



Base Bulletin

Vandenberg AFB, CA 93437-0759



28 May 2003

No. 22

The Base Bulletin is published each Wednesday (except holidays). Send proposed bulletin items via email to publishing.management.dci@vandenberg.af.mil or to Publishing Management DCI on the Global, or via fax to DSN 276-6614 or 805-6-6614 to arrive at 30SCS/SCSP-DCI by noon Friday, the week before you want your item to appear. Be sure to include your name, office symbol, and office phone number. Remember to include your home phone number for personal items. Your items will run for two consecutive weeks, and may be resubmitted one week after the last date it was published. Bulletins are valid for 90 days unless rescinded or superseded. Note: If an article requires a 30 SW Form 400, this form must be submitted with the article, or it will not be published.

SECTION I — ADMINISTRATIVE DUTIES

Duty Chaplain: Duty phone, 6-5773. After hours, 6-9961.

Safety Hazard: Dial 5-SAFE (If off base, dial 605-SAFE).

SECTION II — OFFICIAL

1. Team Vandenberg:

a. Retirement Ceremony: Colonel Edward L. Bolton, Jr. Commander, 30th Operations Group cordially invites you to a ceremony honoring Ms. Barbara D. Mock on her retirement from Civil Service on 30 May 03, 1000 in the Western Range Operation Control Center (WROCC) Auditorium, Bldg. 7025. RSVP NLT 27 May 03. Reception will immediately follow upstairs after the ceremony. POC: TSgt Sabadin, 6-9883.

b. Disc Golf Tournament: 30 May 03, 0800-1300. Meeting area will be at the sand volleyball court at Cocheo Park. This event has been added as an event for Fitness Day. Those wishing to participate should meet at the sand volleyball court. POC: David Renshaw at 5-7274.

c. Retirement Ceremony: Colonel David J. Thompson, 30th Space Wing Chief of Safety cordially invites you to attend the retirement ceremony in honor of Lieutenant Colonel Mark W. Schoning, 2 Jun 03, 1000 in the Readiness Review Center, Building 8500. POC: TSgt Mark Shydlinski at 6-8805 or 5-2128.

d. Team Vandenberg Promotion Ceremony: 2 Jun 03, 1500 at the Pacific Coast Club. All Inductees/Promotees must be in place at 1400. Individuals who are being promoted to SSgt must wear the Service Dress uniform; all others who are being promoted must wear a blue service uniform with tie/tab and ribbons. POC: MSgt Wingett at 6-9600.

e. Retirement Ceremony: Lt Col Raymond F. Chamberland, III, 30th Space Wing Staff Judge Advocate, cordially invites you to attend the retirement luncheon in honor of Mr. John F. Huckle, Chief of Acquisition and Commercial Space Law, 3 Jun 03, 1130 in the Warrior Room at the Pacific Coast Club. Retirement ceremony to follow luncheon in Bldg. 10577, Courtroom, Room C-113. POC: Capt Selle at 5-6214.

f. African-American Association Meeting: 5 Jun 03, 1145 in the lower level area of the Services Center. All DoD employees and their dependents are invited to attend. POC: SSgt Williams, 5-3544.

g. Retirement Ceremony: Major General Michael A. Hamel, 14th Air Force Commander, cordially invites you to attend the retirement ceremony in honor of Colonel John K. Larned, 6 Jun 03, 1300 at the P-40 Dedication Site in front of the Headquarters Building, Building 10577. POC: Major Robert Taylor at 6-5404.

h. 534TRS Inactivation Ceremony: 12 Jun 03, 1030 at the 381st flagpole. Lt Col Adolfo J. Fernandez, Commander will conduct the ceremony. POC: 2Lt Hane at 6-1542, ext. 3206.

i. Airmen Against Drunk Driving: Looking for a free, safe ride home with no questions asked? Call us and we will come get you! 605-AADD is the number. We care, do you? POC: SSgt Lima at 6-3612.

j. Public Affairs Closure: This office is closed on Tuesdays and Thursdays from 1230-1430. For emergency assistance please contact the on-call PA representative via the Command Post at 6-9961. POC: SSgt Bonilla.

k. Vandenberg Spouses Thrift Shop: New summer hours starting in Jun 03 and ending in Aug 03 and are on Tuesdays only. Our new summer hours of operation are from 0930-1400, consignments 0930 to 1230, 1600-1715 and 1600-1800. We need volunteers all of the time. Just walk in during opening hours

and let someone in the office know your ready to work. Did you know if you pay for childcare while working at the Thrift Shop we will reimburse you up to \$30 a month. Find a teen and come see us. Bag night will be moved from Thursday to Tuesday night. Bag night is anything in the Bargain Area of the Thrift Shop that will fit into a paper sack and is only \$4 per sack. If we do not have enough volunteers, bag night will not be available. We are located behind the Arts and Crafts Center, Bldg 11180. Our phone number is 6-3128. POC: Patricia Keen, VTS PA.

2. 30th Space Communications Squadron:

a. Emission Security: EMSEC is a base-level program requiring compliance with equipment and system installation standards as outlined in AFMAN 33-214V2, Emission Security Countermeasures Reviews. This applies only to classified computers, systems, or facilities. For information on what the VAFB EMSEC program has to offer, check out our website at the following address: <https://milnet/wiao/emsec.htm>. (30SCS/SCBI, 5-2352)

b. Records Management Appointment Memorandums: The Base Records Management Office is currently reviewing its RM appointment memorandums and asks that all units update their RM appointment correspondence and send to 30 SCS/SCBR (Base Records Management). In addition, request for RM training can be incorporated in the appointment memorandum, faxes accepted at 6-0261. (30SCS/SCBR, 6-4212)

c. Records Management Update: Units who are still using the Records Information Management System (RIMS) Version 2.1 are in noncompliance with AF Records Management. Effective immediately, all offices must run RIMS V3.0 that supersedes version 2.1. This is a mandatory Air Force wide Information Management Standard Automated System. Unit Functional Area Records Manager's must contact the Base Records Management to establish their respective unit in Web RIMS. (30 SCS/SCBR, 6-4212)

3. Traffic Management Office:

a. Separating, Retiring or PCSing? PLAN AHEAD! Within 30 days of receipt of orders, stop by TMO, Bldg 11777, Rm C-103 to schedule an appointment for your household goods pick up dates. Remember, the earlier your meet with us, the greater your chances of moving on the date you initially select. As always, we will work with you to the greatest extent possible. POC: SSgt Papa, ext 6-0904 (30LRS/LGRT)

b. It's Your Move: If you are scheduled to make a Government sponsored move this message is for you. The Traffic Management Office (TMO) would like to send you information to assist you with your move. Along with the briefings, an "E" package of tips and information on you upcoming move can be emailed to your computer. POC: Maureen Burt, 6-6932/33 (30LRS/LGRT)

4. Civilian Personnel:

a. Voluntary Leave Transfer Program: Jeannette H. Parker - Vandenberg AFB, Anonymous (employee does not wish to be identified) - Tyndall AFB, Janet Brown, Ethel Carter, Richard Porterfield, and Sue Sommers - Scott AFB, Denise Christopher - Luke AFB, Kaye Ferguson - Los Angeles AFB, Debra Bucheck, Kevin Hanson, Anthony Karas, and Gail Knitter - General Mitchell IAP WI, Lora Hudson - Kirtland AFB, Jane Kelsey - Eglin AFB, Jeff Moody - Patrick AFB, Jacquelyn Schmidt - AF Academy, Mary Shepherd - Robins AFB, Yvonne Williams - Dobbins ARB, and Michael Zarbo - Ramstein AB are all in need of leave donations. Civilian employees who would like to donate a portion of their annual leave must complete an Optional Form 630-A. You can go by Building 11777, Room B-103 to pick-up and/or turn in your form. You can access this form on the web at: http://www.opm.gov/FORMS/PDF_FILL/opm630A.pdf.

b. Weingarten Right: Federal civilian employees who are members of a bargaining unit have the qualified right to union representation during investigatory interviews/meetings. This Weingarten right is mandatory when the following four (4) conditions are met:

- a. The meeting between the employee and management official(s) must be an examination;
- b. The examination must be in connection with an investigation;
- c. The employee must reasonably believe that disciplinary action may result from the meeting; and
- d. The employee must request representation.

c. Flexible Spending Account (FSA) Initial Open Season: 19 May through 20 Jun 03. FSA is a pretax benefit for federal civilian employees which may be used to pay for certain non-reimbursable healthcare expenses such as dental care, co-payments, deductibles, non-covered services, services with dollar or visit maximums, and laser corrective vision. Employees who elect to enroll in this program will contribute pre-tax monies from their salary each pay period. The initial Plan Year will be 1 Sep 03 through 31 Dec 03. Expenses incurred prior to 1 Sep 03 are not eligible for reimbursement. Beginning in 04, this season will commence from 1 Jan through 31 Dec of each year and will coincide with the Federal Employee Health Benefits (FEHB) Open Season.

There are two types of FSA: Health Care FSA (HCFSA) and Dependent Care (DCFSA). Health Care FSA covers certain medical and dental expenses for the employee and eligible family members not reimbursed by any other source and not claimed on the employee's income tax return. The maximum an employee may contribute per plan year is \$3,000. The minimum contribution is \$250. Dependent Care FSA (DCFSA) - covers eligible dependent-care expenses enabling the employee (and spouse, if married) to work or seek work, or allows the spouse to attend school full-time. There is a \$5,000 maximum per plan year (\$2,500 if participant is married and filing a separate income tax return). The minimum contribution is \$250.

Benefits and Entitlements Service Team (BEST) will not be involved in the FSA program. Enrollment will be conducted directly with SHPS Inc. (the administrator of the FSA program) via <http://www.fsafeds.com/> or a toll-free telephone call to a SHPS customer service representative at 1-877-372-3337. If you wish to participate, you must make a "positive" election, each year. Elections are irrevocable once the plan year has begun, unless you experience a qualifying "change in status" event. Employees who use the website to enroll will receive a little pop-up message that reminds them their election begins 1 Sep of each year instead of 1 Jul. Employees will need to know their payroll office number, which is currently included on their leave and earning statements in the remarks section. Money in an employee's account will be forfeited if not used by the end of the Plan Year. A statement about forfeiture of funds will be included on the Federal FSA website. POC: 30MSS/DPC, Kelly Loneta, at6-5847.

5. Security Forces Squadron: (30SFS/SFTC, 5-5025)

a. Neighborhood Watch Program: This program is run by you and designed to help ensure a safe and secure neighborhood. If interested in starting this program in your area call 5-0792. (30 SFS/SFOS)

b. Vacation Quarters Check: If you live in base housing and plan to take leave or go TDY, have Security Forces check your home while you are gone. To make arrangements, stop by the Law Enforcement Desk, Bldg. 13675. For more information call 5-0792. (30 SFS/SFOS)

6. Air Force Reserve:

Briefing: 10 Jun 03, 1300, Bldg. 11777, Room C-114. If you are interested in applying for this program, you must first attend the Palace Chase briefing. For more information, call MSgt Kartheiser. (AF Reserve Recruiter, 30MSS/ISR, 6-2704)

OFFICIAL

Robert M. Worley II
Colonel, USAF
Commander

Mary E. Meyer
Chief, Publishing Management

SECTION III — UNOFFICIAL

General Information:

a. Vandenberg Bass Club Meeting: 28 May 03, 1700 at the Base Library. Our next tournament will be 1 Jun 03, 0600 start at Punch Bowl Lakes. POC: If interested in joining our Club please contact Mr. Cal Long at 6-3013 or E-mail: calvin.long@vandenberg.af.mil.

b. 30th Range Squadron Car Wash: 31 May 03, 0900-1400 at the Vandenberg Center Parking Lot. This is sponsored by the 30th Range Squadron Booster Club. (30RANS/D-OOA, 5-8550)

c. Commissary Operating Hours Change: 2 June 03, the Commissar will be conducting our formal inventory and our hours changes will be as follows: 2 Jun 03, Main Store will be closed. Mini-Commissary hours of operation will be from 030-2100. No early bird hours on this day. (DECA, 734-3354 x225)

d. Vandenberg Chiefs Group Pancake Breakfast: 3 Jun 03, 0645-0930 in the Chapel One Annex. This is a dining in or carry out breakfast. Price is \$4.00 presale or \$5.00 at the door. You may purchase a ticket from any Chief on the installation. (30SCS/SCS-1, 6-1793)

e. Aqualliers Dive Club Meeting: 4 Jun 03, 1800-2000 at Bldg. 6436, 13th & Nevada St. Our Club website is <http://members.tripod.com/aqualliers/aqualliers.html>. (O1 Det. 3, WR-ALC/AFTLE at 733-5026)

f. Del Rio Cub Scout Summer Day Camp-Jungle Safari: 9-13 June 03, Mon-Thurs, 0900-1600 and Fri from 1130-1730 at the San Antonio Camp Grounds, VAFB. This is open to all boys entering 1st through 5th grades in Fall 03. Registration fees are \$85 for registered scouts and \$90 for non-scouts. For more information please call 736-5313 or 734-1028.

g. 30thMDG Closure: The 30MDG will have delayed openings in order for personnel to participate in both the Wing and Medical Group Change of Command Ceremonies. The clinic will open at 1030 on both 10 and 16 Jun 03. On both of these days the Clinic will be seeing patient with acute needs. On 9 Jun 03, the Clinic will only book acute care appointments to facilitate preparations for the Change of Command Ceremonies. For emergencies (threat to life, limb or eyesight please call 911 or go to the nearest Emergency Room. For Urgent Care, call (800) 252-3299 or 606-CARE. POC: 30MDG/SEB, Capt Swinton, 6-9076.

h. Immunization Updates: A recent review of the Air Force Complete Immunization Tracking Application database on children assigned to the 30th Medical Group, under the age of 2 years, revealed deficiencies in immunization status. We understand this may only be a matter of omission or incomplete documentation. Please bring your child's shot record to the Immunization Clinic for review prior to future medical appointments. (30MDG/SGSB, 6-8474), Capt Fowler.

i. Military Family Housing Residents Bulk Trash Pickup: Scheduled pick-ups are the 2nd and 4th Monday of each month at 0700 and residents should place all bulk trash items to the curb. If a Federal holiday is on a Monday then trash pickup will be on Tuesday at 0700. Bulk trash does not include the following items: recyclables such as cardboard boxes; green waste, or items that does not fit into the black refuse can. Please use plastic garbage bags instead of cardboard boxes to put trash in. Residents should ensure that their pickup areas are not blocked with parked cars, basketball hoops, bicycles, etc. If housing residents are PCSing or separating from the military and have a copy of their orders they may take their bulk trash items directly to the landfill. For more information read your Housing Brochure or contact Service Contracts, 30CES/CEOEC, at extension 6-2330.

j. Military Family Housing Residents Electronic Waste Disposal: These items may be disposed of at the Collection Accumulation Point, Bldg. 6830 for recycling on Monday through Friday from 0800-1600. Items as TVs, computers, monitors, microwave ovens and stereo's may not be disposed of in the trash or the landfill? For more information please call 30CES/CEV at 5-0544.

k. Physical Therapy Department Shortage: Active Duty personnel will be given priority access appointments in the Physical Therapy Department from 13 Jun 03 through 1 Sept 03, due to personnel staff shortages during the major PCS season. Non-active duty personnel may be referred downtown for physical therapy needs during this time. TRICARE Prime beneficiaries must obtain a referral from their Primary Care Manager through TRICARE for proper authorization. POC: Health Care Benefits Office, Miss Bonnie Robles at 6-7843.

l. Attention Housing Residents: We are about to start installing nameplates on Base Housing Units. The nameplates will have individual's name rank and last name. If you have changed rank since you were first assigned to your Family Housing Unit, please contact the Housing Office at 6-3477 and provide us with the appropriate rank. 30CES/CEH, DeAnne Edlund at 6-3477.

Health and Wellness Center: (To Pre-Register for classes call 6-2221)

a. Civilian Fit Time Approved: The long desired Civilian Health and Fitness Program has been approved on a 6-month trial basis. Call the HAWC for details at 6-2221.

Chapel: (30SW/HC, 65773)

a. New Chapel Hours: The Chapel is open from 0700-1700 Monday — Friday. Any questions, call 6-5773.

b. Daily Prayer: Every morning from 0715-0725 at Chapel I. All Vandenberg is invited to pray for our Nation, Troops & Families.

c. Worship Schedule: Catholic Mass Sat, 1700 Chapel II; Sun 1000, Chapel I; Daily Mass 1130 M-F, Chapel II. **Protestant**—Praise & Worship 0830 Sun, Chapel II; Gospel 1130 Sun, Chapel II; Traditional 1130 Sun, Chapel I.

d. 381 Training Group Chapel Events: Please come and join us for the following weekly events: Bible Study & Prayer on Wednesday's from 1130-1230 Group Conference room (Bldg 8290). Friday from 1730-1830 Praise & Worship Service at the Group Auditorium (Bldg 8290). Friday from 1830-2000 Pizza/Game Social in the Group Foyer (Bldg 8290). These events are open to all. For those desiring to volunteer in Group Chapel Ministry's please coordinate with the 381 Training Group Chaplain. POC: Ch Beeman 6-8963.

e. G.I Java: Need a shot of Caffeine? All dorm and Billeting residents are invited to come and enjoy *FREE* lattes, frappicinos, sodas, chips, and fellowship at a world-class *CYBERNET CAFÉ!* Open 7 days a week,

1700-2100. Located in the Delta Dayroom across the street from Breakers Dining Facility. For further information, contact SSgt Jennifer Wilkins or Chaplain Mike Martin at 6-5773.

Family Support Center: (To pre-register for all classes, workshops, and seminars, call the designated POC)

a. Marriage Enrichment Counseling: Offered on a one-on-one basis for couples married or planning to marry. Contact Linda Bastine at 6-9958 to make an appointment.

b. Office Closure: The Family Support Center will be closed for staff training every Monday from 0730-0930. Personnel requiring emergency Air Force Aid will be assisted. POC: Sally Galligan, 30 MSS/DPF, 6-0801.

c. Single Parents Support Group: Meets the fourth Tuesday every month, 1130 to 1300 at the Services Center. This is an opportunity for single parents to meet other single parents as well as discuss any stressors with their responsibilities at home or at work. Contact Linda Bastine at 6-9958. Registration is not required.

30th Services Squadron: (30SVS/SVK, 6-0276)

a. Auto Hobby Shop: (30SVS/SVRA, 6-6014)

- **Auto Skills Classes:** By appointment. Tune-up and maintenance class for non-mechanics and equipment safety classes.

b. Bowling Center: (30SVS/SVRB, 6-3209/734-1310)

- **Deployed Spouses Day:** Tuesdays, 0900-1200. Deployed spouses can play for just \$1 per game. All pre-school age children bowl for free with a paying parent.
- **Airmen's Night:** Thursdays, 1700-2100. Every Thursday night at the Bowling Center, E-4's and under bowl for just \$1 per game.
- **Thunder Alley:** Thursdays, 1800-2100, Fridays, 2200-0100 and Saturdays, 2100-2400.

c. Breakers Dining: (30SVS/SVMF, 6-7540)

- **Deployed Spouses:** Thursdays, starting at 1800. Open to all spouses and dependents of deployed members. This offers spouses a chance every week to socialize with other spouses and gives them a break from cooking. E-4 and below pay cost of food only, E5 and above include surcharge.

d. Child Development Center: (30SVS/SVYC, 6-1555)

- **Give Parents a Break:** This program offers parents one evening of childcare per month for parents who need a break. Give us a call and find out if you qualify.

e. Family Child Care: (30SVS/SVYD, 6-3255)

- **Providers:** The need for Child Care Providers has never been greater! Help make a difference and find out how you can become a licensed childcare provider. Call Gwendolyn Jones at 6-4639 or 6-3255.

f. Fitness Center: (30SVS/SVMP, 6-3832)

- **May Fitness Day:** 30 May 03. Sign up at the Fitness Center today!

g. Library: (30SVS/SVMG, 6-4202)

- **Pre-School Story Time:** Every Thursday at 1000.
- **Dial-a-Story:** The phone number is 6-4300 (Available 24/7, changes each Sunday).

h. Marshallia Ranch Golf Course: (30SVS/SVRG, 6-6262)

- **Youth Golf Lessons:** Saturdays at 1330. For ages 8 years and up. Cost is \$5 each session, includes use of rental club set and range balls.

i. Outdoor Recreation/Equipment Checkout: (30SVS/SVRO, 6-5908)

- **Santa Barbara Sailing:** 31 May 03, 1030-1730. Cost is \$46 each. Make an escape for the high seas with Outdoor Rec! Limited space is available.
- **Horseback Riding:** 7 Jun 03, 1330-1445. Enjoy a horseback ride at the Pacific Dunes Ranch in the Oceano preserve. Sign up at Outdoor Rec by 30 May 03. Cost is \$35.

j. Pacific Coast Club: (30SVS/SVRMC, 734-4375 or 734-4376)

Entertainment/Events:

- **Club Card Drawing:** The drawing is every Friday between 1700 and 2000. \$50 giveaway in each lounge each week. Must be present to win.
- **Top 40/Hip-Hop:** 30 May 03, 2100-0200. Presenting SLY 96.1 Dance Party. T-Shirts, promo records and more! (No Federal Endorsement Intended)
- **Karaoke & DJ:** 30 May 03, 1800-2200, in the Officers' Lounge.
- **Mug Night:** 31 May 03, 2100-0200, in the Enlisted Lounge.

Menu:

- **Pacific Fried Chicken Night:** Tuesdays, 1700-2000.

- **Pasta Mania Buffet:** Thursday Nights, 1700-2000. Children 4 years and younger are free, children age 5 to 11 are half price.
 - **Steak Night:** 28 May 03, 1700-2000.
 - **Mongolian BBQ:** 4 Jun 03, 1800-2000.
 - **Weekly Lunch Schedule:** Tuesday-Mexican, Italian, or Oriental Buffet (on a rotating schedule), Wednesday-Santa Maria BBQ Buffet, Thursday-Chicken and Ribs Buffet, and Friday-Seafood Buffet.
- k. Rod & Gun:** (30SVS/SVRR, 6-4560)
- **Open Shoot:** Open Trap & Skeet shoot every Wed, Fri and Sat morning at 0830.
 - **Intramurals:** Season is underway. See your sports unit rep for details.
 - **Sporting Clays:** 2nd and 4th Sundays each month.
- l. Services Center:** (30SVS/SVYR, 6-7976)
- **Free Dance Lessons:** Wednesdays, 1830-2100. Free country-western line dancing lessons.
 - **Natural Knead Massage:** Custom gift baskets and gift certificates are available.
- m. Skills Development:** (30SVS/SVRS, 6-6438)
- **Classes & Workshops:** Woodworking, Ceramics, Stained Glass, Framing, and Auto Skills classes are available. Stop by for a complete schedule.
- n. Swimming Pool:** (30SVS/SVRO, 6-3581)
- **Lap Swim:** Mon-Fri, 1000-1300.
- o. Youth Center:** (30SVS/SVYY, 6-2152)
- **Vandenberg Flyers:** Cheerleading/Dance Team program for ages 4 and up. Sign up at the Youth Center. Contact Brandie Moorehead at 734-5621.
 - **Hoops Registration:** Last day to register is 30 May 03. Sign up for the Operation Teen Night Hoops this summer at the Youth Center. Cost is \$ 25 (\$20 for Youth Center members). Season will run from 9 Jun 03 through 28 July 03. Limited slots available per division.
 - **Magic Mountain Sign-up:** Don't miss the sign-up period for the 6 Jun 03 Magic Mountain Trip. Register at the Youth Center front counter. Limited slots are available.
 - **Arena Soccer Clinic:** Registration is underway through 13 Jun 03. These three-day clinics will run from 23-28 June 03. Cost is \$15. Sign up at the Youth Center.

Education Center: (30MSS/DPHE, 5-5904)

a. Civilian Management Training Committee (MTC): The next Civilian Management Training Committee will meet on 29 May 03. If you wish to have a civilian training request considered for funding at the next meeting please have your packages submitted to 30 MSS/DPHE, Civilian Training, bldg 14002 (across from the Commissary), by COB 23 May 03. All packages must include an original DD Form 1556, course information, and a letter of justification and registration information. If you have any questions please contact Ms. Barbara LeFebvre, Civilian Training Office, at 5-5913.

b. Career Enhancement Plans (CEP): the Civilian Training Office has distributed The FY04 Career Enhancement Plans to supervisors of Career Program Registrants. The CEP is primarily designed to document required training and development needs for registrants in Air Force Civilian Career Programs. It replaces the individual development plan (IDP) and provides an in-system interface between individual training requirements and the career program training budget process. The CEP is also a mentoring tool. In preparing the CEP, the supervisor and employee tailor enhancement activities to individual needs. The supervisor may also use the CEP to help evaluate an employee's short and long-term training requirements that will help the employee reach a certain goal. The Civilian Training Office is required to have all CEP training inputs updated by 27 Jun 03. Therefore, the suspense for CEPs to be returned to the Civilian Training Office is 13 Jun 03. Point of contact is Ms. Barbara LeFebvre at 5-5913.

c. College Level Examination Program (CLEP) Test Withdrawal Schedule: Attention all Community College of the Air Force (CCAF) and continuing education students. CLEP paper based exams are being incrementally withdrawn as DANTES (Defense Activity for Non-Traditional Education Support) begins the transition to computer based CLEP testing. (DANTES Subject Standardized Test (DSST) exams will not be affected at this time.) Until DOD acquires the infrastructure to support computer based testing, the tests listed below will not be available at the Base Education Center after the withdrawal date. In the interim, Cuesta College in San Luis Obispo offers computer based CLEP testing, exams can be taken there as they become unavailable at Vandenberg AFB. We will keep you informed of additional titles and withdrawal dates as they are announced. CLEP and DSST exams can be taken at the Base Education Center Monday and Wednesday at 1300 hours or Tuesday and Thursday at 0800 hours. There is no testing on Friday. Due to limited seating in the Testing Room, we recommend you call 5-5904 in advance to reserve a slot for one of these sessions. The following CLEP subjects will no longer be available via paper based testing as of 30 Jun

03: CLEP General Humanities, General Chemistry, College Level German Language, General Biology, and Western Civilization I & II. (30MSS/DPH, 5-5904)

Computer Training: (MCA, 6-3771)

a. Personal Computer Systems Training: Call for information and dates for our new classes, Adobe Acrobat Writer, Photoshop Elements, and Advanced Access. Learn Introduction to Computers -- A basic class for beginners; Word 2000; Word Advanced; Excel 2000; Excel Advanced; PowerPoint 2000; Access 2000 Beginning; Access 2000 Intermediate; Access 2000 Advanced; Access Lab; Palm PDA Beginning; Project 2000; Publisher 2000; Front Page 2000; Outlook 2000; and Outlook Email Only (a class specifically for those in process of getting an email account). In addition to the existing traditional demonstration/lecture courses offered at the Computer Training Facility located within Bldg. 9360, MCA Engineers, Inc. also reserves 4 hour blocks of time specifically for those students interested in completing Computer Based Training (CBT) Courseware. This provides an alternate method for those who are unable to satisfactorily complete CBTs at their Personal Computer in their work environment. Slots are available both in the morning and afternoon time frames. Call 6-3771 for more information, or e-mail: lexi.schwartz@vandenbergh.af.mil.

b. Computer Tip: Format Painter copies the formatting (size, font style, color, borders, etc.) from a selected object or text and applies it to the next object or text you click. To copy formatting in any Office program using the Format Painter: Select the text or object that has the formatting you want to copy. On the Standard toolbar, click Format Painter. (In Access the Format Painter is found on the Database toolbar.) Select the text or object you want to apply the formatting to, and the formatting appears automatically. If you double-click Format Painter, you can copy the selected formatting to several locations. To turn off Format Painter, click the Format Painter button again or press ESC. POC Lexi Schwartz 6-3771.

c. Available Classes: The following classes currently have room and are available on a first come-first serve basis. Email us to register for classes you would like to attend.

Class	Date(s)	Time
Excel - Macros	5/28	11:30-12:30
EMSEC Training	5/28	08:00-11:30
Acrobat Reader	5/30	11:30-12:30
Outlook Email Only	6/2	08:00-11:00
Outlook - Delegating and Out of Office Assistant	6/2	11:30-12:30
Acrobat Writer Basics	6/2-3	13:00-16:00
Access Lab	6/3	08:00-11:00
Photo - Special Effects II	6/4	11:30-12:30
Front Page 2000	6/4-6	13:00-16:00
Outlook - Tasks: Making, Assigning & Tracking	6/6	11:30-12:30

Note: Walk-ins are always welcomed!

Items For Sale

For Sale: 2002 Dodge Neon SXT, 4-cylinder, 2.0 liter with 5100 miles, AC, AM/FM, cassette, multi compact disc, power windows, power steering, power door locks, sliding sun roof, tilt wheel, cruise control, dual front air bags, rear spoiler, premium wheels and under warranty. This car is in pristine condition and has no problems what so ever. Must Sell! Moving overseas and cannot take this car with us. Paid over \$19,000 for this car and we are only asking what we owe. Great looking car and fun to drive. VIN 1B3AS56C92D628763, asking \$14,900, call Doug at 734-3060.

For Sale: Mitsubishi Montero Sport XLS, 3.0 liter, V-6, automatic with 41000 miles, AC, power steering, power windows, power door locks, tilt wheel, cruise control, AM/FM stereo, single compact disc, dual front airbags, ABS (4-wheel), leather interior, sliding sun roof, roof rack, privacy glass (tinted windows), running boards, two-tone paint, alloy wheels, compass and temperature gauges in rear view mirror. One owner, have all routine maintenance records, garaged and in excellent condition. Comes with bug deflector, two piece bra, and top mounted luggage container. Must Sell! Moving overseas and cannot take SUV. Paid over \$32,000 for the SUV and only asking what we owe. This is a great SUV! VIN JA4LS31H2YP014363, asking \$17,900, call Doug at 734-3060.

For Sale: 1996 Acura Integra GSR sedan. 170 hp 4-cylinder VTEC engine and gets 25-30 miles per gallon, CD, Power windows, mirrors, moon roof, alloy wheels and stock Michelin GXT tires. One owner, 97,000 miles, a practical sport-sedan. Asking \$5,500 or best offer. If interested call 734-2102.

For Sale: 1993 Mercury Tracer, 4-door, white, automatic, A/C, AM/FM cassette, alloy wheels; 82,500 miles new tires. Excellent car, runs and looks great. Retail valued at \$3,825.00 (KBB). Asking \$3,000.00 OBO. Can be seen at Base Auto Sales Lot. If interested call 734-4440.

For Sale: 1-year-old bearded dragon lizard, 40-gallon reptile aquarium, 10-gallon cricket aquarium, UVA/UVB lamp with holder, plus extra accessories. Asking \$300 for all. If interested please call 734-1364.

For Sale: Small, upright freezer (white), extra-large capacity washer (white) and Maytag gas dryer (white). Asking \$100 each. All are in excellent condition. 349-7274 (Santa Maria).