

29 JUN 1987

85-172  
T5000

DEI INSTALLATION PROGRAM CONTROL FORM

CLNC PROPOSAL NUMBER	TITLE/SUBJECT OF PROPOSAL			
85-CLNC-172-FAC	RESTRUCTURE OF NIGHT SHIFT			

FUNCTIONAL CODE	DIRECTIVE	LEVEL OF APPROVAL	DATE OF PROPOSAL	RECEIVED BOSMAD
AC	N/A	CG	850325	850328

NAME/PHONE OF SUBMITTER(S)	ORGANIZATION
Bob R. Smith/2333	FAC

SYNOPSIS OF PROPOSAL

Increase the Base Maintenance Dept. Table of Organization for the Emergency Services Shop by eight or change the shift hours of eight mechanics on a permanent basis to coincide with the night supervisor's shift.

WORKING GROUP RECOMMENDATIONS DATE: 850412

Approve

REMARKS:

Night mechanics be made a permanent shift instead of a rotating shift.

STEERING GROUP RECOMMENDATION DATE: 850604

Approve

REMARKS:

This can be implemented with current staffing.

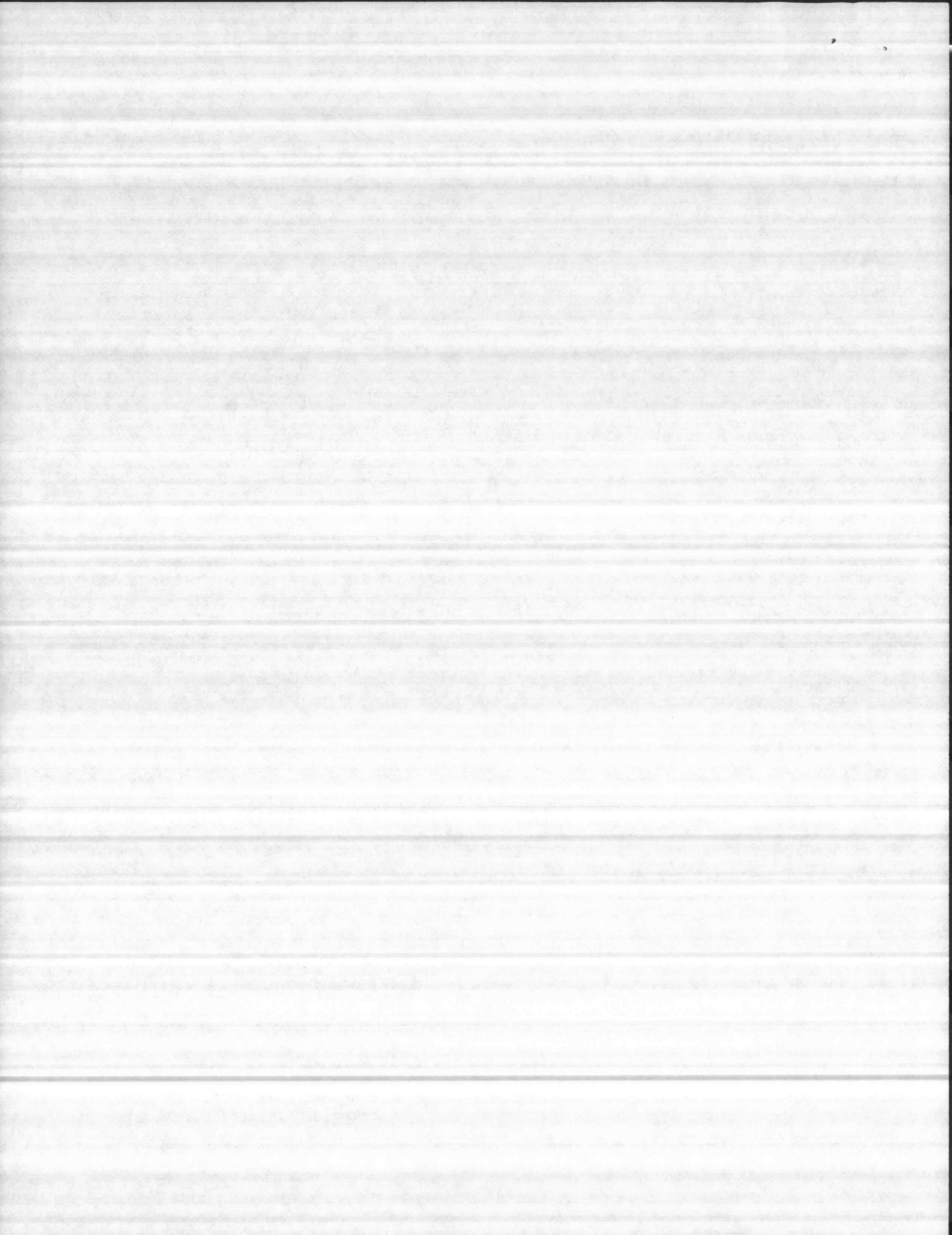
COMMANDING GENERAL ACTION DATE: 16 Jul 85

Approved:   K   Disapproved:        Forward to Higher Authority:       

Concept Approved-Final Approval Pending Results of Test:       

REMARKS:

ACTION BY HIGHER AUTHORITY	FINAL ACTION
DTG OF MCBCL REQUEST:	
DTG OF RESPONSE:	OTHER RECOGNITION: DATE SUBMITTER(S) NOTIFIED:



# MODEL INSTALLATION PROGRAM

# PROPOSAL

## MARINE CORPS BASE CAMP LEJEUNE



<b>INSTRUCTIONS:</b> COMPLETE ALL INFORMATION REQUESTED. PLEASE PRINT OR TYPE LEGIBLY. USE ADDITIONAL SHEETS IF NECESSARY. FORWARD COMPLETED PROPOSAL TO AC/S, BOSMAD, MCB	<b>DO NOT WRITE IN THIS SPACE</b> DATE RECEIVED  MAR 23 1985
TITLE OR SUBJECT OF PROPOSAL RESTRUCTURING OF NIGHT SHIFT EMPLOYEES	PROPOSAL NUMBER 85-CLNC-172-FAC
NAME, TITLE, GRADE/RANK, UNIT OF SUBMITTER(S) BOB R. SMITH, MAINTENANCE FOREMAN WS7	PHONE x2333

**PRESENT PROCEDURE**  
 Presently, Emergency Services, Shop 2331, located in Building 1202 (night and weekends) is operated and manned by temporary personnel. These mechanics (Pipefitters, Plumbers, Electricians and Air Conditioning Equipment Mechanics) are rotated on a weekly and weekend tour of duty from various shops throughout Base Maintenance Division. The mechanics (8) day off one day each week leaving their respective shops understaffed during their absence and their work assignments delayed. Four mechanics are lost from their shops for five consecutive days.

**PROPOSED PROCEDURE (If a directive/order must be waived to implement proposal-Identify the specific reference.)**  
 I propose that 8 mechanics be either assigned to Shop 31 on a permanent basis by an increase in the T/O or (b) that the 8 mechanics shift hours be changed to night hours to coincide with the night supervisor's shift on a permanent basis.

**DEFINITE BENEFITS/ADVANTAGES**  
 Benefits are less mechanics to do the job (8) instead of (12) -a reduction of four mechanics. Shops would no longer lose 224 manhours per week. As base facilities are enlarged throughout the base, mechanics assigned to the night shop on a permanent basis would become more familiar with all the areas. Night mechanics knowledge of equipment would not be limited to only one area as other shops, but would include the industrial and housing equipment throughout all of the base. Service calls response time would be quicker with mechanics having increased knowledge of all Camp Lejeune facilities. Would eliminate a lot of paperwork in the shops as they have to prepare rosters for watches, make adjustments to schedules for employees that have day offs and eliminate disruption in their schedules.

THE ACCEPTANCE OF A CASH AWARD FOR THE USE OF THIS PROPOSAL BY THE UNITED STATES GOVERNMENT SHALL NOT BE THE BASIS OF A FURTHER CLAIM OF ANY NATURE UPON THE UNITED STATES BY ME (US), MY (OUR) HEIRS, OR ASSIGNS.

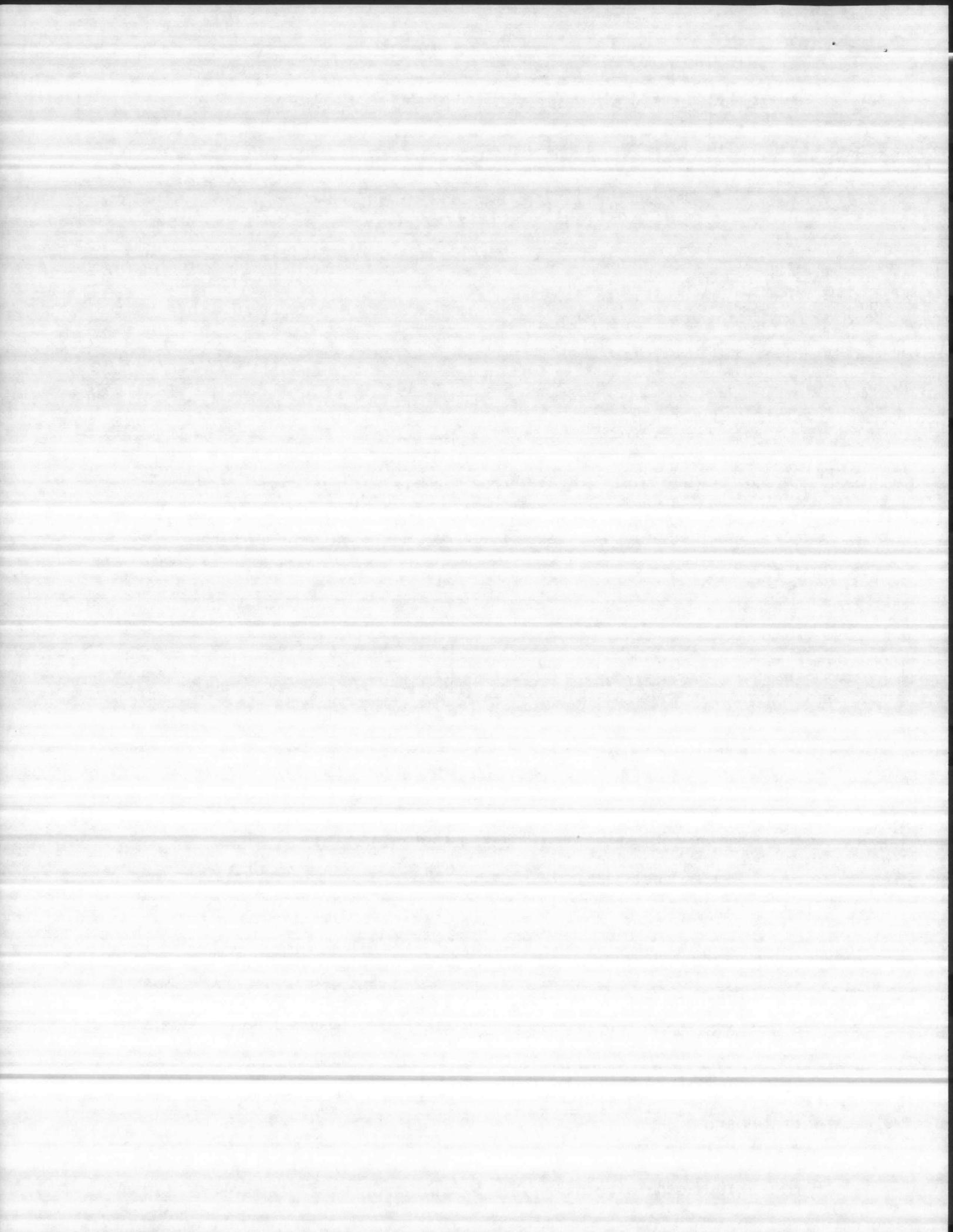
*Bob R. Smith* 3-25-85  
 (SIGNATURE AND DATE)

(SIGNATURE AND DATE)

MODEL INSTALLATION PROPOSAL  
 BCL 11800

Excellent Installations — The Foundation Of Defense

ENCL (17)



11800  
BOSM

JUN 24 1987

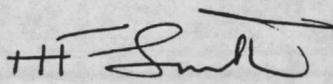
MEMORANDUM

From: Assistant Chief of Staff, Base Operational Support  
Management Assistance  
To: Assistant Chief of Staff, Facilities  
Subj: MODEL INSTALLATION PROGRAM PROPOSAL NO. 85-CLNC-172-FAC,  
RESTRUCTURE OF NIGHT SHIFT EMPLOYEES  
Ref: (a) BO 12451.2  
Encl: (1) Subject Proposal with Approval  
(2) Contribution Investigation Report (NAVSO 5305/5)

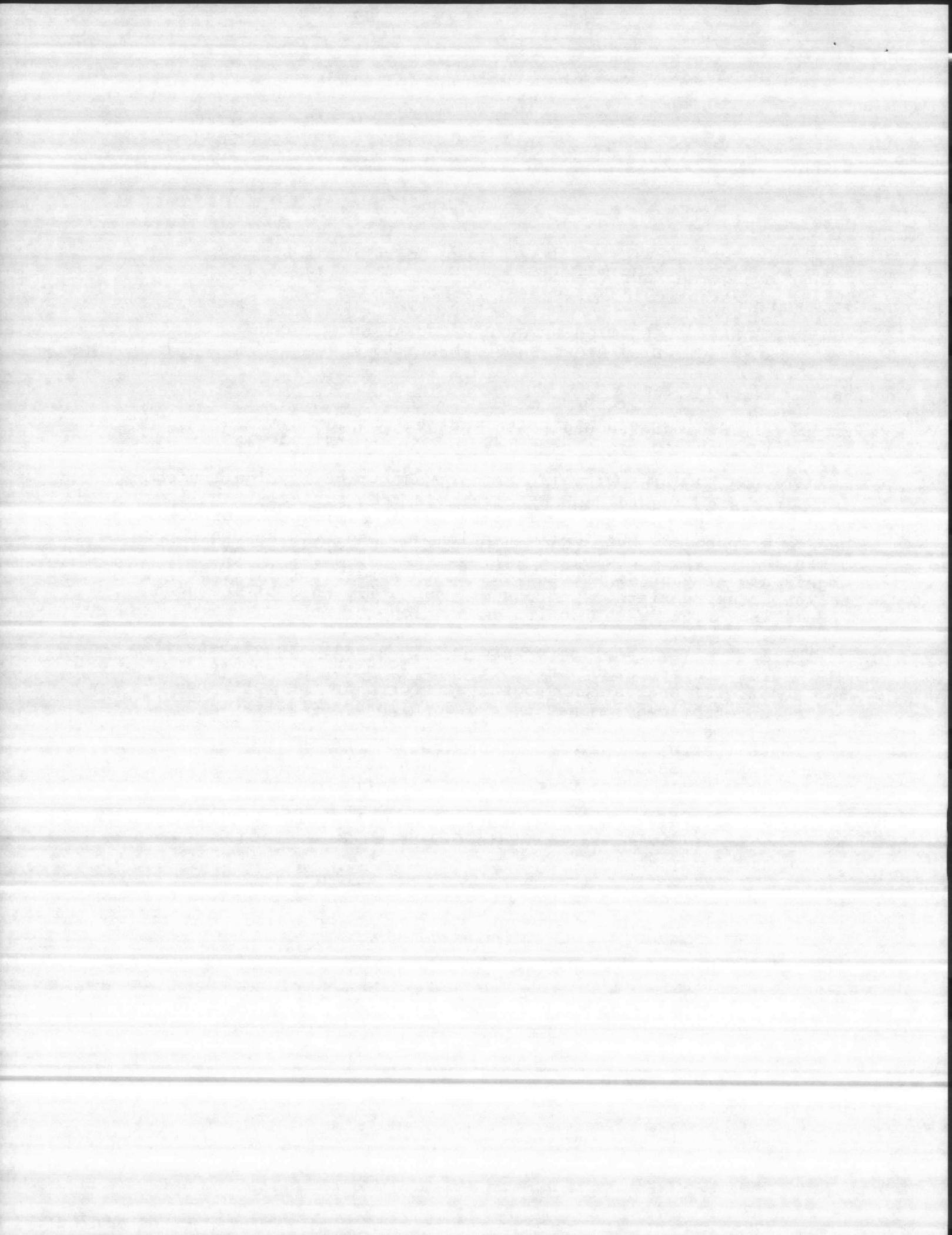
1. We are conducting a review of our Model Installation Program (MIP) files to ensure each proposal has been properly finalized. Upon review of the subject file, it was determined the proposal has been approved, but implementation and benefits have not been determined. Since enclosure (1) relates to matters under the cognizance of your department, it is forwarded for implementing action as appropriate. We request you notify this office upon completion of the required implementation action.

2. Enclosure (2) is also forwarded for an estimate of benefits. MIP awards are processed in accordance with the procedures for the Beneficial Suggestion Program set forth in the reference. If it is determined a monetary award is inappropriate or not applicable based on guidance in the reference, please determine the benefits from adoption of the proposal and indicate in item 4 of the NAVSO 5305/5 the reason for non-award (i.e., clearly a job responsibility, a routine safety matter).

3. It is requested that your office complete this award determination and return it to this office no later than 10 days following receipt.

  
H. F. SMITH

ENCLOSURE



UNITED STATES MARINE CORPS  
Marine Corps Base  
Camp Lejeune, North Carolina 28542-5001

11800

FAC

JUN 26 1987

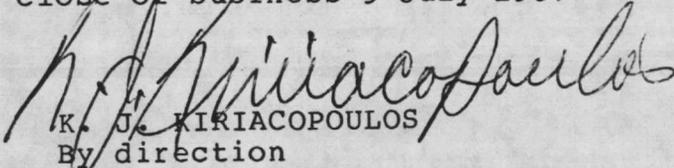
FIRST ENDORSEMENT on BOSMAD ltr 11800 dtd 24 Jun 87

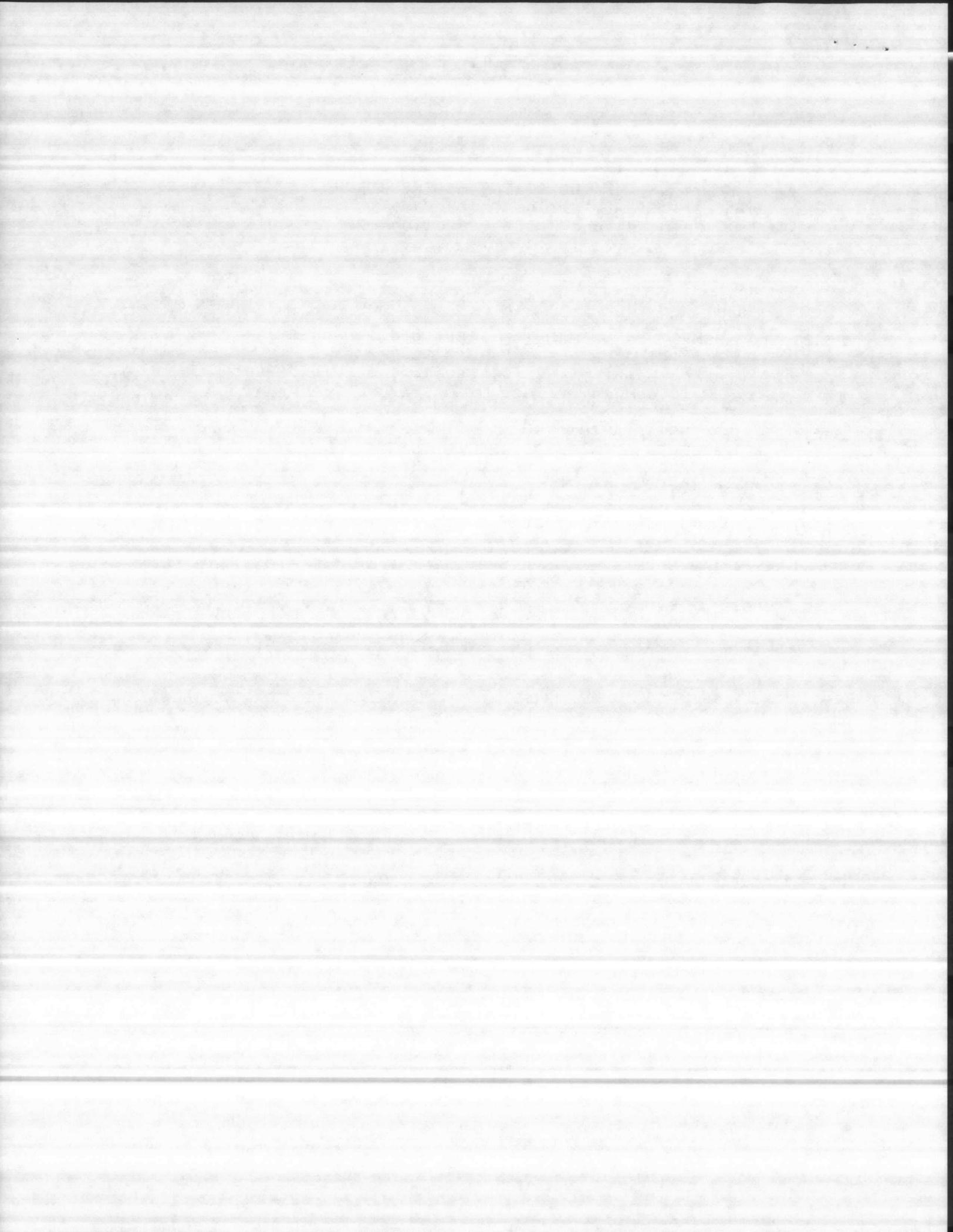
From: Assistant Chief of Staff, Facilities, Marine Corps Base  
To: Base Maintenance Officer

Subj: MODEL INSTALLATION PROGRAM PROPOSAL NO. 85-CLNC-172-FAC,  
RESTRUCTURE OF NIGHT SHIFT EMPLOYEES

Ref: (a) BO 12451.2

1. Readdressed and forwarded for appropriate action.
2. Response due no later than close of business 9 July 1987.

  
K. J. KIRIACOPOULOS  
By direction



MIP AWARDS DETERMINATION

CONTRIBUTOR(S) (Name: Last, first, M.I.)

SMITH, BOB R.

CONTRIBUTION (Number and title)

85-CLNC-172-FAC  
Restriction of Night Shift Employees

DATE RECEIVED

POSITION TITLE, AND GRADE OR RANK/RATE

Maintenance Foreman  
WS-7

ACTIVITY OF CONTRIBUTOR(S) (Name and location)

Marine Corps Base  
Camp Lejeune, North Carolina 28542

ORGANIZATIONAL CODE AND TITLE  
Facilities Department

TO:

AC/S, Facilities

DATE FORWARDED

JUN 24 1987

DUE DATE

10 Days After Receipt

A complete evaluation of this contribution is necessary and all questions that apply should be answered. Although you may not have authority to implement the contribution, you are requested to give your opinion on its value. Do not merely state that authority to adopt the contribution is under the cognizance of GSA, VA, Treasury, etc. YOUR REPLY MAY BE USED VERBATIM IN NOTIFYING THE CONTRIBUTOR(S) OF THE RESULTS.

SIGNATURE OF AWARDS ADMINISTRATOR

*Debra A. Martin*

ACTIVITY AND LOCATION

AC/S, BOSMAD

INVESTIGATION REPORT

1. WILL CONTRIBUTION BE ADOPTED LOCALLY? (If "NO" give reason for nonadoption in space 4 and answer questions 5 and 6 only) YES NO  
 2. IS CONTRIBUTION IN OPERATION? (Complete items below) X X  
 IF "YES" GIVE DATE INSTALLED Oct 1985 IF "NO" INDICATE BELOW THE ACTION TAKEN TOWARD ADOPTION

- COMMITMENT TO ADOPT HAS BEEN MADE  PROJECT OR JOB ORDER HAS BEEN ISSUED  EXPERIMENTAL WORK OR TRIAL TEST IS UNDER WAY  APPROVAL HAS BEEN REQUESTED

3. ESTIMATE OF BENEFITS

A. INTANGIBLE BENEFITS

- VALUE  MODERATE  SUBSTANTIAL  HIGH  EXCEPTIONAL  
 EXTENT OF APPLICATION  LIMITED  EXTENDED  BROAD  GENERAL

B. TANGIBLE BENEFITS (In table below compute labor savings at actual cost.)

ITEM	LABOR			MATERIAL			TOTAL (LABOR AND MATERIALS)
	Hours Per	Dollars Per Hour	TOTAL	Units Per	Cost Per Unit	TOTAL	
FORMER METHOD		\$	\$		\$	\$	\$
NEW METHOD							
SAVINGS							

4. ADDITIONAL INFORMATION AND COMMENTS

It is recommended that a cash award of \$500.00 be approved, based on intangible benefits to Base Maintenance Division's operation.

(If more space is needed, use reverse side starting with this end of the page up.)

5. IS PATENT INVESTIGATION RECOMMENDED? YES NO X

6. IF CONTRIBUTION CAN BE USED ELSEWHERE, INDICATE WHERE:  
N/A

SIGNATURE OF INVESTIGATOR: *Archie Howard* DATE: 7-16-87

ACTIVITY AND LOCATION OF INVESTIGATOR: Emergency Services, Base Maintenance Div.

APPROVING OFFICIAL: \_\_\_\_\_ DATE: \_\_\_\_\_

