



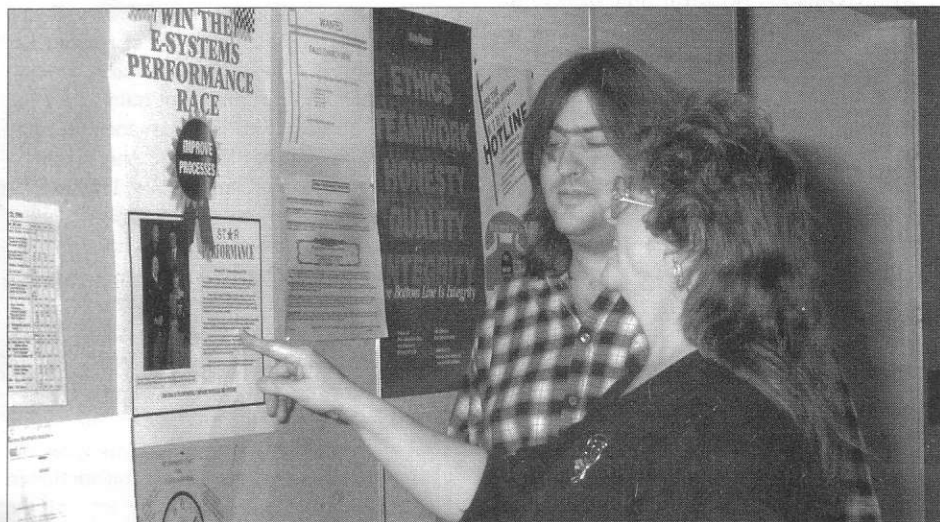
EMPLOYEE UPDATE

E-Systems, Inc.

Falls Church Division

January 1996

Winning the Performance Race



Bill Sheldon (left) and Madeline Griffin review the January performance poster now on display throughout the Falls Church facilities.

Falls Church has joined other E-Systems Divisions in an aggressive Company-wide performance communications campaign.

In urging all Divisions to develop communications programs, E-Systems Chairman and CEO Lowell Lawson noted that achievement of performance goals depends on communication of those goals to all E-Teamers. "All E-Teamers should be committed to productivity improvements, better meeting customer needs, cycle-time and cost reduction and quality improvements required to stay ahead of the competition," he said. "Effective communications at all levels lays the groundwork for these kinds of empowered results."

Various tools are in place to help broad-

cast the performance message at Falls Church. Each month a different performance theme is communicated through posters, spotlighting E-Teamers whose performance exemplifies specific, quantifiable goals. Performance goals also appear as printed messages on paycheck stubs. In December, employees were encouraged to "Develop Winning Proposals," while January's theme focused on "Process Improvement."

The performance communications campaign will run throughout 1996. Information will not only communicate the Division's specific performance goals, but will also inform employees about how they can help achieve these goals, thus enabling E-Systems to win the performance race. □

Wellness Wrap-up

Celebrating a wildly successful 1995 Working on Wellness campaign, the Falls Church Health Center awarded prizes to three E-Teamers in December following a random drawing of all employees who earned 2500 wellness points during the year.

First prize winner Becky Testa was awarded a piece of exercise equipment of her choice valued at \$500.

Norma Lofgren placed second, winning \$300 towards a one-year membership to a health club or a piece of exercise equipment of her choice.

Lori Korehi won the third prize, a \$75 pair of athletic shoes.

The 39 E-Teamers who earned 2500 points during the year-long wellness campaign received "Hooked on Wellness" sweatshirts designed in-house by the Graphics Department.

In addition to sponsoring an eight-step "Working on Wellness" challenge in 1995, the Health Center offered a variety of activities including blood drives, health screenings, aerobics classes and wellness seminars. November's Turkey Trot was tied into a canned food drive, with registrants' contributions going to an area food bank.

Perhaps the most ambitious item on the 1995 wellness campaign calendar was Walk/Run Across America, which challenged participants to exercise across specific states. Approximately 150 employees logged 24,772 total miles, more than enough to cross the country.

According to Health Center nurse Rosalie Georgeadis, specifics on the 1996 wellness campaign, including an incentive point system, will be announced soon. For more information, contact the Health Center at extension 4505. □



Campaign for Kids

E-Teamers contributed \$7,622 to the 1995 Children's Hospital Drive, according to Falls Church campaign coordinator Barbara Quantrille.

The Division's donation will be funneled to two priority programs at Children's Hospital—New Horizons, an arts educa-

tion and cultural enrichment program for patients and families; and the Community Pediatric Health Center whose clinics provide primary and preventive health care services to low-income, high-risk children.

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Coat Drive Nets 105 Items



Tammie Shillingburg (left) and Heather Hixon dub "Share the Warmth" coat drive a success.

Falls Church employees donated 105 items during the WUSA Channel 9-sponsored "Share the Warmth" coat drive in December, according to project coordinators Tammie Shillingburg and Heather Hixon of Air Force Systems.

Bergmann's Cleaners of Arlington cleaned the coats at no charge prior to their distribution by the American Red Cross throughout the metropolitan Washington area. The Bergmann's representative who picked up the Falls Church donation called it the largest of any he had seen during the coat drive.

Approximately 80 additional items donated after the "Share the Warmth" pickup have been forwarded to Amvets. Buoyed by the success of "Share the Warmth," Tammie and Heather plan to coordinate another clothing drive in the spring. □

CAMPAIGN FOR KIDS *Continued from page 1*

The 1995 fund-raiser marked the twenty-first consecutive year of E-Systems participation in the *Washington Post*-sponsored campaign. During that time, E-Systems employees have donated more than \$155,000 to Children's Hospital. □

Officers Installed

The Falls Church Toastmasters Club installed officers on January 4, marking the merger of two former Melpar Division clubs.

Officers slated for six-month terms include: Wade Gunn, President; Dick Tymoch, Vice President of Membership; Karen Newcastle, Vice President of Education; Chuck Eby, Sergeant-at-Arms; Sharlene Pemberton, Secretary/Treasurer; and Will Jordan, Vice President of Public Relations. Area Governor Robin Alexander, a Falls Church Toastmasters

member, conducted the installation.

Toastmasters provides a supportive environment for employees to improve their communication and leadership skills. Members deliver prepared speeches, give and receive evaluations and practice off-the-cuff responses to questions.

All interested employees are encouraged to join Toastmasters or attend one of the group's regular meetings. The club meets every Thursday from 11:45 a.m. to 12:30 p.m. in Shenandoah Room A. □



Falls Church Toastmasters officers include (from left) Area Governor Robin Alexander, Sergeant-at-Arms Chuck Eby, President Wade Gunn, Vice President of Membership Dick Tymoch, Secretary/Treasurer Sharlene Pemberton and Vice President of Public Relations Will Jordan. Not pictured: Karen Newcastle, Vice President of Education.

Worth Noting

Going platinum. For the second consecutive year, E-Systems has been recognized by the United Way of the National Capital Area for campaign participation. The Vienna facility received the United Way's Platinum Award after posting a per capita giving rate of \$103.96 during the 1995 campaign. United Way contributions at the Vienna facility totaled \$30,564.

On our TAB. The Training Advisory Board (TAB), chaired by Nancy Gober of Human Resources, meets regularly to determine, develop and oversee implementation of training for the Division. Current TAB members include Larry Buel, Joe Carlin, Bruce Dautrich, Ann Donnelly, Jon Sampson, Andre Tarro and Joe Truelove.

Doing time. The Continuous Improvement Working Group has dubbed Mike Viazanko its Suggestion-of-the-Month winner. Mike's proposal was instrumental in the creation of a supplemental time card which employees may use to make up time missed during the Blizzard of '96.

A piece of the pie. Vienna employees organized a holiday baking contest and auction in December, with proceeds going toward the Division's Children's Hospital Fund Drive (see "Campaign for Kids" on page 1). Wally Stein won in both the cakes and confections categories. Other winners included Linda Armistead, Jennifer Hopkins and Lois Wenzell. The auction raised \$360 for the Children's Hospital campaign, with Dianne Hansen's Fruit Pizza inspiring the top bid of \$45.

Serves them right. Division tennis play closed out the 1995 season with a combined A and B level tournament. Combined singles winners were: Dan DeBold (1st place), Kane Insomphou (2nd place) and Richie Huang (3rd place). Doubles winners were: Dan Debold-Ed Fernandez (1st place), Lynn Garland-Richie Huang (2nd place) and Tin Van-Bob White (3rd place). To sign up for 1996 tennis league competition, contact John Cole at extension 4462.

Now we're cooking. Eligible employees are entitled to a 20 percent rebate on Raytheon-manufactured appliances purchased for personal use. To apply for the rebate, complete the Appliance Rebate form available in the Benefits Office within 90 days of purchase.

Calling all corpuscles. Fairfax Hospital will sponsor a blood drive on February 20 from 8:30 a.m. to 2:30 p.m. in the Falls Church cafeteria. All donors will receive a free cholesterol test. Call the Health Center at extension 4505 to make an appointment.

Covering all the bases. Two E-Systems-sponsored softball teams will begin league play in April. Contact Lisa Bossert at extension 4474 to sign up for the women's team or Danny Kallick at extension 2638 to join the men's team. □