

**FOR OFFICIAL USE ONLY**  
**2 FEBRUARY-9 FEBRUARY 2004**  
**COMMANDING OFFICER**  
**NAVAL DENTAL CENTER SOUTHWEST**  
**2310 CRAVEN STREET**  
**SAN DIEGO, CA 92136-5596**

THE PLAN OF THE WEEK (POW) IS AN OFFICIAL PUBLICATION AND ALL PERSONNEL ARE RESPONSIBLE FOR ITS CONTENTS

<b>COMMANDING OFFICER</b>	<b>CAPT J. W. KIRBY, DC, USN</b>
<b>EXECUTIVE OFFICER</b>	<b>CAPT W. N. DEURING, DC, USN</b>
COMMAND MASTER CHIEF	CMDM LINDEMANN 6-8204
COMMAND MANAGED EQUAL OPPORTUNITY COORD	DTC TEOFILO 4-4175
COMMAND CAREER COUNSELOR	DT1 PURSELL 6-8206
COMMAND DAPA	DTC VIRAY 5-6394
COMMAND MWR COORDINATOR	DTCS HUTZEL 6-8247
EXCEPTIONAL FAMILY MEMBER POINT OF CONTACT	CDR SONNIER 5-6398
FAMILY ADVOCACY REPRESENTATIVE	DTCS EWING 4-1261
SECURITY MANAGER	LCDR BERNARD 6-8214
FAMILY SERVICE CENTER	6-7404
NAVY-MARINE CORPS RELIEF	238-1587
COMMAND VWAP	SH2 WHITMORE 6-8192
<b>EMERGENCY PHONE NUMBERS</b>	
AMBULANCE/ FIRE/ POLICE: 9-911	OFFICER OF THE DAY: 6-8240 OR PGR 624-8345
CDO PAGER: 907-6632	AWO PAGER: 907-6620
OOD: 6-8240 OR PGR 521-4685	COD PAGER: 907-6625
<small>*Please refer to command directories for commercial and DSN phone prefixes</small>	
OFFICIAL COMMAND WEBSITE: <a href="http://ndcsouthwest.med.navy.mil">http://ndcsouthwest.med.navy.mil</a> or <a href="https://ndcsw-intranet.med.navy.mil">https://ndcsw-intranet.med.navy.mil</a>	
MISSION: ENSURE DENTAL READINESS WHILE OPTIMIZING DENTAL HEALTH	

Use the Chain of Command to report Fraud, Waste & Abuse or call **COMNAVREG SW Hotline at 532-1429/Navy Hotline at 1-800-522-3451**.  
 To report Sexual Harassment, Discrimination, or Equal Opportunity Violations, use the Chain of Command or contact DTC Teofilo, 4-4175.

SENIOR SAILOR OF THE YEAR: DT2 J. JOHNSON	JUNIOR SAILOR OF THE YEAR: DT3 E. ABAD
BLUEJACKET OF THE YEAR: DN N. KOH	
SENIOR SAILOR OF THE QUARTER: DT2 A. RAMIREZ	LRG CLN JR SAILOR OF THE QUARTER: DT3 E. DELACRUZ
CIVILIAN OF THE QUARTER: MS. G. MORRISON	SML CLN JR SAILOR OF THE QUARTER: DT3 T. WILLIAMS
LRG CLN BLUE JACKET OF THE QRTR: DN D. DAVIS	SML CLN BLUE JACKET OF THE QRTR: DN F. MARIN

**TABLE OF CONTENTS**

**OFFICIAL**

Government Travel Cards	2
Spring PFA Notification	2
Common Access Cards	3
African American History Month	3

**Safety Note**

Safe Tips for Cell Phone Use in Cars	3
--------------------------------------	---

**Training**

Advancement Cycle 183	4
-----------------------	---

**MID Note**

Defense Enrollment Eligibility Reporting System	4
---	---

**UNOFFICIAL**

Fleet and Family Support Center	4
Academic Decathlon	5

**Duty Information**

	6
--	---

Please submit all entries for the Plan of the Week (POW) to **DT2 Vervoort** in HDQ Admin. PO2 Vervoort can be reached at 6-8194 or by email at [GJVervoort@ndcsw.med.navy.mil](mailto:GJVervoort@ndcsw.med.navy.mil). Please submit all POW entries on a disk or email by COB Tuesdays. \*Note: POW submissions will run normally for one week. If you need to request an extension, please contact LT Serrano at 6-8191 or email at [PRSerrano@ndcsw.med.navy.mil](mailto:PRSerrano@ndcsw.med.navy.mil).

# OFFICIAL

## Government Travel Cards

All Government Travel Charge Cards have been deactivated for individuals who are not in an official travel status and will be reactivated no more than 10 days prior to their next official funded TAD. Therefore, before your next trip, please contact either Marilyn Farrales or LT Tanaka Cross to make sure that your travel card is reactivated. Once you have completed travel, your travel card will be deactivated again until your next official funded TAD. This is a new process change so we need your cooperation and patience as we incorporate this change. Thanks in advance for your assistance!

## Official Notification Of Spring 2004 Cycle Physical Fitness Assessment (PFA)

Height /Weight/Body Fat Measurements (Body Composition Assessment): 9-22 April 2004.

- Should normally be taken within 10 days of, but not less than, 24 hours prior to the PRT.
- Members who fail to meet BCA standards must be referred to and cleared by medical prior to participating in the PRT.

Command Physical Readiness Test (PRT) Dates: 19-23 April 2004

- Branch Clinic Assistant Command Fitness Leaders (ACFLs) are advised to coordinate with their respective Branch Directors/SELs to pick a date between 19-23 Apr 2004, and notify DTC Cal or DT1 Bano.
- CFL/ACFLs/Monitors for Southern Clinics including HQ and ADL: **14 April 2004, 0700 at Adm. Prout Field House Gym**. Recommend Northern Clinics conduct PRT for ACFLs/Monitors on the same date.
- Swim PRT (HQ, ADL & BDC SD personnel): **22 April 2004, at the 32<sup>nd</sup> Street indoor pool**.

-Time is to be determined

-Personnel from all southern branch clinics personnel are welcome to participate if Swim PRT cannot be arranged at their respective bases.

- Make-up PRT: must be completed on or before **30 April 2004**. If you cannot make any of the test dates listed due to extenuating circumstances please contact your ACFL .

The make-up for HQ, ADL, BDC SD will be **30 April 2004, 0700 at Adm. Prout Field House Gym**. Any questions are to be directed to DTC Cal, NDCSW, Command Fitness Leader, or DT1 Bano, NDCSW, Assistant Command Fitness Leader. DTC Cal can be reached at (619) 556-8914/DSN 526-8914 or [acal@ndcsw.med.navy.mil](mailto:acal@ndcsw.med.navy.mil). DT1 Bano may be reached at (619) 556-8887/DSN 526-8887 or [jabano@ndcsw.med.navy.mil](mailto:jabano@ndcsw.med.navy.mil).

## Common Access Cards (CAC)

In April 2004, Navy web pages will require the user to use a digital certificate. This is not a piece of paper, but rather an electronic certificate stored on your Navy ID card. The cards are called Common Access Cards (CAC cards). There are many steps to get this new "cutting edge" technology deployed.

- **First:** everyone should now have the white CAC cards with a gold area (microchip). If you are still using the green ID card and are active duty and/or civil service, go to the local Personnel Support Detachment (PSD), ask for a new ID card and surrender the old green one. Points of contact for CAC card issue are as follows:
  - 32<sup>nd</sup> Street Naval Station, BLDG 3135 619-556-9249
  - North Island, BLDG 515 619-545-9501
  - China Lake, BLDG 02481 760-939-4717
  - Monterey, Herman Hall East, Rm. E118 831-656-2746
  - Port Hueneme/Point Mugu, BLDG 1169, Rm. 1111 805-982-5367
  - Lemoore, 736 Enterprise Blvd. 559-998-3966
  - Fallon, BLDG 309 775-426-2653

- **Second:** Every ID card has a PIN number assigned. If you don't know the PIN on your card (most people don't), go to PSD and ask them to change the PIN. You will be able to choose your own PIN. Remember this PIN for step 4 and future use.
- **Third:** Every computer will have a card reader installed by MID or clinic ADP Tech. You will be inserting your CAC card into this device to access Navy web pages. This process is nearly completed throughout the command.
- **Fourth:** The digital certificate stored on your CAC card must be installed on the computer you plan to use. If you use multiple computers, install the certificate on all. You must know your PIN. Work with MID or your clinic ADP tech to install the digital certificate on the computer.

Active involvement from all NDCSW staff will be required to make this mandatory project a reality. Have your certificate installed sooner rather than later. Ensure that you are prepared prior to the April 2004 deadline. Point of contact is Ms. Virginia Parrish at 619-556-9144 or email at <mailto:vlparrish@ndcs.med.navy.mil>. Please also contact your Branch Clinic ADP Technician. Thank you for your support.

### **African American History Month**

February marks the 78th annual observance of African American History Month. This year's theme is Brown vs. Board of Education (50th Anniversary).

African Americans have made extraordinary contributions to the Navy throughout its history. From Chief Gunnersmate John Henry "Dick" Turpin, the first African American Chief Petty Officer, and a survivor of the explosion aboard USS MAINE, to Harriet Ida Pickens and Frances Wills, the first African American women Naval Officers. These proud warriors served on the front lines of freedom, bringing talent, dedication, and innovative ideas to the fight.

Today, there are more than 75,000 African Americans on active duty in the Navy, with thousands more serving proudly in the Naval Reserves. They work, train, lead, and contribute every day in the finest tradition of the heroes who preceded them. Indeed, they are writing new history.

During the past year, a number of exceptional African American Sailors and civilians were recognized for outstanding service to country and community. YNC(SW) Hazel M. Hudson received the Roy Wilkins Renown Service Award from the National Association for the Advancement of Colored People (NAACP); Mr. Larry Hollingsworth was selected by the Black Engineer of the Year Organization for the Professional Achievement in Industry or Government Award; and RADM Melvin G. Williams won the National Society of Black Engineers' Golden Torch Award for lifetime achievement in government. We salute and congratulate these individuals, but we also recognize that they represent the high ideals, the selflessness, and the proud service of all African American -- indeed all American -- Sailors.

For further information, visit the PERS-00H website at [www.persnet.navy.mil/pers00h](http://www.persnet.navy.mil/pers00h) or contact YN1(AW) Otis Robinson at (901) 874-4073/DSN 882, or e-mail [motis.robinson@navy.mil](mailto:motis.robinson@navy.mil).

## **Safety Note**

### **Safe Tips for Cell Phone Use in Cars**

1. How much does your collision risk increase when you use a cell phone while driving?
2. What percent of cell phone related crashes are due to incoming calls?
3. Hands-free devices do not substantially reduce the risks involved with cell phone use while driving. True or False?
4. Using a cell phone while driving gives you about the same odds of having an accident as driving legally drunk. True or False?

Answers:

1. 400%
2. 42%
3. True
4. True

Do any of the answers to those questions make you stop and think twice about using a cell phone while driving?

Using a cell phone while driving is risky behavior. We've all experienced the distracted driver gabbing away on their cell phone at 45 mph in the fast lane on the freeway! Drivers on the phone do not pay as much attention to their speed and lane maintenance. Driving while using a cell phone is dangerous, yet cell phones are used by more drivers every day.

If you must use a cell phone in the car, please consider the following safety tips:

- Don't place calls while moving
- If you must use your phone in traffic, use a hands-free device so both hands can stay on the wheel
- Realize that you will be distracted every time you use the phone, and adjust your driving accordingly
- Avoid emotional or complex phone calls
- Keep calls short
- Never take notes or look up phone numbers

Source: Dept. of Occupational Health & Safety, University of Delaware

## TRAINING

### Advancement Cycle 183

All personnel taking the exam are required to report to the following locations for their specified exam rates. All personnel must report no later than **0630 in the uniform of the day with I.D. card in hand.**

UICs 66022, 46870, 40236

Rate	Date	Location: Naval Station San Diego
E-6	04 Mar 04	Admiral Prout Fieldhouse Bldg 3279
E-5	11 Mar 04	Admiral Prout Fieldhouse Bldg 3279
E-4	18 Mar 04	Admiral Prout Fieldhouse Bldg 3279

UIC 35734

Rate	Date	Location: North Island
E-6	04 Mar 04	Fleet Gym Bldg 651
E-5	11 Mar 04	Fleet Gym Bldg 651
E-4	18 Mar 04	Fleet Gym Bldg 651

## MID Note

### Defense Enrollment Eligibility Reporting System

Defense Enrollment Eligibility Reporting System (DEERS) is the designated automated information system designed to provide timely and accurate information on those eligible for medical and dental benefits and entitlements, and to prevent and detect fraud and abuse in the distribution of these benefits and entitlements. DEERS checks are now performed via a web page. The command DEERS Security Manager is now Ms. Lisa DeMars, 619-556-9143, DSN 526-9143, [lademars@ndcsw.med.navy.mil](mailto:lademars@ndcsw.med.navy.mil). Branch Directors and/or SELs will forward names of staff members requiring DEERS access to Ms. DeMars. DEERS account user id and passwords will be mailed by regular mail to the user directly from the DEERS system. More information regarding DEERS can be found on the command intranet <https://ndcsw-intranet.med.navy.mil>, Staff Resources, Headquarters, MID, Go-by, and scroll-down to DEERS.

## UNOFFICIAL

### Fleet and Family Support Center

The Fleet and Family Support Center will host a Fleet Liaison Orientation specifically geared for First Class Petty Officers from 0730-1630 on Thursday, 29 January, at BLDG 259, Classroom 1, Naval Base San Diego.

This class will focus on middle management, melding with 21 separate programs and health benefit providers. To reserve a seat and for more info, call Bill Colford at (619) 556-8669 or email [william.colford@navy.mil](mailto:william.colford@navy.mil).

## Academic Decathlon

The San Diego County Office of Education is again recruiting volunteers (speech judges, interview judges, and homeroom proctors) for its annual Academic Decathlon competition on Saturday, February 7, 2004 at West Hills High School in Santee.

### Speech and Interview Judges are Needed:

7:30 a.m. to 12:00 p.m.

### Super Quiz Proctors

2:30 - 4:00 p.m.

Prior to the assigned start time, event volunteers will be given a thorough explanation of their duties. Complimentary Lunch is provided.

The Academic Decathlon is an excellent opportunity to witness the academic talent of local students as teams compete for county honors and the opportunity to take their school to the state championship. Your participation makes possible a competition that challenges young minds and honors the hard work and achievement of participating students. A description of the duties and a Volunteer Response Form is provided. A map and instruction materials will be mailed to all volunteers as soon as the response form is returned.

If you are interested, please contact DT1 Pursell at 556-8206, for a Volunteer Response Form. All forms must be submitted to the Program Manager, by 02 Feb 04.

/s/  
R. BERNARD

**DUTY SECTION WILL REMAIN IN UNIFORM OF THE DAY UNLESS PERFORMING PATIENT CARE**

**DUTY SECTION FOR MONDAY 02 FEBRUARY 2004**

DUTY PERSONNEL-NDC	DUTY DENTAL OFFICERS	MORNING COLORS:	0800
SECTION: 11	CDO: CDR AULD	SUNSET:	1720
S/L: DT2 ULIBARRI	OOD: LT HU	DAILY ROUTINE:	REGULAR
PHONE: 556-9175	AWO: DTCS HUTZEL		

**DUTY SECTION FOR TUESDAY 03 FEBRUARY 2004**

DUTY PERSONNEL-NDC	DUTY DENTAL OFFICERS	MORNING COLORS:	0800
SECTION: 12	CDO: CDR AULD	SUNSET:	1721
S/L: DT1 MARTIN	OOD: LCDR BLAKEMAN	DAILY ROUTINE:	REGULAR
PHONE: 545-6395	AWO: DTCS HUTZEL		

**DUTY SECTION FOR WEDNESDAY 04 FEBRUARY 2004**

DUTY PERSONNEL-NDC	DUTY DENTAL OFFICERS	MORNING COLORS:	0800
SECTION: 13	CDO: CDR HARTZELL	SUNSET:	1722
S/L: DT1 RAMIREZ	OOD: LT CHINH	DAILY ROUTINE:	REGULAR
PHONE: 545-6395	AWO: DTCS HUTZEL		

**DUTY SECTION FOR THURSDAY 05 FEBRUARY 2004**

DUTY PERSONNEL-NDC	DUTY DENTAL OFFICERS	MORNING COLORS:	0800
SECTION: 14	CDO: CDR HARTZELL	SUNSET:	1723
S/L: DT1 CASTRO	OOD: LT HUDSON	DAILY ROUTINE:	REGULAR
PHONE: 524-1700	AWO: DTCS HUTZEL		

**DUTY SECTION FOR FRIDAY 06 FEBRUARY 2004**

DUTY PERSONNEL-NDC	DUTY DENTAL OFFICERS	MORNING COLORS:	0800
SECTION: 15	CDO: CDR HARTZELL	SUNSET:	1724
S/L: DT2 FAWCETT	OOD: LT MULLEN	DAILY ROUTINE:	REGULAR
PHONE: 556-9175	AWO: DTC FERNANDEZ		

**DUTY SECTION FOR SATURDAY 07 FEBRUARY 2004**

DUTY PERSONNEL-NDC	DUTY DENTAL OFFICERS	MORNING COLORS:	0800
SECTION: 16	CDO: CDR HARTZELL	SUNSET:	1725
S/L: SH2 WHITMORE	OOD: LCDR OPILKA	DAILY ROUTINE:	REGULAR
PHONE: 556-9696	AWO: DTC FERNANDEZ		

**DUTY SECTION FOR SUNDAY 08 FEBRUARY 2004**

DUTY PERSONNEL-NDC	DUTY DENTAL OFFICERS	MORNING COLORS:	0800
SECTION: 01	CDO: CDR HARTZELL	SUNSET:	1726
S/L: DT1 YEE	OOD: LT REVELS	DAILY ROUTINE:	REGULAR
PHONE: 556-8247	AWO: DTC FERNANDEZ		

**DUTY SECTION FOR MONDAY 09 FEBRUARY 2004**

DUTY PERSONNEL-NDC	DUTY DENTAL OFFICERS	MORNING COLORS:	0800
SECTION: 02	CDO: CDR HARTZELL	SUNSET:	1727
S/L: DT2 YABUT	OOD: LT KAMIL	DAILY ROUTINE:	REGULAR
PHONE: 556-8247	AWO: DTC FERNANDEZ		