



# TRACKS

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Anniston, Alabama

## Employees work long hours to keep depot running

by Jennifer Bacchus

ANAD PAO

During the January and February winter weather events, employees of Anniston Army Depot's Directorate of Public Works and Directorate of Emergency Services worked to ensure conditions would be safe when employees returned to work.

With the potential for inclement weather, DES' security forces were faced with on-duty personnel having to work additional shifts when relief could not traverse roadways.

Weather posed the biggest problem for third shift personnel Jan. 28-30 and Feb. 13 because road conditions shifted from snow to ice by 11 p.m., when they were scheduled to report for duty.

Security employees who were unable to leave the installation due to duty requirements or road conditions were assigned times to be in a work mode or off-duty mode, for safety.

During both events, employees needed for health, safety or security missions were asked to assess the conditions and distance between their home and work and to augment on-duty personnel when able.

"DES personnel weathered the storms and accomplished all the required missions, showing their dedication and commitment



Courtesy photo

Directorate of Public Works facilities are seen through a car windshield during a snow storm Jan. 28.

to the depot," said Robert Ray, DES deputy director.

The depot's Fire and Emergency Services Division within DES was prepared for the January storm.

"We staffed up because of the uncertainty of being able to get mutual aid assistance," said Donald Heard, chief of the FES Division.

Additionally, several employees worked multiple days during

the storm to cover the shifts of those who were unable to arrive safely.

Employees monitored fire alarms throughout the installation and informed the leadership about road conditions.

"DES employees did what we had to do to make sure the installation was safe for employees to return," said Heard.

In DPW's Roads and Grounds Division, Stephen Carroll and

Robert Camp stayed in the break-room for two nights in January so they would be available to scrape and sand the main thoroughfares on the installation, assisting security and the other DPW employees with travel on the depot.

"We tried to treat all the areas in the industrial area where water builds up, so it wouldn't be slick," said Carroll.

The duo worked through the night of Jan. 28, to stay ahead

of the snow as it piled up on the roads.

David McKinney remained at work to operate the installation's sewage treatment plant more than 24 hours in January before relief was able to come in.

"I wasn't going to make it home to Sylacauga anyway," he said. "So, I was here three days."

• See SNOW, page 5

### Inside TRACKS

#### Safety

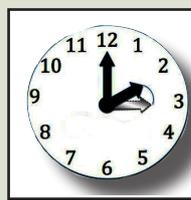
Know how to avoid the main causes of incidents and accidents on the depot?

See article on page 3.

#### New fire truck

The Directorate of Emergency Services has a new fire fighting vehicle.

See article on page 4.



#### Spring Forward

Don't forget to set your clocks forward one hour on Sunday, March 9, as Daylight Saving Time begins.

# Radio shop provides key communication tools

by Danny Thornton

ANAD DOIM

Land Mobile Radios provide an essential communications service to a wide variety of users at Anniston Army Depot.

The most familiar users of LMRs are the first responders – security, the fire department and medical personnel. However, first responders actually make up only a small number of radio users. Radios are used extensively by the Directorate of Public Works, the Defense Logistics Agency, the Anniston Munitions Center, the Directorate of Production, the Directorate of Community and Family Activities and many others.

The depot employs a trunked radio system, a telecommunications system which provides the ability to send and receive voice and information in a highly efficient and cost-effective manner. Simply put, trunking permits a large number of users to share a relatively small number of communication paths - or trunks.

Our trunk system consists of a master site, three repeater sites (two on depot and one off-depot), four dispatch console sites, a central recorder site and an Internet protocol network to connect all the sites.

The trunked radio system, like all Department of Defense telecommunications systems, is intended to be used for official business only. It is subject to monitoring at all times and use of the system constitutes consent to monitoring. DO NOT discuss classified information on the radio at any time.

There are more than 1,300 subscribers (individual radios) active on the radio trunk system.

Some of the benefits of the radio system are:

- Vital services, such as the Giant Voice and fire alarms are transmitted via radio.
- The 800 MHz radios provide first responders with the means to request and coordinate mutual aid from local fire, medical and law enforcement agencies.

The Directorate of Information Man-



Photo by Mark Cleghorn

**Josh Ervin repairs a radio in Anniston Army Depot's Land Mobile Radio Shop.**

agement's Land Mobile Radio Shop has installed mobile radios in vehicles ranging from the overhead cranes in the Combat Vehicle Repair Facility to railroad locomotives.

Sometimes, Radio Shop customers have specific requirements which radios on the trunk system cannot meet. The shop recently modified the helmets for test track drivers to provide radio communications between drivers on the track and the track controller to prevent accidents.

Managers in some of our production facilities use intercom radios during guided tours for visiting groups and VIPs.

### Lost or Stolen Radios

If a radio is lost, report it to the Directorate of Information Management LMR shop at Ext. 6858 immediately, so it can be disabled until recovered. If a radio is

stolen, report it to the Directorate of Emergency Services and the DOIM LMR shop, so the radio can be placed in an inhibited mode.

### Radio Maintenance

Only the LMR shop or approved contractor is authorized to perform maintenance on LMR equipment. No user or any other person should attempt to repair, relocate or tamper with LMR equipment.

Such actions may be considered equipment abuse, thereby voiding all contractor maintenance responsibilities and resulting in the owning unit being held financially liable for repair of the damaged equipment.

### Spectrum Management

The use of any radio frequency emitter must be authorized by the ANAD Spec-

trum Manager. Coordinate any planned purchases of radio frequency equipment with the spectrum manager to avoid any potential problems. Danny Thornton, the depot's spectrum manager, can be reached at Ext. 6858.

In addition to maintaining the trunked radio system, the LMR shop also installs and maintains in-building public address systems, provides portable PA system support for indoor and outdoor events, maintains the depot's Highway Advisory Radio system (AM 1610) and provides installation and maintenance for overhead projector systems. Contact the LMR shop at Ext. 6858 if you have requirements or need service in any of these areas.

### Trunk Radio Sounds (Chirps and Bonks)

- Three chirps (talk-permit-tone) after pressing push-to-talk means the channel is available and you may talk.
- A bonk, which is a steady/broken tone, after pressing the PTT means the channel is not available. Release the PTT, wait for the three chirps, press the PTT, then talk.
- A steady bonk and lack of chatter on a radio means you could be out of range of your talk group or your radio is disabled.
- Two chirps after the PTT is released means a low battery.



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# Proper PPE, situational awareness keys to avoiding accidents

by Jennifer Bacchus

ANAD PAO

The depot's Safety Office experienced numerous changes during 2013 – beginning with a realignment to the Directorate of Risk Management to the addition of a satellite office in the Nichols Industrial Complex and ending with a move into a new headquarters in the depot's west area.

During that time, new programs were implemented, such as Target Zero, to highlight areas needing improvement and make every work area across the installation safer.

Progress is showing.

“Accident rates across the depot have decreased over the last few months,” said Rachael Long, a safety intern for the depot.

Some of the top causes of injuries and accidents remain the same as in past years. These are overexertion, being struck by or against an object, and slips, trips and falls.

## Overexertion

According to the Occupational Safety and Health Association, anytime a load weighing more than 50 pounds is lifted, a second person must assist or a crane or other lifting device should be employed.

Failure to do so could result in an overexertion injury.

According to the National Safety Council, physical overexertion is the most common cause of workers compensation claims. These types of injuries usually occur through repetitive motion, such as typing, lifting heavy objects or working in an awkward position.

“The key is keeping your body as close to a neutral position as possible,” said Daley Speer, safety engineer for the Safety Office.

## Struck by or against objects

Employees can avoid being struck by or against objects through attention to their surroundings and proper tool selection.

“At least two or three incidents last year involved the improper selection of a cutting wheel,” said Long.

Speer reminds employees to also wear face shields when working with grinders.

“It is good to have safety glasses on, but you can still be struck in the face,” he said.

Personal Protective Equipment, or PPE, is often job specific. While a particular building may only require safety shoes, certain work areas within the building may house processes which require additional protections. Therefore, the Safety Office reminds employees to follow each process' Job Hazard Analysis.

“This is especially important when an employee is loaned out to another area to perform a different job,” said Anthony Phillips, a depot health physicist.



Photos by Mark Cleghorn

**LEFT:** William Snelling dons the proper Personal Protective Equipment for his painting processes. PPE is often job specific on the installation. **ABOVE:** Jeff Robertson walks along the aisles in the Powertrain Flexible Maintenance Facility. Keeping designated walkways clear of debris, equipment and hoses is one way to reduce slips, trips and falls.

## Slips, trips and falls

Housekeeping, according to Speer, is the key to avoiding slips, trips and falls.

Other tips include:

- Hold hand rails when going down stairs
- Make sure ladders are tied off
- Clean up spills immediately
- Always have one hand free when carrying anything
- Watch for wet surfaces or ice in parking lots
- Be careful in areas of limited visibility

## Near misses

One way to avoid a potential accident is to report all near misses. If an accident is narrowly avoided, it should be reported using the Incident Report Red Button on the depot's Intranet.

## Office areas

Accidents and injuries don't only exist in the industrial area. Office workers also have to be cautious of their ergonomic posture while working, especially since repetitive motion injuries may, over time, become illnesses, such as carpal tunnel syndrome.

“Make your work space fit the work,” said Long. “Don't make your body fit the work area.”

The Safety Office will increase inspections for the Voluntary Protection Program this year.

Employees are reminded to always adhere to safety rules, wear the proper PPE, ensure equipment needing guards have them and be aware of the surroundings at all times.

“Safety is not some of the time, but all of the time,” said Speer.

**For safety questions or concerns, call Ext. 7541.**



Photo by Jennifer Bacchus

Lamon Heard climbs into the driver's seat of Ladder 1 during training on operations for the truck. A representative from the manufacturer was on hand to instruct firefighters on the various features and equipment.

## ANAD gets new tool for rescue, fire fighting operations

by Jennifer Bacchus, PAO

Anniston Army Depot's Directorate of Emergency Services recently replaced their 100-foot, 1991 Pierce Ladder Truck with a new, 105-foot ladder truck.

"Ladder trucks have a life cycle of 20 years," said Donald Heard, chief of DES' Fire and Emergency Services Division. "The 23-year-old ladder was ending its career at Anniston Army Depot."

The truck being replaced was the second 1991 model truck the installation has had in service. The first suffered engine failure during a trip to Birmingham for repairs two years ago. It was replaced with a similar 1991 model while funding was secured for a new replacement.

After funding was awarded, it took Pierce Manufacturing 330 days to build the new truck and Heard was notified Jan. 16 the truck was ready for final inspection in Appleton, Wis.

"The temperatures in Wisconsin were in single digits at night while I was there and with about six inches of snow on the ground," said Heard.

Following the inspection, a driver from Pierce brought the new truck on a three-day, 900-mile drive to Anniston, arriving Feb. 7.

The truck features a crew cab which can hold up to six firefighters, a 2,000 gallon per minute pump, a 15 kilowatt generator, a lighting package which will enhance safety and several other features making the vehicle safer to operate.

The 1991 model had a 1,000 gallon per minute pump.

"The technology difference between the 1991 model and the 2013 model is impressive," said Firefighter Kevin Sparks, noting the rear- and side-view cameras that assist with reversing as well as the air ride suspension.

"We now have a state-of-the-art truck which has all the proper equipment to keep our personnel safe," said James Slick, assistant chief for the Fire and Emergency Services Division.

The firefighters were trained on vehicle operations by a Pierce Manufacturing representative.



Photo by Jennifer Bacchus

## RIA commander visits personnel

Col. Dave Luders, commander of the Rock Island Arsenal Joint Manufacturing and Technology Center, toured Anniston Army Depot's Small Arms Repair Facility during a visit to numerous RIA employees temporarily assigned to the installation. Above, Luders speaks with RIA's Jarod Hilton.

### Report Suspicious Activity or Behavior



See Something

Say Something

*If You See Something, Say Something*  
[Report Suspicious Activity to ANAD Security Forces](#)

**256-235-6222**

## From SNOW, page 1

His relief, third shift STP operator Mike Willingham, brought a welcome resupply of food for McKinney.

McKinney said he knew how to prepare for storms, having served hurricane duty with the National Guard, so he had plenty of batteries for flashlights and water on hand.

Boiler Plant Operator Curtis Hunt was on the installation through the January storm from midnight on Jan. 28 until the morning of Jan. 31.

"We generally work by ourselves, so we always keep extra food on hand," he said.

Hunt and a co-worker took turns working in the main boiler

plant during the storms.

The main boiler plant had no issues related to the storms and neither did the Industrial Wastewater or Sewage Treatment plants.

The Plumbing Shop, however, had a list of problems to correct following January's snow storm.

"We had several buildings on the east side of the depot with burst pipes," said Larry Milam, one of two plumbers for the installation.

Milam estimated the shop replaced between 300 and 400 feet of pipe following the January storm.

"There are six of us in the



Courtesy photo

**Snow accumulates on a holly bush during the February winter weather event.**

shop and all went above and beyond the call of duty to repair or replace the broken pipes," said Milam.

Behind the scenes and guiding the efforts of the DPW shops were the planners. Fran Henson and Rod Hardin stayed in the office Jan. 28 to start the process of putting service orders out to the Roads and Grounds crews.

When Henson returned on Friday, Jan. 31, she and Dawne Knight worked to ensure work and service order paperwork was in place to get the depot completely operational.

Henson stressed the importance of always calling in service orders, adding people often believe their coworkers or others have made the call, but that is not always the case.

"If two or three people call

me, I would rather have that than no one calling me," she said.

Tammy Borden, a supply technician for DPW, also ensured things were in place following the January storm.

On Jan. 29, Borden received an order for copper pipe and other fittings and insulation. She quickly worked with vendors to develop a list of costs and locate supplies which could be delivered quickly.

"The local plumbing suppliers were running short, due to previous winter repair sales for individuals and businesses, so I had to call around, see what was available and obtain the cost of the items," she said.

## IN THE SHOPS



Photo by Mark Cleghorn

## Keeping track

James Bell scans parts prepared for painting in one of Anniston Army Depot's paint booths.



Photo by Mark Cleghorn

## Senator views depot workload

Senator Richard Shelby of Alabama toured Anniston Army Depot Feb. 20. On recess from the Senate, Shelby said he was visiting various businesses and industries throughout the state. "At the end of the day it's about jobs and the economy," he said.

# notes from around the TRACK



## EMBRY

With sadness, we report ANAD has lost a member of the team.

Ronnie W. Embry died Feb. 16, 2014.

A heavy mobile equipment mechanic for the directorate of production, he had more than 12 years of civilian service here at the depot. Survivors include his spouse and four children.

## Updating emergency contact data in MyBiz

*Did you know?*

An employee may document their emergency contact data in MyBiz. An employee can access this by going into My Biz, selecting "Update My Info" and then clicking on "Emergency Contact Information."

Employees can list a primary and alternate emergency contact.

All employees should enter their emergency contact information into this database and provide a hard copy to their supervisor.

It only takes a few minutes to complete.

This will ensure your loved ones are notified in case of an emergency.

Your local Civilian Personnel Advisory Center strongly encourages you to take a few minutes out of your schedule to register and/or update your data.



Courtesy photo

Pictured from left to right are Brantley, Emma and Lilly Glover.

## Glovers welcome triplets

Kyle and Heather (Anniston Contracting Office) Glover's triplets were born Oct. 9, 2013, five seconds apart at RMC in Anniston.

Emma weighed five pounds, one ounce; Brantley weighed four pounds, seven ounces; and Lilly weighed four pounds, 13 ounces.

All babies are healthy and full of life. On March 9, they will be five months old and have already brought so much joy to the Glovers' lives.

## E-mailed Electronic Official Personnel Folder Notifications

*from ANAD CPAC*

An Official Personnel Folder is created when an employee begins federal service and is maintained throughout an employee's career in accordance with the United States Office of Personnel Management regulations.

The folder contains human resource records and documents related to you, as a federal civilian employee.

The electronic Official Personnel Folder simplifies an employee's access to their own Official Personnel Folder.

The e-OPF system provides secure, web-enabled access for employees and HR staff members to view e-OPF documents.

Employees are able to view only their own OPF through this secure system.

For those employees who have installation e-mail, the e-OPF system provides a notification each time a document is electronically uploaded into your folder.

The employee will receive an e-mail from: eopf\_hd@telesishq.com.

Take note that the e-mail address ends with ".com" rather than ".gov" or ".mil."

At first glance employees may think it is not a legitimate e-mail sender, though, in this case, it is from a legitimate sender.

## LMP Sustainment Training Schedule

Logistics Modernization Program users who are interested in the following courses may find additional information about the following courses and register for applicable classes in the Total Employee Development system.

These courses are open to all LMP users who meet the individual course prerequisites, which can be found in the Total Employee Development system.

Interested employees may learn more about these classes and receive additional information in TED. Additionally, in TED, there is a 90-day schedule of all courses offered. All courses for Anniston Army Depot begin with ANAD LMP.

3/05/2014	SDRs for Parts
3/12/2014	Purchase Requisitions in LMP
3/17/2014	Expeditor Role-Based Training
3/17/2014	LMP 101
3/17/2014	LMP Navigation
3/18/2014	Timekeeping
3/19/2014	Purchase Orders in LMP
3/26/2014	Managing PO Intransits in LMP
4/09/2014	Managing PO Backorders
4/21/2014	Expeditor Role-Based Training
4/21/2014	LMP 101
4/21/2014	LMP Navigation
4/22/2014	Timekeeping



## The Morning Show

The Morning Show currently broadcasts on a biweekly schedule, airing live every other Wednesday at 7:05 a.m. on Local Area Network channel 21.

If you have a topic or content that you would like to see shared on The Morning Show, contact the Public Affairs Office at Ext. 6281.

If you are unable to catch the live broadcast, there are two ways you can tune in.

Computer users may view the show on IPTV or it can be seen on LAN channel 21 during these rebroadcast times:

Wednesday: 10:30 a.m.,

noon, 2 p.m., 4:30 p.m., 10 p.m., midnight and 2 a.m. (Wed. night/Thurs. morning)

Thursday/Friday: noon and 10 p.m.

Tune in for these upcoming shows:

- March 5: A representative from the depot's Fire and Emergency Services Division will talk about Spring fire safety as well as how to perform CPR or use an Automated External Defibrillator in an emergency.

- March 19: Marchale Burton of the Alabama Cooperative Extension Services will discuss proper meal portions and nutrition.

# reducing our tracks

from DRK

## Visible emissions

Smoke emitted out of a stationary source's stack is known as a visible emission.

Have you ever wondered how the Directorate of Risk Management knows when a stack is emitting too much smoke?

The employees attend Smoke School. Smoke School is comprised of a classroom session every three years and visible emission observations in the field every six months.

Also known as Opacity Certification, the school is formal training necessary to report visible emissions (i.e. smoke) as required by EPA Method 9.

Opacity is the ability of an emission to obscure, expressed as a percent.

Opacity literally is the reduction in visibility of an object or background as viewed through the diameter of a plume.

The accuracy of the observation method, with proper training, has been proven in repeated empirical studies and tested legally. If you see smoke from a stationary source, please report it to DRK at Ext. 7746 and they will check it out to ensure the depot is not in violation.



TARGET  
**ZERO**  
Zero Accidents  
Zero Injuries

## Safety Suggestion Form

**Write down your suggestion and fill out the information on the bottom.  
Cut along the dotted line and mail to Dale Larry or Alicia Hodge at bldg 1.**

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**Name:** \_\_\_\_\_ **Bldg #:** \_\_\_\_\_ **CC:** \_\_\_\_\_ **Contact #:** \_\_\_\_\_

# fmwr happenings

from DCFA

Need a recycling bin for  
your work area?

Call Ext. 6838!

## DeSoto Pastime Center

Lunch: 11 a.m. to 1:30 p.m. Monday through Friday. For to-go orders, call 256-235-7160.

Socialize: Monday and Tuesday evenings from 3:30-8 p.m., Wednesday and Thursday from 3:30-10:30 p.m. and Friday from 3:30 p.m. to midnight.

Big Bingo: Bingo with a \$1,000 progressive jackpot is played each Thursday at 6 p.m.

Electronic Bingo: Bingo is played daily starting at 3:30 p.m.

For more information on events, contact the DeSoto Pastime Center at 256-235-7160.

## Dining facility info and hours:

### Nichols Dining Facility and West Station Diner

Breakfast: 8-9:30 a.m.

Lunch: 11 a.m.-12:30 p.m.

Menu Line: 256-235-6368

Nichols Phone: 256-235-7127

West Station Phone: 256-235-6368

### Java Café East

Hours: 7 a.m.-1 p.m.

Phone: 256-240-3526.



## Making Tracks 5K

**April 5, 2014**  
**8 a.m. start time**

Entry forms can be obtained at the Physical Fitness Center and most FMWR facilities.

Want to see your shop profiled in TRACKS  
or do you have a topic for The Morning Show?

Call Public Affairs at Ext. 6281!

# Saving can begin small, with everyday items

by Jennifer Bacchus

ANAD PAO

It is never too early or too late to save, according to Isaac Chappell, a regional extension agent for the Alabama Cooperative Extension System, during his Feb. 19 appearance on The Morning Show.

“Budgeting is the basic tool to give direction to one’s financial life,” he said. “The key is commitment.”

Chappell said each individual is different and needs to create an individual plan, based on their monthly income and expenditures, to establish saving habits.

Tracking income and expenses is the first step - knowing where money comes into your accounts and what it is spent on can help to differentiate the needs from luxuries, which can be easily turned into savings.

Then, Chappell recommended establishing a savings plan - setting a goal and scheduling bills occurring on a monthly or seasonal basis so nothing will be

missed.

He said many people believe they need several hundred dollars in order to start saving, but saving really starts with small, everyday changes.

“You can start by doing simple things, such as saving your loose change,” said Chappell.

Some of his tips include:

- Bring your lunch to work
- Eat out one less time each month
- Get generic medications
- Only use your bank’s ATM
- Drink regular coffee instead of an expensive latte
- Raise the deductibles on your insurance policies
- Keep your car engine tuned and tires inflated

Automatic paycheck deductions can also be a tool for savings. Since these offer a way save money in a way that is not easily visible or accessible, most people never miss the funds.

“Most of us like to spend,” said Chappell. “If it goes

in our pockets, we will spend it. We like to impulse buy.”

Chappell said it is possible to live debt free, but, for most people, it is more important to be smart about debt.

Knowing the difference between good debt and bad debt and how credit works are keys to setting financial plans in place and learning to stick to those plans.

He also recommended checking credit reports. Every credit agency is required by law to provide a free credit report once a year.

If you spread the reports out throughout the year - get the report from one agency in January, another in May and the last in September - it provides a complete picture without cost.

The week of Feb. 24-March 1 is America Saves Week and Alabama Saves Week. In honor of this time, Chappell and ACES are providing educational programs encouraging good savings behavior.

For more information, including a list of 54 tips for saving money, visit [americasaves.org](http://americasaves.org).

## Telephone numbers in Enterprise E-mail

The recent issue with telephone numbers disappearing from the Enterprise E-mail address book was caused when the Army disconnected the EDS-Lite feature, which fed information into the Global Address List. DOIM was not notified of this change at the time.

Since Anniston Army Depot is now on Enterprise E-mail, users must update their own telephone number in MilConnect in order for it to appear on the Enterprise E-mail address list.

Update your information in MilConnect following these directions:

- Go to the MilConnect website at <https://www.dmdc.osd.mil/milconnect>
- Click the “Sign In” link at the upper right corner
- Click “Ok” in the Self-Service Consent to Monitor screen
- Choose the “CAC (Common Access Card)” login
- Select your e-mail certificate and enter your CAC PIN (if requested)
- Go to the “Quick Links” section at the upper right side of the screen
- Click the “Update Global Address List” link
- In the upper left of the screen, you will see two tabs next to “Update and View My Profile”
- Click the appropriate tab for either “CIV (Civilian)” or “CTR (Contractor)”
- Enter your telephone number(s)



and any other information you wish to update

**IMPORTANT NOTE:** Under the “Duty Installation/Location” line of the “Personal Information” tab, please ensure Anniston Army Depot is selected. Without this, your name will not appear in the Anniston Address List.

- Click the “Submit” button
- Click “Sign Out” in the upper right hand corner

Please be patient. It can take up to 96 hours for the changes to appear in the Global Address List.

If you need assistance, contact the DOIM Helpdesk at Ext. 4357.



## SHARP encourages respect of others

The primary goal of the Sexual Harassment Assault Response and Prevention Program is to create an environment where all Soldiers, Family members and civilians are treated with dignity and respect.

SHARP aims to eliminate sexual harassment and assault within the ranks and reinforces the Army’s core values of loyalty, duty, respect, selfless service, honor, integrity and personal courage.

All reports of sexual harassment and assault will be taken seriously. Victims’ privacy will be protected, offenders will be held accountable and bystanders are encouraged to intervene to prevent these behaviors before they occur.

There are several forms of sexual harassment to include verbal, nonverbal and physical contact.

Sexual harassment is considered to be a form of gender discrimination.

Reporting sexual harassment behaviors at the lowest level is critical in preventing future occurrences and may even avoid escalation to the level of sexual assault.

Early reporting reduces the impacts and devastating effects on individuals involved, units, work sections, the community at large and the overall mission.

Sexual assault is defined as rape, sodomy or attempts to commit these acts. It typically involves some level of physical force, verbal and physical threats, and, in some cases, an abuse of authority.

The victim of sexual assault does not, or cannot, consent.

Sexual assault occurs without respect to gender, spousal relationship or age.

If you have been the victim of a sexual assault, it is critical to remember that evidence preservation is very important and medical treatment should be sought immediately.

For more information regarding sexual harassment and assault prevention and response or to report an incident, contact the SHARP Sexual Assault Response Coordinator at 256-624-8510.