

Improving and following processes important to the success of Lake City

By Jim Nichols
Orbital ATK SCS Vice President/General Manager



During the time I've been at Lake City, I've repeatedly said that communication is extremely important. My team and I have been working hard over the past few months, and especially over the past month, to make sure you get important information in a timely manner. I hope you've noticed a difference in this area.

In light of that, I wanted to give

you an update as to where we are with the incident investigation and our recovery efforts.

The U.S. Army, ATF and OSHA have each completed the on-scene portion of their investigations. Last week, we were given full access to the area where the incident occurred and are continuing our own thorough internal root-cause investigation.

To help us with our investigation, we have brought in a team of experts from all over our company. It's not an exaggeration to say that these individuals are some of the best and brightest minds anywhere in the field of energetics. The work they are do-

ing is amazing, and their efforts will help us gain a better understanding of what happened so we can make sure it doesn't happen again.

It may be several months before we know the results of the external investigations that were conducted by the ATF, U.S. Army and OSHA, but I hope to be able to share information from our internal investigation with you in the next few weeks.

Early last week, we started receiving primers from other suppliers. Since then, we have been busy testing them to make sure they meet our

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Lake City team welcomes wounded veterans for third annual turkey hunt

The Lake City team recently welcomed a special group of American heroes for the third annual Veteran's Appreciation Turkey Hunt.

From April 27-30, Orbital ATK and government employees hosted eight honorably discharged veterans, all of whom had sustained injuries during their service to our country, for a spring turkey hunt at LCAAP. The event was arranged in conjunction with the Foundation for Exceptional Warriors.

The activities got underway Thursday, April 27, when the veterans arrived in Kansas City from around the country. They stayed



close to Lake City, thanks to the Hilton Garden Inn in Independence, which provided rooms free of charge for the entire visit.

After they settled in, the group headed to Cabela's in Kansas City, Kansas, for a special shopping spree at the outdoor outfitters. Cabela's

donated many items for the hunters and offered them a deep discount for items not provided.

The visitors arrived at LCAAP Friday morning before dawn for a breakfast briefing with the Orbital ATK employees who would accompany them during the hunt. The breakfast, which was served in the Building

3 cafeteria, was provided by Elite Cuisine, Lake City's onsite food service company.

USG employee **Tracy Cleaver**; Orbital ATK employees **Ben Boone**, **Sean Kurtz**, **Chris "TW" Morton**,

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Ask Leadership Question of the Week: “Are you planning to run another wage transfer anytime soon?”

We are planning to run the wage transfer system following the May shutdown.

To ensure that you don't miss out on any transfer opportunities, it's important that you keep your information updated in the wage transfer system.

For the sake of the upcoming wage transfer, all employees should update their preferences in the WTS no later than Sunday, May 21.

If you have any questions about the wage transfer system, contact **Tina Markley** at 796-5574.

This question was submitted through the “Ask Leadership” link on the LCPIInfo homepage. If you have a question for plant leaders, simply submit it through that link. We will publish some answers in future issues of the Bulletin.

Following all OPSEC guidelines helps keep us safe and secure

By Shawn Parmley
Orbital ATK SCS Security Manager



Operations Security, or OPSEC, is the process by which we protect unclassified information that could potentially be used against us.

OPSEC challenges us to look at ourselves through the eyes of an adversary. Anyone (individuals, groups, countries, or organizations) who can harm people, resources, or missions is an adversary.

Orbital ATK is currently developing a new OPSEC training program for all LCAAP employees. In the coming months, you will be given this training so you will know and understand the rules as they relate to Orbital ATK and Lake City.

Until we finalize that training program, here are a few important things related to the use of cameras and cell phones to keep in mind.

First, it's important to remember that all employees, contractors, and visitors are prohibited from taking photos or videos anywhere on the facility without prior approval from security. And even if you are authorized to take photos, the use of cell phone cameras at LCAAP is strictly prohibited under all circumstances. Also, posting photos or videos that were taken at Lake City onto social media sites is strictly forbidden. Finally, removing photos or videos from the facility, or transmitting photos or videos to any outside agency or entity without an OPSEC

review of the material by security, is prohibited.

Our OPSEC objective at Lake City is to ensure a safe and secure environment. It is everyone's job to ensure that we strictly follow all OPSEC policies.

All of us need to keep OPSEC in mind when making choices about the information we share, whether by email, by phone, or by posting on social networking sites and blogs. Any information we put in the public domain is also available to our adversaries.

Automatic 401(k) increase reminder

If you are enrolled in the Automatic Increase Program (AIP) feature of the Orbital ATK 401(k), please remember that the next scheduled contribution increase will occur on June 1, 2017.

On that date, your pre-tax contribution percentage will increase by 1% automatically until your contribution percentage reaches the plan's contribution percentage limit. Employees hired or rehired who are subject to automatic 401(k) enrollment are automatically enrolled in the AIP unless they opt out.

If you have any questions, call Orbital ATK Retirement Services Center at Fidelity at 1-888-285-4015.

The Lake City Bulletin is published every other week by Orbital ATK Small Caliber Systems, an equal opportunity employer, at the Lake City Army Ammunition Plant as a source of information for its employees. If you have questions, comments or a story idea, feel free to call communications manager Whitney E. Watson at 816-796-5562 or email him at whitney.watson@orbitalatk.com.

Slow down and follow all procedures to help ensure your safety

By David Cross, ARM, CSHS
Sr. Manager, Safety and Environmental



The entire Lake City team has come together in an incredible way during this extremely challenging time. I am grateful and honored to be a part of this terrific team.

Your dedication to our mission, commitment to our nation's warfighters, and devotion to each other is truly amazing.

We must continue to support each other as we continue to deal with the loss of LB. Please, take care of yourself and each other. Be sure to make safety a core value of your life, both at work and at home.

During this time, we are all being asked to do our part to help Lake City provide ammunition to our troops. But with that said, we must continue to follow the processes that have been established; this is no time for shortcuts.

Please be sure to slow down and make sure you have covered all of the necessary requirements for the job to which you have been assigned.

Below are a few reminders as well as a recent Yokoten that went out to the plant.

Operations Managers:

- Do I have new employees in my area?
 - If so have I completed all required training, and is it documented?
 - Have I provided new employees correct PPE?
 - Is my area a place where a medical exam and/or baseline is needed (lead for example)?

- Have current and new employees received the required training needed to perform their new or additional tasks?
 - Is it documented?
- Do I have a new process in my area that requires a PPE assessment?
- Do I have a written procedure or approved Letter of Instructions (LOI) to do the work I have assigned my employees?
- Am I monitoring my area's standard work to complete regular safety reviews of the areas?

Engineering or Project Managers:

- Am I following my processes to make changes to my area?
 - PPCB reviews, Management of Change (MOC) or PoMM?
- Has my project had the necessary peer reviews to include operations managers, safety, operator, maintenance, etc.?

- Am I communicating with the other teams to make sure work is not being duplicated and/or processes missed?

Employees:

- **STOP & ASK** if you don't know. We will pull together and make sure you understand or make the necessary changes to follow our procedures.

Please take one more minute and look at this Safety Yokoten that we recently sent out to the plant. If you have any questions about any of the information it contains, please ask your manager or supervisor.

Thank you for everything you are doing and, most importantly, for doing it safely!

Safety Yokoten

SLOW DOWN – WALK THROUGH YOUR PROCESSES

We appreciate the effort everyone is putting in their jobs to accomplish the goals/tasks that have been assigned.

With that said our Plant Process Control Board (PPCB) team has seen steps being missed or poor communications between teams.

This has resulted in a few instances where things are being done or moving forward without approval and/or procedures in place.

Nothing good can come from missing these important items.

Recommended Action

- **SLOW DOWN – rushing will not create positive results**
- **Create a checklist to help verify required reviews/approvals are completed. Attached are LC-7072 & LC-2254A. Use these or create your own. Approvals consists of PPCB acceptance; LOI approvals; Government approvals for storage or other actions for example.**

Orbital ATK ends exclusive agreement with Vista Outdoor

For the past several years, Vista Outdoor has had exclusive rights to sell Lake City-made small-caliber ammunition on the commercial market. Orbital ATK has decided not to renew that exclusive supply agreement when it expires in February 2018.

This means that, beginning next year, we will be able to sell commercial ammunition to a number of companies. This will give us a more stable business base and a better economic model for Lake City.



Although Vista will no longer have the exclusive rights to sell Lake City ammo, it will remain our largest commercial customer. Starting in 2018, we will be adding Hornady as our second major customer.

Between Vista and Hornady, these “Tier 1” customers will buy about 80% of our available commercial capacity

with long-term agreements through 2020. The remaining 20% will be marketed to other domestic and international customers.

This exciting move will require us to change the way we operate going forward. For example, instead of our current two customers (the US Army and Vista), we will have multiple commercial customers. Each of these customers may potentially have different requirements for their products and packaging. Over the next few months, you may see the commercial team developing prototypes of new products and packaging as we get ready for this change.

This is a positive move that will help ensure the success and stability of Orbital ATK at Lake City for years to come.

Processes

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requirements. So far, we’ve had positive results which will help us tremendously until we are able to resume production of primers here at Lake City.

Work to reestablish primer manufacturing continues. Here, too, we have enlisted company and industry experts to help redesign our process with safety as the foremost priority. The work has been intense and is occurring seven days a week. The team is doing an amazing job to get us back in business.

We are slowly but surely resuming production. I believe that we will be at or near where we need to be by the end of the shutdown in a couple of weeks. I greatly appreciate everything you have done - and are doing - as we work to return to full operational capacity.

During the last few weeks, we have been spending time improving our work areas by cleaning and implementing 5S practices. Having only those tools you need, in the right place, and clearly identified, allows for safe and predictable operation.

We have been performing needed maintenance activities, including the implementation of safety items, and are establishing new standards for organization and cleanliness in our work areas. All of us are responsible for maintaining the progress we have made and continue to make.

A key area of focus is process control through procedural discipline. Our processes are designed to operate within a given set of guidelines and parameters. Those guidelines and parameters have been established through thoughtful consideration, engineering, and, in many cases, years of practice.

Our operators are vital to our process understanding. You are the real subject matter experts. You know what works, what doesn’t work, and how to assure we can safely produce a reliable, quality product. Please take an active role in this effort. We need your expertise.

We have asked our teams to get together, review their procedures, make sure they are correct, then train everyone, including engineering, support and operations teammates, to assure we follow them rigorously.

We are also implementing process controls in various areas to assure the output of various operations is predictable and repeatable. By following standard procedures, we reduce variability. Then we can measure how our machines, material and tooling are performing and take specific corrective actions to improve those inputs and areas.

This is all part of a continuous improvement journey that will move us to a more safe and consistent operation. As we all get behind and committed to this journey, you will be amazed at how much more fulfilling our jobs will be.

Before we know it, we’ll be back up and running at full production. Until then, take advantage of the opportunity we have been given to improve our plant and our operation. Even though it may be hard to see right now, every improvement that we are making today will have a huge impact on the quality of the products we produce and in your safety and that of your coworkers.

Again, thank you for everything you are doing. I am proud and honored to be a part of this incredible team.

Want to hunt or fish at LCAAP this year?

Briefings with details about the 2017-18 Lake City outdoor recreation seasons are coming up this month.

The 2017-2018 outdoor recreation briefings will be held in the Building 3 cafeteria Tuesday, May 23, at 10:00 a.m. and 2:00 p.m., and again Tuesday, May 30, at 10:00 a.m. and 2:00 p.m. One make-up meeting will be held Friday, June 9, at 2:00 p.m.

Hunting and fishing activities will be limited to permanent LCAAP employees (permanent Orbital ATK, government, Centerra and tenants) and

their immediate family members who reside with them (such as a child or spouse).



Youth Hunters pay \$25 for hunting and fishing for the entire 2017-18 season; Adult hunters pay \$25 per each hunting/fishing season. Hunting seasons include deer archery, deer firearm, turkey, trapping and coyote. There is no fee for mushroom or antler harvesting.

If you are interested, be sure to attend one of the briefings for more details.

Hunt

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Mike Harris, Ryan Nickerson, Steve Williams, Joe Larson; former employee **Kevin "TT" Whitworth;** security officers **Cody Fisher** and **Bill Scoluat;** and **R.K. Farrell** from the Government Ballistics Services Organization, guided the hunters and called for them in the blinds.

After a successful (although wet) morning in the field, the hunters were served a hot lunch before they were taken on a tour of the plant to see where the ammunition all of them had used throughout their distinguished military careers was made. The tour was a popular topic of conversation throughout the entire weekend.

In spite of wet, cold, and stormy conditions throughout the weekend, the hunters managed to harvest a total of seven nice birds.

The veterans who participated left the weekend event with new stories to share, a new group of friends, and

perhaps even a turkey in tow. But it was the members of the Lake City team who assisted them throughout the three days who may have gotten the most out of the experience.

"When you see how much these veterans have given to ensure our freedom, it is extremely humbling," **Ben Boone** remarked. "It helps calibrate us to what our core mission is: support of freedom."

The Foundation for Exceptional Warriors is a non-profit organization that helps veterans find therapeutic outdoor recreational or sporting activities in which they can participate. The organization has helped more than 500 veterans participate in outdoor recreational therapy from Florida to Alaska. To learn more about the organization visit www.exceptionalwarriors.org.



Orbital ATK employee **Steve Williams** and FEW hunter **Wayne Mendenhall** show off their birds following the hunt.



SSG (retired) **Garfield Pelham** from Waynesville, MO, shows off the turkey he harvested during the hunt last month.

May Service Anniversaries

Congratulations to the following Orbital ATK Small Caliber Systems employees who are celebrating service anniversaries this month! Thank you for your service to our company.

Randy Andes 35 years	Joseph MacAdam 30 years	Charles Register 15 years	David Strickland 10 years
Ray Dubbert 35 years	Tony Allison 20 years	John Rehmsmeyer 15 years	Sheryl Adcock 10 years
John Gant 35 years	Floyd Barrett 15 years	Nancy Robbins 15 years	Ammon Burch 5 years
Bruce Hoepfner 35 years	Stacy Dreger 15 years	Gary Romine 15 years	Daniel Herrman 5 years
Jay Johnson 35 years	Bobby Foster 15 years	Robbie Seaton 15 years	Johnathan Sumpter 5 years
John Kappelman 35 years	Lealali Key 15 years	Jeffrey Burner 10 years	Argie Williams 5 years
Dennis Kopp 35 years	Sarah Lunbeck 15 years	Laura Griffith 10 years	
Steven Nail 35 years	Aaron McAllister 15 years	Joseph Minnis 10 years	
Rita Harris 35 years	Alan Oyler 15 years	William Powell 10 years	

All employees invited to join us for a special Orbital ATK Lake City Night at the Royals

Orbital ATK will host a special “Lake City Night at the Kansas City Royals” this summer, and all employees and members of their families are invited to attend.

As part of this special event, all employees who sign up will receive two free tickets to the game, dinner at the stadium before the game, and a free parking pass. Employees can purchase up to four additional tickets for family members for only \$10 each.

The all-you-can-eat dinner, which will be served in the Hall of Fame Pavilion Tent next to the stadium at Gate A, will consist of classic cheeseburgers, all-beef hotdogs, baked beans, potato salad, desert and assorted soft drinks.

Weekday shift employees are invited to



attend the game Friday, August 4, when the Royals will host the Seattle Mariners for a 7:15 game. After the game, fans can enjoy a spectacular fireworks display at the stadium. And it's a Buck Night, so peanuts and hotdogs are only \$1 each.



If you work the weekend shift, don't worry because we've got you covered, too. All weekend shift employees and their family members are invited to attend the game Monday, August 7, when



the Royals welcome the St. Louis Cardinals to Kauffman for a 7:15 game. It's always fun when the Cards are in town, and this game won't disappoint.

Sign-up sheets will be available in each building's main office area after the May shutdown. The sign-up period will run June 12 to July 10. Employees who wish to purchase additional tickets for family members must pay with cash or money order at the time they sign up. Tickets will be delivered by July 26.

We hope all employees will join us for this fun event. It's a small way to thank you and your family members for everything you do and for being a part of the Lake City family. See you at the game!