# MELPARTICULARS

Volume 16, Number 3

E-Systems Melpar Division

July 1995

## **Tier II Plus and LATTICEWORK Contracts Awarded**



The Tier II Plus proposal team includes (*left to right*) Ellen Kaminsky, Ellen Hayes, Rose Mangold-Pierce, Kerry Rowe, Dave Kilgore, Keith Burke, Ben Basham, Jim Sealock, Doug Jaynes, Steve Johnson, Ray Uhlir, Harl Romine, Wayne Sherba, Charlie Kohnstam, Llsa Winters, Ed Hagen, Ed Saunders, Julie Whitson, Charlie Nelson, Dan Davis, Jerry Adams, Marianne Brown and Brian Decker.



LATTICEWORK proposal team members include (front row left to right) Brian Wagner, Marianne Brown, Dan Horvath, Craig Fritsche, Louise Borrelli, Jack Wiiki, Emery Hampton, Art Gort, Robert Kaduchak, Barbara Wordsworth, Tom Baker and Liz MacDonald; (back row) Barbara Weaver, Ray Uhlir, Jim Thomas, Steve Meister, Barry Fitzpatrick, Tim Tignor, Kevin Nicholls, Bill Peirson, Bill Quantrille, Craig Warnick and Art Stefanelli.

Melpar recently received notification of two strategic contract wins—Tier II Plus and LATTICEWORK.

The Tier II Plus contract, announced on May 19, was awarded by the Department of Defense Advanced Research Projects Agency (ARPA) to the Teledyne Ryan Aeronautical (TRA)–E-Systems team. The \$164 million contract calls for development of a new High Altitude Endurance Unmanned Aerial Vehicle (HAE UAV). The Phase I competition involved 13 of the top Aerospace and Intel companies. Five awards were made. The Phase II competition was originally planned as a downselect to two teams, but funding limitations changed the number of awards to one.

The HAE UAV program will provide military commanders with an affordable system to obtain real-time reconnaissance images of large geographic areas. The Tier II Plus system will consist of an unmanned aerial vehicle carrying a payload of radar, infrared and electro optical sensors linked electronically to a ground segment. The ground segment consists of launch and recovery and mission control elements that will be interoperable with both Tier II Plus and Tier III Minus UAVs.

The Tier II Plus contract, which is expected to require 31 months to complete, calls for the design, integration and building of two aircraft, complete with reconnaissance payload subsystems, and one ground control segment. Melpar is leading the ground segment development on the program and is supported by GDE Systems in the development of mission planning and the Garland Division in the development of imaging processing. The initial Phase II ground segment contract is approximately \$30 million. A second contract for Tier III Minus Interoperability will be awarded this fall. In Phase III, an addi-

tional two ground segments will be procured.

Proposal Manager John McCullough recently expressed his appreciation to the entire Tier II Plus team, including Chief Technical Lead Kerry Rowe, for their contributions to the proposal. "We had an outstanding team working together to achieve this most important win," John said. "These people performed way beyond the call of duty, sacrificing their personal lives for this effort. No words can adequately express my admiration and gratitude for their performance."

Other Tier II Plus subcontractors on the TRA–E-Systems team include Hughes Aircraft Company, Loral Communication Systems, Rockwell International Corporation and Allison Engine Company.

Negotiations for the LATTICEWORK

Continued on page 4

## **Compensation Process Improvements Implemented**

A number of process improvements in the management of employee compensation have been implemented this year at Melpar. One of the most visible changes includes completing all the performance appraisals at one time and conducting all the merit reviews at a later date. Until this year, appraisals and merit reviews were completed at the same time for individual employees, but the review dates occurred at different times throughout the year. Not only has the compensation process improved, but communicating more about the compensation program has also become an objective.

"There are eight primary factors involved in determining an individual's compensation," says Mike Shepelak, Manager Compensation and Staffing. "Having all employees on the same schedule ensures that we are all considered against the same budget and business conditions." In past years, it was more difficult to understand how a salary recommendation was developed. By separating the performance review from the merit review, employees can now see more clearly that a salary change is based on performance and several other important factors:

- Job Market Competitiveness
- Salary Market Movement
- · Special Market Adjustments
- Approved Merit Budget
- Employee Performance
- · Salary Position in Salary Grade
- Profiling Results
- · Promotion Considerations

Job Market Competitiveness. A fundamental objective of our compensation program is to establish and maintain salary levels which are competitive with other companies in our industry and labor markets in a manner that reflects differences in job responsibilities and duties.

This "competitiveness" is determined by comparing the salary ranges and average paid rate of our key job classifications to similar positions in other companies. For instance, Melpar participates in and subscribes to a variety of wage and salary surveys for this purpose. In addition, our Corporate compensation office reviews the results of our comparisons annually. "Market competitiveness is an important factor," says Vice President Human Resources Ken Yancey, "and its influence may vary from year to year. If our pay rates get too high, we weaken our ability to compete for new work and

## Compensation Program Objectives

- Establish and maintain salary levels which are competitive with other companies in our industry and labor markets and which reflect differences in position responsibilities.
- Establish a relationship between an employee's salary and his or her performance.
- Provide salary opportunities that encourage and reward high levels of individual and team performance.
- Ensure internal equity and consistency of salary administration within and among departments.
- Manage salary costs within the dictates of sound management practices and current business conditions.

are subject to DCAA audits which can result in disallowed costs. On the other hand, if our rates fall behind, we weaken our ability to attract and retain the skilled work force we need to get the job done."

Salary Market Movement. In addition to analyzing how our key positions stand relative to market comparisons, we must also anticipate how much competing companies will increase their employees' base pay in the year ahead. Based on data we collect, we can generally predict market changes within one-tenth of a percent for the coming year.

Special Market Adjustments. Another factor influencing salary increases is the presence of any special salary adjustments

that have been factored into the pay for specific skill areas. For instance, this year our "general market competitiveness" was favorable, but the market for software skills was moving at a faster rate than for other types of work. Accordingly, we recommended — and Corporate approved — a special market adjustment to be factored into the salary increases of our software employees. These special adjustments enable us to make more precise adjustments where needed rather than adversely impacting our total wage structure.

Approved Merit Budget. Our compensation office annually evaluates our market competitiveness and anticipates market movement and the need for any special adjustments. This information is the basis for our budget recommendation to our Corporate office. Our Corporate office conducts its independent evaluation of our proposal, together with the recommendations of other Divisions. An approved budget is then forwarded to our compensation office. This year our approved budget, including the special adjustment for software employees, was 4.06 percent.

This budget is then converted into a merit increase matrix guide chart (see Figure 1 on next page) for supervisors to use in developing their salary recommendations. The factors that combine to produce the guide chart are the merit budget, an employee's performance rating and the position of the employee's salary in his or her specific salary range.

Employee Performance. Our performance appraisal form is, of course, used to assess how well an employee has performed over the previous appraisal period. The guide chart referred to above is designed to provide larger increases for those who exceed expectations and smaller increases for those who only partially satisfy their job objectives.

Salary Position in Salary Grade. "Position in Salary Grade" refers to an employee's salary position in his or her salary grade range. Every job has a salary grade. Each grade has a range of a minimum value, a mid-point value and a maximum value. Our mid-point value is the value compared to the average of other

Continued on page 3

#### COMPENSATION PROCESS Continued from page 2



(Left to right) Rick Smith, Carty Lawson and Mike Shepelak review Operations Department compensation data.

Company salary range mid-points for the industry and location in which we compete for labor. Each salary grade has a range spread of 50 percent from the minimum value to the maximum value.

One factor used to develop a salary recommendation is compa-ratio. Comparatio is a numeric ratio value that indicates where an employee's salary is within a pay grade. A compa-ratio of 100 indicates that the employee is at the mid-point and is being paid consistent with other company mid-points. Compa-ratio is calculated by dividing the employee's salary by the salary range mid-point.

As a person's salary reaches mid-point, increases tend to slow down. A person at the maximum value would not be eligible for an increase since the maximum value represents the highest rate the Company can pay for that classification. In our business, a pay rate over the maximum of a salary range would likely be disallowed by our customer.

Generally, employees with less experience and proficiency are lower in their pay range, and longer-service employees who have consistently performed well over time are higher in their range.

**Profiling Results.** Profiling, a new process introduced this year, is a relative ranking of employees performing the same or similar work. Standard criteria are established for each job group and predetermined values are given to each criterion.

Seventy percent of a profiling index consists of how well an employee reflects four or five job family related behaviors such as Communication Skills, Teaming Skills, Resourcefulness, Concern for Customers, Attention to Detail, etc.

Thirty percent of a profiling index consists of a set of standard criteria for all employees which includes values for highest education level, length of E-Systems service and current performance rating.

When combined, a final profile results. Benefits from this process include better tools for determining Division training needs, developing more precise staffing plans and conducting sound merit reviews. Individual development issues

#### Special Performance Awards

Last year Vice President and General Manager Dr. Larrie Judd indicated that Melpar would be recommending to Corporate a program for presenting monetary awards — normally \$1,000 each — to teams and individuals for special performance contributions. An awards program and budget for 1995 have been approved and will be implemented in the second half of this year.

These lump sum awards for outstanding contributions as determined by the Vice President and General Manager will not be considered part of a recipient's base salary or regular salary increase.

"I believe these awards will add a significant component to our ability to recognize and reward the many exceptional efforts that benefit our business each year," says Rick Smith, Director Employee Relations Programs.

likewise come into better focus as more attention is given to values for specific education, technical skills, experience

and job performance. This year the profiling process was used as a guide to assist supervisors in fine-tuning their salary increase recommendations.

For example, as shown in the merit matrix guide chart (Figure 1), a person who receives a performance rating of 4 ("Exceeds Expectations") and who has a compa-ratio of 103 may be recommended for a 3-to-5 percent salary increase.

This year the profiles received by employees resulted in their being placed in the top 25 percent, the middle 50 percent or the lower 25 percent of employees doing similar work. Profiling places a value on versatility, adaptability and other valued behaviors that may not be measured in one's performance rating. In this example, profiling is used to assist a supervisor in finalizing a recommendation of 3 percent, 4 percent or 5 percent for the employee. A person profiled in the top 25 percent more likely would be recommended for a 5 percent increase, whereas someone in the middle 50 percent would probably be recommended for a 4 percent increase, etc.

Profiling is not as big a factor as one's performance, but it is another useful measure in helping supervisors arrive at consistent and equitable salary recommendations.

Promotion Considerations. Another process improvement effort this year focused on the distinction made between merit reviews and promotional increases. Our Personnel Action form was revised to record how much of a salary increase was attributed to merit and how much was attributed to promotion. In the past these areas were combined, and an employee could only guess at the impact of a promotion on compensation.

One-Time Adjustment. Placing all employees on the same review date resulted in the 1995 review date of some employees being more than or less than 12 months from their last merit review. A one-time adjustment was made to prorate such salary increase to a 12-month basis. This adjustment impacted about one third of our employees.

Figure 1. Melpar Merit Increase Matrix – 1995

	Position of	Present Salary	in Salary Range	1
Current Performance Level	80-90 CR* % Increase	91-100 CR % Increase	101-110 CR % Increase	111-120 CR % Increase
Far Exceeds Expectations 5	8 – 10	6 – 8	4-6	0 – 5 but not to exceed range maximum
Exceeds Expectations 4	5-7	4-6	3-5	0 – 3 but not to exceed range maximum
Meets Expectations 3	4-6	3 – 5	1-3	0 – 2 but not to exceed range maximum
Partially Meets Expectations 2	0-2	0	0	0
Does Not Meet Expectations 1	Employees rated as not meeting expectations are not eligible to receive merit increases. These employees will be re-evaluated after 3 months and documented by sending a completed performance evaluation form to the Compensation Department			

No merit increase may take an employee above the salary grade maximum.

\*The guides for percent increase are determined by finding the position of individual compensation on the salary structure by comparatio (CR) (horizontal) and reading down to the proper performance rating (vertical) on the left.

#### 1995 Service Awards May/June



Benjamin F. Hale, Jr. 40 Years

Twenty Years Frank A. Birdsong, Jr. William J. Watson

Fifteen Years
Chil S. Abbott
Paulina T. Chen
Charles R. Davis, Jr.
Roger R. Earley
Timothy H. Garney
Steven Meister
Neil R. Molenda
Bruce R. Smith

Ten Years
William H. Alkire
Dale B. Allen
Lucas J. Bragg
Gregory Collins
Sandra E. Decker
Truong D. Duong
Cheryl V. Fortner
James M. Galimore
Edward T. Gilsbach

Arthur E. Gort Scot D. Halbach Henry A. Hastings Heather A. Hixson James A Holt Leo C. Hopkins, Jr. Roger A. Ishimoto William H. Jordan Michael W. Karpinski Kyle G. Kenyon Craig E. Matter Scott T. Miller Garcia E. Morrow Dang V. Nguyen Jeffrey A. Northcott Frank Roll George L. Saile Karl J. Samuels Donna R. Sisk David C. Stamps Robert T. Stratton Kimberly R. Thomas Joseph T. Thornton Helen C. Unser

Thai-Huyen T. Vu Rodney O. Williams

Five Years Calvin D. Alt, Jr. Michael G. Ankner Van N. Bankson Christopher M. Dearborn Brian D. Decker Ronald A. Gustafson, Ir. Gregory J. Kihm Janet H. Martin Kimberly A. McCoid Patricia A. McGarrahan Bonnie J. Michael Teresa H. Nguyen Mark H. Patten Steven J. Peacock Fred W. Seidler III My-Phuong N. Ton Timothy C. Westley Leonard J. Williams Stanley M. Wozniakowski

#### **Retirees**



Not Pictured: Milo I. Carr 10 Years

George F. Hibner 42 Years

#### Academic Applause



Michael A. McCann M.S.E.E. George Mason Univ.



Natalie J. Ramsey B.S.B.A. Strayer College

#### **ONE-STOP SHOPPING**

Whether you're in the market for sweatbands or sweatshirts,



pointers, tank tops or tumblers, the E-Systems Employee Store has the goods. With

locations at



both the Falls Church and



University Center

facilities, the store boasts over 30 types of merchandise—most sporting the distinctive

E-Systems logo. Items are geared toward recreational as well as business needs. For more

information on the store's



inventory, contact Danny Hill at extension 2732.

#### CONTRACTS AWARDED from page 1

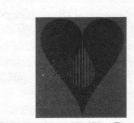
system were finalized, and the contract was signed in London on June 6. Proposal Manager Jack Wiiki called the contract "a major, strategic Digital Multimedia Watchdog system win." In explaining the contract's strategic pluses, Jack said, "LATTICEWORK provides for substantial customer-funded Non-Recurring Engineering (NRE) that further enhances our Watchdog product along with our entry into the European Market."

The contract, worth approximately \$2.4 million over a period of 12 months, calls for the development of a Watchdog system capability for an agency of the government of the United Kingdom. In addition to developing and commissioning the basic system, Melpar will also provide support of the system for up to 10 years. This long-term support is expected to generate \$240 thousand in annual bookings.

In bidding for LATTICEWORK, Melpar competed against a formidable field of European companies, most of them British. The customer complimented E-Systems on its "willingness to work with us to satisfy our requirements." Jack Wiiki reported that the customer also said that E-Systems had "the best system we have seen, and we believe we have seen them all." Jack credited the efforts of the entire LATTICEWORK proposal team, including principal contributors Emery Hampton, Art Stefanelli and Bill Quantrille, for the win.

According to Jack, "LATTICEWORK provides a great opportunity for Melpar to extend its Watchdog product into Europe." He noted that more information should be available soon regarding additional near-term opportunities in the United Kingdom.

## Do Something Special This Summer



## GIVE BLOOD

#### University Center: Tuesday, July 11 10:00 a.m. – 1:00 p.m.

#### **Falls Church:**

Wednesday, July 12 8:30 a.m. – 2:00 p.m.

Contact the Health Center at extension 4505 for an appointment.

## Movers and Shakers

Frank E. Lanham

#### Judy Y. Amato Michael P. Antonucci Bryan D. Ayers Coleman L. Baker Robert B. Banks Van N. Bankson John D. Barela Edward F. Barr, Jr Andrew E. Beck Maurice T. Bell Earl G. Benteler Angie K. Beverly Gregg M. Bielen William G. Blanchard David A. Bobick Frances A. Brown Kitty A. Brown Lorraine M. Brown Louis G. Bruhn, Jr. Frank A. Bucci

Kenneth G. Butts Darlene D. Carter Shu J. Chin Hoa L. Chu Charles B. Clark Jack W. Cohill, Jr. David B. Collier John B. Conrad IV Douglas R. Cook Peter J. Cooley Cuong X. Dang Carolyn G. Davis

Robert S. Davis Charles R. Davisson Christopher M. Dearborn Daniel F. Debold Brian D. Decker William H. Dinh Kathleen M. Dixon Candi J. Docton Richard A. Dodson, Jr. Paul R. Donahue Paul C. Donovan

Michael Dumal Wayne W. Edmondson, Jr. Brian D. English Richard A. Esser Mary J. Fatula Mark A. Flickinger

Terry L. Foxworth David C. Fraley David C. Freitag Lynn A. Geiselman David U. Gervasio Ti M. Godfrey Thomas L. Goff

Timothy T. Graefe Kevin L. Hall Jerry Harper Sidney F. Harris, Jr. Larry V. Hartley Ellen K. Hayes Carolyn M. Huffman Criss Hyde Anita C. Hyink Grace A. Jenkins

James H. Johnson III James T. Jones Robert G. Kellogg Kyle G. Kenyon Gregory J. Kihm James C. King Christopher M. Kitts

John F. Kody Margaret A. Kokoszka Patrick M. Korenkiewicz

Kathryn A. Krenn John P. Kudrle Gary Kugler

PROMOTED FROM Sr SW Analyst Prin Sys Eng SW Analyst Assoc SW Analyst Sr Contract Admin Assem 1CL Sr Test Tech Sr SW Analyst Elec Eng Sr Field Design Eng Bus Analyst Actg Clerk Fin Analysis Supv Comm Analyst Sr SW Analyst Assem 1CL Computer Op Elec Eng Log Eng Computer Op A Design Eng Design Eng Assoc SW Analyst Assem 1CL Matl Handler Sr SW Analyst Sr Test Tech Assoc SW Analyst Prin Sys Eng Comm Analyst PC Support Tech Sr SW Analyst Govt Prop Supv Traffic Supv SW Analyst Prin SW Analyst SW Analyst SW Analyst Sr SW Analyst Sr Data Entry Op Sr Op Analyst Test Eng Bus Analyst Sr Bus Analyst Asst Prog Mgr Sr Elec Eng Bus Analyst **Eng Spec** Assoc SW Analyst

Computer Op A Lead Sr Field Design Eng Sr Field Design Eng Design Eng Sr SW Analyst Storekeeper

Sr Training Spec SW Analyst Plan Asst Maint Mech 1CL Fac Admin Eng Supv Sr Contract Admin Assem 1CL Sr Network Analyst Sr Bus Analyst Sr SW Analyst Data Entry Op Sr R&I Clerk Design Eng

Prin Design Eng Sr Test Tech Comm Analyst Mailroom Clerk Sr SW Analyst Jr Eng Asst Sr Rel Eng

Sr SW Analyst Assoc SW Analyst Elec Eng

PROMOTED TO SW Eng Supv Eng Supv Sr SW Analyst SW Analyst Prin Contract Admin Assem Tech Jr Test Eng Prin SW Analyst Sr Elec Eng Operations Supv Sr Bus Analyst Sr Actg Clerk Fin Analysis Mar Sr Comm Analyst Prin SW Analyst Assem Tech Computer Op A Sr Elec Eng Sr Log Eng Computer Op A Lead Sr Test Eng Lead Design Eng SW Analyst Assem Tech Driver SW Eng Supv Assoc Test Eng SW Analyst Eng Mgr Sr Comm Analyst Assoc Network Analyst Prin SW Analyst Asset Prop Supv Rec & Ship Supv Sr SW Analyst SW Eng Supv Sr SW Analyst Sr SW Analyst Prin SW Analyst Matl Asst Sys Eng II Sr Test End Sr Bus Analyst Sr Prog Mgmt Spec Assoc Network Analyst Prog Mgr Eng Supv Prin Design Eng Sr Bus Analyst Prin Design Eng Comm Analyst SW Analyst Sr Design Eng Prin SW Analyst Matl Pricing Asst Prin Training Spec Sr SW Analyst Plan Sr Maint Mech

Sr Fac Admin

Assem Tech

Supv Tech Supp

Prin Bus Analyst

Prin SW Analyst

Prin Contract Admin

Eng Mgr

Log Asst

Sr R&I Spec

Sr Design Eng

Prin Sys Spec

Assoc Test Eng

Sr Comm Analyst

Sr Mailroom Clerk

Prin SW Analyst

Supv Tech Supp

Eng Asst

Prin Eng

SW Analyst Sr Elec Eng

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PROMOTED FROM

Sr SW Analyst Mech Eng Sr Sys Eng Security Asst Sr Bus Analyst Log Asst SW Analyst Sr Eng Tech Eng Tech Sr Security Asst Report Typist B Assoc Sys Admin Eng Supv Sr Design Eng Field Eng Spec Sr Comm Analyst Subcont Admin Sr SW Analyst Assoc Test Eng Assoc SW Analyst Security Tech Sr Eng Tech SW Analyst Plan Sr Clerk A Prin Op Analyst Test Tech Govt Prop Clerk Assem 1CL Test Eng Eng Spec Assoc SW Analyst Test Tech Sr Contract Admin Tele Maint Tech Eng Supv Assoc Ind Eng SW Analyst SW Analyst Prin Ena SW Analyst Sr Test Tech SW Analyst SW Eng Supv Jr Test Eng Jr Flec Fna Sr SW Analyst SW Analyst Design Eng Assoc SW Analyst Sr Test Tech Sr SW Analyst Sr SW Analyst Comm Analyst Elec Eng Comm Analyst Prin SW Analyst SW Analyst Computer Op Actg Spec Eng Supv Contract Admin Sr Actg Clerk Field Sys Supv Eng Tech Matl Admin Supv Maint Mech 1CL Field Eng Spec SW Analyst Prin Eng Sr Op Analyst Assoc Elec Eng

Supv Tech Supp

Matl Bus Admin

Sr Eng Tech

Jr Eng Asst

Sr SW Analyst

Sr Op Analyst

PROMOTED TO

Prin SW Analyst Sr Mech Eng Prin Sys Eng Security Tech Prin Bus Analyst Jr Eng Asst Sr SW Analyst Eng Spec Sr Eng Tech Security Spec Report Secretary Network Analyst Eng Mgr Prin Design Eng Design Eng Prin Comm Analyst Sr Subcont Admin Prin SW Analyst Test Eng SW Analyst Security Spec Jr Design Eng Sr SW Analyst Plan Spec Sr R&I Clerk Systems Mgr Jr Eng Asst Sr Govt Prop Clerk Assem Tech Sr Test Eng Design Eng SW Analyst Sr Test Tech Prin Contract Admin Telecom Systems Spec MTS/Eng Supv Ind Eng Sr SW Analyst Sr SW Analyst Prin Sys Eng Sr SW Analyst Jr Test Eng Sr SW Analyst SW Eng Mgr Assoc Test Eng Jr Design Eng SW Eng Supv Sr SW Analyst Assoc Network Analyst SW Analyst Jr Test Eng Prin SW Analyst Prin SW Analyst Sr Comm Analyst Sr Elec Eng Sr Comm Analyst SW Eng Supv Sr SW Analyst Assoc Network Analyst Credit Union Mgr Eng Mgr Sr Contract Admin Jr Actg Spec Systems Mgr Sr Eng Tech Matl Systems Supv Sr Maint Mech Design Eng Sr SW Analyst Staff Eng Prin Op Analyst Elec Eng Network Services Mgr **Eng Spec** Bus Analyst Assoc Network Analyst Prin SW Analyst

Prin Op Analyst

## Sports Corner . . . On the Run



Representing Melpar in the Patriots' Cup Challenge 8K Run are (*left to right*) Dave Macko, Wiley Peck, Frank Byrne, Debbie Greenstreet, John Rinn, Larry Dicerbo and Dave Conti.

A Melpar-sponsored team of runners placed fourth in the coed division of the Patriots' Cup Corporate Challenge on May 7. Larry Dicerbo led the seven-member team's finish order in the 8K race on the campus of George Mason University.

Adding to the competitive nature of the run was a friendly challenge by fellow E-Teamers at ERA whose coed entry finished in fifth place. According to Melpar's Debbie Greenstreet, "The ERA challenge made it more of an interesting competition."

Proceeds from the challenge, which drew over 30 corporate teams, benefit The Arc of Northern Virginia, an advocacy and support group for people with mental retardation and related disabilities.

## **Savings Bond Winners Named**

Melpar's 1995 U.S. Savings Bond Drive culminated with the announcement of the following prize drawing winners:

Grand Prizes

All Savers—Mark Eaton (\$200 Savings Bond)

New and Increased Savers—Roger Lohman (\$200 Savings Bond)

Other Prizes

All Savers—Kay Litchfield (\$100 Savings Bond)

New and Increased Savers—Steven Brown (\$100 Savings Bond)

Team Captain Prize Caryl Djuric (\$200 Savings Bond)

Campaign coordinator Barb Lopinski reports that 95 percent of Melpar employees signed up to purchase U.S. Savings Bonds through the Payroll Savings Plan.

## CIWG Awards Announced

**S** uggestion-of-the-month winners were recently chosen by Melpar's Continuous Improvement Working Group (CIWG). The following E-Teamers received certificates and special parking spaces for a month in appreciation for their proposals:

**JULY 1995** 

Jim Lisbeth — "Computer Parts and Accessories Standardized by Single Supplier's Catalog"

*Mike McCann* — "Publication of Previous CIWG Suggestions"

Tom Sterling — "Debit Card Use for Projects"

As a result of Mike's proposal, informational posters listing all CIWG suggestions for the current year will be placed at both facilities by early August.

The CIWG urges all employees to submit Cost Avoidance/Reduction (CAR) suggestions as well as general improvement ideas via e-mail (sugbox@fc) or by contacting any CIWG member. For more information, call Wiley Peck at extension 2372.

## Use the Melpar Division ETHICS HOTLINE

CALL 849-1577 (or ext. 1577) You can call the Corporate Hotline COLLECT 214-661-1000 ext. 255

IDENTITIES OF CALLERS WILL BE HELD IN STRICTEST CONFIDENCE (Anonymous Calls Will Be Accepted)

#### **Melparticulars**

Published by

E-Systems, Inc. Melpar Division

Editor:

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Photographers: Lucy Murphy, Joe Baran,

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Production:

Mary Wohlford

Printing:

Doug Dreibelbis, Kevin Droney

E-Systems, Inc. Melpar Division 7700 Arlington Boulevard Falls Church, Virginia 22046 Forwarding and Address Correction Requested