

	<h1>Information Bulletin</h1>	
	<p>US Army Corps of Engineers Engineer Research and Development Center</p>	<p>Topographic Engineering Center <i>U.S. Army 1999 Research & Development Organization of the Year</i></p>

O F F I C I A L

Information Bulletin Changes

Plans are underway to produce an ERDC-wide Employee Information Bulletin on the 1st and 15th of each month. TEC's Information Bulletin will be produced on the alternate weeks. If you would like to contribute to either publication, contact the Public Affairs Office at ICOM 2235 or 428-6655.

Commander's Mailbox

ERDC team members are reminded that an electronic mailbox has been established to allow employees to send questions and/or comments to the Commander. If an employee wishes to remain anonymous, his or her name will be deleted from the question before it is forwarded to the Commander for comment. Employees' questions will be answered via return e-mail. Answers to anonymous and frequently asked questions will be posted in the Employee Information Bulletin.

The address in Outlook is, "ERDC Commander." Again, all information is kept strictly confidential and all questions are addressed directly by the Commander.

FOR THE DIRECTOR

JACKIE L. BRYANT
Public Affairs Office

U N O F F I C I A L

TEC Octoberfest

TEC REC's Octoberfest will be held Oct. 26. The lunchtime event starts at 11:30 a.m. and will feature brauts, hot dogs, kraut, chips, German potato salad, baked beans, cupcakes and soda. The Happy Hour event starts at 3 p.m. and will feature hors d'oeuvres, German Spatan and other refreshments. Both events will be held in the Courtyard.

Fall Back to Daylight Savings Time

Remember to set your clocks back one hour (a return to Standard Time) on Oct. 28 at 2 a.m.

Halloween Bake Sale

A Halloween Bake Sale (7:30-9 a.m.) and Cake Auction (9:30 a.m.) will be held Oct. 31 in the Snack Bar.

- Bonus for wearing a costume: You will receive \$1 worth of goodies.
- With the donation of baked goods, will receive \$2 off your Holiday Party ticket.
- Bake Auction Highest Bidding Item sold will receive a **FREE** Holiday Party ticket.

POCs are Charlene Combs at ICOM 2513 and Donna Swinney at ICOM 2494.

Beautiful Life Holiday Wreaths and Garland

It's not too early to plan your Holiday decorations. Beautiful 26-inch fresh cut Balsam Wreath (\$18), 24-inch fresh cut Balsam Swag (\$14), 20-foot fresh cut Balsam Garland (\$25), 36" Mailbox Swag (\$20) and a Brass Wreath hanger (\$5) are available. A gift box (wreath and brass hanger and shipment) is available for \$30. See or call Dick Marth Room 862/ICOM 2528 to place your order by COB Nov. 15, 2001. Payment is due on Nov. 15, 2001. Orders will be delivered to TEC during the week of Dec. 3, 2001. Proceeds benefit Boy Scout Troop 224.

Holiday Ornaments on Sale

White House Holiday Ornaments are now available for \$16. Each year the Civitan Club of Fairfax sells the White House Ornaments as our fund-raiser in support of projects for the mentally retarded and physically disabled. Locally, we support needs and events at the Northern Virginia Training Center and the Phillips School for Contemporary Education. A description and picture of this year's ornament can be found at-

<http://www.whitehousehistory.org/> and select "Ornaments". Order soon – our cache goes fast. Contact Joni Jarrett (Room 667) (703) 428-6840 ICOM 2543.

For Sale

Century Baby Car Seat in excellent condition. Cost - \$20. Call – (703) 428-6693 or (703) 680-2119.