



DEPARTMENT OF THE ARMY  
HEADQUARTERS, U.S. ARMY MATERIEL COMMAND  
5001 EISENHOWER AVENUE, ALEXANDRIA, VA 22333 - 0001

19 JUN 1998

REPLY TO  
ATTENTION OF

AMCPE-CE

MEMORANDUM FOR Ms. Elizabeth B. Throckmorton, Chief, Policy and Program Development Division, Office of the Assistant Secretary of the Army (Manpower and Reserve Affairs) 200 Stovall Street, Alexandria, VA 22332-0300

SUBJECT: Strengthening Our Commitment to Service

1. Reference memorandum, Headquarters, Department of the Army, 26 May 98, subject as above.
2. This memorandum responds to the President's directive to federal agencies to ensure that work scheduling flexibility is available to employees to perform voluntary community service.
3. Work scheduling flexibility is a continuing quality of life benefit within the U.S. Army Materiel Command (AMC) which has been readily embraced by union officials, managers, and employees. For approximately 2 decades, alternate work scheduling provisions have been negotiated into contractual language between management and unions with little difficulty. These work scheduling arrangements include both flexible and compressed work schedules such as flexitour, credit hours, variable day and gliding day schedules. There is also a Command-wide policy on excused absences which permits employees to participate in blood donations, conferences, conventions, and emergency rescue or protective work in response to fires, floods, search operations, tornadoes, and other catastrophes. In addition to alternate work schedules and excused absences, employees may use annual leave, leave without pay, credit hours and compensatory time in accordance with Command policies, negotiated contracts, laws and regulations to participate in these and similar activities.
4. Throughout the Command, military and civilian employees have made a commitment to public service by volunteering their services to local schools and other organizations. Employees particularly favor volunteering in schools. Their involvement has taken many forms such as mentoring and tutoring students,

AMCPE-CE

SUBJECT: Strengthening Our Commitment to Service

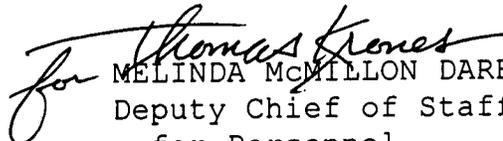
helping with special school projects, career days and serving as guest lecturers. Beyond academics, employees are engaged in projects such as acquired immune deficiency programs, drug and alcohol prevention, shadow work programs, and hosting parties in order to collect monetary contributions for the needy. For a comprehensive review of school programs, a matrix is enclosed for your convenience.

5. The described programs and policies demonstrate the commitment of this Command to voluntary public service now and into the future. In the spirit of true partnership, managers, supervisors and union officials fully endorse this program and support employees' participation.

6. AMC -- America's Arsenal for the Brave.

FOR THE COMMANDER:

Encl

  
for MELINDA McMILLON DARBY  
Deputy Chief of Staff  
for Personnel

# AMC SUPPORT FOR LOCAL SCHOOLS BY COMMAND

COMMAND	Installation/ Depot	Tutoring/ Mentoring	Adopt A School	Hosting Parties for Needy/ Donations at Parties	Cash Receipts for Computers	Distribution of excess PCs and Furniture to schools	Math and Science Fairs/Camps	Shadow Work Program	Intern/ Apprentice Programs	Career Days	Lectures/ Demonstrations on Technology and Science Fire Prevention	Drug and Alcohol Prevention Control w/ schools	AIDS Prevention Program w/ schools	Adult Education ESL Outreach
USASAC	HQ New Cumberland	X	X	X	X									
IOC	ANAD	X	X	X	X			X		X	X	X		
	RRAD				X					X	X	X		
	Watervliet					X				X	X	X		
	Pine Bluff					X				X	X	X		
	Seneca					X				X	X	X		
	Tooele					X				X	X	X		
	RIA	X	X			X	X		X	X	X	X		
	SIAD					X	X			X	X	X		
MCAAP	X				X			X	X	X	X	X		
Tobyhanna			X		X				X	X	X	X		
Blue Grass					X		X	X	X	X	X	X		
CBDCOM		X	X			X	X			X	X			
TECOM		X	X							X	X			
CECOM		X	X			X	X		X	X	X			
MICOM		X	X			X	X		X	X	X			
TACOM	HQ	X	X						X	X	X	X		
	TACOM-ACALA	X	X						X	X	X	X		X
	Garrison	X				X	X	X		X	X	X		
	TACOM-ARDEC	X				X	X	X		X	X	X		
	TACOM-TARDEC	X				X	X	X		X	X	X	X	
ATCOM			X			X		X		X	X			
ARL		X	X			X	X		X	X	X			
STRICOM		X				X			X	X	X			
SSCOM		X							X	X	X			
HQ AMC		X	X						X	X	X	X		
					X	X					X	X		

Page 1