive problems of effectiveness and efficiency of work operations. The decision regarding what needs to be done depends upon the analysis of the subject, phase, or issues involved in each assignment, and the chosen course of action may have to be selected from many alternatives. The work involves conditions and elements that must be identified and analyzed to discern interrelationships.

Factor 5 - Scope And Effect FL 5: 4 **PTS:** 225

The purpose of the work is to assess the effectiveness and efficiency of program operations and to analyze and resolve non-routine problems. The work product or service affects the design or operation of systems, programs, or equipment; and the adequacy of such activities. Work involves developing detailed procedures and guidelines, training aids, course material tools to supplement established regulations or program guidance.

Factor 6 - Personal Contacts FL 6: 2 **PTS:** 25

The personal contacts are with employees throughout the organization, external customers, contractors and training providers, and higher headquarters personnel. The people contacted generally are engaged in different functions, missions, and kinds of work.

Factor 7 - Purpose Of Contacts FL 7: 2 **PTS:** 50

The purpose is to plan, coordinate, or advise on work efforts, or to resolve operating problems by influencing or motivating individuals or groups who are working toward mutual goals and who have basically cooperative attitudes.

Factor 8 - Physical Demands FL 8: 1 **PTS:** 5

The work requires standing and carrying items which are generally light. This position may require travel to other

locations.

Factor 9 - Work Environment FL 9: 1 **PTS:** 5

The work is performed in administrative areas and warehouse environments involving everyday risks or discomforts that require normal safety precautions deemed necessary. Tour of Duty and Shift may be adjusted periodically to accommodate the training requirements of the organization.

Total Points: 2510
GS: 11
Remarks:

Additional Text:

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Kovach, Edward F Jr CIV (US)
Sent: Wednesday, October 05, 2016 2:10 PM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Subject: FW: CPI Activity

Today's CPI activity includes 3 observations working DK report data which includes dealing with printer/copier issues/jams. Total time approx. 3 hours. Thanks Ed K

-----Original Message-----
From: Kovach, Edward F Jr CIV (US)
Sent: Tuesday, October 04, 2016 2:47 PM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>
Subject: CPI Activity

Completed 2 observations in DK01
Met with CW4 Johnson to discuss closing out 08B project and removing it from CAPER Updated CAPER projects Met with Mr Klein on Visio Met with Rabbit on 08B load and progress

Edward F. Kovach Jr.
Performance Improvement Specialist
Division Command - K1
DC- 301
Phone: 717-770-4871
DSN: 717-771-4871
email- edward.kovach@dla.mil

Reminder of "'Who we are and what we are all about"
Remember the Mission: follow procedure and keep Quality first. Let's do it right the first time Remember the Vision: work to improve processes, quality and safety and make DDSP a good place to work Remember our Values: let's treat each other with respect, let's stay focused on our customer and the task at hand and let's always look for a better way Remember our commitment to Safety: by being aware of our surroundings, correct or report all safety concerns and not only watch out for ourselves but watch out for our co-workers as well.
Remember why we are here and who we serve….. They deserve our best each and every day

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Kovach, Edward F Jr CIV (US)
Sent: Wednesday, October 05, 2016 7:27 AM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Cc: Eungard, Brad J COL USARMY DLA DISTRIBUTION (US)
Subject: RE: Emailing - Annual.10.06.16.pdf

Shane, it is my opinion this will not impact our ability to service our customers. As far as 20 observations in a few hours is totally unrealistic. Your folks work at their speed not mine. There are other thing I need to address throughout the day. Is your expectation that I am totally involved in CPI every minute of the day? I strongly feel I am being signaled out and harassed by yourself and John for some reason.

If every administrative employee is to be held to these requirements then I have no issue. But for some reason you listened to hearsay information with is affecting a professional relationship between us.

Sir: A follow up to our meeting last evening... Thanks Ed K

-----Original Message-----
From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Wednesday, October 05, 2016 7:08 AM
To: Kovach, Edward F Jr CIV (US) <Edward.Kovach@dla.mil>
Subject: RE: Emailing - Annual.10.06.16.pdf

Ed,

As long as you confirm this will not impact your ability to accomplish the tasks as sent, and you'll be 100% prepared for Friday's 12:30pm back brief to the team, I'm fine with this.

Please confirm that you will get caught up on the observations missed yesterday (only got 2 out of the 20 requested) and will be able to be prepared for Friday.

I'm headed down to DK (I'm assuming your there) to follow up and see what barriers you encountered yesterday that resulted in only 2 orders observed yesterday.

Thanks,
Shane

-----Original Message-----
From: Kovach, Edward F Jr CIV (US)
Sent: Wednesday, October 05, 2016 6:42 AM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>
Subject: Emailing - Annual.10.06.16.pdf

Thanks Ed K

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, October 07, 2016 11:32 AM
To: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US)
Subject: Mr. Kovach
Attachments: Week of 10/3; FW: CPI Activity; RE: Emailing - Annual.10.06.16.pdf

Gentlemen,

Here's a recap/ timeline to the agenda for discussion with Mr. Kovach next Tuesday. I sent out a calendar invite for 09:00 on Tuesday to discuss.

Recap:
- Met with Ed on Monday at 12:45pm (quick break between St. Onge meetings) and reviewed assignments for the week, and he agreed with the tasks listed/ voiced zero concerns about the assignments.

- Followed up Monday's discussion with an email on Tuesday morning at 08:24am, recapping what we verbally agreed to the previous day, and added assignments for Thurs and Fri with a Briefing scheduled for Friday at 12:30pm. This included ECDs by each day of the week. (Attached)

- In the follow up email on Tues, I provided Ed with a copy of his Position Description and prioritized/ highlighted a few elements of that that I'd like to focus his efforts on. (PD attached in email)

- Sent a calendar invite for the Briefing on Tuesday, to which Ed replied he might be a (b) (6) [redacted] (b) (6) [redacted] . (b) (6) [redacted]

- At 13:30 on Tues, I emailed Ed. He left a hand written note on the Conf Rm door outside my office stating he waited from 12:34 to 13:00, but I didn't show up. We exchanged emails and Ed realized that he accidentally showed up on Tuesday for the Friday Briefing scheduled at 12:30pm - misunderstanding on his part. I explained to him that I shared my calendar with him (twice) and asked him to share his calendar with me (which he hadn't done so yet), and that could have cleared up that I was in the Safety/ ASR meeting from 12:00pm to 13:00pm and hence not in the office on Tues to meet with him.

- Tues at 14:47pm, Ed emailed his accomplishments (as I requested), in which he only completed 2 out of 20 observations, Met with CW4 Johnson (after 13:00), met with Mr. Klein on Visio, and met with Mr. Abbot on the 08B project. No times or accomplishments were detailed, only that meetings took place. I had asked Mr. Kovach previously to provide what due outs were left after he was able to meet with CW4 Johnson - that was not provided.

- Weds morning at 06:42am, Ed sent me an SF-71 requesting to take off at 11:30am on Thursday. I replied that as long as it didn't impact his ability to get the tasks accomplished that were laid out for him on Monday, and emailed Tues, I was okay with it. I also address his email from Tuesday end of shift where he only got 2 of 20 expected observations completed, asking for barriers/ how he'd get caught up.

- Ed forwarded that Weds email to COL Eungard (Email traffic previously forwarded to John), stating that " it is my opinion this will not impact our ability to service our customers. As far as 20 observations in a few hours is totally unrealistic. Your folks work at their speed not mine. There are other thing I need to address throughout the day. Is your expectation that I am totally involved in CPI every minute of the day? I strongly feel I am being signaled out and harassed

by yourself and John for some reason." He never answered whether or not taking leave Thursday would impact his ability to accomplish the tasks and be ready for the 12:30pm briefing on Friday to the DK team and myself.

- After speaking with John, I replied to COL Eungard's email, and also sent a separate email to Mr. Kovach requesting if he was available at 9am on Tuesday to meet with John and I. He stated "That would work for me. I am hoping we can understand each other because I hate feeling this way."

- Weds at 14:10, Ed sent his end of day accomplishments which were "3 observations working DK report data which includes dealing with printer/copier issues/jams. Total time approx. 3 hours." He provided no information on what he did with the remaining 4 1/2 hours of his time at work on Wednesday, and apparently ended his day of work around 14:15.

- I was OOTO Thursday with (b) (6) [redacted] and did not interact with Mr. Kovach. He sent me no communications, and did not email me his end of day accomplishments. I do not know if he took the leave (despite being 2 days behind on tasks asked) or not, but I would assume he did - although I never signed his leave form and sent it back to him as approved, nor did he seek clarification if it was approved or not.

- On Friday morning when I arrived at the office, I checked my voice messages and Ed had called Thursday evening around 17:45 and informed me that (b) (6) [redacted] (b) (6) [redacted] e left his number, but I have not called him nor do I intend to. Ed presumably left at 11:30 on Thursday (most likely 11:00, because that's the start of his lunch), and most likely had this issue long before he called and left the message on my phone, but didn't address it then. Ed knew that we had a scheduled briefing today at 12:30pm, and that there were clear expectations of what got done, and he was to review his findings with the DK team and myself. But he called off anyway.

- Most upsetting to me, and why I didn't call him back, is that I expressly came in today early to meet with Ed at 07:00am and review with him, as I told him I'd be here to do. He's known all week that he had deliverables to share with the team today, and knowingly has avoided completing his tasks, avoided providing me his barriers, - any other projects he said he was working on, I immediately contacted those folks and cleared his plate for him. Worse yet, he left me feeling obligated to leave (b) (6) [redacted] because I made a commitment to him to be here for him and to help him prepare/ lead DK process improvements. I know I am taking this too personal now, and don't feel I would have much empathy for his situation/ "(b) (6) [redacted]", and would rather not engage in dialog at this time.

Thanks,

Shane L. Mantz
DLA Distribution Susquehanna (DDSP)
EDC Division
Storage Branch
Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

"A good leader takes a little more than his share of the blame, a little less than his share of the credit." Arnold H. Glasow

"When you put people ahead of opportunities, your opportunities increase. This is so important to remember because strong relationships sit at the foundation of practically every great organization, team, school or company." #leadership #relationships #OtherPeopleMatter

SUPPLY CHAIN MANAGEMENT

Supply Chain Management is a driving force behind America's economic growth and prosperity. It is important to understand the critical role supply chains play in supporting American industry and national security.

OBJECTIVES

- To develop a broader understanding of integrated logistics systems
- To prepare students to create and operate supply chains at the strategic and operational levels

METHODOLOGY

- Seminar sessions using case studies and experts from industry and government to examine the benefits of Supply Chain Management
- Visits to firms and DoD agencies to discuss the value of Supply Chain Management and the need for logistics transformation
- Research projects to analyze the performance of public and private aspects of Supply Chain Management

STUDENTS

COL Sulaiman Alkaabi, UAE AF
Lt Col Donny Bagwell, USAF
Lt Col Ryan Bakazan, USAF
Lt Col Kathryn Brown, USAF
Lt Col Al Bryant, Jr., USMC
LTC Sydney Harris, USA
Lt Col Gene Jacobus, USAF
Lt Col Barton Kenerson, USAF
LTC CJ King, USA
Ms. Ann Low, DOS
Lt Col Greg Lowe, USAF
LCol Stephen MacDonald, Canada
Lt Col AJ Mullinax, USAF
COL Jeffrey Niemi, USA
BG Molatlhegi Ntelamo, Botswana Army
Lt Col Kirsten Palmer, USAFR
Lt Col Eduardo Quero, USAF
Lt Col Aaron Sasson, USAF
Lt Col Robert Sherwood, USMC
Lt Col Kelley Stevens, USAF
LTC Nathan Swartz, USA
CDR John Tipton, USN

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raymone.mijares.mil@ndu.edu, 202-685-1786

THE DWIGHT D. EISENHOWER SCHOOL FOR NATIONAL SECURITY AND RESOURCE STRATEGY

2017 Supply Chain Management Concentration Program

Educating Strategic Leaders for Today and Tomorrow

Dwight D. Eisenhower School for National Security and Resource Strategy

National Defense University

Eisenhower Hall
Fort Lesley J. McNair
Washington, DC 20319-5062

WHAT IS THE EISENHOWER SCHOOL?

The Dwight D. Eisenhower School (ES) for National Security and Resource Strategy is a college within the National Defense University. The ES is the premier DoD joint education institution for national security resource management and strategy.

Students, specially selected by their military service, government agency, foreign government, or company as highly promising career professionals, hold the ranks of Colonel/Navy Captain (O6), Lieutenant Colonel/Navy Commander (O5), or the civilian equivalent. The student body is comprised of over 300 experienced operators and senior leaders from across the globe.

OUR MISSION

The Eisenhower School's mission is to prepare selected military officers and civilians for strategic leadership and success in developing our national security strategy and in evaluating, marshalling, and managing resources in the execution of that strategy.

SUPPLY CHAIN MANAGEMENT PROGRAM

SUPPLY CHAIN MANAGEMENT DEFINED

Council of Supply Chain Management Professionals' (CSCMP) Definition of Supply Chain Management

Supply Chain Management encompasses the planning and management of all activities involved in sourcing and procurement, conversion, and all Logistics Management activities. Importantly, it also includes coordination and collaboration with channel partners, which can be suppliers, intermediaries, third-party service providers, and customers. In essence, Supply Chain Management integrates supply and demand management within and across companies.

Supply Chain Management – Boundaries & Relationships

Supply Chain Management is an integrating function with primary responsibility for linking major business functions and business processes within and across companies into a cohesive and high-performing unit. It includes all of the Logistics Management activities, as well as manufacturing operations, and it drives coordination of processes and activities with and across marketing, sales, product design, finance, and information technology.

OBJECTIVES

- Produce educated strategic thinkers who possess in-depth expertise in the resource component of national security strategy
- Educate, inform, and influence national and international security communities with regard to evolving security resource management issues
- Be the nation's premier educational institution in the area of national security resource management
- Provide a program of joint professional military education that prepares graduates to operate in a multi-service, interagency, and international environment
- Develop a whole of government personnel cadre with a conceptual comprehension of supply chain management, its advantages and potential applications to the nation
- Cooperate with DoD and supporting agencies to enhance a common understanding and appreciation for supply chain management's ability to create efficiencies while effectively supporting the warfighter

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Tuesday, October 04, 2016 7:07 AM
To: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US)
Subject: FW: [Non-DoD Source] RE: Eisenhower Visit
Attachments: AY17 SCM Trifold.pdf

FYSA,

I'm not sure if there will be a requirement for us or Rob will lead this tour at the end of this month.

I got involved in this because I led the tour for Betty last year, and she knew I still had connections and she was struggling getting them to respond.

They're going to visit Amazon one day, and the EDC another - just a heads up.

Thanks,
Shane

-----Original Message-----
From: Hoapili, Betty [mailto:betty.hoapili@ndu.edu]
Sent: Tuesday, October 04, 2016 6:51 AM
To: melvhull@amazon.com; benzt@amazon.com
Cc: cscott@amazon.com; Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>
Subject: [Non-DoD Source] RE: Eisenhower Visit

All active links contained in this email were disabled. Please verify the identity of the sender, and confirm the authenticity of all links contained within the message prior to copying and pasting the address to a Web browser.

All active links contained in this email were disabled. Please verify the identity of the sender, and confirm the authenticity of all links contained within the message prior to copying and pasting the address to a Web browser.

Mel,

So great to hear from a Tiger alum! Thanks so much for your willingness to host this year's Supply Chain Management Concentration. As Shane may have mentioned, we're coming your direction during a couplet on 27-28 October. I've scheduled a visit to DLA Distribution and the Eastern Distribution Center Tour for Thursday morning. We could come to see you either Thursday afternoon or Friday morning. Does either work for you? How long would you recommend we allow?

I'm attaching our trifold to provide some additional info about us. We'll be bringing 20 students (our international fellows will be traveling elsewhere) + 6 faculty. If you could provide the address and any special instructions (where to meet you, what to wear/not to wear, etc.), I'd appreciate it. Also wondering how many folks you might have escorting us (for thank you's).

Again, we very much appreciate your willingness to host us. Hearing from an alum will be especially valuable! Happy to discuss further…my cell is 571-294-8686. Thanks Mel!

v/r

Betty

BETTY HOAPILI

DLA Chair and Assistant Professor

NATIONAL DEFENSE UNIVERSITY

EISENHOWER SCHOOL

408 FOURTH AVENUE, ROOM 275

FORT MCNAIR DC 20319-5062

Office: (202) 685-4408; Cell: (571) 294-8686

Betty.Hoapili@ndu.edu < Caution-Caution-mailto:Betty.Hoapili@ndu.edu >

Betty.Hoapili@gc.ndu.edu < Caution-Caution-mailto:Betty.Hoapili@gc.ndu.edu >

From: Hull, Melvin [Caution-Caution-mailto:melvhull@amazon.com]
Sent: Monday, October 03, 2016 10:08 AM
To: Hoapili, Betty <betty.hoapili@ndu.edu>
Cc: Benz, Tom <benzt@amazon.com>
Subject: Eisenhower Visit

Betty,

Hello, my name is Mel Hull, I am a retired Army O-6 that works at MDT1 as the Outbound Senior Operations Manager. I graduated from ICAF in 2009. I will be more than happy to show you and your students around our building and talk about Amazon operations.

I helped Scott Cochran led an Army War College visit in April at PHL6.

Please let me know how I can help or what information you need.

Thanks, Mel

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Tuesday, October 25, 2016 3:24 PM
To: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US); Spangler, Mick D CIV DLA DISTRIBUTION (US); Shaffer, Ty B LT USN DLA DISTRIBUTION (US)
Subject: (b) (6) [redacted]

Copy, message delivered.

(b) (6) did not show up today according to AJ, so it appears Randy got in touch with him.

-----Original Message-----
From: Northrup, John D CIV (US)
Sent: Tuesday, October 25, 2016 12:09 PM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Spangler, Mick D CIV DLA DISTRIBUTION (US) <Mick.Spangler@dla.mil>; Shaffer, Ty B LT USN DLA DISTRIBUTION (US) <Ty.Shaffer@dla.mil>
Subject: FW: (b) (6) [redacted]

Shane,

FYI - please communicate with 2nd shift to ensure we execute the Commander's below direction.

Thank you,
John

-----Original Message-----
From: Eungard, Brad J COL USARMY DLA DISTRIBUTION (US)
Sent: Tuesday, October 25, 2016 9:23 AM
To: Elliott, Randolph A Jr CIV (US) <Randolph.Elliott@dla.mil>
Cc: Northrup, John D CIV (US) <John.Northrup@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Marshall, Jodi A CIV DLA DISTRIBUTION (US) <Jodi.Marshall@dla.mil>; Rogers, Kim S CIV DLA HUMAN RESOURCES (US) <kim.rogers@dla.mil>; Barnes, Brent E CIV DLA DISTRIBUTION (US) <Brent.Barnes@dla.mil>; Fritz, John D CIV DLA DISTRIBUTION (US) <john.fritz@dla.mil>; Saxton, Karen L CIV (US) <Karen.Saxton@dla.mil>; Boutselis, Robert L CIV (US) <Robert.Boutselis@dla.mil>
Subject: RE: (b) (6) [redacted]

Mr. Elliot - After considering your request for a (b) (6) [redacted] based on Art 39, I have decided against your request. No stay will be granted since the employee was given an opportunity for a ADR.

I would also ask you to contact (b) (6) and notify him to not come to work today because I am placing him on (b) (6) [redacted] to be appropriate and in the best interest of the Agency.

If the employee does come to work this afternoon, I will ask his supervisors/managers to notify him of my approval for (b) (6) [redacted] and then to send him home.

/r,
COL Eungard

Brad J. Eungard
COL, U.S. Army
Commander, DLA Distribution Susquehanna Pennsylvania (DDSP) Installation Commander, Defense Distribution Center Susquehanna
Office: 717.770.6212
Cell: 717.571.5242

We are DLA - America's Combat Logistics Support Agency!

-----Original Message-----
From: Elliott, Randolph A Jr CIV (US)
Sent: Monday, October 24, 2016 7:43 PM
To: Eungard, Brad J COL USARMY DLA DISTRIBUTION (US) <Brad.Eungard@dla.mil>; Barnes, Brent E CIV DLA DISTRIBUTION (US) <Brent.Barnes@dla.mil>; Rogers, Kim S CIV DLA HUMAN RESOURCES (US) <kim.rogers@dla.mil>
Cc: Northrup, John D CIV (US) <John.Northrup@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Marshall, Jodi A CIV DLA DISTRIBUTION (US) <Jodi.Marshall@dla.mil>; Elliott, Randolph A Jr CIV (US) <Randolph.Elliott@dla.mil>
Subject: (b) (6) [redacted]

On behalf of (b) (6) [redacted] (Article 39) pending the outcome of Arbitration. It is my intention to file for Arbitration on this matter NLT COB Friday, October 28, 2016. I know that this is not a situation that I can compel the Agency to grant the stay, per the MLA, but I still wanted to make the request, given the dire (b) (6) [redacted]

Thank you!

V/r,

Randy

Randolph Elliott
Chief Steward
AFGE Local 2004
717.770.6162 office
717.773.9568 cell

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, October 07, 2016 10:10 AM
To: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US); Thomas, George D CIV DLA DISTRIBUTION (US); Flynn, Francis D (Fran) CIV DLA DISTRIBUTION (US)
Subject: FW: SF71's

Importance: High

Aren't we supposed to be following the SF-71 process?

This morning (b) (6) [redacted] me and questioned as to why I was making him fill out SF-71's but not Lester, insinuating I'm singling him out and treating him differently, so I sent them this.

I then followed up with Lester, and he said that Management doesn't do SF-71's and it's not required or documented as needing to be required anywhere.

I told him that I had done them for my time off in Utah and that as far as I was concerned, following the process is required and the only way to CYA when disputes about approved leave vs. not approved leave, etc, as well as having proper documentation to support use of Annual and Sick Leave.

Please advise so we're all on the same page.

Thanks,
Shane

-----Original Message-----
From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, October 07, 2016 9:48 AM
To: Cammack, James C Sr CIV (US) <James.Cammack@dla.mil>; Evans (US) (Lester.Evans@dla.mil) <Lester.Evans@dla.mil>
Subject: SF71's
Importance: High

Reminder: If you are planning on being out/ end up missing unplanned, ensure your SF-71 is turned in for prior approval/ submitted after the emergency/ non-prior approved events.

Lester - I don't believe I got one from you last week? Please double check.

Thanks,

Shane L. Mantz
DLA Distribution Susquehanna (DDSP)
EDC Division
Storage Branch
Branch Chief

Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

"A good leader takes a little more than his share of the blame, a little less than his share of the credit." Arnold H. Glasow

"When you put people ahead of opportunities, your opportunities increase. This is so important to remember because strong relationships sit at the foundation of practically every great organization, team, school or company." #leadership #relationships #OtherPeopleMatter

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

Subject:	Shane Working in DK
Location:	DK
Start:	Tue 7/26/2016 7:00 AM
End:	Tue 7/26/2016 11:00 AM
Show Time As:	Tentative
Recurrence:	(none)
Meeting Status:	Not yet responded
Organizer:	Mantz, Shane L CIV DLA DISTRIBUTION (US)
Required Attendees:	Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US); Yiengst, Bradley P CIV DLA DISTRIBUTION (US); Cammack, James C Sr CIV (US); Shaffer, Ty B LT USN DLA DISTRIBUTION (US)

As part of my required 24hrs of OJT on my MHE Permit, I will be working in DK during this time frame.

Please call on Radio CH 1 if needed during this time.

Thanks.

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

Subject:	Shane Working in DK
Location:	DK
Start:	Thu 8/4/2016 7:00 AM
End:	Thu 8/4/2016 11:00 AM
Show Time As:	Tentative
Recurrence:	(none)
Meeting Status:	Not yet responded
Organizer:	Mantz, Shane L CIV DLA DISTRIBUTION (US)
Required Attendees:	Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US); Yiengst, Bradley P CIV DLA DISTRIBUTION (US); Cammack, James C Sr CIV (US)

As part of my required 24hrs of OJT on my MHE Permit, I will be working in DK during this time frame.

Please call on Radio CH 1 if needed during this time.

Thanks.

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

Subject:	Shane Working in DK
Location:	DK
Start:	Tue 8/2/2016 7:00 AM
End:	Tue 8/2/2016 11:00 AM
Show Time As:	Tentative
Recurrence:	(none)
Meeting Status:	Not yet responded
Organizer:	Mantz, Shane L CIV DLA DISTRIBUTION (US)
Required Attendees:	Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US); Yiengst, Bradley P CIV DLA DISTRIBUTION (US); Cammack, James C Sr CIV (US)

As part of my required 24hrs of OJT on my MHE Permit, I will be working in DK during this time frame.

Please call on Radio CH 1 if needed during this time.

Thanks.

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

Subject:	Shane Working in DK
Location:	DK
Start:	Thu 7/28/2016 2:30 PM
End:	Thu 7/28/2016 6:30 PM
Show Time As:	Tentative
Recurrence:	(none)
Meeting Status:	Not yet responded
Organizer:	Mantz, Shane L CIV DLA DISTRIBUTION (US)
Required Attendees:	Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US); Yiengst, Bradley P CIV DLA DISTRIBUTION (US); Cammack, James C Sr CIV (US); Shaffer, Ty B LT USN DLA DISTRIBUTION (US)

As part of my required 24hrs of OJT on my MHE Permit, I will be working in DK during this time frame.

Please call on Radio CH 1 if needed during this time.

Thanks.

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

Subject:	Shane Working in DK
Location:	DK
Start:	Tue 7/26/2016 2:30 PM
End:	Tue 7/26/2016 6:30 PM
Show Time As:	Tentative
Recurrence:	(none)
Meeting Status:	Not yet responded
Organizer:	Mantz, Shane L CIV DLA DISTRIBUTION (US)
Required Attendees:	Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US); Yiengst, Bradley P CIV DLA DISTRIBUTION (US); Cammack, James C Sr CIV (US); Shaffer, Ty B LT USN DLA DISTRIBUTION (US)

As part of my required 24hrs of OJT on my MHE Permit, I will be working in DK during this time frame.

Please call on Radio CH 1 if needed during this time.

Thanks.

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

Subject:	Shane Working in DK
Location:	DK
Start:	Tue 7/19/2016 7:00 AM
End:	Tue 7/19/2016 11:00 AM
Show Time As:	Tentative
Recurrence:	(none)
Meeting Status:	Not yet responded
Organizer:	Mantz, Shane L CIV DLA DISTRIBUTION (US)
Required Attendees:	Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US); Yiengst, Bradley P CIV DLA DISTRIBUTION (US); Cammack, James C Sr CIV (US)

As part of my required 24hrs of OJT on my MHE Permit, I will be working in DK during this time frame.

Please call on Radio CH 1 if needed during this time.

Thanks.

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

Subject:	Follow Up Discussion
Location:	Division Conf Rm
Start:	Tue 10/11/2016 10:30 AM
End:	Tue 10/11/2016 11:00 AM
Show Time As:	Tentative
Recurrence:	(none)
Meeting Status:	Not yet responded
Organizer:	Mantz, Shane L CIV DLA DISTRIBUTION (US)
Required Attendees:	Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); (b) (6) [redacted]

Meet to discuss (b) (6) [redacted] stated concerns of harassment by myself and Mr. Northrup.

Review position description and reasonable expectations with Mr. Kovach

Review last week's assignments and performance

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

Subject: Follow Up Discussion
Location: Division Conf Rm

Start: Tue 10/11/2016 11:00 AM
End: Tue 10/11/2016 12:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Required Attendees: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); (b) (6) [redacted]

Meet to discuss (b) (6) [redacted] stated concerns of harassment by myself and Mr. Northrup.

Review position description and reasonable expectations with Mr. Kovach

Review last week's assignments and performance

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

Subject: Follow Up Discussion
Location: Division Conf Rm

Start: Tue 10/11/2016 9:00 AM
End: Tue 10/11/2016 10:00 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Required Attendees: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); (b) (6) [redacted]

Meet to discuss (b) (6) [redacted] stated concerns of harassment by myself and Mr. Northrup.

Review position description and reasonable expectations with Mr. Kovach

Review last week's assignments and performance

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, July 15, 2016 7:19 AM
To: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Marshall, Jodi A CIV DLA DISTRIBUTION (US)
Cc: Yiengst, Bradley P CIV DLA DISTRIBUTION (US)
Subject: Locker for (b) (6) [redacted]

Importance: High

John/ Drew/ Jodi,

This morning at 0645, I was walking through the area vicinity the High Rise and (b) (6) [redacted] was came strolling in, on the Mezzanine. After talking with her, she showed no concern or fear whatsoever for her safety and said that she needs to come to High Rise because her locker is still up there (something she didn't mention yesterday), and also to conduct Union Business.

I'm requesting support from Jodi first thing this morning, or whoever else can help (Please point me in the right direction) to get her a temporary locker in Active Items so that we can keep her safe and not expose her to the safety risks she feels when being up in the High Rise.

Additionally, part of the stipulation I would like to ensure is that she is not subjected to the potential safety risks she voiced about working in the High Rise, with her not being in the High Rise for any work-related reason, to include Union work.

With the large number of Stewards available to Randy that he mentioned yesterday, this should certainly be feasible and required, given (b) (6) [redacted] concerns that the High Rise is not a safe place for her to work her assigned job.

Thanks,

Shane L. Mantz
DLA Distribution Depot Susquehanna (DDSP) EDC Division Storage Branch Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

"When you put people ahead of opportunities, your opportunities increase. This is so important to remember because strong relationships sit at the foundation of practically every great organization, team, school or company." #leadership #relationships #OtherPeopleMatter

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, June 10, 2016 6:08 PM
To: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Shaffer, Ty B LT USN DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US)
Subject: Time Coding Concern

John/ Drew,

I sat down with (b) (6) for about an hour and a half this afternoon and discussed the allegations that he was modifying his time in Eagle and it was not an accurate representation of his actual time.

Ty is getting statements from Lori, A.J., and Zach, as well as going to print (b) (6) timesheet for this pay period, pull together his leave forms, and ensure what is coded in Eagle matches the leave forms he has.

Based on the very initial investigation/ conversations and not seeing if leave/ coding lines up, I'm not sure there was enough clear processes in place/ expectations/ established standards to recommend removal. But I also only have 3 weeks of trying to figure out what was in place, what is expected, if it was common place for supervisors to come early and leave early, take annual leave with same day notice as a standard practice (vs. emergency situations), etc. Further inquiry may reveal more insights to make a better determination.

I do know that we need to establish clear expectations on arrival and departure for supervisors, clearly explain that any "extra" time they chose to be here is a personal decision and one that is not expected nor encouraged - work your schedule needs to be the practice. There is no sense of "give an hour here, take an hour there", because it leads to perceptions of setting your own schedule which we are not authorized to do (unless on a MaxiFlex schedule, which we can't approve for direct front line supervision). We also need to establish clear responsibility of time entry (Lori agrees and has the bandwidth to input for all supervisors and be the primary for employees as well) and approval, and escalate management of those individuals that seem to struggle holding themselves responsible to their schedule.

Summary of (b) (6) discussion:

We talked about two main issues:
1. How he tracks his time, which raised questions about his integrity 2. His relationship with his fellow supervisors

On the matter of Eagle Time coding, he said that he did in fact code his time as (b) (6) when leaving early last week, and then later recoded it to (b) (6) (I believe the day in question was 5/31, as he said he had (b) (6) (b) (6)). When I asked him why he changed it, he said that on his way out he got stopped in PACOUT. I asked him for some details about who he stopped to talk to, and what was discussed, and he said he couldn't remember. I questioned that further and pointed out that he remembered the following day or days later whenever he edited the total Leave time taken, so it didn't seem likely that he would forget what prompted him to change it. This lead to a discussion about working a little extra here and there (coming in early, staying late), and then about this was only a few minutes and he works more than he claims and the practice for all Supervisors has been to generally take time if it was given and have it come out in the wash. I explained to him that I do not expect him to work extra time, nor too little time. He asked if that meant I want him to come in right at (b) (6) . I said that was correct, and that he's not on a MaxiFlex schedule and doesn't have the authorization to adjust his own schedule. He asked about events that happen towards the end of shift, like Safety incidents that require ESAMS entries, etc. I told him to get with his manager in those situations and work it out.

I also told him that we are expected to project Leave, when asking why he is taking so many different days of Leave for an hour or less at a time. He said that he told Paul and Brad and Ty that he takes his leave sporadically, and that's always been okay. In talking with Ty, it is normal for (b) (6) to inform him same day, with only a few hours' notice, that he intends to take Leave and leave early. I explained to (b) (6) that I understand some emergencies can come up, but based on the sheer number of times he's taken off early, same day with very little notice, that it appears as though it's just his personal preference to leave early, and is highly unlikely that so many incidents are necessitating his leaving early so often with no prior planning. I asked (b) (6) why he believe that he should have a different standard (can schedule his leave sporadically), while the rest of the Branch is expected to forecast leave and plan ahead. He said he understood my point. I told him that it was his leave to use, but I'm used to leaders planning leave in 1/2 day and full day blocks of usage and asked what the norm was here - which he said you can schedule leave in 15 minute increments and there isn't a requirement to plan full days like that. I told him that it is his leave and he can use it as he desires in that case, but that as a leader I expect him to plan it in and give advance notice (at least the day before) so we can plan it in to our daily plan. I explained to him that his lack of planning on personal matters translates directly into lack of planning in operational matters at work, and provided a few examples of how I need him to be proactive, communicate his plans to his manager and his peers (sharing the example of me being at MHE training this week and including George and Fran on the notification in case they needed me), and

Throughout the conversation, I found myself reiterate my points in different ways because (b) (6) was reluctant to accept my feedback on how his peers perceived him, and how his actions gave reason to question his integrity on his coding of time. I specifically explained to (b) (6) why I repeated myself, what my perception of his ability to receive my feedback, and explained to him that no matter what facts he could provide about who he told he was leaving, what time he left, etc would not help "convince" his coworkers of his integrity. I explained the perception and that I felt he needed to stop thinking so black and white and understand that as a leader he is on a pedestal with a microscope on him, and his peers and employees are holding him to a high standard and expect him to be an example to follow. I shared with him that when he leaves so often, he not only gives the impression of bailing out on his teammates, but he is also being watched and scrutinized by every employee who sees him leaving early. Those employees don't know his personal situation or that he's putting in leave, and will understandably scratch their head when he's the same supervisor trying to hold them accountable for leaving to lunch a few mins early, etc - when he is the one who leaves early a large % of the time. This perception, that he leave early frequently, and that he's hypocritical for trying to hold employees accountable, is something he needs to work to fix.

(b) (6) asked for the names of supervisors who raised the concerns, which I did not provide, but I did encourage him to frankly follow up with his team of supervisors, explain that he was called into my office and questioned about these things, and ask for their feedback. I explained to (b) (6) that they might not feel comfortable coming to you with their concerns because he are defensive and black and white and only want to talk about facts and not feelings/ perceptions and they may not think he'll listen to their feedback.

I told (b) (6) that he owns fixing the perception that he is arrogant and acting like he's better than others (when he tells them to report back to him when addressing employee issues he brings to their attention or saying he was the top choice for Supervisor when he interviewed, etc). I read (b) (6) Personnel Data sheet that I had all supervisors complete, where he stated he prides himself in his technical skills and that "he's pretty good at this Supervisor gig" and "My KB18 team seems to be very grateful to have me as their leader." I explained how leaders who are good don't need to tell people that they are good, and that I believe he's not even aware of how he is perceived by others (which was obvious at how shocked he was that his peers felt the way they did about him). He asked that I contact his employees and ask them, to which I stated that I believe him that they would tell me he was good and don't need to. The issue in question is that by acting like he's good and telling people that, he's alienating his peers and acting better than them and is losing their respect.

Ty will be following up with (b) (6) and the other Supervisors to discuss further and to iron out differences between the Supervisors so we can bring the team together.

Thanks,

Shane L. Mantz
DLA Distribution Depot Susquehanna (DDSP) EDC Division Storage Branch Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Wednesday, August 31, 2016 4:38 PM
To: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Shaffer, Ty B LT USN DLA DISTRIBUTION (US); Flynn, Francis D (Fran) CIV DLA DISTRIBUTION (US); Thomas, George D CIV DLA DISTRIBUTION (US); Combs, Kyle S Jr LTJG USN DLA DISTRIBUTION (US); Marshall, Jodi A CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US); Miller, Brandi L CIV DLA TROOP SUPPORT (US)
Cc: Ecija, Jude T CIV (US); Rennekamp, Kenneth E III CIV (US); Di Bona, Edward J CIV DLA DISTRIBUTION (US)
Subject: RE: OSHA L/T Process

John,

We'll dig in and try to understand better on KB shift.

Of note, we just got notification back that one of our employees cases was denied, so about 30 days of LT will be falling off for that one.

TY - please get with Lori, have her pull the data for LT, and compare by supervisor to see if this is a coding issue, and the specifics on how we handle these cases per John's notes below.

Thanks,
Shane

-----Original Message-----
From: Northrup, John D CIV (US)
Sent: Wednesday, August 31, 2016 2:17 PM
To: Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Flynn, Francis D (Fran) CIV DLA DISTRIBUTION (US) <Francis.Flynn@dla.mil>; Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>; Thomas, George D CIV DLA DISTRIBUTION (US) <george.thomas@dla.mil>; Combs, Kyle S Jr LTJG USN DLA DISTRIBUTION (US) <Kyle.Combs@dla.mil>; Marshall, Jodi A CIV DLA DISTRIBUTION (US) <Jodi.Marshall@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Miller, Brandi L CIV DLA TROOP SUPPORT (US) <brandi.miller@dla.mil>
Cc: Ecija, Jude T CIV (US) <Jude.Ecija@dla.mil>; Rennekamp, Kenneth E III CIV (US) <Kenneth.Rennekamp@dla.mil>; Di Bona, Edward J CIV DLA DISTRIBUTION (US) <Edward.DiBona@dla.mil>
Subject: OSHA L/T Process

Team,

We will be conducting some process follow up training for all Supervisors/Managers in September in the proper process to followed by all in regards to on the job injuries. Key focus will be ensuring there is an EDC standardized process.

If you look at the attached data surrounding current YTD LT, I am concerned with the shortness of LT days and numbers on KB shift. Half of our LTs are for just 1 or 2 days. The clinic is available on KA, but where do we send folks on KB? Do we go with the employees? Do we communicate that we have light duty available? Do we communicate that you are expected to report to work the next day? Lost-time should only occur if the Doctor has specifically instructed the employee to stay home, not drive, etc. Is there medical documentation justifying why the lost time days were 1, 2, 3, etc.

As you will note though - tremendous YTD results in PACOUT (0) and Receiving (1).

More to follow.

Thanks,
John

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Wednesday, July 06, 2016 9:07 AM
To: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Tedesco, Daniel D (Dan) CIV DLA HUMAN RESOURCES (US)
Subject: 7/1/16 Conversation with Union 2nd VP, etc

John/ Drew/ Dan,

After talking with Shawn Thomas (Supervisor) about his conversation with Valerie Dickerson and Laura Robinson on 7/1/16, it appears that:

- High Rise Employees were frustrated that they were being forced to work in DK
- Employees voiced frustration to Valerie Dickerson
- Valerie Dickerson questioned Shawn Thomas as to why Storage was forcing employees out of the High Rise instead of following LOCNOPs and the MLA in regards to the process.
- Shawn Thomas replied that Shane, Brad, and James made the decision to move groups of employees with their Supervisor to DK.
- In response and in the presence of Laura Robinson, Valerie Dickerson made the comment "Shane, Brad, and James need to get their head out of their asses" and follow agreements in place.

The concern that I have is that I perceive that the Union is allowed to say whatever they want under "Protected Speech" and complain how "Management" is creating a poor working climate. But my limited observations the past 6 weeks is one where Supervisors and Managers actually feel bullied by certain union reps - Namely Valerie Dickerson (2nd VP) and Robert Boutsellis (President) - who attempt to manipulate contract language for personal gain and do not adhere to the intent that is clearly spelled out in the contracts. They post anti-Agency leadership messages on boards, proliferate false information (see Dickerson's "WHAT IS THE POINT" email), fight positive attempts to improve the work environment (see Boutsellis's ULP filing over my attempt to implement Dry Erase Boards in our work areas for receiving feedback - which we never even implemented so nothing was even potentially violated).

Working in union environments myself before, this is not normal, healthy and (in my limited time observing) is the primary problem with our current culture. I'm used to a team environment, and actually preferred my previous management experience in a union environment to the last experience managing in a non-union environment. I think it can be a great relationship. But something has to change at a higher level of involvement and accountability to the conduct of our union partners if we actually expect this situation to improve.

My only frustrations from my first 6 weeks are that spend more time trying to diffuse needless anti-Agency drama that is not in any way focused on our customers or the Warfighter, and more focused on local politics that diminishes our ability to serve our customers well. Regardless of affiliation, we need team players and accountability, or we'll never fix this cultural problem we have.

Thanks,
Shane

Thanks,

Shane L. Mantz
DLA Distribution Depot Susquehanna (DDSP) EDC Division Storage Branch Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, August 12, 2016 4:22 PM
To: Northrup, John D CIV (US); Tedesco, Daniel D (Dan) CIV DLA HUMAN RESOURCES (US)
Subject: FW: (b) (6)

FYSA...

-----Original Message-----
From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, August 12, 2016 4:17 PM
To: Dickerson, Valarie R CIV (US) <Valarie.Dickerson@dla.mil>
Subject: RE: (b) (6)

Val,

I think you and are capable of having some good conversations and speaking through concerns pretty well, as we've shown really since we've been here. I appreciate that.

Look, I'm not trying to get into an email battle back and forth, and after the past week, I really don't have the energy to keep this up, so I'll leave it at this. Besides it's time for my weekend to start!

My focus needs to be on helping our teams get better, and improve communication and respect - things that have been accepted to be lacking previously, but aren't okay to me.

Simply stated, the things you reference below are the Union Reps job, not the employee's bringing the concern. They provide the names and the info, but don't do the investigation or chase people down gathering statements, hence the expecting her to return at some point today and get the info she asked me to get. I fully understand how to do an investigation, and we all know that the person filing a complaint cannot be the one doing the work you reference as to why she didn't come back today.

I also never said that (b) (6) was a poor performer - I only ever refuted (b) (6) own claims about how "she's one of the best pickers we have", because when I looked for the month of June when evaluating awards, she wasn't "at the top" as she multiple times claimed to be.

I've never initiated a conversation about her performance, she has, and I've never had any issues with her performance when she's processing work. No discipline about her performance has ever been discussed, proposed, or even been hinted at, despite her perceptions or claims that are attempts at deflecting from the only concerns that have been raised - about proper approval of her time prior to leaving her work area.

Her issue isn't how fast she works when she works - she does well there. Her performance struggles that keep her from being as high as I know she can be (which she already thinks she is), is because she only works when her mind is into working, and she takes hours to have what could be very professional, pointed, 15 minute conversations. I've experienced this multiple times personally, and I'm sure and have heard it's happening with others too.

I know she could be one of our best pickers if she would just simply stay on task, but she isn't because I believe she truly struggles with focusing and getting emotionally caught up in the issue of the day - which detracts from her capabilities.

The only thing that has ever been asked of her is what is contractually obligated and that the Chief Steward agrees should happen - that she attain written approval before leaving her assigned work area to conduct union time. She's never been denied to go - we're not giving her a hard time - simply asking for the respect and communication and acknowledgment that we're within our right to be the deciding person in the matter - which again we've never disapproved.

It amazes me that (b) (6) is turning this into far more than it is - but just further illustrates my point on how good of an asset she could be to the team if she could just stay focused on doing the right thing and improving the respect and communication within the organization vs. doing what she wants to do when she wants to do it (another example is when she didn't want to pick in the High Rise, so instead of "complying and complaining" she picked nothing the entire morning and took hours to voice her disagreement and concerns, whereas it would be just as effective to do so in a fraction of the time she takes to do so.)

This is a recurring theme - I know you are close to her and will share this with her - for the organization's sake, can we please stop bickering back and forth, and agree to communicate, respect the MLA, and minimize the completely unnecessary arguing? It solves nothing, and doesn't help the culture.

Please help me lead this organization out of the years of poor communication and working together, and convince all sides that what did or didn't happen in the past is not how I lead or want the culture to be. You may not be in management, but you are without a doubt a leader in this organization. The culture survey results are poor - we can all agree there - but some people, through things like this, can't seem to believe that it's possible to make it better and to work towards making it better.

It takes everyone to be convinced and committed to making this a great place to work, and a few folks with strong wills can prevent that from happening. Please help me ensure we're all part of the solution. It won't happen overnight, but that's where I think we can get it - but only if we're working together towards that shared goal.

Thanks,
Shane

-----Original Message-----
From: Dickerson, Valarie R CIV (US)
Sent: Friday, August 12, 2016 3:34 PM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>; Paganbonilla, Jose A CIV (US) <Jose.Pagan@dla.mil>; (b) (6) Boutselis, Robert L CIV (US) <Robert.Boutselis@dla.mil>; Elliott, Randolph A Jr CIV (US) <Randolph.Elliott@dla.mil>
Cc: Northrup, John D CIV (US) <John.Northrup@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Evans, Lester L CIV (US) <Lester.Evans@dla.mil>; Schiebold, Warren L Jr CIV (US) <Warren.Schiebold@dla.mil>
Subject: RE: (b) (6)

If you'd like to come out of management and be a representative this process would be fully explained to you. When you have to get statements from different folks, from different areas, contact officers that have been relieved from post 8, and do information request, these things tend to take some time. We will never mutually agree to a reasonable amount of time because you seem to always want to scrutinize and/or interpret your own understanding of any and every process that our Agency has a contractual agreement too. See Articles 3, 4, and 8 of our Master Labor Agreement, which speaks on time for both Union business and EEO matters. Again not understanding your anticipation of (b) (6) return, when you have already acknowledged she doesn't do her job.

Valarie Dickerson
2nd Vice President

AFGE 2004

-----Original Message-----
From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, August 12, 2016 2:56 PM
To: Dickerson, Valarie R CIV (US) <Valarie.Dickerson@dla.mil>; Paganbonilla, Jose A CIV (US) <Jose.Pagan@dla.mil>; (b) (6) [redacted] Boutselis, Robert L CIV (US) <Robert.Boutselis@dla.mil>; Elliott, Randolph A Jr CIV (US) <Randolph.Elliott@dla.mil>
Cc: Northrup, John D CIV (US) <John.Northrup@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Evans, Lester L CIV (US) <Lester.Evans@dla.mil>; Schiebold, Warren L Jr CIV (US) <Warren.Schiebold@dla.mil>
Subject: RE: Laura Robinson

Copy, tracking Val.

It was not anticipated that a meeting with a Union Rep would still be ongoing 6 hours later, hence the question.

I'm not sure what's considered reasonable amount of time to provide a concern and get an employee back to work, so we'll have to come to an mutual agreement and understanding there.

Shane

-----Original Message-----
From: Dickerson, Valarie R CIV (US)
Sent: Friday, August 12, 2016 2:51 PM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>; Paganbonilla, Jose A CIV (US) <Jose.Pagan@dla.mil>; (b) (6) [redacted] Boutselis, Robert L CIV (US) <Robert.Boutselis@dla.mil>; Elliott, Randolph A Jr CIV (US) <Randolph.Elliott@dla.mil>
Cc: Northrup, John D CIV (US) <John.Northrup@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Evans, Lester L CIV (US) <Lester.Evans@dla.mil>; Schiebold, Warren L Jr CIV (US) <Warren.Schiebold@dla.mil>
Subject: (b) (6) [redacted]

Good Afternoon Mr. Mantz,

Not understanding why you were looking for her when the approval for her to come to the hall was given by Mr. Schiebold with your authorization to my knowledge. As stated during you and (b) (6) [redacted] incident, she has the EEO information here at the hall. Thanks any way, information was already provided.

V/R

Valarie Dickerson
2nd Vice President
AFGE 2004

-----Original Message-----
From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, August 12, 2016 2:25 PM
To: Dickerson, Valarie R CIV (US) <Valarie.Dickerson@dla.mil>; Paganbonilla, Jose A CIV (US) <Jose.Pagan@dla.mil>; (b) (6) [redacted] >; Boutselis, Robert L CIV (US) <Robert.Boutselis@dla.mil>; Elliott, Randolph A Jr CIV (US) <Randolph.Elliott@dla.mil>

Cc: Northrup, John D CIV (US) <John.Northrup@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Evans, Lester L CIV (US) <Lester.Evans@dla.mil>; Schiebold, Warren L Jr CIV (US) <Warren.Schiebold@dla.mil>
Subject: RE: (b) (6) [redacted]

Copy, thanks for the update Val.

We tried to find her to give her the requested info she asked me for - the EEO contact information.

Attaching that info - could you please ensure that she receives this?

Thanks,
Shane

-----Original Message-----
From: Dickerson, Valarie R CIV (US)
Sent: Friday, August 12, 2016 2:22 PM
To: Paganbonilla, Jose A CIV (US) <Jose.Pagan@dla.mil>; (b) (6) [redacted]
Boutselis, Robert L CIV (US) <Robert.Boutselis@dla.mil>; Elliott, Randolph A Jr CIV (US) <Randolph.Elliott@dla.mil>
Cc: Northrup, John D CIV (US) <John.Northrup@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>; Evans, Lester L CIV (US) <Lester.Evans@dla.mil>; Schiebold, Warren L Jr CIV (US) <Warren.Schiebold@dla.mil>
Subject: (b) (6) [redacted]
Importance: High

Good Afternoon All,

I am emailing in regards to (b) (6) [redacted] presence out at the Union Hall today. Everyone is well aware (b) [redacted]. (b) (6) [redacted] had an incident this morning with Mr. Mantz and was advised by Mr. Schiebold that she could come out to the Union Hall to speak with a someone to handle her concern. I just want to be clear, (b) (6) [redacted] is not in a representative capacity and will not be sending an A-Form for today's time out here at the Hall. She is solely here as a grievant addressing her concerns in regards to the events that happened this morning. I am sending this email as a courtesy, so that not only her supervisor is informed, per the MLA, but all other parties that have a question and/or concern with her use of official time. Also she is currently in a private meeting with Mr. Elliot and will not be returning to the EDC today for dismissal. Thank you in advance for your assistance in this matter.

V/R

Valarie Dickerson
2nd Vice President
AFGE 2004

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Monday, July 18, 2016 5:24 PM
To: Northrup, John D CIV (US); Tedesco, Daniel D (Dan) CIV DLA HUMAN RESOURCES (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US)
Subject: RE: 7114 (B)(4) Information Request

John/ Dan,

There is no other agreement in writing with Mr. Boutselis other than the MLA, to my knowledge.

I would cite Page 66 of the MLA - Article 29, Sec 1, para C.

C. A “loan” is the short-term assignment (10 workdays or less) of an employee to another supervisor or Organization.....

.....to meet temporary or limited work situations where the position has the same grade, series and basic duties as his/her regularly assigned position. Loans are typically used in distribution depots. Assignments for more than 10 workdays will be considered to be details.

Because we're not assigning an employee to another supervisor or moving organizations, this is not a loan and does not need to follow the seniority rules in Section 2, para B.

This verbiage is also obviously not meant to govern shift-to-shift operations, in that it also specifies requiring in writing a 15-day notice, and thus is not considered a reassignment (neither a detail nor a loan, as defined above).

Because this is happening every single shift with the intentional overstaffing of the High Rise to allow DLA to be flexible enough to meet customer requirements and not get into a situation where the Warfighter suffers because we don't have enough MHEs or DPWs to flex to the work of the day.

Forcing the use of volunteers every shift is overly burdensome to supervisors and management, non-repeatable, and significantly impacts the business at start of day, multiple moves, waiting until far into shift to create a plan vs. having one set when employees arrive, etc.

In 6 weeks our workload could shift again, and we wouldn't have the ability to flex to that because of only hiring to known workload now (John mentioned that we overstaffing the High Rise because of missing Hi Pri's in the rack for 2 straight years).

This certainly does not meet GEN Busch's 5-Year Strategic Plan that places the Warfighter first, and also does not violate any agreements, change any working conditions, nor subject the employee to any work they are not trained and expected to do.

Ultimately, in the next contract negotiation, we need to fight for making the MH's and DPW's the same series to allow the organization to execute our Commander's intent, which aligns with good business practices, stewardship of government resources, and established workforce management.

Thanks,

Shane

-----Original Message-----
From: Northrup, John D CIV (US)
Sent: Monday, July 18, 2016 3:14 PM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>
Subject: FW: 7114 (B)(4) Information Request
Importance: High

??

-----Original Message-----
From: Tedesco, Daniel D (Dan) CIV DLA HUMAN RESOURCES (US)
Sent: Monday, July 18, 2016 2:59 PM
To: Northrup, John D CIV (US) <John.Northrup@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>
Subject: FW: 7114 (B)(4) Information Request
Importance: High

Per our conversation today, do you guys have any such notifications or concurrence with/from Mr. Boutselis?

Thanks,

Dan Tedesco
Labor and Employee Relations
DLA Human Resources Services
Phone (717) 770-4696
DSN 771-4696
Fax (717) 770-5842

-----Original Message-----
From: Robinson, Laura C CIV (US)
Sent: Monday, July 18, 2016 2:37 PM
To: New, Corey A COL USARMY DLA (US) <Corey.New@dla.mil>; Tedesco, Daniel D (Dan) CIV DLA HUMAN RESOURCES (US) <daniel.tedesco@dla.mil>
Cc: Boutselis, Robert L CIV (US) <Robert.Boutselis@dla.mil>; Elliott, Randolph A Jr CIV (US) <Randolph.Elliott@dla.mil>
Subject: 7114 (B)(4) Information Request
Importance: High

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Tuesday, September 13, 2016 1:47 PM
To: Northrup, John D CIV (US); Thomas, George D CIV DLA DISTRIBUTION (US); Flynn, Francis D (Fran) CIV DLA DISTRIBUTION (US)
Cc: Tedesco, Daniel D (Dan) CIV DLA HUMAN RESOURCES (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US)
Subject: RE: Sups performing BUE work

Just curious - what violations of the contract was he referring to with me?

The mud slinging continues...

-----Original Message-----
From: Northrup, John D CIV (US)
Sent: Tuesday, September 13, 2016 1:01 PM
To: Thomas, George D CIV DLA DISTRIBUTION (US) <george.thomas@dla.mil>; Flynn, Francis D (Fran) CIV DLA DISTRIBUTION (US) <Francis.Flynn@dla.mil>; Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>
Subject: FW: Sups performing BUE work

FYSA...

-----Original Message-----
From: Northrup, John D CIV (US)
Sent: Tuesday, September 13, 2016 12:27 PM
To: Eungard, Brad J COL USARMY DLA DISTRIBUTION (US) <Brad.Eungard@dla.mil>; Barnes, Brent E CIV DLA DISTRIBUTION (US) <Brent.Barnes@dla.mil>; Freeman, Jacob H LTC USARMY DLA DISTRIBUTION (US) <jacob.freeman@dla.mil>; Wood, David W CIV (US) <David.Wood@dla.mil>; Tedesco, Daniel D (Dan) CIV DLA HUMAN RESOURCES (US) <daniel.tedesco@dla.mil>
Cc: Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Combs, Kyle S Jr LTJG USN DLA DISTRIBUTION (US) <Kyle.Combs@dla.mil>; Marshall, Jodi A CIV DLA DISTRIBUTION (US) <Jodi.Marshall@dla.mil>
Subject: RE: Sups performing BUE work

COL. Eungard,

Difficult to lay out all the complexities in an email, but I will attempt to provide the high level.

1. We do not feel there is a violation of the MLA. There are rare, extreme situations that arise requiring Supervisors to perform BUE work. We routinely do that in other work areas to include allowing Sups to maintain a trained to standard status (DPW, MH, MEI, Techs, etc). We notify the Union when these situations occur.

2. The situation in CCP is: end of year workload surge combined with a deficit of 4 DPWs and 3 Supply Techs (representing 20% of authorized staffing). Over the past month, we've seen a 100% increase in CCP FF that requires a very specific skillset to resolve.

3. The CCP FF is broken down by process (GSA, DLA, Vendor Call, waiting Transshipment, TDR in processing, TDR waiting shipment). Core staffing include GSA Contractors, GS-07 Supply Techs, and Transportation Assistants. When we have had backlogs in the past, we have utilized lower graded employees to do lower graded pieces of the process - such as

non-productive work (vendor calls which can be time-consuming and cumbersome). All FF that is remediated gets transshipped which can only be done by GS-07's. During backlogs, we need the limited GS-07 employees working on the transships rather than vendor calls.

4. What have we been doing? We continue rotate and request volunteers (Supply Techs) to assist in CCP FF area. We have requested Supply Tech OT, but our last submission was reduced at approval to 110 hours vice 200 hours requested. We met with the Union and HR last Wednesday. We requested to use DPW's for the vendors calls. The Union was in agreement if HR agreed to cut a SF50 action identifying employees were doing higher graded work. HR advised us to stand down due to a pending arbitration case related to the lower graded work and mentioned to us that the vendor call work has been classified as GS-04 level work. We did negotiate with the Union to put out a help wanted asking for 5-7 Supply Techs to work in the FF area for 120 days. If we don't get volunteers then we will assign/detail in reverse seniority. This will not take effect for at least 4-6 weeks.

5. This past Thursday, Mr. Finn notified me and Drew that he wanted to train Supervisors on vendor calls in order for us to have another COA to complete the vendor calls and free up limited GS-07 resources to complete the transships. I agreed and asked Drew to notify Labor/Hr. There are no other BUE's in the EDC that HR or the union will allow us to use. We forwarded this information to HR/Labor Relation on Friday morning and requested they notify the Union. Dan Tedesco notified the Union that same morning.

6. I do not see this as a Nuclear Reaction by Leadership. The complex issue of GS-07 work and proper classification of duties must be resolved between HR and the Union. In the meantime, Mr. Finn is creating an additional capability until the issues are resolved in order to meet all production/performance issued by our higher HQ's.

7. Training was provided to some Supervisors last Friday and they have completed ~100 vendor calls to ensure there was GS-07 transship work available for the Supply Tech OT on Saturday. No additional Supervisors have done vendor calls this week. We still have ~80-100 outstanding vendor calls to make.

Standing by for additional questions or concerns.

Thank you,
John

-----Original Message-----
From: Eungard, Brad J COL USARMY DLA DISTRIBUTION (US)
Sent: Tuesday, September 13, 2016 11:23 AM
To: Barnes, Brent E CIV DLA DISTRIBUTION (US) <Brent.Barnes@dla.mil>; Freeman, Jacob H LTC USARMY DLA DISTRIBUTION (US) <jacob.freeman@dla.mil>; Northrup, John D CIV (US) <John.Northrup@dla.mil>; Wood, David W CIV (US) <David.Wood@dla.mil>; Tedesco, Daniel D (Dan) CIV DLA HUMAN RESOURCES (US) <daniel.tedesco@dla.mil>
Subject: FW: Sups performing BUE work

Dan - what is the deal here? Did we overstep the MLA? Did we talk supervisors in our meeting with the Union? Sounds like we didn't like the feedback from the union during negotiations and took our toys and went home - I.E. Opted for a nuclear option.

Am I right?

_____
From: Boutselis, Robert L CIV (US)
Sent: Tuesday, September 13, 2016 8:24:39 AM
To: Eungard, Brad J COL USARMY DLA DISTRIBUTION (US)
Subject: RE: Sups performing BUE work

Sir,

With all due respect the appropriate way is the contractual agreement in which Article 5 should have been applied. There is no excuse for the actions of your management team other than the Agreement doesn't work for them regarding this matter and that isn't an acceptable or reasonable when we engaged in a meeting regarding the Agency's interest and nothing was mention about the utilization of supervisors. I already gave the Agency a mulligan regarding Shane Mantz violations of the contract; now I am asked again when this Agency has violated Article 37 Arbitration (Mario Johnson case) and Article 5 on a regular an reoccurring basis. I am filing an Formal Grievance to Twila Gonzales if supervisors are still performing duties of that a bargaining unit employee performs.

Respectfully,

RB

-----Original Message-----
From: Eungard, Brad J COL USARMY DLA DISTRIBUTION (US)
Sent: Monday, September 12, 2016 11:07 PM
To: Boutselis, Robert L CIV (US) <Robert.Boutselis@dla.mil>; Barnes, Brent E CIV DLA DISTRIBUTION (US) <Brent.Barnes@dla.mil>
Cc: Tedesco, Daniel D (Dan) CIV DLA HUMAN RESOURCES (US) <daniel.tedesco@dla.mil>; Northrup, John D CIV (US) <John.Northrup@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>; Elliott, Randolph A Jr CIV (US) <Randolph.Elliott@dla.mil>
Subject: RE: Sups performing BUE work

Mr. Boutselis - I have two notes from management informing me of this issue but I haven't talked to HR (Tedesco and Tracie J). I need to talk to legal as well as I understand the intent of the leaders but I want to hear from others on what is appropriate given the workload and other constraints.

Distribution HQ is hosting a Cdrs/directors training session this week in BLDG 54. Give me until Wed to run this down. (Both Mr. Barnes and I are in this training.)

Thanks,
COL Eungard

_____
From: Boutselis, Robert L CIV (US)
Sent: Monday, September 12, 2016 7:39:01 AM
To: Eungard, Brad J COL USARMY DLA DISTRIBUTION (US); Barnes, Brent E CIV DLA DISTRIBUTION (US)

Cc: Tedesco, Daniel D (Dan) CIV DLA HUMAN RESOURCES (US); Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Elliott, Randolph A Jr CIV (US); Stern, Robert L Sr CIV (US); Dickerson, Valarie R CIV (US)
Subject: Sups performing BUE work

Commander Eungard,

I am humbly requesting a status update of supervisors performing vendor call duties as well as any other work that is performed by bargaining unit employees?

Respectfully,

RB

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, July 01, 2016 2:58 PM
To: Northrup, John D CIV (US); Wise, Tina M CIV DLA DISTRIBUTION (US); Sterbutzel, Robert P CIV (US); Marshall, Jodi A CIV DLA DISTRIBUTION (US)
Subject: RE: Manager Birthday

I was able to follow up with Brad and we got it covered - he did end up getting one. Thank you Tina!

-----Original Message-----
From: Northrup, John D CIV (US)
Sent: Friday, July 01, 2016 12:29 PM
To: Wise, Tina M CIV DLA DISTRIBUTION (US); Sterbutzel, Robert P CIV (US); Mantz, Shane L CIV DLA DISTRIBUTION (US); Marshall, Jodi A CIV DLA DISTRIBUTION (US)
Subject: RE: Manager Birthday

Tina - in case we lost/misplaced, how hard would it be to have another one completed?

Thanks, John

-----Original Message-----
From: Wise, Tina M CIV DLA DISTRIBUTION (US)
Sent: Friday, July 01, 2016 11:19 AM
To: Sterbutzel, Robert P CIV (US); Mantz, Shane L CIV DLA DISTRIBUTION (US); Marshall, Jodi A CIV DLA DISTRIBUTION (US)
Cc: Northrup, John D CIV (US)
Subject: RE: Manager Birthday

All,

According to my records and memory, (b) (6) was issued a birthday letter from this office and given to the EDC Division.

Thank you.

V/R
Tina M. Wise
Command Suite
Administrative Support Assistant
717-770-6212
(c) 717-903-2858
Tina.Wise@dla.mil

“Worrying does not empty tomorrow of its trouble, It empties today of its strength."

-----Original Message-----
From: Sterbutzel, Robert P CIV (US)
Sent: Friday, July 01, 2016 10:57 AM

To: Mantz, Shane L CIV DLA DISTRIBUTION (US); Marshall, Jodi A CIV DLA DISTRIBUTION (US)
Cc: Northrup, John D CIV (US); Wise, Tina M CIV DLA DISTRIBUTION (US)
Subject: RE: Manager Birthday

Shane,

Ms. Tina is the one that does the Birthday notes for the boss. I have CCed her on this note so that she can do one up for you.

V/R Rob

-----Original Message-----
From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, July 01, 2016 10:54 AM
To: Marshall, Jodi A CIV DLA DISTRIBUTION (US); Sterbutzel, Robert P CIV (US)
Cc: Northrup, John D CIV (US)
Subject: Manager Birthday

Jodi/ Rob,

(b) (6) [redacted] - but I don't think got a card from the Commander.

Do we normally do that for managers?

Can you please ensure we get one if not?

Thanks,

Shane L. Mantz
DLA Distribution Depot Susquehanna (DDSP) EDC Division Storage Branch Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

Fiscal Wk	39	3/22/17	WED			
Expected Orders	Week 39	*77,830*	Yesterday			
	Week 40	53,943	3/21/17	3/22/17	3/23/17	3/24/17
	Week 41	69,259	TUE	WED	THU	FRI
Storage Branch Totals		Reg Direct Labor Hrs Available		1,122	1,122	1,052
		MOT/VOT Hours Planned		120	540	0
		Total P/P/P Capacity		5,707	26,957	17,026
		New Orders Expected		16,164	15,126	14,445
		Projected/ Act Workable Orders	7,564	*18,021*	*6,190*	*3,609*
1st Shift	High Rise	Reg Direct Labor Hrs Available		371	371	348
		MOT/VOT Hours Planned		30	214	0
		Total P/P/P Capacity		**4,095**	9,053	5,382
		New Orders Expected		3,138	3,096	2,888
		Projected/ Act Workable Orders		*3,051*	*3,043*	*-2,685*
	Active Items	Reg Direct Labor Hrs Available		204	204	191
		MOT/VOT Hours Planned		40	126	0
		Total P/P/P Capacity		**1,612**	5,909	3,424
		New Orders Expected		2,100	2,181	2,225
		Projected/ Act Workable Orders		*4,044*	***5,292***	***5,182***
	Total 1st Shift Labor Hrs Available			645	915	539
	Total 1st Shift P/P/P Capacity			5,707	14,962	8,806
2nd Shift	High Rise	Reg Direct Labor Hrs Available		422	422	396
		MOT/VOT Hours Planned		20	146	0
		Total P/P/P Capacity		**0**	8,792	6,124
		New Orders Expected		5,949	5,558	5,116
		Projected/ Act Workable Orders	4,008	***9,000***	*-191*	*-3,693*
	Active Items	Reg Direct Labor Hrs Available		125	125	117
		MOT/VOT Hours Planned		30	54	0
		Total P/P/P Capacity		**0**	3,203	2,096
		New Orders Expected		4,976	4,292	4,216
		Projected/ Act Workable Orders	3,556	***9,021***	***6,381***	***7,302***
	Total 2nd Shift Labor Hrs Available			597	747	513
	Total 2nd Shift P/P/P Capacity			0	11,995	8,221

EOD Workable	
DB	**2,883**
DR	**1,125**
DK	**1,032**
DT	**1,468**
DP	**1,056**
	7,564

***Enter MOT/VOT Hours as nee**

Storage Branch 3-Week Plan

Next 7 Days				Today + 8-14 Days				
3/25/17	3/26/17	3/27/17	3/28/17	3/29/17	3/30/17	3/31/17	4/1/17	4/2/17
SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN
227	0	818	1,196	1,122	1,122	1,052	227	0
-629	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
-6,412	0	13,192	19,324	18,161	18,161	17,026	3,732	0
4,265	1,631	7,950	9,707	11,203	10,484	10,012	2,956	2,094
14,286	***15,917***	***10,675***	***1,058***	***-5,900***	***-13,577***	***-20,592***	***-21,368***	***-19,274***
140	0	204	436	371	371	348	140	0
-157	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
-262	0	3,155	6,748	5,741	5,741	5,382	2,168	0
1,499	343	942	1,780	2,175	2,145	2,001	1,039	441
-1,932	***3,689***	***2,026***	***-5,249***	***-11,641***	***-17,646***	***-23,707***	***-27,414***	***-26,576***
87	0	101	206	204	204	191	87	0
-78	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
167	0	1,817	3,698	3,652	3,652	3,424	1,564	0
1,671	209	586	1,084	1,456	1,512	1,542	1,158	268
8,807	***11,149***	***10,446***	***8,343***	***6,937***	***6,010***	***4,867***	***5,288***	***5,917***
-8	0	305	642	575	575	539	227	0
-95	0	4,972	10,446	9,393	9,393	8,806	3,732	0
0	0	396	427	422	422	396	0	0
-304	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
-4,705	0	6,124	6,614	6,533	6,533	6,124	0	0
574	550	3,817	3,788	4,123	3,852	3,546	397	707
3,346	***4,240***	***-282***	***-8,075***	***-14,051***	***-20,327***	***-26,285***	***-27,017***	***-25,869***
0	0	117	126	125	125	117	0	0
-90	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
-1,612	0	2,096	2,264	2,236	2,236	2,096	0	0
521	529	2,606	3,055	3,449	2,975	2,922	361	679
10,940	***11,677***	***10,956***	***9,134***	***8,151***	***6,749***	***5,694***	***5,649***	***6,595***
-394	0	513	554	547	547	513	0	0
-6,317	0	8,221	8,878	8,769	8,769	8,221	0	0

ded (negative hours for Holidays/ operational impacts)

		Today + 15-21 Days						
4/3/17	4/4/17	4/5/17	4/6/17	4/7/17	4/8/17	4/9/17	4/10/17	4/11/17
MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE
818	1,196	1,122	1,122	1,052	227	0	818	1,196
0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
13,192	19,324	18,161	18,161	17,026	3,732	0	13,192	19,324
10,208	12,464	14,384	13,461	12,854	3,795	2,254	10,988	13,417
-22,259	***-29,119***	***-32,896***	***-37,597***	***-41,769***	***-41,706***	***-39,452***	***-41,656***	***-47,563***
204	436	371	371	348	140	0	204	436
0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
3,155	6,748	5,741	5,741	5,382	2,168	0	3,155	6,748
1,209	2,286	2,793	2,755	2,570	1,334	474	1,301	2,461
-27,815	***-33,502***	***-38,200***	***-42,425***	***-46,824***	***-49,230***	***-48,245***	***-49,338***	***-54,475***
101	206	204	204	191	87	0	101	206
0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
1,817	3,698	3,652	3,652	3,424	1,564	0	1,817	3,698
752	1,392	1,869	1,941	1,980	1,487	288	810	1,498
5,531	***4,475***	***4,350***	***4,832***	***4,971***	***6,550***	***7,302***	***7,025***	***6,332***
305	642	575	575	539	227	0	305	642
4,972	10,446	9,393	9,393	8,806	3,732	0	4,972	10,446
396	427	422	422	396	0	0	396	427
0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
6,124	6,614	6,533	6,533	6,124	0	0	6,124	6,614
4,900	4,864	5,294	4,946	4,553	510	761	5,275	5,236
-29,039	***-35,252***	***-39,439***	***-44,012***	***-48,396***	***-48,719***	***-47,484***	***-50,187***	***-55,853***
117	126	125	125	117	0	0	117	126
0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
2,096	2,264	2,236	2,236	2,096	0	0	2,096	2,264
3,346	3,922	4,428	3,819	3,752	463	731	3,602	4,222
6,781	***6,133***	***6,543***	***6,415***	***6,627***	***7,013***	***8,032***	***8,531***	***8,290***
513	554	547	547	513	0	0	513	554
8,221	8,878	8,769	8,769	8,221	0	0	8,221	8,878

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Saturday, July 02, 2016 10:35 AM
To: Northrup, John D CIV (US); Wood, David W CIV (US)
Cc: Cammack, James C Sr CIV (US); Leader, Kevin D CIV (US); Shaffer, Ty B LT USN DLA DISTRIBUTION (US); Yiengst, Bradley P CIV DLA DISTRIBUTION (US)
Subject: After Hours Report Updating
Attachments: Storage Branch Shift Report.xlsx

John/ David,

My team was asking, so I wanted to follow up from the meeting that I believe happened a few weeks ago - has there by an action plans set in place to help get the "By the Hour" reports consistently updated on off hours (mainly 2nd shift)? Can we identify a plan and completion date so I can let the team know?

Good news: This morning I ran the reports, and the WIP report was updated before start of shift, so that helped us greatly. James had all the information he needed in order to prepare a plan prior to start of shift, and he knows that is required prior to his meeting with the Supervisors, so that they are all prepared at 06:00 with a plan in place to execute.

I wanted to call out Kevin Leader personally and thank him for helping us get the WIP report updated earlier to enable the team to start the day with a plan (vs. having to figure out the plan after we've already assigned employees to work, then forcing us to upset them and move them once we actually know what work we're up against that day).

Our Managers are expected to pull these reports prior to their morning with the Supervisors, and plug the data into a file I've created to help provide direction, consistency, and expedite our planning processes at start of shift.

Bad News: We still can't utilize our planning file and follow up on how we're nailing that plan on 2nd shift as desired because it is too labor intensive for leads, supervisors, and managers to manually pull all the required data out of DSS - and most importantly to me, it pulls them away from supervising and managing our processes. This morning, the WIP report was updated on time, as was the Min Staffing Report, but when I checked the Capability by the hour report it had not been updated by 7:30am - it is now, so I don't know if someone is working from home updating these, or if we've found a way to automate that with Macros, but I appreciate the support keeping that updated.

This is such a critical component to simplify my teams' ability to plan and execute the plan, that I am willing to train someone on my shift to own running the files after hours to keep them updated. I have a very sharp Manager on 2nd shift that is more than capable and has even offered to do it himself.

As the new guy, is it possible to give our folks the permissions necessary with our systems to do this, without fear that we'd mess something up too bad?

David - I'm enclosing the file we've implemented and are trying to use to teach our team how to manage flow, properly staff to the work, and achieve the EDC's goals, and would be glad to review it with you and see your suggestions/ input on how to make it better/ how you think DMD can help us tighten up our execution of flow here to nail our efficiency improvement goals.

Thanks,

Shane L. Mantz
DLA Distribution Depot Susquehanna (DDSP) EDC Division Storage Branch Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, June 03, 2016 11:56 AM
To: Northrup, John D CIV (US); Yiengst, Bradley P CIV DLA (US); Shaffer, Ty B LT USN DLA DISTRIBUTION (US); Cammack, James C Sr CIV (US)
Cc: Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US); Marshall, Jodi A CIV DLA DISTRIBUTION (US); Combs, Kyle S Jr LTJG USN (US)
Subject: RE: WHAT IS THE POINT

Copy John - we're meeting at 1pm to review.

Thanks,
Shane

-----Original Message-----
From: Northrup, John D CIV (US)
Sent: Friday, June 03, 2016 9:58 AM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US); Yiengst, Bradley P CIV DLA (US); Shaffer, Ty B LT USN DLA DISTRIBUTION (US); Cammack, James C Sr CIV (US)
Cc: Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US); Marshall, Jodi A CIV DLA DISTRIBUTION (US); Combs, Kyle S Jr LTJG USN (US)
Subject: FW: WHAT IS THE POINT
Importance: High

Shane,

This was completely avoidable yesterday if our Managers and Supervisors were planning properly. At 13:30 the minimum Staffing required report is published on the Switchboard. It clearly showed we only needed 22 in DB and 11 in DR to complete all available work within 8 hours. Further it showed 49 requirement in A/I.

The 2nd shift meeting should have quickly planned to leave the 10 hour employees in the Cranes and move ~25-30 MHs to attack the workload in A/Is. Because our Managers did not do this, we lost productivity, created labor strife, lost credibility and looked foolish in the eyes of our 1st line Sups and employees.

I know you know how to resolves these types of issues - let me know what help you need from me to assist.

Thanks,
John

-----Original Message-----
From: Dickerson, Valarie R CIV (US)
Sent: Friday, June 03, 2016 9:06 AM
To: Northrup, John D CIV (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US)
Cc: Boutselis, Robert L CIV (US); Elliott, Randolph A Jr CIV (US); Schaming, Timothy J CIV (US); Stern, Robert L Sr CIV (US); Engle, Ryan P CIV (US)
Subject: WHAT IS THE POINT
Importance: High

Good Morning All,

I am not understanding how we have meet at two different management union relation meetings; also cancelled the Anti- Animus ADR for this exact reason and I am still hearing that the supervisors still need clarity. Did we not also have a meeting with a group of employees last Friday, still reiterating the same concerns? Either the message has not been relayed and or supervisors are taking it upon themselves to enforce whatever rules they see fit and can't follow directives that were given to them. In light of this update, I would hope that management is going to take the same action it would if a BUE did not follow a directive, following up with some type of disciplinary action. What is the point of us meeting and so called bringing issues forward if they are still being ignored. Please advise?

Valarie Dickerson
2nd Vice President
AFGE 2004

-----Original Message-----
From: Wong, Vinda CIV (US)
Sent: Wednesday, June 01, 2016 4:04 PM
To: Dickerson, Valarie R CIV (US)
Subject:

Hey Mrs.Val just wanted to know what is the status on the kd 10 employees .being loaned out for the last 2 hours , I am still being told to get out of my crane at 2:30. My supervisor Mr. Aron Gossard and 2nd shift high rise supervisors need clarification .thanks Vinda Wong

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Northrup, John D CIV (US)
Sent: Thursday, June 30, 2016 7:17 AM
To: Northrup, John D CIV (US); Mantz, Shane L CIV DLA DISTRIBUTION (US)
Subject: Missed call from Northrup, John D CIV (US)-Meeting with the KB Employees

Missed call from Northrup, John D CIV (US)-Meeting with the KB Employees

Northrup, John D CIV (US)
SUPERVISORY DISTRIBUTION FACILITIES SPECIALIST , DLA
E-mail: John.Northrup@dla.mil <mailto:John.Northrup@dla.mil>

IM: john.d.northrup@dla.mil <sip:john.d.northrup@dla.mil>

Microsoft ® Office Communicator 2007 R2

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, October 07, 2016 7:43 AM
To: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Subject: RE: LAC update ??

Thanks Ky

-----Original Message-----
From: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Sent: Wednesday, October 05, 2016 4:00 PM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>
Subject: FW: LAC update ??

-----Original Message-----
From: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Sent: Tuesday, October 04, 2016 3:47 PM
To: Hahn, Gregory C CIV DLA DISTRIBUTION (US) <Gregory.Hahn@dla.mil>; Lacey, Theodore E CIV DLA DISTRIBUTION (US) <Theodore.Lacey@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>
Cc: Watt, Michael R CIV DLA DISTRIBUTION (US) <Michael.Watt@dla.mil>; Noggle, Thomas C Jr CIV DLA DISTRIBUTION (US) <Thomas.Noggle@dla.mil>; Petersen, Glenn P CIV DLA DISTRIBUTION (US) <Glenn.Petersen@dla.mil>; Yiengst, Bradley P CIV DLA DISTRIBUTION (US) <Bradley.Yiengst@dla.mil>; Wood, David W CIV (US) <David.Wood@dla.mil>; Northrup, John D CIV (US) <John.Northrup@dla.mil>; Johnson, Brenda L CW4 USARMY DLA DISTRIBUTION (US) <Brenda.2.Johnson@dla.mil>; Yiengst, Bradley P CIV DLA DISTRIBUTION (US) <Bradley.Yiengst@dla.mil>; DDSP Stock Positioning <ddspstockpositioning@dla.mil>
Subject: RE: LAC update ??

Yes, Here is the impact from the update and form the quarter and the Fiscal year. The Distribution Center (DC) continues to see an increase of dormant materiel with each passing quarter/ year and continue to reduce stock though disposals. The quarterly update saw an increase of dormant inventory by ~8% and extended cube for the depot was reduced by 10% (1.4M ext. cu.) from the previous fiscal year. Some details below.

EDC25SEP1602OCT16% CHNG
A3,1443,2634%
B9,0679,0240%
C59,45952,959-11%
D38,08838,6281%
E67,46457,167-15%
F81,73479,313-3%
G50,01469,11238%
TOTAL NIINs308,970309,4660%

LAC G25SEP1602OCT16% CHNG
EXT CU144,754188,46030%

E BULK25SEP1602OCT16% CHNG
A2,2642,3182%

B3,7843,8482%
C13,19812,263-7%
D6,8307,1264%
E9,2068,212-11%
F20,68918,308-12%
G29,15433,08513%
TOTAL NIINs85,12585,1600%

LAC G25SEP1602OCT16% CHNG
EXT CU999,3821,159,74716%

W BULK25SEP1602OCT16% CHNG
A8208281%
B1,4231,376-3%
C5,5275,234-5%
D3,9094,62118%
E7,4648,63416%
F72,23461,072-15%
G320,657329,8543%
TOTAL NIINs412,034411,6190%

LAC G25SEP1602OCT16% CHNG
EXT CU1,310,4871,339,1372%

DDSP04OCT1502OCT16% CHNG
TOTAL NIINs783,956740,815-6%
TOTAL G NIINs453,147413,051-9%

TOTAL EXT CU13.1511.77-10%
TOTAL G EXT CU3.102.77-11%

-----Original Message-----
From: Hahn, Gregory C CIV DLA DISTRIBUTION (US)
Sent: Tuesday, October 04, 2016 2:29 PM
To: Carter, Kyhein J CIV DLA DISTRIBUTION (US) <Kyhein.Carter@dla.mil>
Cc: Watt, Michael R CIV DLA DISTRIBUTION (US) <Michael.Watt@dla.mil>; Noggle, Thomas C Jr CIV DLA DISTRIBUTION (US) <Thomas.Noggle@dla.mil>; Petersen, Glenn P CIV DLA DISTRIBUTION (US) <Glenn.Petersen@dla.mil>
Subject: LAC update ??

Ky-
Did the quarterly LAC update run?

If so, any impact?

Greg Hahn
Branch Chief

DDSP - East Bulk
Office - (717) 770-7405
Cell - (717) 440-2404

"Carry a message to Garcia"

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Monday, September 26, 2016 7:40 AM
To: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Subject: FW: DB40 and above

-----Original Message-----
From: Maurice, Donald A CIV (US)
Sent: Friday, September 23, 2016 6:31 PM
To: Donald, Stephanie M CIV (US) <Stephanie.Donald@dla.mil>; Carbaugh, Robert A Sr CIV (US) <Robert.Carbaugh@dla.mil>; Thomas, Shawn L CIV (US) <Shawn.Thomas@dla.mil>; Shaffer, Ty B LT USN DLA DISTRIBUTION (US) <Ty.Shaffer@dla.mil>; Marlin, Jessie W CIV (US) <Jessie.Marlin@dla.mil>; Peterson, Lisa L CIV (US) <Lisa.Peterson@dla.mil>; Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>; Thomas, George D CIV DLA DISTRIBUTION (US) <george.thomas@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Northrup, John D CIV (US) <John.Northrup@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>
Subject: FW: DB40 and above

Paul,

Evidently I didn't get this information out to the right personnel because I received 2 pallets of this material back today 18 lines. I did get them all to go to a location between db01 and db39 but I had to use RBL for all of them.

V/R
Donald A Maurice
KA Mission Receiving Branch Manager
770.4498

-----Original Message-----
From: Maurice, Donald A CIV (US)
Sent: Thursday, September 22, 2016 6:09 PM
To: Donald, Stephanie M CIV (US) <Stephanie.Donald@dla.mil>; Carbaugh, Robert A Sr CIV (US) <Robert.Carbaugh@dla.mil>; Thomas, Shawn L CIV (US) <Shawn.Thomas@dla.mil>; Shaffer, Ty B LT USN DLA DISTRIBUTION (US) <Ty.Shaffer@dla.mil>; Marlin, Jessie W CIV (US) <Jessie.Marlin@dla.mil>; Peterson, Lisa L CIV (US) <Lisa.Peterson@dla.mil>; Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>
Cc: Thomas, George D CIV DLA DISTRIBUTION (US) <george.thomas@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Northrup, John D CIV (US) <John.Northrup@dla.mil>; Simpson, Andrew H CIV DLA DISTRIBUTION (US) <andrew.simpson@dla.mil>
Subject: DB40 and above

Alcon,

We are having difficulty getting binnable material to go to any locations other than DB 40 and above, talked to Scott Harpe in stock readiness he told us most of the other locations are full and we would have to let the material go there. I`m sending a mass e-mail out to the MEI`s to try RBG, RBP, and RBL locations if that doesn`t work it will have to go to DB 40 please do not send these back as errors.

V/r
Donald A Maurice
KA Mission Receiving Branch Manager
770.4498

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, August 12, 2016 7:34 AM
To: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Cc: Finn, Paul L CIV DLA DISTRIBUTION (US)
Subject: RE: Strategic REW Working Group Meeting

Ky,

I am short staffed today, so will need to cover down on the floor and miss your 10am (Manager and 3 Supervisors out in Active Items alone).

Please let me know if you have any follow up items for me or need me to track down.

Thanks,
Shane

-----Original Appointment-----
From: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Sent: Thursday, May 19, 2016 10:56 AM
To: Carter, Kyhein J CIV DLA DISTRIBUTION (US); Mantz, Shane L CIV (US); Freeman, Jacob H LTC USARMY DLA DISTRIBUTION (US); Bierly, Donald E CIV (US); Finn, Paul L CIV DLA DISTRIBUTION (US); Sorenson, Stina R CIV DLA DISTRIBUTION (US); Folster, Austin D LT DLA MIL DISTRIBUTION SUSQUEHANNA, PA; Hahn, Gregory C CIV (US); Hunziker, Ronald J CIV DLA DISTRIBUTION (US); Olson, Joseph R CIV DLA DISTRIBUTION (US); Peters, Mark S CIV (US); Smith-Mitchell, Lori P CIV DLA DISTRIBUTION (US); Yiengst, Bradley P CIV DLA (US); Megonnell, Shaun T CIV DLA INSTALLATION SUPPORT (US); Lacey, Theodore E CIV DLA DISTRIBUTION (US); Zanotti, Michael L CIV DLA DISTRIBUTION (US); Keim, Lawrence W III CIV (US); Alford, Robert L CIV (US); Harpe, James S (Scott) CIV (US); Vasiloff, George M Jr CIV DLA DISTRIBUTION (US); DeLong, Lourdes M CIV (US); Kosky, Timothy A MSgt USMC DLA DISTRIBUTION (US); Johnson, Brenda L CW4 USARMY DLA DISTRIBUTION (US); Watters, Gary W CIV DLA DISTRIBUTION (US); Myers, Douglas G CIV (US); Burkholder, Eric S CIV DLA INSTALLATION SUPPORT (US); Porter, Mary L CIV DLA DISTRIBUTION (US); Combs, Kyle S Jr LTJG USN (US)
Cc: Mott, James B CIV DLA DISTRIBUTION (US); Northrup, John D CIV (US); Flynn, Bryan C CIV DLA DISTRIBUTION (US); Wood, David W CIV (US); Watt, Michael R CIV DLA DISTRIBUTION (US); Keegan, Thomas DLA CIV DISTRIBUTION SUSQUENANNA, PA
Subject: Strategic REW Working Group Meeting
When: Friday, August 12, 2016 10:00 AM-11:00 AM (UTC-05:00) Eastern Time (US & Canada).
Where: DDSP Support Operations Conference Room

Alcon,

This is a schedule reminder for the weekly Strategic Rewarehousing working group meetings, formally Optimization working group. The intent of the meetings is to plan, discuss, and resolve major rewarehousing effort/issues. Situational awareness in regards to your areas roles and responsibilities are paramount to sync the branch/division from leadership to production. Your time and participation is valued and required.

V/r,
Ky

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, July 01, 2016 5:41 PM
To: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Subject: RE: The Talent Code

Thanks Ky!

-----Original Message-----
From: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Sent: Friday, July 01, 2016 5:09 PM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Subject: RE: The Talent Code

<https://dod.emall.dla.mil/auth/public/consent.jsp>

<https://pep1.bsm.dla.mil/consent/consent.jsp> Integrated Data Sheet

-----Original Message-----
From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, July 01, 2016 2:38 PM
To: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Subject: FW: The Talent Code

-----Original Message-----
From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Tuesday, May 24, 2016 1:38 PM
To: Flynn, Francis D (Fran) CIV (US); Thomas, George D CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US); Simpson, Andrew H CIV DLA DISTRIBUTION (US); Northrup, John D CIV (US); Cammack, James C Sr CIV (US); Shaffer, Ty B LT USN DLA DISTRIBUTION (US); Yiengst, Bradley P CIV DLA (US); Combs, Kyle S Jr LTJG USN (US)
Subject: The Talent Code

Gents,

Attached is a .pdf version of one of my favorite teacher/mentor/coach books - The Talent Code. The concepts in the book are very valuable to supervisors and managers, when it comes to teaching employees how to get really good at something (Deep Practice), and highlight the importance as supervisors and leaders to enforcing proper steps and how accountability to established standards will enable them to develop muscle memory and eventually be more productive without having to work harder.

James and I had a good conversation about this last week, and wanted to share with the team. Storage branch will use this as a tool to stimulate thought and implement some mechanisms in the future - hold on for safe keeping!

Thanks,

Shane L. Mantz
DLA Distribution Depot Susquehanna (DDSP) EDC Division Storage Branch Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, July 01, 2016 2:36 PM
To: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Subject: Change or Die

https://www.amazon.com/Change-Die-Three-Keys-Work/dp/0061373672/ref=sr_1_1?ie=UTF8&qid=1467398104&sr=8-1&keywords=change+or+die

Thanks,

Shane L. Mantz
DLA Distribution Depot Susquehanna (DDSP) EDC Division Storage Branch Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, July 01, 2016 1:49 PM
To: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Subject: Links to IDW & Emall

Thanks,

Shane L. Mantz
DLA Distribution Depot Susquehanna (DDSP) EDC Division Storage Branch Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

Subject:	Ky & Shane Meet
Location:	Ky's area
Start:	Fri 7/1/2016 11:00 AM
End:	Fri 7/1/2016 11:30 AM
Show Time As:	Tentative
Recurrence:	(none)
Meeting Status:	Not yet responded
Organizer:	Mantz, Shane L CIV DLA DISTRIBUTION (US)
Required Attendees:	Carter, Kyhein J CIV DLA DISTRIBUTION (US)

Meet to bring me up to speed on all the happenings at DLA!

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Tuesday, September 06, 2016 4:54 PM
To: Carter, Kyhein J CIV DLA DISTRIBUTION (US); Finn, Paul L CIV DLA DISTRIBUTION (US)
Subject: FW: ADHOC

Ky/ Paul,

Any ideas on what we can do to catch these types of things on the front end?

Thanks,
Shane

-----Original Message-----
From: Shaffer, Ty B LT USN DLA DISTRIBUTION (US)
Sent: Friday, September 02, 2016 7:44 PM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>; Evans, Lester L CIV (US) <Lester.Evans@dla.mil>
Cc: Spangler, Mick D CIV (US) <Mick.Spangler@dla.mil>
Subject: FW: ADHOC

Team,

FYSA.

V/r,
Ty

-----Original Message-----
From: Fulton, Andrew S CIV DLA DISTRIBUTION (US)
Sent: Friday, September 02, 2016 7:26 PM
To: Orth, Nicholas R CIV (US)
Cc: Hurst, Todd A CIV DLA DISTRIBUTION (US); Shaffer, Ty B LT USN DLA DISTRIBUTION (US)
Subject: ADHOC

WAREHOUSE LOCATION ==> dr33n4a21
DISCREPANCY CODE ====> ui
STOCK NUMBER ========> 1680016266707
CONDITION CODE ======> a

I'm flagging this location because the product comes in 1 EA EA=32 Inch. Tickets dropped where the U/I is Inch and we do not cut the product to match what they ask for in the high rise. This product needs sent somewhere with cut-ables.

Thank you,

Andrew Fulton
Materials Handler Leader
EDC Bldg. 2001
Andrew.Fulton@dla.mil

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, May 20, 2016 8:19 AM
To: Carter, Kyhein J CIV DLA DISTRIBUTION (US); Northrup, John D CIV (US)
Subject: RE: Optimization Meeting

Got it, thanks Ky

-----Original Message-----
From: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Sent: Friday, May 20, 2016 8:04 AM
To: Northrup, John D CIV (US)
Cc: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Subject: RE: Optimization Meeting

Done, Shane should have received the series invite for the meeting yesterday. :) V/r, Ky

-----Original Message-----
From: Northrup, John D CIV (US)
Sent: Friday, May 20, 2016 7:49 AM
To: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Cc: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Subject: Optimization Meeting

Good Morning Ky,

Can you please send Shane Mantz and I an invite to the Optimization Meeting this morning...thanks, John

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Monday, July 25, 2016 4:48 PM
To: Carter, Kyhein J CIV DLA DISTRIBUTION (US); Northrup, John D CIV (US); Finn, Paul L CIV DLA DISTRIBUTION (US)
Subject: RE: 7/22 REW Meeting Notes

Copy, thanks for clarification Ky.

Shane

-----Original Message-----
From: Carter, Kyhein J CIV DLA DISTRIBUTION (US)
Sent: Monday, July 25, 2016 3:52 PM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>; Northrup, John D CIV (US) <John.Northrup@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>
Subject: RE: 7/22 REW Meeting Notes

Shane there may have been some confusion on what was to flow to Mechanicsburg. The discussion was for continued flow of Rewarehousing to Mechanicsburg from the storage areas. So for the second bullet and the note to Fran you could replace PDOs for REWs. For the most parts we should be holding disposals to MECH. Army Disposals are only exception and we trying to get that exception looked at as well.

V/r,
Ky
Kyhein Carter
DLA Distribution Susquehanna PA
Storage Specialist
Materiel Management Branch - D
Comm: 717-770-4680
DSN: 771-4680
kyhein.carter@dla.mil

-----Original Message-----
From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Monday, July 25, 2016 12:19 PM
To: Northrup, John D CIV (US) <John.Northrup@dla.mil>; Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Carter, Kyhein J CIV DLA DISTRIBUTION (US) <Kyhein.Carter@dla.mil>
Subject: FW: 7/22 REW Meeting Notes

Ky - Any guidance on what to do here with the PDOs we discussed on Friday?

John - any thoughts in Paul's absence?

Thanks,
Shane

-----Original Message-----
From: Flynn, Francis D (Fran) CIV DLA DISTRIBUTION (US)

Sent: Monday, July 25, 2016 8:51 AM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>
Subject: RE: 7/22 REW Meeting Notes

Shane,

There is a disconnect on the PDOs heading into Mechanicsburg. We cannot get appointments into the site and have been forced to project appointments through September. Not sure where the disconnect lies, but I have piles of PDO here in outloading. If you pick more, it is just accumulating at the end of the line...

Fran

Fran Flynn
EDC PACOUT
717-770-4925

-----Original Message-----
From: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Sent: Friday, July 22, 2016 11:14 AM
To: Anderson, Shelly R CIV (US) <Shelly.Anderson@dla.mil>; Barber, James A CIV (US) <James.Barber@dla.mil>; Biles, Telacy D CIV (US) <Telacy.Biles@dla.mil>; Cammack, James C Sr CIV (US) <James.Cammack@dla.mil>; Carbaugh, Robert A Sr CIV (US) <Robert.Carbaugh@dla.mil>; Coates, Joshua C CIV DLA INFO OPERATIONS (US) <Joshua.Coates@dla.mil>; Darrah, Daniel E CIV (US) <Daniel.Darrah@dla.mil>; Donald, Stephanie M CIV (US) <Stephanie.Donald@dla.mil>; Drust, Jesse A CIV DLA DISTRIBUTION (US) <Jesse.Drust@dla.mil>; Dunkle, Zachary A CIV DLA DISTRIBUTION (US) <Zachary.Dunkle@dla.mil>; Evans, Lester L CIV (US) <Lester.Evans@dla.mil>; Gossard, Aron M CIV DLA DISTRIBUTION (US) <Aron.Gossard@dla.mil>; Johnson, Allen W CIV DLA DISTRIBUTION (US) <Allen.Johnson@dla.mil>; Mantz, Shane L CIV DLA DISTRIBUTION (US) <Shane.Mantz@dla.mil>; Marlin, Jessie W CIV (US) <Jessie.Marlin@dla.mil>; Neely, Lawana CIV (US) <Lawana.Neely@dla.mil>; Paganbonilla, Jose A CIV (US) <Jose.Pagan@dla.mil>; Peterson, Lisa L CIV (US) <Lisa.Peterson@dla.mil>; Powley, Jason C CIV DLA DISTRIBUTION (US) <jason.powley@dla.mil>; Schiebold, Warren L Jr CIV (US) <Warren.Schiebold@dla.mil>; Shaffer, Ty B LT USN DLA DISTRIBUTION (US) <Ty.Shaffer@dla.mil>; Smeltz, Lori P CIV DLA DISTRIBUTION (US) <Lori.Smeltz@dla.mil>; Spangler, Mick D CIV (US) <Mick.Spangler@dla.mil>; Sutley, Eugene E CIV (US) <Eugene.Sutley@dla.mil>; Thomas, Shawn L CIV (US) <Shawn.Thomas@dla.mil>; Yiengst, Bradley P CIV DLA DISTRIBUTION (US) <Bradley.Yiengst@dla.mil>
Cc: Finn, Paul L CIV DLA DISTRIBUTION (US) <Paul.Finn@dla.mil>; Flynn, Francis D (Fran) CIV DLA DISTRIBUTION (US) <Francis.Flynn@dla.mil>; Northrup, John D CIV (US) <John.Northrup@dla.mil>; Thomas, George D CIV DLA DISTRIBUTION (US) <george.thomas@dla.mil>
Subject: 7/22 REW Meeting Notes

All:

Notes from today's REW Meeting:
- Starting next Weds (tentative), Same Jodon or Rabbit will deliver some REW destined for Bldg 85 (making the bins avail at that time). Total orders will only be around 250/ wk.

- Starting next Tues, we'll start seeing PDOs destined for Mech (500/ day) to clear up some space.

- I'll be meeting with Ron Hunziker next Tues to talk about DB40 Pick/ Pack process and provide my thoughts on the project (The concrete work on the floor to level out the rows there estimated completed by End of August)

- I'll be meeting with Scott Harp next Weds to review Temp Location usage in Active Items

Fran - Mech requested that we keep the PDOs flowing and not allow them to sit around and accumulate prior to shipping - LTL vs waiting for full truck.

If you have any thoughts on the DB40/ Active Item discussion/ want to attend please let me know.

Thanks,

Shane L. Mantz
DLA Distribution Depot Susquehanna (DDSP) EDC Division Storage Branch Branch Chief
Phone: 717-770-8844
Email: Shane.Mantz@dla.mil

"When you put people ahead of opportunities, your opportunities increase. This is so important to remember because strong relationships sit at the foundation of practically every great organization, team, school or company." #leadership #relationships #OtherPeopleMatter

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Cammack, James C Sr CIV (US)
Sent: Saturday, May 28, 2016 2:29 PM
To: Finn, Paul L CIV DLA DISTRIBUTION (US)
Cc: Mantz, Shane L CIV DLA DISTRIBUTION (US); Yiengst, Bradley P CIV DLA (US)
Subject: SF71
Attachments: (b) (6) [redacted]

Paul,

Please find attached the SF71 for (b) (6) [redacted] that we talked about last week. Thank you Sir.

Best regards,

James C. Cammack
Manager, Storage Branch
DLA Distribution, Susquehanna, PA New Cumberland, PA
717-770-4908

Request for Leave or Approved Absence

1. **Name** *(Last, first, middle)*	2. **Employee or Social Security Number (Enter only the last 4 digits of the Social Security Number (SSN))**
(b) (6) [redacted]	

3. **Organization**

DDSP-KD

4. **Type of Leave/Absence**	**Date**	**Time**	**Total**	5. **Family and Medical Leave**
(b) (6) [redacted]				If annual leave, sick leave, or leave without pay will be used under the Family and Medical Leave Act of 1993, please provide the following information: ☐ **I hereby invoke my entitlement to Family and Medical Leave for:** ☐ Birth/Adoption/Foster Care ☐ Serious health condition of spouse, son, daughter, or parent ☐ Serious health condition of self *Contact your supervisor and/or your personnel office to obtain additional information about your entitlements and responsibilities under the Family and Medical Leave Act. Medical certification of a serious health condition may be required by your agency.*

6. **Remarks:**

7. **Certification:** I hereby request leave/approved absence from duty as indicated above and certify that such leave/absence is requested for the purpose(s) indicated. I understand that I must comply with my employing agency's procedures for requesting leave/approved absence (and provide additional documentation, including medical certification, if required) and that falsification on this form may be grounds for disciplinary action, including removal.

7a. **Employee Signature**	7b. **Date**
(b) (6) [redacted]	May 28, 2016

8a. **Official Action on Request:** ☐ **Approved** ☐ **Disapproved** *(If disapproved, give reason. If annual leave, initiate action to reschedule.)*

8b. **Reason for Disapproval:**

8c. **Supervisor Signature**	8d. **Date**

PRIVACY ACT STATEMENT

Section 6311 of Title 5, United States Code, authorizes collection of this information. The primary use of this information is by management and your payroll office to approve and record your use of leave. Additional disclosures of the information may be: to the Department of Labor when processing a claim for compensation regarding a job connected injury or illness; to a State unemployment compensation office regarding a claim; to Federal Life Insurance or Health Benefits carriers regarding a claim; to a Federal, State, or local law enforcement agency when your agency becomes aware of a violation or possible violation of civil or criminal law; to a Federal agency when conducting an investigation for employment or security reasons; to the Office of Personnel Management or the General Accounting Office when the information is required for evaluation of leave administration; or the General Services Administration in connection with its responsibilities for records management.

Public Law 104-134 (April 26, 1996) requires that any person doing business with the Federal Government furnish a social security number or tax identification number. This is an amendment to Title 31, Section 7701. Furnishing the social security number, as well as other data, is voluntary, but failure to do so may delay or prevent action on the application. If your agency uses the information furnished on this form for purposes other than those indicated above, it may provide you with an additional statement reflecting those purposes.

Print Form Clear Form

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Cammack, James C Sr CIV (US)
Sent: Friday, June 24, 2016 10:20 AM
To: Finn, Paul L CIV DLA DISTRIBUTION (US)
Cc: Mantz, Shane L CIV DLA DISTRIBUTION (US); Yiengst, Bradley P CIV DLA DISTRIBUTION (US)
Subject: SF71's
Attachments: (b) (6) [redacted]

Team,

Please find attached two SF71's. (b) (6) [redacted]

Best regards,

James C. Cammack
Manager, Storage Branch
DLA Distribution, Susquehanna, PA New Cumberland, PA
717-770-4908

Request for Leave or Approved Absence

1. **Name** *(Last, first, middle)*	2. **Employee or Social Security Number (Enter only the last 4 digits of the Social Security Number (SSN))**
(b) (6) [redacted]	

3. **Organization**

DDSP-KD

4. **Type of Leave/Absence** *(Check appropriate box(es) below)*	**Date** From	To	**Time** From	To	**Total Hours**	5. **Family and Medical Leave**
(b) (6) [redacted]						If annual leave, sick leave, or leave without pay will be used under the Family and Medical Leave Act of 1993, please provide the following information: ☐ **I hereby invoke my entitlement to Family and Medical Leave for:** ☐ Birth/Adoption/Foster Care ☐ Serious health condition of spouse, son, daughter, or parent ☐ Serious health condition of self *Contact your supervisor and/or your personnel office to obtain additional information about your entitlements and responsibilities under the Family and Medical Leave Act. Medical certification of a serious health condition may be required by your agency.*

6. **Remarks:**

7. **Certification:** I hereby request leave/approved absence from duty as indicated above and certify that such leave/absence is requested for the purpose(s) indicated. I understand that I must comply with my employing agency's procedures for requesting leave/approved absence (and provide additional documentation, including medical certification, if required) and that falsification on this form may be grounds for disciplinary action, including removal.

7a. **Employee Signature**	7b. **Date**
(b) (6) [redacted]	Jun 24, 2016

8a. **Official Action on Request:** ☐ **Approved** ☐ **Disapproved** *(If disapproved, give reason. If annual leave, initiate action to reschedule.)*

8b. **Reason for Disapproval:**

8c. **Supervisor Signature**	8d. **Date**

PRIVACY ACT STATEMENT

Section 6311 of Title 5, United States Code, authorizes collection of this information. The primary use of this information is by management and your payroll office to approve and record your use of leave. Additional disclosures of the information may be: to the Department of Labor when processing a claim for compensation regarding a job connected injury or illness; to a State unemployment compensation office regarding a claim; to Federal Life Insurance or Health Benefits carriers regarding a claim; to a Federal, State, or local law enforcement agency when your agency becomes aware of a violation or possible violation of civil or criminal law; to a Federal agency when conducting an investigation for employment or security reasons; to the Office of Personnel Management or the General Accounting Office when the information is required for evaluation of leave administration; or the General Services Administration in connection with its responsibilities for records management.

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Print Form Clear Form

Request for Leave or Approved Absence

1. **Name** *(Last, first, middle)*	2. **Employee or Social Security Number (Enter only the last 4 digits of the Social Security Number (SSN))**
(b) (6) [redacted]	

3. **Organization**

DDSP-KD

4. **Type of Leave/Absence** *(Check appropriate box(es) below)*	**Date** From	To	**Time** From	To	**Total Hours**
(b) (6) [redacted]					

5. **Family and Medical Leave**

If annual leave, sick leave, or leave without pay will be used under the Family and Medical Leave Act of 1993, please provide the following information:

☐ **I hereby invoke my entitlement to Family and Medical Leave for:**

☐ Birth/Adoption/Foster Care

☐ Serious health condition of spouse, son, daughter, or parent

☐ Serious health condition of self

Contact your supervisor and/or your personnel office to obtain additional information about your entitlements and responsibilities under the Family and Medical Leave Act. Medical certification of a serious health condition may be required by your agency.

6. **Remarks:**

7. **Certification:** I hereby request leave/approved absence from duty as indicated above and certify that such leave/absence is requested for the purpose(s) indicated. I understand that I must comply with my employing agency's procedures for requesting leave/approved absence (and provide additional documentation, including medical certification, if required) and that falsification on this form may be grounds for disciplinary action, including removal.

7a. **Employee Signature**	7b. **Date**
(b) (6) [redacted]	Jun 24, 2016

8a. **Official Action on Request:** ☐ **Approved** ☐ **Disapproved** *(If disapproved, give reason. If annual leave, initiate action to reschedule.)*

8b. **Reason for Disapproval:**

8c. **Supervisor Signature**	8d. **Date**

PRIVACY ACT STATEMENT

Section 6311 of Title 5, United States Code, authorizes collection of this information. The primary use of this information is by management and your payroll office to approve and record your use of leave. Additional disclosures of the information may be: to the Department of Labor when processing a claim for compensation regarding a job connected injury or illness; to a State unemployment compensation office regarding a claim; to Federal Life Insurance or Health Benefits carriers regarding a claim; to a Federal, State, or local law enforcement agency when your agency becomes aware of a violation or possible violation of civil or criminal law; to a Federal agency when conducting an investigation for employment or security reasons; to the Office of Personnel Management or the General Accounting Office when the information is required for evaluation of leave administration; or the General Services Administration in connection with its responsibilities for records management.

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Print Form Clear Form

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Cammack, James C Sr CIV (US)
Sent: Tuesday, June 28, 2016 12:39 PM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Cc: Finn, Paul L CIV DLA DISTRIBUTION (US); Yiengst, Bradley P CIV DLA DISTRIBUTION (US)
Subject: SF71
Attachments: (b) (6) [redacted]

Team,

Please find attached an SF71 for processing.

Best regards,

James C. Cammack
Manager, Storage Branch
DLA Distribution, Susquehanna, PA New Cumberland, PA
717-770-4908

Request for Leave or Approved Absence

1. **Name** *(Last, first, middle)*	2. **Employee or Social Security Number (Enter only the last 4 digits of the Social Security Number (SSN))**
(b) (6) [redacted]	

3. **Organization**
DDSP-KD

4. **Type of Leave/Absence** *(Check appropriate box(es) below)*	**Date** From	**Date** To	**Time** From	**Time** To	**Total Hours**	5. **Family and Medical Leave**
(b) (6) [redacted] (b) (6)						If annual leave, sick leave, or leave without pay will be used under the Family and Medical Leave Act of 1993, please provide the following information: ☐ **I hereby invoke my entitlement to Family and Medical Leave for:** ☐ Birth/Adoption/Foster Care ☐ Serious health condition of spouse, son, daughter, or parent ☐ Serious health condition of self *Contact your supervisor and/or your personnel office to obtain additional information about your entitlements and responsibilities under the Family and Medical Leave Act. Medical certification of a serious health condition may be required by your agency.*

6. **Remarks:**

7. **Certification:** I hereby request leave/approved absence from duty as indicated above and certify that such leave/absence is requested for the purpose(s) indicated. I understand that I must comply with my employing agency's procedures for requesting leave/approved absence (and provide additional documentation, including medical certification, if required) and that falsification on this form may be grounds for disciplinary action, including removal.

7a. **Employee Signature**	7b. **Date**
(b) (6) [redacted]	Jun 28, 2016

8a. **Official Action on Request:** ☐ **Approved** ☐ **Disapproved** *(If disapproved, give reason. If annual leave, initiate action to reschedule.)*

8b. **Reason for Disapproval:**

8c. **Supervisor Signature**	8d. **Date**

PRIVACY ACT STATEMENT

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Print Form Clear Form

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Cammack, James C Sr CIV (US)
Sent: Friday, July 29, 2016 6:50 AM
To: Marlin, Jessie W CIV (US); Peterson, Lisa L CIV (US); Schiebold, Warren L Jr CIV (US); Carbaugh, Robert A Sr CIV (US); Biles, Telacy D CIV (US); Barber, James A CIV (US); Coates, Joshua C CIV DLA INFO OPERATIONS (US); Gossard, Aron M CIV DLA DISTRIBUTION (US); Paganbonilla, Jose A CIV (US); Powley, Jason C CIV DLA DISTRIBUTION (US); Sutley, Eugene E CIV (US)
Cc: Mantz, Shane L CIV DLA DISTRIBUTION (US); Evans, Lester L CIV (US)
Subject: RE: RE: TODAYS GOALS FOR STORAGE
Attachments: Storage Branch Shift Report072916 (002).xlsm

Team,

Please find attached today's Storage goals. Everyone please have a safe and successful day.

High Rise: 4095 DB:2730 DR: 1365 HR Attendance is 57, 77%

Active Items: 3601 DP: 683 DT: 1931 DK: 988 A/I Attendance is 32 for 63%

Supervisors, Please be mindful of housekeep. Inspect what you expect.

Lester will be sending out a list of Aged Open Stows for verification and mitigation

Let's make sure we get everything cleaned up.

Best regards,

James C. Cammack
Manager, Storage Branch
DLA Distribution, Susquehanna, PA New Cumberland, PA
717-770-4908

Active Items Plan

Staff Aisles in this Order:		4
1	1	
2	1	
3	1	
4	1	

DK Direct Employees
19

DK Direct Hours
124

DK Volume Goal
988

Staff Aisles in this Order:	Employee Random Generated #:	13
DO NOT Touch Cells Below!!!!		
1 DT01	4	
2 DT04	2	
3 DT02	6	
3 DT05	1	
5 DT06	8	
6 DT03	9	
7 DT13	3	
8 DT11	7	
9 DT14	5	
10 DT10	#VALUE!	
11 DT15	#VALUE!	
12 DT12	#VALUE!	
13 DT07	#VALUE!	
14 DT08	#VALUE!	
15 DT09	#VALUE!	

Sort & Rank DT

DT Direct Employees
9

DT Direct Hours
59

DT Volume Goal
1931

Staff Aisles in this Order:	Employee Random Generated #:	9
DO NOT Touch Cells Below!!!!		
1 DP01	3	
2 DP07	1	
3 DP14	4	
4 DP08	5	
5 DP02	2	
6 DP06	#VALUE!	
7 DP12	#VALUE!	
8 DP16	#VALUE!	
9 DP15	#VALUE!	
10 DP13	#VALUE!	
11 DP11	#VALUE!	
12 DP05	#VALUE!	
13 DP03	#VALUE!	
14 DP04	#VALUE!	
15 DP09	#VALUE!	
16 DP17	#VALUE!	
17 DP10	#VALUE!	

Sort & Rank DP

DP Direct Employees
5

DP Direct Hours
33

DP Volume Goal
683

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Cammack, James C Sr CIV (US)
Sent: Friday, July 29, 2016 8:48 AM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Subject: SF71's
Attachments: (b) (6) [redacted]

Shane,

Please find attached three SF71's for processing. Thank you Sir.

Request for Leave or Approved Absence

1. **Name** *(Last, first, middle)*

(b) (6) [redacted]

2. **Employee or Social Security Number (Enter only the last 4 digits of the Social Security Number (SSN))**

3. **Organization**

DDSP-KD

(b) (6) [redacted]

5. **Family and Medical Leave**

If annual leave, sick leave, or leave without pay will be used under the Family and Medical Leave Act of 1993, please provide the following information:

☐ **I hereby invoke my entitlement to Family and Medical Leave for:**

- ☐ Birth/Adoption/Foster Care
- ☐ Serious health condition of spouse, son, daughter, or parent
- ☐ Serious health condition of self

Contact your supervisor and/or your personnel office to obtain additional information about your entitlements and responsibilities under the Family and Medical Leave Act. Medical certification of a serious health condition may be required by your agency.

6. **Remarks:**

7. **Certification:** I hereby request leave/approved absence from duty as indicated above and certify that such leave/absence is requested for the purpose(s) indicated. I understand that I must comply with my employing agency's procedures for requesting leave/approved absence (and provide additional documentation, including medical certification, if required) and that falsification on this form may be grounds for disciplinary action, including removal.

7a. **Employee Signature**

(b) (6) [redacted]

7b. **Date**

Jul 28, 2016

8a. **Official Action on Request:** ☐ **Approved** ☐ **Disapproved** *(If disapproved, give reason. If annual leave, initiate action to reschedule.)*

8b. **Reason for Disapproval:**

8c. **Supervisor Signature**

8d. **Date**

PRIVACY ACT STATEMENT

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Print Form Clear Form

Request for Leave or Approved Absence

1. **Name** *(Last, first, middle)*	2. **Employee or Social Security Number (Enter only the last 4 digits of the Social Security Number (SSN))**
(b) (6) [redacted]	

3. **Organization**

DDSP-KD

4. **Type of Leave/Absence** *(Check appropriate box(es) below)*	**Date** From	**Date** To	**Time** From	**Time** To	**Total Hours**	5. **Family and Medical Leave**
(b) (6) [redacted]						If annual leave, sick leave, or leave without pay will be used under the Family and Medical Leave Act of 1993, please provide the following information: ☐ **I hereby invoke my entitlement to Family and Medical Leave for:** ☐ Birth/Adoption/Foster Care ☐ Serious health condition of spouse, son, daughter, or parent ☐ Serious health condition of self *Contact your supervisor and/or your personnel office to obtain additional information about your entitlements and responsibilities under the Family and Medical Leave Act. Medical certification of a serious health condition may be required by your agency.*

6. **Remarks:**

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7a. **Employee Signature**	7b. **Date**
(b) (6) [redacted]	Jul 28, 2016

8a. **Official Action on Request:** ☐ **Approved** ☐ **Disapproved** *(If disapproved, give reason. If annual leave, initiate action to reschedule.)*

8b. **Reason for Disapproval:**

8c. **Supervisor Signature**	8d. **Date**

PRIVACY ACT STATEMENT

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Print Form Clear Form

Request for Leave or Approved Absence

1. **Name** *(Last, first, middle)*	2. **Employee or Social Security Number (Enter only the last 4 digits of the Social Security Number (SSN))**
(b) (6) [redacted]	

3. **Organization**

DDSP-KD

4. **Type of Leave/Absence** *(Check appropriate box(es) below)*	**Date** From	To	**Time** From	To	**Total Hours**	5. **Family and Medical Leave**
(b) (6) [redacted]						If annual leave, sick leave, or leave without pay will be used under the Family and Medical Leave Act of 1993, please provide the following information: ☐ **I hereby invoke my entitlement to Family and Medical Leave for:** ☐ Birth/Adoption/Foster Care ☐ Serious health condition of spouse, son, daughter, or parent ☐ Serious health condition of self *Contact your supervisor and/or your personnel office to obtain additional information about your entitlements and responsibilities under the Family and Medical Leave Act. Medical certification of a serious health condition may be required by your agency.*

6. **Remarks:**

7. **Certification:** I hereby request leave/approved absence from duty as indicated above and certify that such leave/absence is requested for the purpose(s) indicated. I understand that I must comply with my employing agency's procedures for requesting leave/ approved absence (and provide additional documentation, including medical certification, if required) and that falsification on this form may be grounds for disciplinary action, including removal.

7a. **Employee Signature**	7b. **Date**
(b) (6) [redacted]	Jul 28, 2016

8a. **Official Action on Request:** ☐ **Approved** ☐ **Disapproved** *(If disapproved, give reason. If annual leave, initiate action to reschedule.)*

8b. **Reason for Disapproval:**

8c. **Supervisor Signature**	8d. **Date**

PRIVACY ACT STATEMENT

Section 6311 of Title 5, United States Code, authorizes collection of this information. The primary use of this information is by management and your payroll office to approve and record your use of leave. Additional disclosures of the information may be: to the Department of Labor when processing a claim for compensation regarding a job connected injury or illness; to a State unemployment compensation office regarding a claim; to Federal Life Insurance or Health Benefits carriers regarding a claim; to a Federal, State, or local law enforcement agency when your agency becomes aware of a violation or possible violation of civil or criminal law; to a Federal agency when conducting an investigation for employment or security reasons; to the Office of Personnel Management or the General Accounting Office when the information is required for evaluation of leave administration; or the General Services Administration in connection with its responsibilities for records management.

Public Law 104-134 (April 26, 1996) requires that any person doing business with the Federal Government furnish a social security number or tax identification number. This is an amendment to Title 31, Section 7701. Furnishing the social security number, as well as other data, is voluntary, but failure to do so may delay or prevent action on the application. If your agency uses the information furnished on this form for purposes other than those indicated above, it may provide you with an additional statement reflecting those purposes.

Print Form Clear Form

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Cammack, James C Sr CIV (US)
Sent: Thursday, August 11, 2016 2:49 PM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US); Shaffer, Ty B LT USN DLA DISTRIBUTION (US)
Subject: SF71
Attachments: (b) (6) [redacted]

Shane,

Please find attached an SF71 for (b) (6) [redacted]. Thank you Sir.

Best regards,

James C. Cammack
Manager, Storage Branch
DLA Distribution, Susquehanna, PA New Cumberland, PA
717-770-4908

Request for Leave or Approved Absence

1. **Name** *(Last, first, middle)*	2. **Employee or Social Security Number (Enter only the last 4 digits of the Social Security Number (SSN))**
(b) (6) [redacted]	

3. **Organization**
DDSP-KD

4. **Type of Leave/Absence** *(Check appropriate box(es) below)*	**Date** From	**Date** To	**Time** From	**Time** To	**Total Hours**	5. **Family and Medical Leave**
(b) (6) [redacted]						If annual leave, sick leave, or leave without pay will be used under the Family and Medical Leave Act of 1993, please provide the following information: ☐ **I hereby invoke my entitlement to Family and Medical Leave for:** ☐ Birth/Adoption/Foster Care ☐ Serious health condition of spouse, son, daughter, or parent ☐ Serious health condition of self *Contact your supervisor and/or your personnel office to obtain additional information about your entitlements and responsibilities under the Family and Medical Leave Act. Medical certification of a serious health condition may be required by your agency.*

6. **Remarks:**

7. **Certification:** I hereby request leave/approved absence from duty as indicated above and certify that such leave/absence is requested for the purpose(s) indicated. I understand that I must comply with my employing agency's procedures for requesting leave/approved absence (and provide additional documentation, including medical certification, if required) and that falsification on this form may be grounds for disciplinary action, including removal.

7a. **Employee Signature**	7b. **Date**
(b) (6) [redacted]	Aug 11, 2016

8a. **Official Action on Request:** ☐ **Approved** ☐ **Disapproved** *(If disapproved, give reason. If annual leave, initiate action to reschedule.)*

8b. **Reason for Disapproval:**

8c. **Supervisor Signature**	8d. **Date**

PRIVACY ACT STATEMENT

Section 6311 of Title 5, United States Code, authorizes collection of this information. The primary use of this information is by management and your payroll office to approve and record your use of leave. Additional disclosures of the information may be: to the Department of Labor when processing a claim for compensation regarding a job connected injury or illness; to a State unemployment compensation office regarding a claim; to Federal Life Insurance or Health Benefits carriers regarding a claim; to a Federal, State, or local law enforcement agency when your agency becomes aware of a violation or possible violation of civil or criminal law; to a Federal agency when conducting an investigation for employment or security reasons; to the Office of Personnel Management or the General Accounting Office when the information is required for evaluation of leave administration; or the General Services Administration in connection with its responsibilities for records management.

Public Law 104-134 (April 26, 1996) requires that any person doing business with the Federal Government furnish a social security number or tax identification number. This is an amendment to Title 31, Section 7701. Furnishing the social security number, as well as other data, is voluntary, but failure to do so may delay or prevent action on the application. If your agency uses the information furnished on this form for purposes other than those indicated above, it may provide you with an additional statement reflecting those purposes.

Print Form Clear Form

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Cammack, James C Sr CIV (US)
Sent: Thursday, August 18, 2016 1:17 PM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Cc: Northrup, John D CIV (US); Finn, Paul L CIV DLA DISTRIBUTION (US)
Subject: OOO
Attachments: (b) (6) [redacted]

Team,

Please find attached an SF71 for processing (b) (6) [redacted]
(b) (6) [redacted]

Best regards,

James C. Cammack
Manager, Storage Branch
DLA Distribution, Susquehanna, PA New Cumberland, PA
717-770-4908

Request for Leave or Approved Absence

1. **Name** *(Last, first, middle)*	2. **Employee or Social Security Number (Enter only the last 4 digits of the Social Security Number (SSN))**
(b) (6) [redacted]	

3. **Organization**

DDSP-KD

(b) (6) [redacted]

5. **Family and Medical Leave**

If annual leave, sick leave, or leave without pay will be used under the Family and Medical Leave Act of 1993, please provide the following information:

☐ **I hereby invoke my entitlement to Family and Medical Leave for:**

- ☐ Birth/Adoption/Foster Care
- ☐ Serious health condition of spouse, son, daughter, or parent
- ☐ Serious health condition of self

Contact your supervisor and/or your personnel office to obtain additional information about your entitlements and responsibilities under the Family and Medical Leave Act. Medical certification of a serious health condition may be required by your agency.

6. **Remarks:**

7. **Certification:** I hereby request leave/approved absence from duty as indicated above and certify that such leave/absence is requested for the purpose(s) indicated. I understand that I must comply with my employing agency's procedures for requesting leave/approved absence (and provide additional documentation, including medical certification, if required) and that falsification on this form may be grounds for disciplinary action, including removal.

7a. **Employee Signature**	7b. **Date**
(b) (6) [redacted]	Aug 18, 2016

8a. **Official Action on Request:** ☐ **Approved** ☐ **Disapproved** *(If disapproved, give reason. If annual leave, initiate action to reschedule.)*

8b. **Reason for Disapproval:**

8c. **Supervisor Signature**	8d. **Date**

PRIVACY ACT STATEMENT

Section 6311 of Title 5, United States Code, authorizes collection of this information. The primary use of this information is by management and your payroll office to approve and record your use of leave. Additional disclosures of the information may be: to the Department of Labor when processing a claim for compensation regarding a job connected injury or illness; to a State unemployment compensation office regarding a claim; to Federal Life Insurance or Health Benefits carriers regarding a claim; to a Federal, State, or local law enforcement agency when your agency becomes aware of a violation or possible violation of civil or criminal law; to a Federal agency when conducting an investigation for employment or security reasons; to the Office of Personnel Management or the General Accounting Office when the information is required for evaluation of leave administration; or the General Services Administration in connection with its responsibilities for records management.

Public Law 104-134 (April 26, 1996) requires that any person doing business with the Federal Government furnish a social security number or tax identification number. This is an amendment to Title 31, Section 7701. Furnishing the social security number, as well as other data, is voluntary, but failure to do so may delay or prevent action on the application. If your agency uses the information furnished on this form for purposes other than those indicated above, it may provide you with an additional statement reflecting those purposes.

Print Form Clear Form

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Evans, Lester L CIV (US)
Sent: Tuesday, September 20, 2016 8:02 AM
To: Barber, James A CIV (US); Coates, Joshua C CIV DLA INFO OPERATIONS (US); Gossard, Aron M CIV DLA DISTRIBUTION (US); Paganbonilla, Jose A CIV (US); Powley, Jason C CIV DLA DISTRIBUTION (US); Sutley, Eugene E CIV (US)
Cc: DLA Distribution Susq FY15 K Storage VS Spv
Subject: OpenStows.high rise
Attachments: OpenStows.xlsm

We have 95 open stows that are 10 days and older. We need to get these found and processed. I will need an update on any that are not found and the research that has been done to find these open stows. Please work oldest first.

VALUE STREAM	FUNC AREA	GROUP	WRHS	WRHS_LOC	STOW_QTY	CONTROL_NU
EDC	BINS	K1	DB	DB01J7B52	57	1YJM2Z3
EDC	BINS	K1	DB	DB02D5A91	2	3VY69QH
EDC	BINS	K1	DB	DB02H5C73	27	7GXHZRM
EDC	BINS	K1	DB	DB02I4A93	1	BW55HQM
EDC	BINS	K1	DB	DB02I6B84	7	3M2SGY7
EDC	BINS	K1	DB	DB02L4A11	6	3P2LSXX
EDC	BINS	K1	DB	DB04D6B61	10	TPLLV6D
EDC	BINS	K1	DB	DB05A1A34	200	0NVFBMR
EDC	BINS	K1	DB	DB05F8A44	2	R4K22ZR
EDC	BINS	K1	DB	DB06H6B61	6	XRMHW31
EDC	BINS	K1	DB	DB06I7C83	2	V09VM6D
EDC	BINS	K1	DB	DB07J2A71	551	9Z9ZSDC
EDC	BINS	K1	DB	DB08D8A82	1	FNZCB9G
EDC	BINS	K1	DB	DB08J8C92	8	173KHSH
EDC	BINS	K1	DB	DB08L1C72	1	C43YRTC
EDC	BINS	K1	DB	DB08L5A83	4	S1J21Q5
EDC	BINS	K1	DB	DB08L7C92	43	1L8SFV3
EDC	BINS	K1	DB	DB09A3C11	1424	2GPK6LF
EDC	BINS	K1	DB	DB09F7A93	2	3TP6DV4
EDC	BINS	K1	DB	DB10G6B63	4	0MW9MX5
EDC	BINS	K1	DB	DB11I7B61	278	71TMJRN
EDC	BINS	K1	DB	DB11L5C83	2	HDK0GJ0
EDC	BINS	K1	DB	DB12A6A23	8	R09LSYY
EDC	BINS	K1	DB	DB12B5A34	2500	G0H3STB
EDC	BINS	K1	DB	DB12E3A93	5	ZBMTWHF
EDC	BINS	K1	DB	DB13A2A22	2	WZDR8S1
EDC	BINS	K1	DB	DB13H2A94	29	2LBH8KM
EDC	BINS	K1	DB	DB13I3C72	4	DGVKYF0
EDC	BINS	K1	DB	DB14K3A11	7	YH7V98X
EDC	BINS	K1	DB	DB16A5B92	69	WV3HBBZ
EDC	BINS	K1	DB	DB16C4C81	20	QJ799X6
EDC	BINS	K1	DB	DB16G8B64	1	C7ZG03S
EDC	BINS	K1	DB	DB16L4B51	1	XY14GXX
EDC	BINS	K1	DB	DB16L5A24	921	780NNXX
EDC	BINS	K1	DB	DB17A4A84	21	PGPWW6J
EDC	BINS	K1	DB	DB17D7B54	83	5Z8S8C6
EDC	BINS	K1	DB	DB18F1D11	3	QMYT51S
EDC	BINS	K1	DB	DB18F2B21	2	WRH7Q99
EDC	BINS	K1	DB	DB18L6C72	1	DTWN5H1
EDC	BINS	K1	DB	DB19A1D22	821	XH50NK6
EDC	BINS	K1	DB	DB19A2A52	5	75N69LP
EDC	BINS	K1	DB	DB19E6C41	1	3LX4N5B
EDC	BINS	K1	DB	DB19I6A23	206	9GRY5TJ
EDC	BINS	K1	DB	DB19J6C92	5	YTZ6N7K
EDC	BINS	K1	DB	DB19J6C94	4	PX4VC3V
EDC	BINS	K1	DB	DB19L1A34	52	TGNMXTZ

EDC	BINS	K1	DB	DB20A1D11	131	5QPHNNC
EDC	BINS	K1	DB	DB20A5A84	40	HW5WLX9
EDC	BINS	K1	DB	DB20A7A31	31	KFB75PK
EDC	BINS	K1	DB	DB20A8C21	1	D3FLY9V
EDC	BINS	K1	DB	DB20B1A12	26	6QNJCCB
EDC	BINS	K1	DB	DB20L1B51	1	34NF9L7
EDC	BINS	K1	DB	DB21A2B83	2	GR1N7BG
EDC	BINS	K1	DB	DB21A3C91	15	19R9TFZ
EDC	BINS	K1	DB	DB21J4B83	15	TF3R0TH
EDC	BINS	K1	DB	DB22A3D31	1	TL2G2TQ
EDC	BINS	K1	DB	DB22A6A43	5	TZ0K0CV
EDC	BINS	K1	DB	DB22F3D12	10	K0K97YS
EDC	BINS	K1	DB	DB22F3D12	10	VHGRM7G
EDC	BINS	K1	DB	DB22I1C74	5	78YZ68W
EDC	BINS	K1	DB	DB22L5B41	1	BVHN8X1
EDC	BINS	K1	DB	DB23B3A92	90	4DW5FY2
EDC	BINS	K1	DB	DB23H7B81	22	68LY7XC
EDC	BINS	K1	DB	DB23H7B81	11	7X5FWW5
EDC	BINS	K1	DB	DB24B1B54	1	5QYBFMS
EDC	BINS	K1	DB	DB24F2D41	1	PZ7LWGV
EDC	BINS	K1	DB	DB26A1A44	12	4T6MFJX
EDC	BINS	K1	DB	DB26A3D11	683	1HYWCFY
EDC	BINS	K1	DB	DB26C5B53	8	XKHXZNQ
EDC	BINS	K1	DB	DB26G4A44	792	J0T105P
EDC	BINS	K1	DB	DB28J6A92	1	BLVGH6Q
EDC	BINS	K1	DB	DB29C8D21	1	2ZSF0PZ
EDC	BINS	K1	DB	DB29F2C51	2	WTDK2PD
EDC	BINS	K1	DB	DB30H1C83	18	BSXXZFQ
EDC	BINS	K1	DB	DB30L1A93	1	7W8C014
EDC	BINS	K1	DB	DB31K2B73	1	BNJSY5P
EDC	BINS	K1	DB	DB31K8A61	7	P6LQ921
EDC	BINS	K1	DB	DB51A6A13	8	LC6P447
EDC	RACKS	K1	DR	DR35K8A41	100	M062WKR
EDC	RACKS	K1	DR	DR31F2A41	1	11Z508K
EDC	RACKS	K1	DR	DR31B7A91	78	F9CSXR8
EDC	RACKS	K1	DR	DR30N2B51	20	X8P977P
EDC	RACKS	K1	DR	DR22N2B31	72	S6VZC3K
EDC	RACKS	K1	DR	DR22A5A31	3	JPNGPMK
EDC	RACKS	K1	DR	DR18N6A11	3	GD9RNHK
EDC	RACKS	K1	DR	DR18E6A81	2	NPXPY0H
EDC	RACKS	K1	DR	DR17M3A51	28	XLQVM0V
EDC	RACKS	K1	DR	DR17M3A51	28	4Z829VF
EDC	RACKS	K1	DR	DR17E4A61	280	9C12SGM
EDC	RACKS	K1	DR	DR17E4A61	157	5X7NXXL
EDC	RACKS	K1	DR	DR12F1B21	1	46SKKX0
EDC	RACKS	K1	DR	DR11B2A81	4	GZX2SYM
EDC	RACKS	K1	DR	DR09B7A61	1	3NHHJBX

MustDoOnStow	Days	#MROs	Total_MRO_QTY	FSC	NIIN	LAC	COND_CD
				5330	00809296	E	A
				1560	00739426	F	A
				5320	01413247	E	A
				1560	00738948	F	A
				5995	01249724	E	A
				1630	01250986	C	A
				5305	00303122	C	A
				5315	01076955	C	A
				6150	01547952	E	A
				5930	01602090	E	A
				4720	01253329	F	A
				5365	01560306	F	A
				5340	00522779	F	A
				4320	01191414	E	A
				1660	01107764	F	A
				1660	00219482	E	A
				4720	01513193	E	A
				3120	01359676	C	A
YES	8	1	2	5935	01272624	E	A
				5963	01518813	C	A
				5910	01209675	G	A
				1680	00784744	E	A
				4820	01094537	D	A
				5940	01329492	D	A
				1240	01589254	F	A
				1610	00731982	C	A
				4710	01313068	C	A
				1620	01650019	E	A
				3040	01109249	D	A
				5930	00259714	C	A
				1560	01100827	C	A
YES	6	1	2	4730	00279272	D	A
				5998	01346828	F	A
				5306	00852419	E	A
				5305	01204650	C	A
				5330	00414192	E	A
				5915	01420132	E	A
				2530	01256219	C	A
				4730	01030475	F	A
				5331	00265108	C	A
YES	8	3	5	5330	01378864	C	A
				5995	01538204	C	A
				6145	01379553	F	A
				2990	01511166	C	A
				2840	01036421	F	A
				5340	01631049	E	A

				6685	00527615	C	A
				6665	01458559	B	A
				5305	01646500	C	A
				6220	00633157	C	A
				5306	01123807	E	A
				B305	00340472	F	A
				4730	00008985	C	A
				5310	00176811	C	A
				5365	01303188	F	A
				6150	01493694	C	A
				2590	01415316	C	A
				5307	01228622	F	A
				5307	01228622	F	A
				1680	01504235	E	A
				1005	01533409	G	A
				5310	01429286	B	A
				2840	01144414	C	A
				2840	01144414	C	A
				5945	01410777	D	A
				3120	01047700	E	A
YES	8	1	12	5365	01058739	C	A
				4730	00196199	C	A
				5935	01515243	F	A
				5325	01208812	C	A
				4320	01325818	F	A
				1560	01517763	C	A
				1680	01292597	C	A
				3040	01159610	E	A
YES	4	1	1	2920	01288357	E	A
				5120	00203465	E	A
				4330	01435255	E	A
				4330	01130329	D	A
				6145	01611041	E	A
				5998	01531659	C	A
				4730	00402952	E	A
				5935	01106451	C	A
				6680	00462225	C	A
				6150	00583351	C	A
				1680	00923056	C	A
				5930	01168015	B	A
				4710	01609736	D	A
				4710	01609736	D	A
				2940	01624661	C	A
				2940	01624661	C	A
				2520	01413259	F	A
				5315	01374184	C	A
				5930	01559899	D	A

RCN	POST/REL_D	AGE	AGE_RANGE	STOW_DUE	STA_CD	STA_DT	STA_TI
60706AA0	2016-07-06	76	061 - 120 DAYS	2016-07-13	V11	2016188	104316
60831ADW	2016-09-01	19	016 - 030 DAYS	2016-09-10	V11	2016245	053841
60812AC0	2016-08-12	39	031 - 060 DAYS	2016-08-19	V11	2016225	184157
60630ACN	2016-07-01	81	061 - 120 DAYS	2016-07-10	V11	2016183	072006
60812AA1	2016-08-12	39	031 - 060 DAYS	2016-08-19	V11	2016225	180700
60831AAY	2016-08-31	20	016 - 030 DAYS	2016-09-10	V11	2016244	084149
60809ACC	2016-08-09	42	031 - 060 DAYS	2016-08-19	V11	2016222	203812
60810AAU	2016-08-10	41	031 - 060 DAYS	2016-08-17	V11	2016223	101534
60615AA0	2016-06-15	97	061 - 120 DAYS	2016-06-22	V11	2016167	123618
60711AA0	2016-07-11	71	061 - 120 DAYS	2016-07-18	V11	2016193	132312
60902ACD	2016-09-02	18	016 - 030 DAYS	2016-09-09	V11	2016246	152825
60629ACQ	2016-06-30	82	061 - 120 DAYS	2016-07-06	V11	2016182	095916
60810ACE	2016-08-11	40	031 - 060 DAYS	2016-08-20	V11	2016224	134459
60718AAV	2016-07-18	64	061 - 120 DAYS	2016-07-25	V11	2016200	141513
60701ACU	2016-07-06	76	061 - 120 DAYS	2016-07-11	V11	2016188	050741
60829ABJ	2016-08-29	22	016 - 030 DAYS	2016-09-05	V11	2016242	142536
60817AA8	2016-08-17	34	031 - 060 DAYS	2016-08-24	V11	2016230	122354
60713ABX	2016-07-13	69	061 - 120 DAYS	2016-07-20	S1A	2016195	205521
60811AC6	2016-08-12	39	031 - 060 DAYS	2016-08-18	V11	2016225	075937
60802AA1	2016-08-02	49	031 - 060 DAYS	2016-08-09	V11	2016215	093320
60623AAV	2016-06-23	89	061 - 120 DAYS	2016-06-30	S1A	2016175	095708
60829AAW	2016-08-29	22	016 - 030 DAYS	2016-09-05	V11	2016242	144618
60720ABD	2016-07-20	62	061 - 120 DAYS	2016-07-27	V11	2016202	080720
60801AA1	2016-08-01	50	031 - 060 DAYS	2016-08-08	V11	2016214	132122
60620AAM	2016-06-21	91	061 - 120 DAYS	2016-06-30	V11	2016173	043617
60804ABZ	2016-08-06	45	031 - 060 DAYS	2016-08-14	V11	2016219	071709
60727ABT	2016-07-27	55	031 - 060 DAYS	2016-08-03	V11	2016209	133124
60727AAX	2016-07-27	55	031 - 060 DAYS	2016-08-03	S1A	2016209	123831
60727ACN	2016-07-28	54	031 - 060 DAYS	2016-08-06	V11	2016210	140739
60803AAU	2016-08-03	48	031 - 060 DAYS	2016-08-10	S1A	2016217	113947
60622ACY	2016-06-22	90	061 - 120 DAYS	2016-07-02	V11	2016174	181813
60829ABJ	2016-08-29	22	016 - 030 DAYS	2016-09-08	V11	2016242	144310
60708ACD	2016-07-08	74	061 - 120 DAYS	2016-07-18	V11	2016190	141514
60617AAS	2016-06-17	95	061 - 120 DAYS	2016-06-24	V11	2016169	080500
60816ABZ	2016-08-17	34	031 - 060 DAYS	2016-08-26	V11	2016230	073304
60624ACT	2016-06-24	88	061 - 120 DAYS	2016-07-01	V11	2016176	190332
60815AAV	2016-08-15	36	031 - 060 DAYS	2016-08-22	V11	2016228	175728
60816AAU	2016-08-16	35	031 - 060 DAYS	2016-08-26	V11	2016229	122228
60804ABZ	2016-08-06	45	031 - 060 DAYS	2016-08-14	V11	2016219	101556
60701AA2	2016-07-01	81	061 - 120 DAYS	2016-07-08	V11	2016183	101519
60815AAS	2016-08-16	35	031 - 060 DAYS	2016-08-25	V11	2016229	072332
60713AB5	2016-07-13	69	061 - 120 DAYS	2016-07-23	V11	2016195	152942
60804ACE	2016-08-05	46	031 - 060 DAYS	2016-08-14	V11	2016218	042721
60628ACR	2016-06-29	83	061 - 120 DAYS	2016-07-08	V11	2016181	053406
60829ACV	2016-08-30	21	016 - 030 DAYS	2016-09-08	V11	2016243	053549
60616AA0	2016-06-16	96	061 - 120 DAYS	2016-06-23	V11	2016168	094936

60831AAY	2016-08-31	20	016 - 030 DAYS	2016-09-07	V11	2016244	080107
60830AAM	2016-08-30	21	016 - 030 DAYS	2016-09-06	V11	2016243	080322
60713ACQ	2016-07-13	69	061 - 120 DAYS	2016-07-20	V11	2016195	175349
60715ABY	2016-07-16	66	061 - 120 DAYS	2016-07-25	V11	2016198	134057
60721AA1	2016-07-21	61	061 - 120 DAYS	2016-07-28	S1A	2016215	134132
60729ABY	2016-08-03	48	031 - 060 DAYS	2016-08-08	V11	2016216	134527
60711AB4	2016-07-14	68	061 - 120 DAYS	2016-07-21	V11	2016196	084554
60817AAT	2016-08-22	29	016 - 030 DAYS	2016-08-27	V11	2016235	075436
60804ACX	2016-08-05	46	031 - 060 DAYS	2016-08-14	V11	2016218	042730
60815AAS	2016-08-15	36	031 - 060 DAYS	2016-08-25	V11	2016228	131457
60621AAL	2016-06-21	91	061 - 120 DAYS	2016-07-01	V11	2016173	141252
60617AAS	2016-06-17	95	061 - 120 DAYS	2016-06-24	V11	2016169	105752
60617AAS	2016-06-17	95	061 - 120 DAYS	2016-06-24	V11	2016169	105458
60617AAS	2016-06-17	95	061 - 120 DAYS	2016-06-24	V11	2016169	102136
60719AC3	2016-07-22	60	031 - 060 DAYS	2016-07-29	V11	2016204	115756
60617AAA	2016-06-17	95	061 - 120 DAYS	2016-06-24	V11	2016169	093623
60812ABD	2016-08-12	39	031 - 060 DAYS	2016-08-19	V11	2016225	123606
60812ABD	2016-08-12	39	031 - 060 DAYS	2016-08-19	V11	2016225	123203
60603AC1	2016-06-06	106	061 - 120 DAYS	2016-06-13	V11	2016158	051137
60701AA2	2016-07-01	81	061 - 120 DAYS	2016-07-08	V11	2016183	131853
60829ABY	2016-08-30	21	016 - 030 DAYS	2016-09-08	V11	2016243	081957
60527ABB	2016-05-27	116	061 - 120 DAYS	2016-06-03	S1A	2016148	153558
60801AC4	2016-08-03	48	031 - 060 DAYS	2016-08-11	V11	2016216	044752
60811ACC	2016-08-11	40	031 - 060 DAYS	2016-08-18	V11	2016224	152836
60707ACW	2016-07-11	71	061 - 120 DAYS	2016-07-17	V11	2016193	065029
60906AAL	2016-09-06	14	006 - 015 DAYS	2016-09-16	V11	2016250	124912
60728AA5	2016-07-29	53	031 - 060 DAYS	2016-08-07	V11	2016211	085531
60629ABC	2016-06-29	83	061 - 120 DAYS	2016-07-06	V11	2016181	165007
60805ACY	2016-08-06	45	031 - 060 DAYS	2016-08-15	V11	2016219	073210
60811AA2	2016-08-12	39	031 - 060 DAYS	2016-08-21	V11	2016225	100911
60805AAZ	2016-08-05	46	031 - 060 DAYS	2016-08-12	MOV	2016219	092221
60822AA2	2016-08-22	29	016 - 030 DAYS	2016-08-29	V11	2016235	140930
60725AAS	2016-08-05	46	031 - 060 DAYS	2016-08-01	V11	2016218	130912
60829ABY	2016-08-29	22	016 - 030 DAYS	2016-09-08	V11	2016242	164529
60616AB2	2016-06-16	96	061 - 120 DAYS	2016-06-23	V11	2016168	120751
60830AAH	2016-08-30	21	016 - 030 DAYS	2016-09-09	V11	2016243	141335
60906AAN	2016-09-06	14	006 - 015 DAYS	2016-09-13	V11	2016250	102539
60715AB0	2016-07-15	67	061 - 120 DAYS	2016-07-25	V11	2016197	124616
60712AC2	2016-07-18	64	061 - 120 DAYS	2016-07-22	V11	2016200	152445
60816AAU	2016-08-18	33	031 - 060 DAYS	2016-08-26	V11	2016231	134910
60815AAM	2016-08-15	36	031 - 060 DAYS	2016-08-22	V11	2016228	102642
60815AAM	2016-08-15	36	031 - 060 DAYS	2016-08-22	V11	2016228	102942
60902ACD	2016-09-03	17	016 - 030 DAYS	2016-09-09	S1A	2016250	154641
60902ACD	2016-09-03	17	016 - 030 DAYS	2016-09-09	S1A	2016250	154549
60513ACX	2016-05-14	129	121 DAYS & MO	2016-05-23	V11	2016135	120423
60714AA3	2016-07-14	68	061 - 120 DAYS	2016-07-24	V11	2016196	195427
60621ACH	2016-06-22	90	061 - 120 DAYS	2016-07-01	MOV	2016184	110204

STAT_AGE	STAT_AGE_RANGE	USERID	UPRICE	TOTAL_VAL	TYPE	DOCID/FUNC
76	061 - 120 DAYS	YSP7549	2.55	145.35	NEW PRO	D4Z
19	016 - 030 DAYS	YSP9476	14.18	28.36	RETURN	D6B
39	031 - 060 DAYS	YSP6275	46.29	1249.83	NEW PRO	D4Z
81	061 - 120 DAYS	DSW0016	30.68	30.68	RETURN	D6B
39	031 - 060 DAYS	YSP6268	1594.76	11163.32	NEW PRO	D4Z
20	016 - 030 DAYS	YSP4936	608.07	3648.42	RETURN	D6B
42	031 - 060 DAYS	YSP4879	7.48	74.8	RETURN	D6B
41	031 - 060 DAYS	YSP8552	3.36	672	NEW PRO	D4Z
97	061 - 120 DAYS	YSP6436	2619.36	5238.72	NEW PRO	D4Z
71	061 - 120 DAYS	YSP8101	744.65	4467.9	NEW PRO	D4Z
18	016 - 030 DAYS	YSP4962	206.2	412.4	NEW PRO	D4S
82	061 - 120 DAYS	YSP8222	3.87	2132.37	NEW PRO	D4Z
40	031 - 060 DAYS	DBP0018	56.73	56.73	RETURN	D6B
64	061 - 120 DAYS	DMS0055	361.61	2892.88	NEW PRO	D4Z
76	061 - 120 DAYS	YSP5337	2586.95	2586.95	RETURN	D6B
22	016 - 030 DAYS	YSP8835	199.47	797.88	NEW PRO	D4S
34	031 - 060 DAYS	YSP9279	5.38	231.34	NEW PRO	D4Z
69	061 - 120 DAYS	DRG0014	2.84	4044.16	NEW PRO	D4S
39	031 - 060 DAYS	YSP5761	244.16	488.32	NEW PRO	D4S
49	031 - 060 DAYS	YSP8101	182.2	728.8	NEW PRO	D4Z
89	061 - 120 DAYS	YSP7859	2	556	NEW PRO	D4S
22	016 - 030 DAYS	DWP0008	766.46	1532.92	NEW PRO	D4S
62	061 - 120 DAYS	DSJ0007	1010.3	8082.4	NEW PRO	D4S
50	031 - 060 DAYS	YSP8552	5.19	12975	NEW PRO	D4Z
91	061 - 120 DAYS	YSP5009	70	350	RETURN	D6J
45	031 - 060 DAYS	YSP2812	628.06	1256.12	RETURN	D6B
55	031 - 060 DAYS	YSP9186	90.71	2630.59	NEW PRO	D4S
55	031 - 060 DAYS	DSW0016	605.54	2422.16	NEW PRO	D4Z
54	031 - 060 DAYS	YSP5009	56.12	392.84	RETURN	D6B
47	031 - 060 DAYS	DBG0011	91.28	6298.32	NEW PRO	D4S
90	061 - 120 DAYS	YS01203	20.01	400.2	RETURN	D6B
22	016 - 030 DAYS	YS01203	211.36	211.36	RETURN	D6B
74	061 - 120 DAYS	YSP9763	27493	27493	RDO	D6K
95	061 - 120 DAYS	DRP0023	1.11	1022.31	NEW PRO	D4S
34	031 - 060 DAYS	YSP6925	0.19	3.99	RETURN	D6B
88	061 - 120 DAYS	YSP6242	17.84	1480.72	NEW PRO	D4Z
36	031 - 060 DAYS	DMS0055	627.73	1883.19	NEW PRO	D4S
35	031 - 060 DAYS	YSP2812	77.64	155.28	RETURN	D6B
45	031 - 060 DAYS	DTD0021	23.9	23.9	RETURN	D6B
81	061 - 120 DAYS	YSP7464	0.27	221.67	NEW PRO	D4S
35	031 - 060 DAYS	YSP5761	30.61	153.05	RETURN	D6B
69	061 - 120 DAYS	YSP8596	221.5	221.5	RETURN	D6B
46	031 - 060 DAYS	DTD0021	0.71	146.26	RETURN	D6B
83	061 - 120 DAYS	YSP8553	22.92	114.6	RETURN	D6J
21	016 - 030 DAYS	YSP6436	360.94	1443.76	RETURN	D6J
96	061 - 120 DAYS	YSP7970	35.29	1835.08	NEW PRO	D4Z

20	016 - 030 DAYS	YSP8553	55.73	7300.63	NEW PRO	D4S
21	016 - 030 DAYS	YSP8335	184.46	7378.4	NEW PRO	D4S
69	061 - 120 DAYS	YSP2478	16.62	515.22	NEW PRO	D4S
66	061 - 120 DAYS	YSP7549	362.97	362.97	RETURN	D6B
49	031 - 060 DAYS	YSP1658	8.39	218.14	NEW PRO	D4S
48	031 - 060 DAYS	YSP7859	0.45	0.45	RETURN	D6B
68	061 - 120 DAYS	DSJ0007	61	122	RETURN	D6B
29	016 - 030 DAYS	YSP9074	46.37	695.55	RETURN	D6B
46	031 - 060 DAYS	YSP7863	0.34	5.1	RETURN	D6B
36	031 - 060 DAYS	SVEA124	18.58	18.58	RETURN	D6B
91	061 - 120 DAYS	YSP9180	9.9	49.5	RETURN	D6B
95	061 - 120 DAYS	YSP7970	86.61	866.1	NEW PRO	D4S
95	061 - 120 DAYS	YSP7970	86.61	866.1	NEW PRO	D4S
95	061 - 120 DAYS	DSJ0007	297.77	1488.85	NEW PRO	D4S
60	031 - 060 DAYS	YSP5761	584.62	584.62	RETURN	D6J
95	061 - 120 DAYS	YSP6852	3.3	297	NEW PRO	D4S
39	031 - 060 DAYS	YSP8552	177.95	3914.9	NEW PRO	D4S
39	031 - 060 DAYS	YSP8552	177.95	1957.45	NEW PRO	D4S
106	061 - 120 DAYS	YSP7970	1369.03	1369.03	RETURN	D6B
81	061 - 120 DAYS	YSP2812	8162.56	8162.56	NEW PRO	D4S
21	016 - 030 DAYS	YSP9476	39.3	471.6	RETURN	D6B
116	061 - 120 DAYS	DRG0014	4.5	3073.5	NEW PRO	D4S
48	031 - 060 DAYS	YSP8335	1.39	11.12	RETURN	D6B
40	031 - 060 DAYS	DDP9797	11.74	9298.08	NEW PRO	D4Z
71	061 - 120 DAYS	DKB0014	9871.35	9871.35	RETURN	D6B
14	006 - 015 DAYS	YSP2312	3120.59	3120.59	RDO	D6K
53	031 - 060 DAYS	YSP8835	359.19	718.38	RETURN	D6B
83	061 - 120 DAYS	YSP6242	21.81	392.58	NEW PRO	D4S
45	031 - 060 DAYS	YSP7970	454.34	454.34	RETURN	D6B
39	031 - 060 DAYS	YSP5009	14.73	14.73	RETURN	D6B
45	031 - 060 DAYS	YSP9143	530.73	3715.11	NEW PRO	D4Z
29	016 - 030 DAYS	YSP5761	607.68	4861.44	NEW PRO	D4S
46	031 - 060 DAYS	DAL0023	22.91	2291	NEW PRO	D4Z
22	016 - 030 DAYS	YSP9763	11079.75	11079.75	RETURN	D6B
96	061 - 120 DAYS	YSP7859	36.01	2808.78	NEW PRO	D4S
21	016 - 030 DAYS	YSP8902	321.4	6428	RETURN	D6B
14	006 - 015 DAYS	DDM0014	16.26	1170.72	NEW PRO	D4S
67	061 - 120 DAYS	DKB0014	17.89	53.67	RETURN	D6B
64	061 - 120 DAYS	DDP9797	238.56	715.68	RETURN	D6M
33	031 - 060 DAYS	YSP9279	1193.06	2386.12	RETURN	D6B
36	031 - 060 DAYS	YSP6928	9.82	274.96	NEW PRO	D4Z
36	031 - 060 DAYS	YSP6928	9.82	274.96	NEW PRO	D4Z
14	006 - 015 DAYS	YSP3605	18.55	5194	NEW PRO	D4Z
14	006 - 015 DAYS	YSP3605	18.55	2912.35	NEW PRO	D4Z
129	121 DAYS & MORE	YSP7285	492.75	492.75	RETURN	D6B
68	061 - 120 DAYS	DSB0050	29.77	119.08	RETURN	D6B
80	061 - 120 DAYS	YSP9485	7034.55	7034.55	RETURN	D6B

WORKLOAD TYPE	LATE	RCN_POST	DAYS LATE	REWFRM/PIIN/DOCNO	INPUT_DT
MISSION STOW	YES	0	69	SPE5EM16V4732	2016264
MISSION STOW	YES	1	10	FB480462290554	2016264
MISSION STOW	YES	0	32	SPE5E916V4699	2016264
MISSION STOW	YES	1	72	SW310861410FJX	2016264
MISSION STOW	YES	0	32	SPE4A616M6521	2016264
MISSION STOW	YES	0	10	W9046W622803AH	2016264
MISSION STOW	YES	0	32	W25G1U6222JO01	2016264
MISSION STOW	YES	0	34	SPE5E716M3293	2016264
MISSION STOW	YES	0	90	SPE4A616VC028	2016264
MISSION STOW	YES	0	64	SPE7M816M2530	2016264
MISSION STOW	YES	0	11	SPE7M416M3294	2016264
MISSION STOW	YES	1	76	SPE4A616VB906	2016264
MISSION STOW	YES	1	31	FB480461904570	2016264
MISSION STOW	YES	0	57	SPE7M116VG254	2016264
MISSION STOW	YES	5	71	W9046W616909P9	2016264
MISSION STOW	YES	0	15	SPM4A111G0010	2016264
MISSION STOW	YES	0	27	SPE7L316M7070	2016264
MISSION STOW	YES	0	62	SPE4A516V1797	2016264
MISSION STOW	YES	1	33	SPE7M116M0654	2016264
MISSION STOW	YES	0	42	SPE7M316V1967	2016264
MISSION STOW	YES	0	82	SPE7M116M5039	2016264
MISSION STOW	YES	0	15	N0038313G005P	2016264
MISSION STOW	YES	0	55	SPE7MX15D0137	2016264
MISSION STOW	YES	0	43	SPE4A616VB926	2016264
MISSION STOW	YES	1	82	SL47016143T991	2016264
MISSION STOW	YES	2	37	FB441761640007	2016264
MISSION STOW	YES	0	48	SPRTA112G0006	2016264
MISSION STOW	YES	0	48	SPRTA114G0002	2016264
MISSION STOW	YES	1	45	W9046W60320275	2016264
MISSION STOW	YES	0	41	SPE7M816V1678	2016264
MISSION STOW	YES	0	80	W9046W616500TX	2016264
MISSION STOW	YES	0	12	FB480162211081	2016264
MISSION STOW	YES	0	64		2016264
MISSION STOW	YES	0	88	SPE5E416V5408	2016264
MISSION STOW	YES	1	25	W9046W607102E3	2016264
MISSION STOW	YES	0	81	SPE5EJ16V3579	2016264
MISSION STOW	YES	0	29	SPE7M516V3905	2016264
MISSION STOW	YES	0	25	FB568562200053	2016264
MISSION STOW	YES	2	37	FB480161890982	2016264
MISSION STOW	YES	0	74	SPE5EY16D0508	2016264
MISSION STOW	YES	1	26	W9046W617401MS	2016264
MISSION STOW	YES	0	59	W9046W602003GS	2016264
MISSION STOW	YES	1	37	SW310861410MME	2016264
MISSION STOW	YES	1	74	SL47016148T461	2016264
MISSION STOW	YES	1	12	SL47016233T182	2016264
MISSION STOW	YES	0	89	SPE5E816V4175	2016264

MISSION STOW	YES	0	13	SPE4A613D0087	2016264
MISSION STOW	YES	0	14	SPM7MX13D0099	2016264
MISSION STOW	YES	0	62	SPE4A516V3436	2016264
MISSION STOW	YES	1	57	FB465461890653	2016264
MISSION STOW	YES	0	54	SPE5E416M2175	2016264
MISSION STOW	YES	5	43	FB282361920376	2016264
MISSION STOW	YES	3	61	W9046W616501JV	2016264
MISSION STOW	YES	5	24	W9046W621100ND	2016264
MISSION STOW	YES	1	37	SW310861410NGS	2016264
MISSION STOW	YES	0	26	W9046W613201Q1	2016264
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MISSION STOW	YES	3	53	SL47016177T242	2016264
MISSION STOW	YES	0	88	SPE5E815V4950	2016264
MISSION STOW	YES	0	32	SPE4AX12D9400	2016264
MISSION STOW	YES	0	32	SPE4AX12D9400	2016264
MISSION STOW	YES	3	99	FB558760251161	2016264
MISSION STOW	YES	0	74	W58RGZ12G0001	2016264
MISSION STOW	YES	1	12	FB667562200392	2016264
MISSION STOW	YES	0	109	SPE7M116VD156	2016264
MISSION STOW	YES	2	40	W9046W613202AV	2016264
MISSION STOW	YES	0	33	SPE5EY16D0522	2016264
MISSION STOW	YES	4	65	W9046W6096001S	2016264
MISSION STOW	YES	0	4		2016264
MISSION STOW	YES	1	44	W9046W5349005Z	2016264
MISSION STOW	YES	0	76	SPRTA112G0006	2016264
MISSION STOW	YES	1	36	FB448462110123	2016264
MISSION STOW	YES	1	30	W8004Q60570001	2016264
MISSION STOW	YES	0	39	SPE7M116VG752	2016264
MISSION STOW	YES	0	22	SPE7M116VF592	2016264
MISSION STOW	YES	11	50	SPE7M116VF985	2016264
MISSION STOW	YES	0	12	Q9865662045761	2016264
MISSION STOW	YES	0	89	SPE7M116VA794	2016264
MISSION STOW	YES	0	11	W25G1V613401PHA	2016264
MISSION STOW	YES	0	7	SPE4A615D5613	2016264
MISSION STOW	YES	0	57	FB608161920543	2016264
MISSION STOW	YES	6	60	W9046W611701FGA	2016264
MISSION STOW	YES	2	25	W9046W619500NA	2016264
MISSION STOW	YES	0	29	SPE7M116VE666	2016264
MISSION STOW	YES	0	29	SPE7M116VE666	2016264
MISSION STOW	YES	1	11	SPE7L316M6910	2016264
MISSION STOW	YES	1	11	SPE7L316M6910	2016264
MISSION STOW	YES	1	120	W9046W60210HPJ	2016264
MISSION STOW	YES	0	58	W9046W61680DR1	2016264
MISSION STOW	YES	1	81	W9046W61460756	2016264

INPUT_TI	NEW_LOC	HCC	WORK_SITE_
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0404	O	N1	

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Evans, Lester L CIV (US)
Sent: Tuesday, September 20, 2016 7:52 AM
To: Carbaugh, Robert A Sr CIV (US); Schiebold, Warren L Jr CIV (US); Thomas, Shawn L CIV (US)
Cc: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Subject: MUSTDO.Active Items
Attachments: MUSTDO.xlsm

There are 24 must dos in Active items. Let's track these down and get them stowed. Use you leaders and techs to get this completed.

Input Date: Tuesday, September 20, 2016
Input Time: 06:00

K - MUSTDO AND POTENTIAL DENIAL REPORT

** If display appears less than normal, please check to see if filters are on. (Top tabs: Data, Clear under Sort & Filter.)

WRHS	VALUE STREAM	FSC	NIIN	TotalMROs	TUE MUSTDO	WED MUSTDO	THU MUSTDO.	DAYS	PUTAWAY	WRHS_LOC	QTY	STA_CD	STA_DT	USERID	MATERIAL_LOC	MRO_CC	REC_CC	LAC	TotalStowQty	QtyForMROs	TotalStows
DB4	EDC	5340	016452283	2	MUSTDO			6	83MDVQ6	DB46I2A16	2	V11	2016257	YS01203	LOC ASSIGNED		A		2	2	1
DT	EDC	5930	002620889	1	MUSTDO			6	32G2JKD	DT10D1A22	1	P21	2016256	YSP7990	09BTP201SPUR		A		1	1	1
DT	EDC	5975	007826140	5	MUSTDO			6	K2VJ699	DT13A6A21	81	M02	2016257	N2AF	3220234B2		A		81	127	1
DT	EDC	5310	010615302	1	MUSTDO			6	SB8ZCBY	DT08C2A12	4	P21	2016257	YSP7990	09BTP201SPUR		A		4	1	1
DK	EDC	4730	001256889	1	MUSTDO			5	TCNLVHL	DK02CNLVHLTMP	4	V11	2016258	YSP8901	LOC ASSIGNED		A		4	4	1
DB4	EDC	5315	008812253	1	MUSTDO			4	D9VH451	DB47D6A31	1	P21	2016259	YSP8046	09BTPBRANDI		A		1	1	1
DB4	EDC	3040	009188983	1	MUSTDO			4	WFK8NBJ	DB46I5A14	3	V11	2016257	DLE0003	LOC ASSIGNED		A		3	3	1
DB4	EDC	5310	009746623	2	MUSTDO			4	LJ1B92L	DB44I7A35	2	P21	2016259	YSP8046	09BTPBRANDI		A		2	2	1
DK	EDC	4710	001856948	2	MUSTDO			4	W0NGXGH	DK02TEMP6948	1099	V11	2016259	YSP9790	LOC ASSIGNED		A		1099	921	1
DT	EDC	5325	011552645	1	MUSTDO			4	Q5FLP5X	DT06B8A23	6	V11	2016198	YSP7863	LOC ASSIGNED		A		6	15	1
DT	EDC	1005	014535383	1	MUSTDO			4	GXBLLRD	DT03D2A31	88	MOV	2016209	YSP9143	8330919E5		A		88	4	1
DB4	EDC	5999	007608274	1		MUSTDO		3	54LPS30	DB45A3A45	1	P21	2016259	YSP7990	09BTP201SPUR		A		1	1	1
DB4	EDC	4820	015881290	3		MUSTDO		3	RX4L6WD	DB46I5A43	6	S1A	2016260	YSP8552	ALT LOCATION		A		6	3	1
DB4	EDC	4730	015895949	2		MUSTDO		3	MNVJJJX	DB45A7A24	8	V11	2016260	DDP9797	LOC ASSIGNED		A		8	8	1
DB4	EDC	5340	016185711	3		MUSTDO		3	WSJNX49	DB50H7A22	4	S1A	2016260	YSP6928	ALT LOCATION		A		4	4	1
DK	EDC	2940	015478550	1		MUSTDO		3	HXB1GD7	DK020434A	42	P21	2016263	YSP7278	3221538C1		A		42	39	1
DP	EDC	4710	013822822	1		MUSTDO		3	9R3M4MZ	DP01A1A21	1	S1A	2016263	YSP4355	ALT LOCATION		A		1	1	1
DP	EDC	4820	014957911	1		MUSTDO		3	0LKCKRY	DP02I1A21	13	V11	2016196	YSP7549	LOC ASSIGNED		A		13	18	1
DT	EDC	5310	009436609	54		MUSTDO		3	RG55Z1B	DT15A7A12	1959	V11	2016260	YSP8811	LOC ASSIGNED		A		1959	1020	1
DT	EDC	5315	011122991	1		MUSTDO		3	F1SSCR1	DT05F3A13	1	P21	2016260	YT05909	09BSPUR201		A		1	1	1
DT	EDC	3120	011296979	1		MUSTDO		3	YD7ZS5P	DT12C1A32	15	S1A	2016215	YSP4355	ALT LOCATION		A		15	10	1
DT	EDC	5320	011361785	1		MUSTDO		3	MGYTKLB	DT02G1A13	583	S1A	2016263	YSP4355	ALT LOCATION		A		583	100	1
DT	EDC	4020	014468097	1		MUSTDO		3	KZVRCZK	DT14D1A33	3	P21	2016253	YSP1401	09BBARRIE		A		3	2	1
DP	EDC	6220	013907341	7			MUSTDO	2	TLMWXHM	DP02D8A21	40	M02	2016259	N2AF	DK020446A		A		40	16	1
DB4	EDC	1560	003041905	1				1	2NDDKPD	DB45A7A15	1	V11	2016260	DLE0003	LOC ASSIGNED		A		1	1	1

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Evans, Lester L CIV (US)
Sent: Tuesday, September 20, 2016 7:44 AM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Subject: Storage Branch Shift Report 2016263
Attachments: Storage Branch Shift Report091516 (003).xlsm

We moved 11 of the active item employees over to DK that have MHE to help expedite the work. There is 3893 transaction to worked in DK and 9653 in active items. Loaned 30 employees from Hi Rise.

Work Available					Staffing to Work			
	Orders	% of Tot		% Labor Hrs	"Pre-Shift			
Rec'd"	"Attend							
Adj Rec'd"		"Actual						
Staffed"		"Actual						
% of Staff"								
High Rise		5547	30.8%	31.1%	31	29	30	32.6%
DR	1746	9.7%	14.9%	15	14	15	16.3%	
DB	3801	21.1%	16.2%	16	15	15	16.3%	
Active Items		12476	69.2%	68.9%	68	63	62	67.4%
DK	3893	21.6%	41.6%	41	38	38	41.3%	
DT	5331	29.6%	13.8%	14	13	12	13.0%	
DP	3322	18.4%	13.5%	13	12	12	13.0%	
Total	18023				Good	Over	Under	

Total P/P/P Plan					
	Volume	Labor Hrs		Vol/ Hr	% of Tot
High Rise		2925	365	450	32.1%
DR	975	175	150	10.7%	
DB	1950	190	300	21.4%	
Active Items		6188	806	952	67.9%
DK	1976	487	304	21.7%	
DT	2574	162	396	28.2%	
DP	1638	158	252	18.0%	
Total	9113				

Active Items Plan

Julian Date:	082
Anticipated Directs Avail	31

DK

Staff Pickers & Packers Per Below:		Total Projected Work
Pickers	23	2558
DK01/04	14	1024
DK02/03	9	1534
	Verify Pack Staffing	
Packers	50	2600
DK01/04	20	1040
DK02/03	30	1560

DK Direct Employees
38

DK Direct Hours
247

DK Volume Goal
1976

DT

Staff Aisles in this Order:		Total Projected Work	Employee Random Generated #:
			14
DO NOT Touch Cells Below!!!!			
1	DT14	429	11
2	DT06	417	3
3	DT05	416	5
4	DT11	394	4
5	DT02	389	6
6	DT03	369	8
7	DT01	368	9
8	DT13	359	10
9	DT08	357	12
10	DT15	353	7
11	DT10	347	2
12	DT09	322	1
13	DT04	312	#VALUE!
14	DT12	296	#VALUE!
15	DT07	198	#VALUE!
Cutables	DT20	8	
	DT21	9	
	DT22	2	
	DT23	3	

Click to: Sort & Rank DT

DT Direct Employees
12

DT Direct Hours
78

DT Volume Goal
2574

Cutables Direct Employees
1

New Active Items (DP03-17; DT09-15; Cutables)

Row	Work	Row	Work
DP03	151	DT09	322
DP04	101	DT10	347
DP05	116	DT11	394
DP06	249	DT12	296
DP07	239	DT13	359
DP08	351	DT14	429
DP09	104	DT15	353
DP10	142		
DP11	144	DT20	8
DP12	262	DT21	9
DP13	167	DT22	2
DP14	267	DT23	3
DP15	126		
DP16	159		
DP17	172		

DP

Staff Aisles in this Order:		Total Projected Work	Employee Random Generated #:
			14
DO NOT Touch Cells Below!!!!			
1	DP08	351	4
2	DP01	346	6
3	DP14	267	2
4	DP12	262	8
5	DP06	249	12
6	DP07	239	10
7	DP02	230	9
8	DP17	172	3
9	DP13	167	11
10	DP16	159	1
11	DP03	151	5
12	DP11	144	7
13	DP10	142	#VALUE!
14	DP15	126	#VALUE!
15	DP05	116	#VALUE!
16	DP09	104	#VALUE!

Click to: Sort & Rank DP

DP Direct Employees
12

DP Direct Hours
78

DP Volume Goal
1638

Old Active Items (DP01-02; DT01-08)

Row	Work	Row	Work
DP01	346	DT01	368
DP02	230	DT02	389
		DT03	369
		DT04	312
		DT05	416
		DT06	417
		DT07	198
		DT08	357

17	DP04	101	#VALUE!

McNaughton, Sherry L CIV DLA DISTRIBUTION (US)

From: Evans, Lester L CIV (US)
Sent: Tuesday, September 20, 2016 7:04 AM
To: Mantz, Shane L CIV DLA DISTRIBUTION (US)
Subject: Storage Branch Shift Report091516 (003).xlsm
Attachments: Storage Branch Shift Report091516 (003).xlsm

First plan in the morning was to send 35 out. 15 DB and 15 DR

We sent out 30 and I am waiting for Active items to send me the numbers so I can make the final adjustments to the spreadsheet.

High Rise Plan

Anticipated Directs Avail	57

DO NOT Touch Cells Below!!!!

Staff Aisles in this Order:		Total Projected Work	Employee Random Generated #: 4
1	DR03	83	2
2	DR21	77	6
3	DR01	71	14
4	DR07	69	4
5	DR19	65	12
5	DR24	65	1
7	DR18	59	3
7	DR20	59	5
7	DR32	59	17
10	DR12	58	8
10	DR26	58	11
12	DR15	55	15
13	DR04	54	7
14	DR05	52	9
14	DR09	52	13
14	DR11	52	16
14	DR29	52	10
18	DR06	49	#VALUE!
18	DR08	49	#VALUE!
20	DR25	46	#VALUE!
21	DR02	45	#VALUE!
22	DR22	44	#VALUE!
23	DR14	43	#VALUE!
24	DR23	42	#VALUE!
25	DR33	41	#VALUE!
26	DR34	40	#VALUE!
27	DR10	40	#VALUE!
28	DR31	39	#VALUE!
29	DR35	38	#VALUE!
30	DR27	38	#VALUE!
31	DR13	37	#VALUE!
31	DR17	37	#VALUE!
33	DR28	36	#VALUE!
34	DR30	35	#VALUE!
35	DR16	31	#VALUE!

Sort & Rank DR

Click to sort before printing

Julian Date: 082

DR Direct Employees
15

DR Direct Hours
98

DR Volume Goal
975

DO NOT Touch Cells Below!!!!

Staff Aisles in this Order:		Total Projected Work	Employee Random Generated #:	11
1	DB08	206	11	
2	DB09	175	10	
3	DB11	152	3	
3	DB27	152	6	
5	DB26	149	7	
6	DB32	148	8	
7	DB07	143	4	
7	DB10	143	5	
9	DB22	141	2	
10	DB16	138	15	
11	DB24	134	12	
12	DB05	124	9	
12	DB13	124	13	
14	DB14	119	1	
15	DB06	116	14	
16	DB25	111	#VALUE!	
16	DB28	111	#VALUE!	
18	DB01	108	#VALUE!	
19	DB29	107	#VALUE!	
20	DB31	105	#VALUE!	
21	DB02	100	#VALUE!	
22	DB15	98	#VALUE!	
23	DB17	97	#VALUE!	
23	DB20	97	#VALUE!	
23	DB21	97	#VALUE!	
26	DB03	91	#VALUE!	
26	DB19	91	#VALUE!	
28	DB04	90	#VALUE!	
29	DB18	89	#VALUE!	
30	DB12	84	#VALUE!	
31	DB23	80	#VALUE!	
32	DB30	73	#VALUE!	

Sort & Rank DB

Click to sort before printing

Julian Date: 082

DB Direct Employees
15

DB Direct Hours
98

DB Volume Goal
1950