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192d Fighter Wing
Virginia Air National Guard - Richmond IAP - Sandston, VA

Wing prepares for Combat Archer

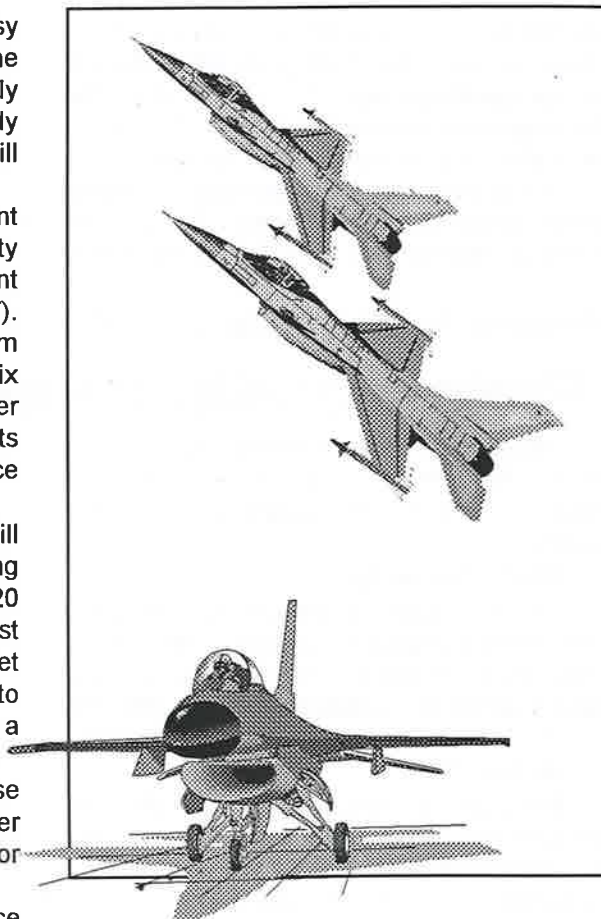
Members of the 192d Fighter Wing are busy preparing their jets and equipment for the upcoming Combat Archer exercise set for July 18—Aug. 1 at Tyndall AFB, Fla. Approximately 90 people and eight F-16s from the wing will support the two-week exercise.

According to Maj James Reiner, deployment project officer, this exercise is a great opportunity to shoot live missiles and get some excellent Dissimilar Aircraft Combat Training (DACT). The 192d will join forces to train with F-15s from Kadena AB, Japan, during the exercise. "Six jets are scheduled to fly twice a day," Reiner explained. "The scenario will include two jets shooting live missiles while four jets will practice DACT maneuvers."

During DACT, the F-16s and F-15s will practice air-to-air and air-to-ground war fighting skills. The jets will also shoot AIM-9 and A-120 AMRAAM missiles. "This is one of the best deployments we go on," Reiner said. "We get outstanding training. It's a great opportunity to get experience delivering live missiles in a challenging training scenario."

Combat Archer is a semi-annual exercise for the 192d. Maj Charles Smith, 149th Fighter Squadron, will be detachment commander for the exercise.

by SrA Ann Martin, public affairs office



Commander's Call

Drug testing: not pleasant but vital

As most of you know, the unit has an active drug testing program. We normally test each drill weekend and it is infrequent that we have anyone test positive.

We test for the most commonly used illegal drugs. You need not be concerned that you will test positive if you are taking substances prescribed by your doctor for an illness. That has never happened and I can assure you it will not happen. Our selection process is random, we do not single out individuals and the system will never be used for a purpose other than to discourage drug usage. While most people feel the program is important, it is never pleasant to be notified that you must report for a drug test.

Illegal drug usage can damage your health and endanger the lives of others. The pain and suffering inflicted on our society by the use of

illegal drugs is staggering. There is no such thing as recreational drug use. If you use illegal drugs, you are inside a destructive circle that affects all of us.

If you test positive for drugs under our program, my choices are few. I will insure that no mistake was made. I will listen to you; however, do not expect a second chance. Your career in this unit is at stake.

If you are notified to report for a drug test, that is your number one priority for the day. It is more important than a records check, a physical or launching a jet. I expect you to be there and if you cannot be there your supervisor, must explain why.

Col. Robert O. "Bob" Seifert

Thoughts from the CMSgt of the AF

Professionalism: Vital, rooted in basics

Editor's note: This is the third part of a paper written by CMSgt of the Air Force Eric W. Benken. It is part of the chief's back to basics program.

Professionalism

Professionalism is another very important area. Professionalism is rooted in fundamentals. There are some very simple things you can do to make yourself more professional. The following are just a few examples to illustrate the point.

Be On Time

Being late for work, meetings, conferences, appointments, etc., without good reason makes an immediate bad impression. It is also discourteous and can be disruptive, such as walking in on a briefing or conference that has

already begun. It is also costly. Lost medical appointments, for example, are something we cannot afford. Make it a habit to arrive early, whatever the appointment or occasion. Call ahead if you are to be late for an unavoidable reason. Being on time in a combat situation can be a matter of winning or losing a battle—or a matter of life or death.

Answer the Phone Properly

Always identify yourself when making a phone call or answering one. There is nothing more irritating than playing "20 questions" with someone before they identify themselves. It's fundamentally inconsiderate. Teach your

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DEPARTMENT OF THE AIR FORCE
Headquarters 192d Fighter Wing (ACC) (ANG)
50 Falcon Road Suite 1
Sandston Virginia 23150-2524

22 January 1997

MEMORANDUM FOR ALL PERSONNEL

FROM: 192d FW/CC

SUBJECT: Policy Statement on Sexual Harassment

1. Sexual harassment in the workplace is a matter of concern, both within and outside of the National Guard. Sexual harassment violates the fundamental policy of the Air Guard to provide equal opportunity and treatment to each of its members - military, civilian and technician - men and women. Violation of the above subjects both the Guard and the individual violators to both administrative and legal penalties, not the least of which is civil suit.

2. Sexual harassment refers to conduct which is offensive to an individual, which harms morale, and which interferes with mission effectiveness. Specifically, any commander, supervisor or manager who uses implicit or explicit sexual behavior to control, influence, or affect the career, pay, grade/rank, or position of an individual is engaging in sexual harassment. Similarly, any individual who engages in offensive behavior, i.e., declined but repeated sexual flirtations, advances, or propositions, repeated verbal abuse of a sexual nature, explicit or degrading verbal comments about another individual's abilities based upon his/her sex, or any offensive or abusive physical contact is also engaging in sexual harassment. In addition, any individual in a command or supervisory position, who is aware of a situation described above and who fails to take appropriate action to correct the situation, can also be charged with sexual harassment.

3. It is my policy and intention that all personnel should be able to enjoy a work atmosphere free from all forms of discrimination, including sexual harassment. Individuals who are sexually harassed by either supervisors or their co-workers should make it clear that such behavior is unacceptable and should report the occurrence, through the chain of command or to the Wing Social Actions Chief, Maj Darrick A. Seale, ext. 6582 (during UTA) or the State Equal Opportunity Officer, LtCol Andrew Willis at (804)775-9229.

A handwritten signature in dark ink, appearing to read "Robert O. Seifert", is located below the third paragraph.

ROBERT O. SEIFERT, Colonel, VaANG
Commander, 192d Fighter Wing

Two win VA/ANGEA scholarships

Two Virginia Air National Guard members received scholarships at the recent Virginia Army/Air National Guard Enlisted Association Conference held in Roanoke, Va.

Laurie Whitlock, of Mechanicsville, Va., was awarded a \$1,000 scholarship. Laurie is the daughter of SMSgt Kenneth Whitlock, 192d Fighter Wing. Ms. Whitlock plans to attend

James Madison University. SrA William J. Creeden, of Haymarket, Va., also received a \$1,000 scholarship to attend George Mason University. He is an F-16 crew chief with the 192d Aircraft Generation Squadron.

Five other scholarships presented during the conference went to Virginia Army Guard members or their family members.

Thoughts from CMSAF Benken...

Continued from page 2

subordinates the proper way to use the telephone and also remind violators of the same.

Always Have Pen and Paper

It is extremely embarrassing to have to ask your boss or commander for paper and a pen when he or she starts giving you some notes to take down. It's a small detail, but the kind of thing that can add to your professionalism. When attending a conference or meeting, take notes and share the information with your troops. In other words, be prepared.

Send Thank You Notes

You are in the position to receive some sort of customer service every day, whether it be from billeting, the clinic, the MPF, or Security Forces. Take note of those who have helped you and send them a personal note. Send a letter to their commander, if appropriate. Recognize people for little things they do with a simple note of thanks. There is a lot of behind the scenes work that goes on in setting up a conference or workshop. If you want to be invited back the next year, you need to recognize that effort and send a note. Carry them in your briefcase and use them often!

Dress for Success

I stated this before: We learned how to dress properly in basic training. Don't wear uniforms beyond their service life. And here's something for senior NCOs: It's time to get a mess dress.

While it may be unpopular to say, and I know it is not a requirement, you should have a mess dress. Especially Chiefs. A chief should be at every wing function—graduations, awards, banquets, dining outs, etc. Spend the money and look your best. If you're attending all the functions you should, you'll get your money's worth. Our troops should know that how they dress off duty affects our credibility with the public as well. Remember, people take notice. They watch and learn from you.

Feedback

Isn't it sad that we have to have "mandatory feedback." Twice a year we are reminded that we should talk to our troops! Feedback is fundamental to being a supervisor. As a supervisor, you should give feedback constantly. Blend constructive criticism and positive comments in short, one-minute feedback sessions. With constant feedback, your troops will succeed.

Recognize them at the end of the day as they go out the door for what they accomplished. Also take the time to provide a uniform correction, if appropriate. Or maybe just some philosophical advice on being a better professional. If you only give your troops feedback twice a year, you are missing the point of feedback and setting your troops up for failure. Feedback is nothing more than communication, and it is essential. Give your troops a vector—a plan for a successful career.

203d introduces new commander

Turlip takes reins of Red Horse

"I am very proud to have been selected as the next commander of the 203d, and I appreciate the confidence that the Virginia National Guard leadership has placed in me to lead the fine men and women of this unit," LtCol Thomas J. Turlip said after accepting the reins of the 203d Red Horse Flight.

"I'm excited about the future and the many challenges we will face together. There is no doubt in my mind that we will continue to excel in our future endeavors as we have in the past," continued the 1976 Virginia Military Institute graduate.

Turlip earned a Bachelor of Science degree in electrical engineering at VMI and was commissioned a second lieutenant in the Air Force Reserve upon graduation. After graduation, he served with the 459th Military Airlift Wing, Andrews AFB, Md. After his stint on active duty, Turlip accepted a full-time, civilian job with the Department of the Navy, Atlantic Division, Naval Facilities Engineering Command in Norfolk, Va. He has been employed there for more than 21 years as a construction manager.

Turlip is the second commander of the 203d, and the first traditional Guardsman to hold the position. He joined the Virginia Air National Guard when the 203d was activated in 1985. He started out as the unit's electrical engineering officer, then in 1990 became officer in charge of the Equipment Shop.

"It has been awesome to see the unit grow from nothing to what it is today. It took a lot of planning and hard work to make it become a

reality," Turlip said. "I've learned a lot from Colonel Prosise (his predecessor). As a traditional Guard member, I realize it will be tough, but I'm ready to meet the challenge and I look forward to working with the many great people that make up the 203d.



"We will continue to be an involved unit going after the challenging assignments—providing support to our nation and our state. We want to be a part of more joint activities where we have the opportunity to ensure senior Guard and Air Force leadership know our capabilities," he stated.

The officer is a graduate of Air Command and Staff College. His decorations include Air Force and Guard honors such as the Air Force Commendation Medal and the Virginia National Guard Commendation Medal.

The new commander and his wife, Debbie, have two children and reside in Virginia Beach.

The 203d is a mobile, self-contained, combat engineering and construction unit capable of erecting facilities in bare base environments as well as repairing damaged military installations (including runways).

Stationed at the State Military Reservation in Virginia Beach, Va., the 211-person unit has deployed across the U.S. and to many countries around the world in support of U.S. military operations, peace initiatives and humanitarian assistance programs. Stateside, the unit has performed many community service projects and assisted in stanching the flow of drugs into the U.S.

Top Sr. NCO & Va Guardsman of the Year

Regan receives highest honor

He couldn't have won without them. That's what SMSgt James W. Regan said recently about all the hard-working folks of the 192d Maintenance Squadron after he was selected as the Virginia Air Guard's Outstanding Guardsman of the Year.

Regan was named both the VaANG Outstanding Senior Noncommissioned Officer and the Overall Outstanding Guard Member of the Year for 1997.

"My people are what made these awards possible," stressed the 53-year-old Fabrication Element supervisor. "If it weren't for the people in my shop, I couldn't do my job. I accept these awards on their behalf."

Upon learning of his awards, Regan said he was very surprised and humbled. "It was reward enough to even be considered for the award," he added. "Usually I'm the one giving the awards!"

As part of his selection, Regan received a plaque for Senior NCO of the Year, and the Minuteman Award and the Virginia Bronze Star for Overall Guardsman of the Year. He was presented these at a ceremony held recently in Roanoke, Va., during the Virginia National Guard enlisted association conference. Regan is no stranger to commendations. They help sum up a lengthy and successful military career that began in 1961 with four years in the Navy. Upon completing his Navy tour, he attended the Spartan School of Aeronautics in Oklahoma for 15 months, then went to Vietnam where he worked

for contract field engineering companies on aircraft during the war.

The sergeant joined the VaANG in 1975—where he's been a full-time employee ever since. He's worked in several aircraft maintenance shops in the 192d Fighter Wing and has been a

key player in every section he's worked. Besides his military obligations, he's been a member of the VaANG Honor Guard for 14 years. He has represented the Guard at many local grade school functions—as a military spokesman. He also finds time to be active in the Winter Special Olympics and volunteers as an alpine skiing instructor.

When asked his advice for new ANG recruits, Regan said, "I can't stress enough the importance of patience and dedication to your job—especially since you only have two days a month to learn things." The sergeant also reminds unit members that family is another important factor to success. He attributed a lot of his own success to his wife, Anne. "She has supported me so well," he said. "She's my main inspiration to do what I'm doing. She also makes it easier for me to do what I do. Her support makes my job easier."

As far as future plans in the VaANG, Regan said, "I'll just keep on keeping on. I've obtained what I wanted to do—now I want to maintain it." And with all the great people behind him, Regan said he shouldn't have any problems. "We're all winners," he ended.

by SrA Ann Martin, public affairs office



Outstanding NCO of the Year

Washington wins top award

Virginia Air National Guard's Outstanding Noncommissioned Officer of the Year for 1997 is a newcomer to the 192d Fighter Wing.

SSgt Melvin D. Washington, Jr., 149th Fighter Squadron information manager, joined the VaANG in March 1997 and by year's end had made his mark on his unit.

He jumped right into the job with his sleeves rolled up, according to those he works with. He immediately began applying his computer knowledge to several areas to enhance tracking and performance. For the 192d Operations Support Flight Intelligence office he moved all section operating instructions to electronic format. Then he started work on Operations' mobility folders — re-accomplishing them and creating a database that brought together all ancillary training, shot records and other important data for maintenance and retrieval.

"I was just doing my job," Washington said. "I knew what had to be done. I knew there was a more efficient way to keep up with mobility folders and keep information current. I was up against the clock to have it right and ready by the September Operational Readiness Exercise. It took some extra effort."

MSgt Sheryl D. Clark, 149th Operations resource manager, said she and others in Operations look at all their people to see who would be worthy of nominations for awards and Washington stood out. "Melvin is a real go-getter. He is a self starter and he really knows

computers," she said. "Creating a new database and being able to get the mobility folders together in such a short period was phenomenal — especially considering he doesn't have a lot of spare time. He is employed full time, pursuing a master's degree and has a wife and children at home."

Washington has served the Air Force with distinction since enlisting in 1986. While on active duty, he provided computer support and worked in several high-profile areas including Strategic Air Command

headquarters, where he was named a "Superior Performer," Pacific Air Force headquarters and the Pentagon.

"I was surprised when I was informed I'd been nominated for this award," Washington said. "I was just glad I was able to help in time for the ORE and the ORI."

by TSgt Michael T. Rawlings
public affairs office



Airman of the Year**Creeden earns title for 1997**

Aircraft Maintenance Specialist William J. Creeden was chosen the Virginia Air National Guard Outstanding Airman of the Year for 1997.

SrA Creeden enlisted in the 192d Fighter Wing in 1995. While in his Air Force technical training school, he was named Airman of the Month. He graduated with a 98 percent exam average and a 100 percent on his job certification.

Creeden quickly assumed a leadership role within his section in the 192d Aircraft Generation Squadron. He was assigned as an assistant F-16C crew chief and has exceeded his supervisor's expectations. His aircraft was the wing's "High Flyer" for 1997.

"I was shocked when I was told of my selection," Creeden said. "I was just doing my job to the best of my ability. The award is extra special."



Creeden is currently a student at George Mason University. He maintains a grade point average (GPA) of 3.854 and was selected by his University's Honors Program to attend Oxford University (England) on scholarship during the fall of 1998.

"I'm really interested in flying," Creeden said. "I plan on taking flying lessons this summer and eventually getting my pilot's license."

Creeden has not decided whether he will attend Oxford in the fall, as he has many decisions to make—including pursuing an assignment at the U.S. Naval Academy.

"What I want to do right now is excel in the Guard and go as far as I can," he said. "I really enjoy what I do. I'm having a blast."

by TSgt Michael Rawlings
public affairs office

Retirees say good-bye with fond memories

Early this year several well-known members of the 192d Fighter Wing brought their military careers to a close with retirement. Among them were: MSgt James A. Johnson, TSgt Rosa J. Harris and SSgt Nathan Burton.

MSgt James A. Johnson left the Medical Squadron after 20 years with the 192d and 31 years total service. Prior to joining the VaANG, he served in the Army and in the Army Reserve.

He looks back over his career with many fond memories, but he admits a special highlight was serving as First Sergeant for the Medical

Sq. Prior to that he was the Clinic's NCOIC of Radiology and a medical journeyman.

The traditional Guardsman, who calls Richmond home, is also retired from his civilian job as a histotechnologist. Now he fills his time as an active member of local groups and fraternal organizations. And, he admits to taking time out to fish.

"I'll always remember the people I got to know in the Guard. They are what made it

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Retirees remember...

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special," he said. He urges everyone to serve proudly and reach for their dreams. "It's out there for you—you just gotta go for it," he advises.

TSgt Rosa J. Harris joined the Virginia Air Guard in 1976 and served her entire military career with the 192d. She worked in Supply for 10 years then moved into Finance. "It's been a great tour of duty," she said. "I learned a lot and I made many wonderful friends over the years. I really enjoyed all the people I worked with—I'll miss you. Keep up the good work."

She enjoyed the many deployments she went on over the years, and she will always hold fond memories of the Flight of the African-American Banquets she worked on over the years. Harris was an original member of the banquet committee and has always taken great pride and an active part in the banquet's planning and preparation.

The traditional Guard member works for the Chesterfield Department of Social Services in Richmond.

SSgt Nathan Burton, Logistics Support Flight, said good-bye with 20 years service behind him. He worked in the Aerospace Ground Equipment section for 18 years and in engine management for the last two.

Like those retiring with him, he describes the many friends he made over the years as the greatest part about the Air Guard. He also enjoyed the deployments—especially the trips to Panama in support of Coronet Cove. "I worked really hard during that deployment," Burton recalled. "There were just a couple of us; we had things running really well. I felt truly appreciated for the job I did during that exercise."

Burton also gives the VaANG a thumbs up for the training he received over the years.

In his civilian career, Burton is an energy management systems control operator for the Commonwealth of Virginia. He oversees the heating and air conditioning in more than 30 Capitol buildings across Richmond.



BEST WISHES ON YOUR RETIREMENT! From left: SSgt Nathan Burton, Logistics Support Flt; TSgt Rosa Harris, Finance; and MSgt James A. Johnson, Medical Sq First Sergeant, retired early this year. Photo by 192d Combat Visual Information staff.

Follow these health tips to drop adipose

Muscle, metabolism burn fat

There are those among us who seem to easily put on weight around their mid-section.

It could be due to too large a calorie intake, too little exercise—or a combination of the two.

There are three options for dealing with this extra fat or adipose. You can work out until you pass out. No fun. You can diet until you drop. Even less fun. Or you can take a few simple steps to boost your overall metabolism—the rate at which your body burns calories. If you can trick your inner engine into revving just a little higher, you may be able to indulge in moderation without having to loosen your belt a notch.

Try these five fat-frying strategies.

Exercise in the evening. There's nothing like lying completely motionless for 8 hours to really dampen your body's fat-burning fires. But what if you could burn more calories even while you sleep? New research at the Human Energy Laboratory at Colorado State University shows that exercise, and particularly strength training, not only makes you stronger, but also fires up your body's furnace even hours later when you've settled down for the night. In the study, when a group of men performed a 90-minute evening workout consisting of exercises that attacked all the major muscle groups, their metabolism was still as much as 10% above normal when they woke up the next morning—15 hours later.

Build bigger muscles. About that weight training plan: Concentrate on making muscles grow if you want to make your bulges shrink. That's because, aside from the surge in metabolic rate you get from a workout, you'll also continue to burn 30—50 more calories a day for each extra pound of muscle you put on. The reason is that lean body mass takes more energy to sustain than fat does.

To build muscle most effectively, concentrate on compound exercises which work large muscle groups, rather than exercises that target individual muscles. Leg presses, bench presses, pulldowns and squats are ideal compound exercises.

Eat earlier in the day. A big mistake many people make is trying to fast their way through most of the day thinking they're doing their bodies good. Then they get home and tear through the fridge trying to quell their rumbling stomachs. Instead, if you eat most of your calories earlier in the day, you'll actually stoke your internal fire to burn hotter, says

Pat Harper, registered dietician and spokesperson for the American Dietetic Association. Another benefit of eating early is that you have the entire day, when you're most active, to burn off those calories through normal activity. Studies have shown that overweight people consume 75% or more of their calories in the evening, when the body is slowing down and more likely to store fat.



Continued on next page

SFS takes on roadside cleanup

Instead of their usual physical training activities, members of the 192d Security Forces Squadron did a different kind of exercise during the June drill. Several volunteers walked a two-mile stretch of Beulah Road to pick up trash as part of the county's "Henrico Beautiful Project."

This activity is a way of showing the local community that the Air Guard cares what about how the area looks, according to TSgt Mark Sturman, Security Forces supervisor and project officer for the clean up. "It lets the community know that the military is really there for them," Sturman said. "It also makes for a good impression on visitors traveling to the base."

SSgt Randy James, Security Forces member added, "We all have to look at this road, so it should look nice. It really helps to make things look better."

The Guard's participation in the project began four months ago, at the spurring of Sturman. June's clean up was the second one held so far. According to Sturman, clean-ups will occur quarterly—that's every three months. "We can definitely tell the difference in the appearance of the road since the first time we did this," commented TSgt Terry Long, Security Forces. "It's a lot cleaner this time."

The next clean up is set for the September drill. Security Forces members will be prepared to tackle the challenge physically, as well as show their civic pride, according to Sturman.

MSgt Warren Desper, SFS, summed up the activity saying, "This project makes me proud to be part of the community."

by SrA Ann Martin
public affairs office

Muscle, metabolism burn fat...

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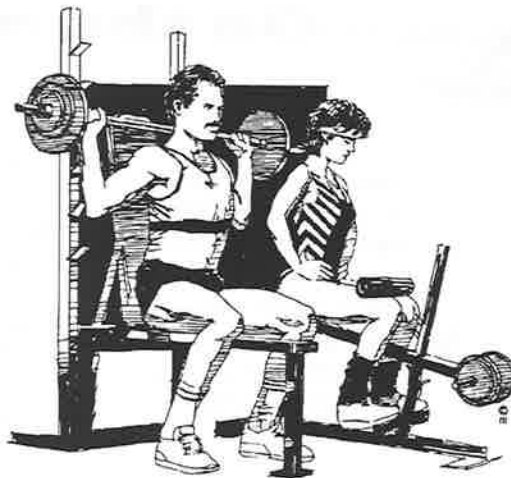
Have yourself a snack. We've been raised to think snacking is bad. Snacking, done correctly, can be good for you. Keeping your body fueled with small but low-fat snacks throughout the day keeps weight off. Snacks stabilize blood-sugar levels, which may cause your body to burn fat more efficiently. Good snacks are rich in complex carbohydrates, i.e., fruits and vegetables, not corn chips.

Take a long walk. One of the most effective and

pleasant ways to burn fat, say researchers at Cooper Aerobics Center, Dallas, Texas, is to

take regular, brisk walks. While you burn calories faster doing more intense activities, studies show you actually burn proportionally more fat calories when you walk. For a low-intensity walking workout to be effective, you need to walk for a full 30 minutes or more 4—5 times per week.

by TSgt Tyrelle F. Rogers, NCOIC health promotions program



News you can use...

Ops has memorabilia for sale

The Fighter Wing Operations has a variety of Virginia Air Guard memorabilia and clothing items on sale.

All T-shirts and sweatshirts are on sale at cost, according to TSgt Shirley Cooper, Operations information management technician. T-shirts are \$12, sweatshirts are \$22, lithographs are \$10, hat/lapel pins are \$2, and Air Guard license plate holders are \$1.

Stop by the Ops, building 3661, rm 5, to check out the merchandise. Stickers, patches, hats, etc., are also available. Get your 192d Fighter Wing deployment or VaANG 50th Anniversary memorabilia before it's all gone.

Park tickets available at mil rates

Military rate Busch Gardens/Water Country USA tickets are available through the 192d Support Group Orderly Room.

Prices are as follows: Busch Gardens: adult, \$26.40; child (3-6 years), \$20.80. Season pass,

\$72.45.

Water Country: adults, \$20.40; child (3-6 years) \$14.35. Season pass not available.

Season pass combination (Busch Gardens & Water Country), \$102.95.

Make checks payable to the Virginia ANG Contingency Fund; cash not accepted. For more information, or to buy tickets, see SSgt Pat Downey, ext. 6302.

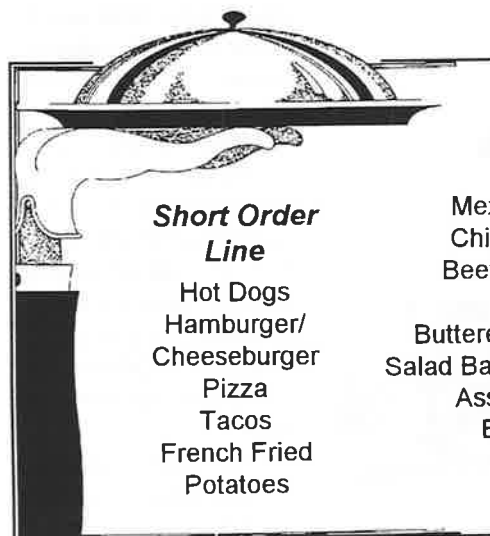
Use only new e-mail address

Remember, everyone's VaANG e-mail address has changed. Your new e-mail address is made up as follows:

yourfirstname.yourlastname@varic.ang.af.mil

Use only your new e-mail address and make sure you've given the new address to the people who contact you through e-mail. E-mail with the old address won't get to you.

Also, remember to update your signature block to reflect your new e-mail address. The change was initiated in May and is now complete.



On the menu...

Short Order Line

Hot Dogs
Hamburger/
Cheeseburger
Pizza
Tacos
French Fried
Potatoes

Saturday July 11

Mexican Pork Chops
Chicken Fajita Strips
Beef Burritos w/Beans
Spanish Rice
Buttered Mixed Vegetables
Salad Bar w/Assorted Dressings
Assorted Beverages
Breads & Butter
Dessert

Sunday July 12

Grilled Chicken Breasts
Corned Beef w/Mustard
Sauce
Boiled Potatoes
Steamed Cabbage
Rice w/Chicken Bouillon
Salad Bar w/Assorted
Dressings
Assorted Beverages
Breads & Butter
Dessert

Clinic advises Guard women of mammogram requirements, services

Attention all Virginia Air Guard women: The Medical Squadron will make a diagnostic mammogram available to you, regardless of your age, if your private physician has identified you at high risk for breast cancer.

If you have any questions about your risk level, you should discuss it with your personal physician or your OB/GYN; your physician should tell you if you are in a "high risk" category.

Current Air Force mammography requirements are as follows:

—In high-risk women, a baseline

screening must be performed at age 35, and every 3 years thereafter.

—In all other women a baseline screening must be performed at age 40, and every 3 years thereafter.

—Women over age 50 must have an annual mammogram.

Failure to meet these requirements could result in the Guard member being placed on 4T status. To make an appointment or to ask questions, call TSgt Eris Savage, mammography program manager, on drill weekends at ext. 6560.

Promote the VaANG

Join, support professional associations

The 120th Conference of the National Guard Association of the U.S. (NGAUS) is slated for Sept. 5-7 in Milwaukee, Wis. Travel days are Sept. 4 and 8.

Registration information and the conference itinerary are available in the Summer 1998 Virginia National Guard Association (VNGA) newsletter.

The national and state associations are urging all officers to join these two organizations that support the National Guard. They work to improve personnel benefits and educate legislators to ensure the Guard isn't overlooked by government. The groups offer members a variety of benefits including: scholarships, insurance programs, travel and vacation specials.

Both groups develop agendas and have worked to provide incentives such as state income tax deductions, reduced-rate license plates and college tuition assistance. The April National Guard magazine is NGAUS' annual

legislative almanac. It lists all members of the U.S. Congress (Senate, House, important committees), and lists names, addresses, phone and fax numbers.

NGAUS is currently holding a letter-writing campaign to make legislators aware of issues concerning the group. The June issue of the magazine provides a form letter.

Air Guard members on this year's VNGA Officer Board or Council include: Col Robert O. Siefert, 192d FW commander; LtCol James E. Grogan, State Headquarters; Maj Michael Woody, 192d FW; Maj Mary C. Chipper, 203d Red Horse Flt; Capt Quintin Elliott, 203d RHF; 1stLt Rodney Brickell, 192d FW.

To find out how these groups help the Guard, and what they can offer you, talk with any of these individuals. Anyone interested in information from the state newsletter or the national magazine may get a copy from the 192d Public Affairs office, ext. 6388.

Work Group administration training underway

Info managers get new training

WASHINGTON (AFNS) — Today's electronic office environment has substantially and, some contend, irrevocably changed the responsibilities of every military member and civilian in the Air Force.

These changes have been a natural outgrowth of increasing dependence on computers, software and networks in day-to-day operations. They directly translate into new roles and responsibilities for information management people, according to Chief Master Sgt. Dan Toma, Air Force career field manager for information managers.

Five years ago, an information manager's primary job was to prepare, transmit, safeguard and store letters, messages, publications, performance reports and decorations. Today, software tools have moved many of these tasks, formerly performed by information managers, to the user's keyboard. Formatting, transmission and storage of information are now a keystroke or mouse click in an office automation application.

This has freed information managers to focus on the larger picture of integrating information technology with information requirements. Toma said this created smooth flowing and customer-responsive information support to Air Forces offices. "We must continue to focus our attention on the information life-cycle... creation, access, use, collection, dissemination, maintenance and disposal of information in any medium," he said. "It's extremely important that we do this — it makes sense, and it's the law." The Information

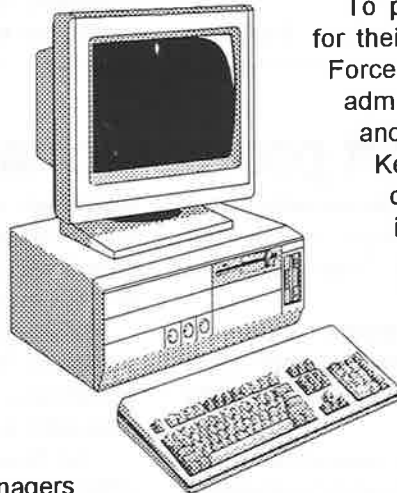
Technology Management Reform Act of 1996 and the Paperwork Reduction Act of 1995 are aimed at reducing the burden of information collection and promoting greater sharing of information resources.

"Our information managers are the key to ensuring that the Air Force achieves these goals," Toma said. "This has also added new responsibilities to their repertoire, such as workgroup administration and workgroup management duties, which encompass managing the customer's link to network services via the desktop computer."

To prepare information managers for their new responsibilities, the Air Force has incorporated workgroup administration training into the 3- and 7-level technical schools at Keesler AFB, Miss., and the new career development courses for information managers. There is another level of training called Workgroup Management, explained Toma. Each organization will designate one of its information managers as the workgroup manager. This person will receive more in-depth training on automated

tools and processes in the modern office environment.

Currently here on base, all IM people working on their 5- or 7-level upgrades are required to take Work Group Administration training. "The training is a core task requirement for everyone upgrading to 5- and 7-levels," explained TSgt Hutt Williams, IM technician. Any IM specialist not currently enrolled in the training should call Williams, ext. 6305, or MSgt Jackie Atkins, ext. 6303, Information Management office.



Editor's note: Below is the official order of the 192d Fighter Wing's 1998 Unit Training Assembly (UTA) schedule. Please clip and save this official order. If required, give it to your civilian employer. Informational copies of the drill schedule are also available on the local area network. Make note of these dates; there are changes to what was published earlier in the year.

VIRGINIA AIR NATIONAL GUARD
192d Fighter Wing (ACC)
50 Falcon Road, Suite 1
Sandston, VA 23150-2524

Special Order MX - 3

23 OCT 97

1. The following is the Unit Training Assembly (UTA) Schedule for the 192d Fighter Wing, Virginia Air National Guard, for the period of 1 January 1998 through 31 December 1998. All members of the 192d Fighter Wing, VAANG, are hereby ordered to attend all Unit Training Assemblies as shown below.

SCHEDULED UTAS:

11 - 12 July 1998
08 - 09 August 1998
19-20 September 1998
03-04 October 1998
07-08 November 1998
05 - 06 December 1998

2. AM assemblies will be 0800-1200 (Sat) 0700-1100 (Sun) and PM assemblies will be 1300-1700 (Sat) 1200-1600 (Sun), with the following exceptions: Assembly for one flight of Food Services Personnel: AM 0630-1030 (Sat) 0530-0930 (Sun), PM 1100-1530 (Sat) 1000-1430 (Sun). Additional duty hours to cover special work requirements such as pre-flight, post-flight, etc. will be scheduled by each unit as required. Each UTA will be no less than four hours duration excluding lunch periods.

3. Excused absences from UTAs must be for a reasonable cause and must be arranged in advance by the individual and his/her supervisor. To be excused, an absence must be made up through equivalent training (EQT). EQTs with pay must be performed within 30 days of the missed UTA and within the same fiscal year. EQTs without pay (retirement points only) can be performed any time during the member's anniversary year. Only four (4) EQTs with pay are permitted each fiscal year.

4. Commanders may utilize Rescheduled Unit Training Assemblies (RUTAs) to achieve training objectives using maximum availability of equipment and full-time personnel resources that cannot be achieved during UTAs and SUTAs. A RUTA must be requested, approved and documented in advance of the missed UTA.

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BY ORDER OF THE GOVERNOR


ROBERT O. SEIFERT, COL, VAANG
COMMANDER, 192D FW

SO MX - 3

Apply now for state education grant; deadline nears

The State Council of Higher Education of Virginia offers eligible state residents assistance for a variety of education programs.

The 1998-99 Tuition Assistance Grant Program is great, according to TSgt Tony White, education office, because it is grant money so it doesn't have to be repaid like a loan.

The program is available for undergraduate, graduate and higher-level education. But anyone interested in applying for a grant must act quickly as the application deadline is July 31. Students whose applications are postmarked after the deadline may receive partial awards if funding is available.

For more information about the grants or the submission process, call White, ext. 6436 before or during the July drill or visit the State Council for Higher Education of Virginia website at:

<http://www.schev.edu/wufinaid/sumprog.html>

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