

Undercurrents



The Navy's MWR Newsletter



Septemeber / October 2003

www.mwr.navy.mil

Vol. 6.5

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Undercurrents is a publication of the Navy's Morale, Welfare & Recreation Division (PERS-65). Contents of *Undercurrents* are not necessarily the official view of or endorsed by the US Government, the Department of Defense or the Department of the Navy. Send any comments, questions, and submissions to:

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From the Director:

The new fiscal year promises to be a very interesting and challenging one as MWR begins the adjustment process both in terms of a new organizational structure and reduced funding.

The echelon II commands are now out of the business of direct operations of all shore infrastructure activities, including MWR programs. CNI is now operational and beginning the difficult task of organizing to meet a wide variety of challenges. They will need the help of the entire MWR team to achieve the type of success that will benefit us all. Please join in this effort whenever you have the opportunity to contribute.

MWR programs in the 16 major regions are now all functional with outstanding talent in MWR leadership roles. We held our first joint CNI/PERS-65 hosted meeting Sept. 30 – Oct. 1 to discuss initial plans as to how we will make the organization work. A wide variety of topics and strategies emerged and are being assembled into a set of what we loosely termed "Business Principles." The goal of these guidelines is to help us begin establishing some common approaches to issues so that the regions can become more alike in areas where it makes sense. The meeting also set the tone for the importance of a strong team approach to dealing with major issues since many of the regions in attendance will be active players in any governing/advisory body that is set up to oversee MWR operations.

Of course, the "elephant in the room" is the impact of some serious funding cuts that MWR will begin dealing with in FY04, which will grow significantly in FY05. PERS-65 has already sent out some overview information on the issue to help familiarize activities with the challenges. The regions are now struggling with the implementation process for the FY04 cuts and beginning preparations for FY05. Impact varies by region but cuts of some level have been levied on everyone.

Despite these challenges, the MWR team, now consisting of CNI, the regions and PERS-65, remains committed to delivering quality MWR programs, although probably in reduced scope and numbers. Again, our survival as a system will depend on our long-standing tradition of teaming up to solve problems.

Every challenge is an opportunity in disguise. Our challenge over the next few years will be to continue to offer the successful MWR programs on which our Sailors and their families depend. They deserve no less than our best!

Best regards,
Captain, USN
Director, MWR Division

POLICY & MANAGEMENT ASSISTANCE BRANCH

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PAID SEATING AT OPEN HOUSE EVENTS

We were recently asked by Navy's senior leadership about the rationale for paid seating at open house events, particularly for air shows. The "Guidebook for MWR's Involvement in Air Shows & Other Open House Events" states that reasonably priced paid seating must be offered on a first-come, first-served basis with the vast majority of the seating to be free.

Because of the above inquiry, the guidebook's rules on seating were reviewed and approved at very senior levels of the Navy. Remember, open houses are not intended to be fund raising events for MWR, but are to be used to support the command's community relations and the Navy's recruiting efforts.

However, to keep this approval from being reviewed and perhaps withdrawn in the future, please ensure that when an open house has paid seating, that the free seating actually has the most advantageous positions at the event. For example, paid seating at an air show should be to the side and not centerline.

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STANDARDS AND GUIDELINES...We often receive questions concerning the meaning of these words in BUPERSINST 1710.11C. Standards are the level of production we must make every effort to meet and guidelines are general aides to assist you in meeting the standard.

For example, Category C operations have a financial standard of an activity net profit of five percent for food and beverage operations. The policy also offers several guidelines (such as cost of goods sold percentages) that will help you meet the standard or identify causes for failure to meet the standard.

The guidelines are not requirements! They are simply a best practice tool to assist you in meeting the required standard. If you are meeting the standard, but your guidelines are slightly off, that is acceptable. However, if you are meeting the standard and your guidelines are significantly off, this should prompt you to look at that area and determine the reason for the discrepancy.

GOLF CARTS AND OPEN HOUSES...MWR is often asked to supply golf carts for use at open house functions. If MWR is supplying the golf carts, the carts may only be used for the MWR portion of the open house (e.g., food, beverage, and entertainment functions). If the golf carts are being used for anything else, such as command and control of the event, the carts must be paid for with appropriated funds available to the command for such events.

If golf carts are furnished as a result of an in-kind commercial sponsorship, the command may use them for functions such as command and control, in accordance with the "Guidebook for MWR's Involvement in Air Shows & Other Open House Events." Even if the command uses commercially sponsored golf carts, the command and MWR need to make an arrangement for the command to pay for any associated costs of using a cart for functions other than MWR related ones. For example, if the operations officer is assigned a cart for his personal use and has an accident in which the cart is damaged, the command must have worked out an agreement with MWR to pay for the damaged cart so that the Sailors' dollars are not at risk.

NAVY BALL REIMBURSEMENT PROGRAM UPDATE...We have recently received numerous inquiries regarding the continuance of the PERS-65 Navy Ball NAF reimbursement program. We intend to continue the program during FY04; however, the funding level of the overall program will be reduced by approximately 15 percent. Reimbursement requests will be given on a first-come, first-funded basis. Once the budgeted monies are consumed, we will not be able to provide reimbursement.

Local MWR programs should submit their reimbursement requests as soon as practical after the event. BUPERSINST 1710.11C [enclosure (1), pages 3-5] contains policy for MWR's limited involvement in Navy Balls. Please remember MWR is permitted to provide limited NAF support for Navy Balls to include the purchase of entertainment and decorations, e.g., table flower arrangements and small mementos. Additionally, FY04 reimbursement requests must include a copy of invoices containing the MWR NAF authorized expenses for which reimbursement is requested.



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ATHLETIC BUSINESS CONFERENCE

The Navy Meeting and ABC announcement for this year's conference have been sent out. Make sure you sign up for the Navy meeting in advance so we know how many people will be attending this year. Also, don't forget to bring posters from your facility to hang up in the room so people can see what your program is doing.

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THE COMMAND FITNESS LEADER COURSE...traveled to five naval facilities and instructed over 250 active duty, reservist and DOD civilian students July 14 - Sept. 12. Sites hosting the course included NAVSTA San Diego, COMFLEACT Yokosuka, NAVSTA Norfolk, NAVSTA Pearl Harbor and SUBASE Bangor.

The last of the five-day CFL courses was held Sept. 22-26 at NAVSTA San Diego. The new FY04 CFL two-day training schedule was released June 5. As with the previous training schedule, quota requests continue to flood the MWR Training Branch. Classes scheduled for October and November are sold out.

DOD FITNESS CENTER STANDARDS...DOD Fitness Center Standards will be released within the next month. As required, all installations must submit a report to PERS-65 reflecting the status of their compliance with DOD Physical Fitness Center standards. These forms will also be posted on the MWR Mission Essential Branch web site after the initial mailing is sent out.

FITNESS TRAINING FY04...We will no longer offer the Cooper Institute Classes in FY04; however, we will be offering the following training from PERS-651: Fitness Series Instruction, Navy Fitness Staff Training Certification, and Advanced Fitness Training and Program Design.

The Fitness Series contains four PowerPoint presentations accompanied with a 24-page fitness magazine. This two-day training will aid in your approach on how to train beginners in your weight room in a simple and convenient way.

The Navy Fitness Staff Training is an in-house certification done at your base through your fitness director to certify your staff. This certification will meet your need to have a certified professional in your facility at all times.

The Advanced Fitness Training and Program Design class is a three-day training course that will incorporate how to take someone to the next level in their training. It includes free weight demonstrations, program design, cardiovascular interval training and warm-up.

If you would like to host any of these training classes, please contact PERS-651B1 to set up a date.

ANNUAL FINANCIAL STATEMENT IS DUE...Every commission ship in the Navy operates its own MWR NAFI for which NPC is the successor in interest. Afloat commands submit an annual financial statement (NAVPERS 7010/2) at the end of each fiscal that recaps receipts and expenditures.

The information provided in these statements was crucial in developing the APF afloat equipment grant program that outfitted every ship in the Navy with physical fitness equipment, sports/recreation gear and Library Multimedia Resource Centers. Program scope will be directly affected by the data provided in this year's submissions. The guiding directive is BUPERSINST 7010.15. Both the instruction and the form are available in digital format and may be requested from PERS-651G.

Phytochemical, or “plant chemical,” refers to the natural substances that protect plants from disease. When consumed by people, these compounds may also protect us from certain cancers, heart disease, high blood pressure and even obesity. Researchers are finding the more colors you eat, the more protection you get.

PHYTOCHEMICALS...the best dietary supplement? According to *Prevention Magazine* (2000), the U.S. leads the world in dietary supplement usage. 100 million Americans use vitamins and minerals every day and 37 million use herbal remedies regularly.

However, most Americans neglect to consume one of the most powerful disease-fighting components available in their everyday food arsenal: fruits and vegetables. Americans should be consuming at least five to nine servings of fruits and vegetables daily. But even more importantly – they should be eating a rainbow of colors. That’s because scientists are linking colorful disease fighting chemicals in fruits and vegetables with different health benefits.

Here’s how they break down:

Blue/Purple – anthocyanins and phenolics

- Lowers risk of some cancers
- Anti-aging benefits
- Urinary tract health
- Memory function

Examples: blackberries, black currants, blueberries, eggplant, plums, purple asparagus, purple figs, purple grapes, raisins, etc.

Green – lutein and indoles

- Lowers risk of some cancers
- Anti-aging benefits
- Vision health
- Strong bones and teeth

Examples: artichokes, arugula, asparagus, avocados, broccoli, celery, cucumbers, endive lettuce, green apples, green beans, green cabbage, green grapes, green pears, green peppers, honeydew melons, kiwi, limes, okra, peas, spinach, watercress, zucchini, etc.

White, tan, brown – allicin, selenium (antioxidant)

- Heart health
- Maintains healthy cholesterol levels
- Lowers risk of some cancers

Examples: bananas, brown pears, cauliflower, dates, garlic, ginger, jicama, kohlrabi, mushrooms, onions, parsnips, potatoes, shallots, turnips, white corn, white nectarines, etc.

Yellow/orange – carotenoids, bioflavonoids, vitamin C (antioxidant)

- Healthy heart
- Vision health
- Healthy immune system
- Lowers risk of some cancers

Examples: apricots, butternut squash, cantaloupe, carrots, grapefruit, lemon, mangoes, nectarines, oranges, papayas, peaches, pineapples, pumpkin, rutabagas, sweet corn, sweet potatoes, tangerines, yellow apples, yellow figs, yellow peppers, yellow potatoes, yellow summer squash, yellow watermelon, etc.

Red – lycopene, anthocyanins

- Healthy heart
- Memory function
- Lowers risk of some cancers
- Urinary tract health

Examples: beets, blood oranges, cherries, cranberries, pink/red grapefruit, pomegranates, radicchio, radishes, raspberries, red apples, red grapes, red onions, red pears, red peppers, red potatoes, rhubarb, strawberries, tomatoes, watermelon, etc.

For more information, visit
www.5aday.com,
www.cdc.gov,
 or www.5aday.gov.

MWR FLEET READINESS...recently held its annual summit. There was a great turnout of Afloat Specialists as well as Fleet Recreation Coordinators. One of the highlights of the summit this year was the Certificate of Merit that was awarded in special recognition of several of our MWR professionals.

These MWR professionals had the distinct honor of having Rear Admiral M. L. Purcell, Assistant Commander, Navy Personnel Command, Fleet Support (PERS-6), award the certificates in person. They were presented to those who served side-by-side with our Sailors during the Sept. 11 tragedy, Operation Enduring Freedom and Operation Iraqi Freedom. The following is the list of recipients:

Mary Abbott, Diana Abrams, Chris Cation, Christine Cramer, Austin Cronin, Rob Davenport, Sean DelRossi, Tracey Ford, Cecilia Fresques, Erick Greffrath, Steven Harrell, Charles Ihle, Greg Kininmonth, Shannon Leonard, Marc Meeker, Vance Penn, John Porter, Laura Poteat, Rebecca Rhodes, Raymond Santiago, Sharkie Stielper, Terri Thorne, and Julia Valentour.

Congratulations and thank you for a job well done!

For more information, visit
www.usda.gov/cnpp/DG2005/index.html#PressRelease.

NEW FOOD GUIDE PYRAMID...The USDA began action on revising the food guide pyramid that has been in existence since 1992. The food guide pyramid, originally designed to offer guidance on the number of servings a healthy person should consume daily from the five major food groups, is also a helpful means of interpreting the U.S. Dietary Guidelines. With nearly two-thirds of Americans overweight or obese, the USDA will recognize for the first time that most Americans do not exercise regularly.

The new guidelines will be more specific for those with sedentary lifestyles. Vague serving sizes will be more clearly defined by offering them in "cups" and "ounces." Proposed daily calorie recommendations would be raised from the current 1,600, 2,200, and 2,800 to 12 levels ranging from 1,000 to 3,200 calories per day. Calorie requirements are based on age, weight and gender, but recommendations would differ for similarly aged men or women who differ in activity levels. Although the panel of experts will convene for the first time in September, proposed changes are expected to be released in conjunction with the sixth edition of the Dietary Guidelines for Americans in February 2005. Dietary guidelines are revised every five years to keep current on the latest nutrition research findings. There are currently 10 dietary guidelines:

- Aim for a healthy weight
- Be physically active each day
- Let the pyramid guide your food choices
- Choose a variety of grains daily, especially whole grains
- Choose a variety of fruits and vegetables daily
- Keep food safe to eat
- Choose a diet low in saturated fat and cholesterol and moderate in total fat
- Choose beverages and foods to moderate your intake of sugars
- Choose and prepare foods with less salt
- If you drink alcoholic beverages, do so in moderation.

EQUIPMENT MAINTENANCE...With future budget cuts, it is extremely important that we take the time to maintain our present lines of fitness equipment. Funding for new equipment from PERS-651 for shore commands will not take place in FY04. For this reason, consider the following:

1. Adhere to the manufacturer's maintenance recommendations. This is usually found in the user guide that comes with all new equipment.
2. Clean equipment every day. Cleaning equipment will prevent dust and dirt from building up that may cause electrical damage and early wear to upholstery.
3. Use only replacement parts from the equipment's manufacturer. Using second party parts may save money, but could also damage your equipment because of incompatibility.
4. Install surge protectors. This will help keep equipment safe from power surges and prevent ruining circuit boards and CPU's.
5. Inspect machines daily. Make sure screws, cables, upholstery, seat, belts, and grips are all in working order and can be used safely.
6. Maintain a maintenance log. This will allow you to coordinate when equipment needs to be serviced and what to do at that time.

These simple tips can enhance the longevity of your fitness equipment and save money for your installation.

NAVY SPORTS APPLICATIONS are currently being accepted for wrestling (Dec. 13 deadline), cross-country (Jan. 5 deadline), and bowling (Dec. 4 deadline). Please note that Navy Sports is still accepting applications from qualified individuals interested in coaching an All-Navy team. Applications should be submitted two months before the respective sport begins.

PERSONNEL BRANCH

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WORKERS' COMP

Effective Jan. 1, PERS-653 will take over administration of the NAF MWR Workers' Compensation program from the Marine Corps. All administration will be handled by PERS-653. Additional information and procedures will be issued to each office by Jan. 1.

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THE 2003 MEN'S SOFTBALL TEAM...recently competed in the Armed Forces Championship at Eglin AFB, Fla. The team finished in fourth place overall, but MAC Brian Neal and SKC Bradley Hurst were selected as tournament all-stars.

THE 2003 WOMEN'S SOFTBALL TEAM...recently competed in the Armed Forces Championship at Eglin AFB, Fla. The team finished in third place overall with a 3-6 record.

THE 2003 WOMEN'S VOLLEYBALL TEAM...recently competed in the Armed Forces Championship at Schriever AFB, Colo. The team finished in a tie for first place with the Air Force after round robin play, but was awarded the silver medal after losing a close tiebreaker match.

THE 2003 MEN'S VOLLEYBALL TEAM...recently competed in the Armed Forces Championship at Schriever AFB, Colo. The team was awarded the gold medal after dominating the competition, finishing with a perfect 6-0 record.



OPEN ENROLLMENT FOR DOD NAF UNIFORM HEALTH PLAN...Open enrollment for eligible NAF employees will be Oct. 20 through Nov. 14. If you are already enrolled, you may change your benefit elections for the 2004 calendar year during this time. If you have never enrolled, you can do so during this time period.

Whether you are making changes in your medical benefit elections or enrolling for the first time, pick up an enrollment package from your local NAF Human Resources office and re-enroll by Nov. 14. If you wish to keep your benefit elections as they are, do nothing! Your current elections will remain in place for 2004.

Your biweekly costs for Aetna Open Choice PPO, Traditional Choice Indemnity Plan and Aetna Passive PPO Dental are as follows: Single Medical \$46.20, Single Dental \$3.28, Family Medical \$107.49, Family Dental \$7.77. (Dental rates are the same as the 2003 rates.) Your local NAF Human Resources office will have HMO rates as soon as they are available.

Additional information on the other benefit programs will be provided in mid October 2003.

DEADLINE REMINDER...The deadline for retirement incentive elections and decisions on the purchase of up to five years of military service was Sept. 30. These options were open only to current employees participating in the BUPERS NAF retirement plan.

Employees electing to buy back military service will have until Dec. 31 or their retirement date, whichever occurs first, to pay the entire buyback amount to receive credited service. Payments may be made in three installments or one lump sum. To find out if you're eligible, check with your local NAF personnel office.

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NEED PROJECT IDEAS?

Recently posted on Navy MWR's Facilities and Acquisition web site are photos of most of the completed projects from the last five to seven years. These photos may give you some ideas for projects at your base.

You can access the photos at www.mwr.navy.mil/mwrprgms/facacq.htm. Note that fully scored FY06 program INVS nominations are due at PERS-65 by April 1. Contact PERS-656D for the forms or assistance to submit your own project.

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NEW INSTRUCTION ON NAF FACILITIES...The new DODINST 1015.15 was issued on July 16, canceling DODINST 7000.12 and implementing DOD Directive 1015.14. Although the instruction covers much more than just facilities, there are two notable issues.

Paragraph 9 of Enclosure 3 specifically states that NAF may not be used for minor construction or modernization of Category A facilities or Child Development Centers. Attachment 1 to the same enclosure states that "Appropriated funds shall be used for site development costs, archeological and ammunition clearances, water purification, demolition, excessive utility connections, and road service." Contact PERS-656D for more information.

NEW INCOME GENERATORS...Are you going to need to generate new income to offset budget cuts? Now is the time to start project planning and development to be in the running for the FY06 program. Although the major capitalization program may be a bit smaller than the vigorous program of the last several years, there is money to program new projects. It should take you no more than a couple of hours to submit a pre-INVS to get the ball rolling.

IRON FURNITURE...From its ancient origin, iron has been a benchmark of economic success and power. Several types of iron are used in furniture construction:

- Wrought iron may refer to both the metal and the metal working process of heating iron in a forge and hand shaping or hammering it on an anvil. Because such bending, stretching and compressing of iron requires numerous heat intensities, making just one decorative "S" scroll might take 30 hammer blows. Wrought iron is one of the more expensive forms of iron.
- Cast iron refers to the hard, unmalleable iron alloy that is fluid and fusible when molten. To avoid absorbing the cost of creating a new mold for custom castings, look at existing mold motifs and sizes that may suit your design strategy.
- Stamped and die-cut (plasma or laser-cut) options add to the iron's versatility. Ask about the gauge of metal (the lower, the thicker) and also about solid or tubular iron for both appearance and weight factors. Modern welding techniques have replaced rivet-and-banding construction, but welding points on iron should be hidden wherever possible and ground down to a smooth surface appearance. Beware of sharp edges and rough, lumpy weld spots, two hallmarks of shoddy construction.

Strong and durable, iron has but one major enemy: oxidation. The best way to fight corrosion and rust is to properly protect the base metal. Determine whether your iron products will be used indoors or outside. It may make a difference in the finish selection. Reputable manufacturers will first rid the iron of grease, oil, dirt, rust, and scale to create a pure, clean base, then undertake more cleaning and finishing (a five to seven-step process) via sandblasting and dipping.

Galvanizing refers to the process of coating metal with rust-resistant zinc, creating a metallurgical bond. Powder coating over galvanization provides a durable finish. Iron has a distinctive appearance that can mold to your purposes indoors and out.

THINK GREEN...The government has long been encouraging the use of energy efficient products from heating and air conditioning to computers. One area that is often overlooked is in our landscaped areas. With the current financial climate, we have to look at any way to reduce operation and maintenance costs.

Landscape maintenance can be time-consuming and expensive in relation to the hours required to perform the work. The use of "maintenance-free" planting materials can save on labor and utility costs often associated with sustaining them. Locally propagated plants usually require less water and fertilizer than others do. Your local environmental department can help you select planting materials that can ultimately save you time and money.

A QUEST FOR KNOWLEDGE...Our office has written many *Undercurrents* articles relating to interior finish products or on interior design trends. Now we are presenting an opportunity to submit your requests for subjects that we have not discussed in these articles.

Is there an interior issue that needs a creative solution or a need for information on how to maintain an interior finish? The goal is to provide creative solutions or information to interior dilemmas that you need the most, especially in the times of reduced budgets for maintenance and repairs. So don't be shy. No request will go unnoticed. Submit your interior questions to our office for review and research and they may be answered in a future *Undercurrents* article.

NEW SPEAKER PANELS...A fabulous new product is being offered that allows both paging and background music to coexist within the same speaker system. This system offers high fidelity sound performance along with sound masking for any paging requirements. All speakers appear as standard acoustical panels and are capable of matching many ceiling designs.



**Need past issues
of *Undercurrents*?**

THEY'RE ON THE WEB!

www.navy.mwr.mil

Plus, you can access program information like Auto Hobby, Child Development, ITT, Navy Sports, Training, and more!

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WELCOME NEW STARS

Star Service training is continuing to flourish as Navy MWR and QOL programs build on their commitment to service excellence. The following MWR/QOL team members from around the world were recently certified as Star Service facilitators and coordinators:

Facilitators – Kelli Alvarez, Diane Avila, Maria Belin, Sachiyo Browning, Amy Close, David Falkner, Mary Kirby, Seven Marksberry, Steven McCrorey, Paula Phillips, Keith Reynolds, Marissa Schroeder, Audre Spencer, Sharon Spicker, Ann Stout, Harumi Todaka, Vivianna Trappe, Carmen Vega, Emily Wetzel, Bridgett Wirsching, Akemi Yanagisawa and Masumi Yoshida

Coordinators – Belle Akins, Christina Bogue, Kelly Gollen, Jennifer Gonzales and Ronna Roske

COMNAVFORJAPAN LAUNCHES FIRST OCONUS COE...

Leadership awareness meetings were held at COMFLEACT Yokosuka, NAF Atsugi, COMFLEACT Sasebo, and NAF Kadena in July to introduce MWR leadership to the Center of Excellence (COE) initiative. Base-specific plans of action were designed to ensure service excellence becomes institutionalized as MWR's operational philosophy in Japan.

Service quality data collectors are currently collecting customer feedback about customer experiences within the following MWR program areas: movies, youth sports, bingo, cabin rentals, food & beverage, ITT, and golf. In September, each base launched its first two cycle of service improvement teams to focus on improving and enhancing their customers' experiences.

NEW COURSE MANAGERS COMPLETE TRAINING...

The Training Branch has been busy certifying course managers in various courses. Our newest Leadership Skills for Managers (LSFM) course manager is Kent Blankenship. Laura Yeager recently completed her apprenticeship for the MWR Managers' Course and Mario Garden and Julie Smith have completed their training for the Recreation Management Afloat course.

NAVY CARE CONTRACT EXTENDED THROUGH FY04...

Navy MWR's contract for the Controlling Alcohol Risks Effectively (CARE) training has been extended with minimal fee increases. The new CARE fees are \$8 for training servers (pocket guides, tests, etc.) and \$12 for Trainer Server Manuals.

ONLINE COURSE REGISTRATION...

Thanks to NETC's recent purchase of the Navy-wide license for Thing Learning Management Systems, the MWR Training Branch is currently working to implement its own segment of this online tool. This learning management system will allow you to search for the latest MWR training opportunities, register for courses online, access suggested learning plans by job title, and retrieve your personal transcript and training history information. This system will integrate with SAP HR and will eventually allow you to access MWR-specific e-learning opportunities. Our goal is to have the system online by mid-November, beginning with the LSfM course. Be on the lookout for more information coming soon!

MWR IPT DATA CALL...

After some fits and starts with technical problems and Hurricane Isabel, the MWR IPT data call is open for business and will remain open until at least Oct. 10. Scores for Fitness, ITT, Outdoor Recreation, Youth/SAC, Library, Liberty, Auto Skills, Category B Bowling, Fleet Support (FRC), and MWR Overhead must be entered by the deadline. Complete and accurate input is crucial for APF budget purposes.

And don't forget about the customer satisfaction survey scores. There is a place in each program to put your score. Please note: The data call needs a score on the 10-point scale. The survey you conducted scored programs on a five-point scale, so you should multiply your original score by two. Questions on the data call should be referred to your region, the NPC program manager for the program being scored, or to PERS-654.



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Return address for MWR Bucks is

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TREASURY OFFSET PROGRAM COLLECTION OF BAD

DEBTS...Of the more than \$90,000 in bad debts submitted for offset to the Department of the Treasury, we have collected in excess of \$25,000. This is approaching a 30 percent successful collection rate on debts that in some cases are seven to eight years old.

We are now receiving weekly remittances from the Department of the Treasury. These collections are processed at no cost to the individual fund. All fees are passed on to the debtor. Is your location getting their share of this money? If not, join the winners and:

- Dust off those old NSF checks and unpaid contract files.
- Send a 60-day "due process" notice to the debtor.
- Forward a copy of the returned check or unpaid contract to PERS-652G4 along with a request form.
- Sit back and wait for the money to roll in.

The necessary forms and information can be found at www.mwr.navy.mil/mwrprgms/ramcas.htm. Go to "TOPS Policy Letter" and then "Request for Bad Debt Collection through Treasury Offset Program (TOPS)." If you need further information or have any questions, you may email PERS-652G.

BAD DEBT COLLECTION POLICY LETTER REWRITTEN...

As of Sept. 4, BUPERSINST 7200.2A was signed out by CNP and replaces 7200.2. Several changes were made regarding debt collection, with the largest difference being the change from Private Debt Collection Services to the Treasury Offset Program.

A number of locations are using TOP with good success for collecting returned checks, unpaid contracts and other old debts owed to MWR. You can review the entire 7200.2A by going to <http://buperscd.technology.navy.mil>, "New Revised Directives," 7200.2A.

YEAR-END APPROACHING...Please help ensure a smooth and timely year-end closing. If you TC data to PERS-652, the tenth working day of the month is your deadline. However, by completing the process as early in the month of October as possible, you can help everyone avoid a huge bottleneck around the tenth.

If you process envelopes, mail your final envelope as early in October as you can. Allow time for the mail to reach Millington before the tenth working day. SAP funds should enter data on a daily basis and complete their process before Dec. 10.

MWR BUCKS RECALL...For the past several years, PERS-65 has issued MWR Bucks to field activities and patrons. Upcoming funding shortfalls will force us to terminate the current MWR Bucks program as of Oct. 1. Please return non-distributed MWR Bucks on Oct. 1 to PERS-652D.

MWR bucks will still be in circulation for several months as we phase them out, so please continue to honor them in your programs after Oct. 1. PERS-65 will continue to redeem them until further notice. MWR Bucks forms and guidance can be found at www.mwr.navy.mil, "Finance," then "NAF Financial Analysis," form name: "MWR Bucks Reimbursement Form."



COMMUNITY SUPPORT BRANCH

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P659@persnet.navy.mil

POC: PERS-659D,
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THANK YOU

A BIG thank you goes out to the following for their help with this year's Teen Camp Scholarship Program: Cathy Mead, Dave Lara, MiMi Gutierrez, Kim Reid and Keetje Johnson.

OOPS

Last month we congratulated Cathy Mead on her 10-year anniversary with MWR. It was actually her 20th anniversary with MWR. Congratulations again, Cathy!

NEW SAC FACILITY... Congratulations to NAS Brunswick on their new SAC facility! Go to www.mwr.navy.mil to see some pictures.

AFFILIATED... Congratulations to NTTC Corry Station and Chin-hae Korea on their recent affiliation with the Boys and Girls Clubs of America!

SUMMER TEEN EMPLOYMENT... Don't forget to send your after action reports to PERS-659 Youth Program Manager.

CYMS FY04 IMPLEMENTATION SCHEDULE... PERS-659 is centrally funding the installation of Child Youth Management System (CYMS) at all Navy installations operating child and youth programs. This information management system manages waiting lists, placement, enrollment, and youth classes and sports.

Installation child/youth managers will be contacted to schedule specific dates for the system's installation, which is scheduled to be completed Navy-wide by the end of calendar year 2005.

FALL 2003/WINTER 2004

Navy Region Northwest
Navy Region Southwest
Navy Region Hawaii
Navy Region Guam
Navy Region Mid-Atlantic
NTC Great Lakes
NSA Mid-South

SPRING/SUMMER 2004

Navy Region Pensacola
Navy Region Northeast
NAF Key West
NAVSTA Guantanamo Bay
NAS Sigonella

TRAINING AND CURRICULUM SPECIALIST TRAINING... is being held in conjunction with NAEYC, Nov. 2-8 at the Westin Michigan Hotel, in Chicago. PERS-659 is centrally funding travel, per diem, and conference fees (Navy & NAEYC) for this year's training. Individuals interested in attending the training must complete the course application, available at www.mwr.navy.mil/mwrprgms/cdc/tcspecialist_train03.rtf.

Attendees must be members of NAEYC or join the organization prior to applying to PERS-659. Membership information is available at www.naeyc.org. Click on "Join NAEYC." Write your membership number on your course application. If your application has been forwarded without membership ID, send it to p659a@persnet.navy.mil.

Attendance will be granted by invitation only. PERS-659 will notify all accepted attendees by Oct. 13 and will issue APF Invitational Travel Orders, which includes directive itinerary and line of accounting. Commands will subsequently issue APF travel orders and travel reservation via SATO office, using directive itinerary and NPC line of accounting data. Please plan to arrive no later than 6 p.m., Nov. 2 and depart no earlier than 5 p.m., Nov. 8.

A total of 100 seats have been reserved for Navy installations operating Child Development Programs. After each command is represented by at least one individual (first come basis), all remaining seats will be assigned.

TRANSFERRING CDH PROVIDERS

The CNPC ltr 1700/PERS-65 of 25 Aug 03 contains standard operating procedures to be implemented Navy-wide regarding the retention and transition of qualified CDH providers who transfer from one installation to another. The policy letter is available at www.mwr.navy.mil on the Community Support Branch page.

Upon notification that a CDH provider is relocating to another Navy installation, the CDH staff at the losing command will copy the items defined in the procedures and forward the originals to the gaining command via certified mail or certified electronic mail. Documentation of receipt by the gaining command will be maintained by the losing command and will be made available during the annual NPC Program Inspection. Providers are placed in the "inactive" status during relocation.

The gaining command will contact all providers with sustained quality performance who are relocating within their area of responsibility as soon as possible but no later than 30 days after the provider's arrival at the gaining installation. It is critical that the gaining command re-certifies these "inactive" providers before their 90-day grace period elapses at the gaining command. The certified provider will complete a two-hour orientation of the local standard operating procedures; successfully pass fire/safety, preventive medicine, and CDH program inspections; complete state licensing requirements if applicable; and complete a local security/police background screening.

Through the implementation of these procedures, our goal is to retain more of our highly qualified providers throughout the system by making the transition process almost seamless.

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SEMINAR AT SEA GRADUATES...Fourteen Navy attendees joined other Army and Marine Corps managers for the most recent cruise sales training seminar conducted with Cruise Line International Association. They are well on their way to being accredited cruise counselors for their ITT offices and earning upwards of 15 percent commissions on cruise sales.

Congratulations to Kathy Brickhouse, Elissa Browning, Amy Close, Julie Cornwell, Brooke Dowling, Andre' Gordon, Magaly Griffis, Joe Hernandez, Donna Matsushita, Darlene Raish, Karina Linan Serrano, Anne Sherwood, Barbara Waterman and Christine Wingham.

INTERNET WEB SITES WITH PRICING...Congratulations to the great web sites out there! Remember not to put any kind of pricing on your public web site. If you have an Intranet web site (internal on your base), you are permitted to list prices. But if you have pricing on a public web site, you should remove it to be in compliance with policy.

ARE YOU SELLING TICKETS FOR FREE?..Many of our offices sell tickets for no mark-up or carry tickets for command functions as a courtesy. While this is a great service to the command, make sure you realize what the cost of selling these products is to the MWR fund. If you sell \$5,000 worth of Navy Ball tickets for the command and \$4,000 worth are sold to people who use a credit card, it actually costs MWR \$80 in credit card fees to sell these tickets. Make sure you are covering your credit card expenses when you price your ticket products.

NAVY AUTO SKILLS...will hold its annual conference in conjunction with the Automotive Aftermarket Industry Week (AAIW) Nov. 4-8 in Las Vegas. Along with attending the associated workshops, seminars and trade show, the Auto Skills program meeting will cover the financial forecast, surviving the money challenge, baseline assessments, retail and revenue generation, marketing vs. advertising, new centers, handling customer feedback and more! Visit the web site for more details. Training grants are available.

NAVY OUTDOOR RECREATION (NOR)...Congratulations and thank you to the 19 programs that participated in the summer Outdoor Retailers Show! Continued support and proactive spirit will be critical in our upcoming challenges. The attendees dedicated time and energy to spending grant dollars on equipment that will support and increase their revenue generating programs. Mark your calendars now for May 10-14 to attend the NOR conference being held at Great Pond in Brunswick, Maine!

CHESS...This year's chess tournament series was yet another successful event. The Interservice tournament took place Aug. 3-8 at Camp Lejeune, N.C. The Navy team was represented by Sailors from Naples, NPC Millington, Naval Hospital Pensacola, VRC 30 San Diego, Naval Hospital Camp Lejeune and Rock Island, Ill.

The Navy finished in second place again this year. Two Navy team members advanced to Team USA for the NATO Military Chess Tournament, which was held Sept. 8-12 in Copenhagen, Denmark. Team USA placed 12th this year at the NATO tournament.



BUSINESS ACTIVITIES BRANCH

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POC: PERS-655C2,
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CHINHAE RENOVATES, ADDS BRANDED FOOD OPTIONS...On Aug. 22, Chinhae, Korea opened its newly renovated "Duffy's Food Court," featuring two Orion Food Systems branded food concepts. The two brands offered are Hot Stuff Pizza and Smash Hit Subs.

Chinhae's newly renovated "Turtle Cove Restaurant & Lounge" in their All Hands Club opened Aug. 9 and features some of Orion Food Systems menu items from their Nap's Alabama BBQ concept. The addition of these concepts brings Navy MWR's total branded concepts currently in operation to 87.

For all your needs concerning branded food options, please contact PERS-655F3 or PERS-655F5.

SNACK SIZE OFFERINGS...Nutrition and obesity have been in the news over the last few months. Fast food establishments are coming under fire for "super sizing" their meal offerings and the amount of fat in their food products. Many of today's customers are interchanging snacks and meals. Some businesses are developing "snack size" portions for smaller "quicker" meals and to capture more business from 8 a.m. to 8 p.m. This 12-hour period covers snacking and the regular menu day parts. The businesses have found extra sales in the "off-hours," especially in the 2-4 p.m. timeframe. Seventy-five percent of the survey group results determined that the evening period is the prime time for snacking. Here are a few ways some businesses are promoting snack size items:

- ◆ Vary the size of appetizers verses regular menu items.
- ◆ Some pizza operations that serve by the slice are cutting portions in half (1/16th of a 16" pie) and selling the slice for \$1.00. They're also selling individual pan pizzas.
- ◆ Others sell small 16 oz. containers of salads along with their larger 32-oz. and 64-oz. container salads. They capitalize on the small salad by bundling it with a sandwich and drink combination.
- ◆ Finger foods, especially those termed "popable," are good for snack size portions (chicken wings and popcorn chicken bites).
- ◆ Use combinations of a half sandwich with a cup of soup or two mini-side items (fries, soup, small salads, half baked potato).
- ◆ Offer more fruits and vegetables versus high-fat foods.

When packaging your snacks, remember that customers prefer no utensils. Also, convenience outweighs price when they choose snack foods but that doesn't mean that you can't overprice the fair market price.

BINGO PROGRAM MANAGERS...Preparations are underway to hold the Second Joint Armed Forces Bingo Workshop in conjunction with IMCEA's "Spirit of Excellence IV" Catering & Bingo Conference in Las Vegas from March 10-12, and the Eighth Annual Bingo World Conference & Expo 2004 at the Riviera Hotel from March 11-13.

Bingo managers: Please budget and restrict funds for this workshop. Contact IMCEA, 254-554-6619, sarischneider@imcea.com.

POC: PERS-655C2,
901-874-6651, DSN 882-6651,
P655C2@persnet.navy.mil

BOWLING CHAMPIONSHIPS

Bowling center managers, please pass on to your top Navy female and male bowlers that the Armed Forces Bowling Championships will be held at Texas-Station in Las Vegas, Jan. 4-8, in conjunction with the Team USA Nationals Bowling Championships. The All-Navy team will be made-up of six female and six male bowlers. To qualify, female bowlers should have a consistent 175+ tournament average and male bowlers a 205+ tournament average.

Remind your top bowlers to pickup a Navy Sports application at your sports office. Download it from www.mwr.navy.mil by clicking on "Mission Essential," then "Navy Sports," then "Navy Sports Application." Submit applications to PERS-655C2.

BOWLING MANAGERS...For Bowling Center Managers and Head Mechanics who couldn't attend Bowl Expo 2003 in Las Vegas in June, there are two other bowling conferences scheduled in October.

First, the Western States Super Trade Show will be held at the Silver Legacy Resort Hotel and City Center Pavilion, Reno, Nev., Oct. 12-15. For more information, contact Sandi Thompson, 925-485-1855, sandit@wssts.com, www.wssts.com.

The second conference is the East Coast Bowling Centers Convention at Bally's Park Hotel, Atlantic City, N.J., Oct. 27-29. For more information, contact CeCe Peabody, 973-812-6536, cece@peabody-adv.com, www.eastcoastbowl.com.

BOWL EXPO 2004...will be held at the Hilton Hotel and Las Vegas Convention Center from June 27 – July 2. Please mark your calendars. More information will follow after the pre-planning meeting and Advisory Council Meeting scheduled during the Western States Super Trade Show.

BOWLING CENTER MANAGERS & MECHANICS...Many of you have inquired about pinspotter/pinsetter training either to complete the Bowling Manager's Certification requirements or having your mechanic certified. The 2003 AMF 82-70 and 90XL Pinspotter Training School will be held on the following dates and locations:

CLASS DATES	AMF HOSTING CENTER	LOC.	PHONE
Oct. 6-17	Sheridan Lanes	Tulsa, Okla.	916-627-2728
Nov. 3-14	Shrader Lanes	Richmond, Va.	804-747-9620

For more information, contact either John Isbell, 281-491-6395, Jisbell@AMF.com or PERS-655C2.

The A-2 Pinsetter Maintenance School prepares bowling center mechanics in the maintenance of Brunswick A and A-2 Pinsetters. This 15-day course begins Monday morning and ends Friday afternoon three weeks later. Students are given hands-on training at the Precision Pinsetter Service Training Center in Woodstock, Va. For more information, contact Frank Miroballi, 866-459-7575, 540-459-7575, FAX 540-459-7578, or PERS-655C2.

GS-Series Pinsetters

CLASS DATES	BRUNSWICK HOSTING CENTER	LOC.	PHONE
Oct. 13-23		Muskegon, Mich.	231-725-4624

schools@brunbowl.com

Framework Automatic Scoring

CLASS DATES	BRUNSWICK HOSTING CENTER	LOC.	PHONE
Oct. 6-10	Training Center	Muskegon, Mich.	231-725-4624
Dec. 8-12		Muskegon, Mich.	

