

Starkoski also discussed the extensive nature of support provided by the DDC BSM office to include such activities as participating in the development of process business rules, developing job aids and training end users, resolving system access issues, and creating remedy tickets for problem resolution and system change requests for enhancements.

Although BSM reaches full operating capability in December of this year, according to Starkoski, “the need for this type of support does not go away. If anything, it becomes even more critical as BSM becomes the routine way of doing business across the agency.”



Stella Starkoski of the BSM Office discusses DLA's Strategic Plan and the Agency's Transformation Roadmap at the DDC June Lunch & Learn.

CSO-N changes name to DHRC-N

New name more accurately defines organization's role and is consistent with industry standard

By Lori Spiegel, DDC Command Affairs

The Customer Support Office - New Cumberland (CSO-N) recently underwent a name change to more clearly define its function to applicants and employees. CSO-N is now known as the Defense Logistics Agency (DLA) Human Resources Center-New Cumberland (DHRC-N).

“Outside applicants didn’t know what our function was by our name-customer support,” said Supervisory Human Resources Specialist Darlene Ferrante.

“It was confusing because DLA Headquarters J-4 has a customer support office as well.”

The name change, implemented by DLA Director Human Resources Jeff Neal, applies to DHRC-N and its sister organization in Ohio, DLA Human Resources Center – Columbus (DHRC-C).

Paul Okum, Director, DHRC-N, continues to manage the daily DHRC-N operations, and continues to report to Neal, the DHRC director.

“The area of responsibility for the New Cumberland DHRC-N office remains unchanged. DHRC-N will continue to provide the same services to applicants and employees,” said Ferrante.

Proper interaction with contracted employees ensures DDC maintains highest ethical standards

By Jessica Walter, DDC Command Affairs

In a March Defense Distribution Center (DDC) headquarters Lunch & Learn session, employees were educated on the proper interaction between federal and contracted employees in the workplace.

“We must remember that contractor employees are not government employees,” said Karen Kaufman of the DDC Acquisition Operations Directorate.

Kaufman, along with DDC General Counsel’s Gwendolyn Hoover, provided tips for federal employees to interact properly with contracted employees in order to maintain the highest ethical standards by avoiding possible conflicts of interest or situations that suggest impropriety.

Kaufman and Hoover identified six topics that often cause confusion for federal employees: gifts from contractors, pooling money for office gifts, use of government resources, personal services, contractors’ access to non-public information, and time off for office events.



DDC General Counsel's Gwendolyn Hoover and Karen Kaufman of the DDC Acquisition Operations Directorate (not pictured) provided tips for dealing with contractors in the workplace during a recent DDC headquarters Lunch & Learn session.

Accepting gifts from contractors

“Federal employees may receive gifts with a value up to \$20 from a contractor, but they cannot accept gifts valued at more than \$50 from that contractor within one year,” said Kaufman.

However, Hoover suggested federal employees avoid taking any gift at all. “There’s a perception problem.” According to Hoover, taking gifts from contractors can be viewed as inappropriate and indicative of a conflict of interest.

Pooling money for office gifts

“You can never solicit money from contractors no matter what it is. No exceptions,” said Hoover. This includes pooling money for office gifts such as flowers for someone who is in the hospital or a gift to celebrate a wedding or birth.

This rule also applies to solicitations for fundraisers like selling Girl Scout cookies and school or church candy sales. All of these practices, according to Hoover, are prohibited in the federal workspace. “The only fundraising allowed is the CFC [Combined Federal Campaign],” said Hoover.

Use of government resources by contracted employees

According to Kaufman, government resources include office space, telephones, email and computers. Not all contractors are entitled to the same use of resources because resources are governed by the terms of the contract.