



Information Bulletin

**US Army Corps
of Engineers**
Engineer Research and
Development Center

Topographic Engineering Center
*2002 Research and Development
Organization of the Year*

November 14, 2002
Number 23-02

OFFICIAL

Arrivals

| Name | Gaining Org | Date |
|------------------|-----------------------------|---------|
| Robert Harwig | Operations Division (Chief) | Nov. 17 |
| Johnathan Bluett | TO-T | Nov. 18 |

Last Call for Flu Shots

Linda Bartlett, RN, reports that Nov. 18-22 will be the last week for flu shots. Limited doses are available. If you have questions, contact the Clinic at 428-7379.

Nov. 15 – 10 to 11:30 a.m.

Nov. 18 – 1:30 to 3 p.m.

Nov. 19 – 10 to 11 a.m.

Handling Calls from the Media

When you receive calls from media representatives (local reporters, technical, trade, or general news media), please refer the caller to the Public Affairs Office (PAO) before responding to any questions. PAO will work with you, the reporter, and our command staff to determine how TEC as an organization can best respond. PAO will arrange an interview between you and the reporter if appropriate, and will answer any follow-up calls. This procedure will help TEC personnel prepare properly for answering media questions.

The intention of this request is not to restrict anyone's freedom to speak to the press. It will, however, ensure all concerned, when speaking as representatives of TEC, have the big picture and a complete background on the issue at hand. It also ensures the coordination with our executive staff, who are ultimately responsible for the image portrayed by TEC to the press.

Bulletin Publication Change

With the establishment of an ERDC-wide Information Bulletin, which will be published every 2 weeks, individual site Bulletins will now be published in the "off" weeks. Please keep this in mind when submitting articles and information for the site Bulletin. The next Alexandria Site Information Bulletin will be published on Dec 12.

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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:

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BOBBIE J. GALFORD
Chief, Public Affairs Office
Engineer Research and Development Center

U N O F F I C I A L

Baby Emma

Congratulations to Ronaly, MVK, CT, and Keith Hofseth, IWR, on the birth of their daughter, Emma Marie. Emma was born Nov. 9 and weighed 5 pounds and 3 ounces.



Chili Cook-Off Nets \$290

The OD Holiday Committee Chili Cook-off netted \$290, which will go toward defraying the cost of Holiday Party tickets. The winners were: 1st place – Terri Stowell, 2nd place Nathan Campeau and 3rd place John Jens. Thanks to the following TEC members who participated: Carolyn Bailey, Marty Belokon, Elia Breaux, Betty Campbell (2 entries), Tom Cain and the Guards, Marcia Parmelee, Annie Sneed, Tom Spillman and Mark Weipert.



Lucky 1st place winner Terri will receive a free ticket to TEC's Holiday Party.



2nd place winner Nathan will only have to pay half price for his Holiday Party ticket.

3rd place winner John will receive \$2 off his Holiday Party ticket.

