



**JOINT READINESS TRAINING CENTER AND FORT POLK
CPAC/NON-APPROPRIATED FUND (NAF)
FORT POLK, LOUISIANA 71459-5341**

*“ARMY CIVILIAN PERSONNEL PROFESSIONALS –
HELPING LEADERS MEET THE MISSION”*



NAF NEWS BULLETIN
NUMBER 7

JULY 2011

**HAPPY
FOURTH
OF
JULY!**



**THE NAF STAFF WOULD LIKE TO WISH
ALL OF OUR NAF EMPLOYEES
A HAPPY 4TH OF JULY!**

WELCOME NAF NEW HIRES!

JUNE

- Ms. Kelsey Adams, CYPA
- Mr. Elliott Daniel, Recreation Aide (Lifeguard)
- Ms. Julie DesJardin-Brewer, CYPA
- Mr. Lucas Greer, Recreation Aide (Lifeguard)
- Ms. Patricia McDonald, Food & Beverage Attendant
- Mr. Stephen Perez, Recreation Aide (Lifeguard)
- Mr. Robert Perry, Recreation Aide (Lifeguard)
- Mr. Nooruldeen Radhi, Recreation Aid
- Ms. Jamie Vance, CYPA
- Mr. Tyler Vincent, Recreation Aid
- Ms. Kara McGregor, Recreation Assistant (Lead Lifeguard)
- Ms. Leslie McDonald, Child & Youth Program Assistant,
- Ms. Winnetta Sumbler, Child & Youth Program Assistant
- Ms. Erin Bosch, Recreation Aide (Lifeguard)
- Ms. Tashi Wescott, Child & Youth Program Assistant,
- Ms. Jennifer Kapavik, Administrative Assistant (CYS)
- Mr. Billy Musgraves, Recreation Aide (Lifeguard)
- Mr. Adam Gaumond, Recreation Aide (Lifeguard)
- Mr. Courtney Wright, Recreation Aide (Lifeguard)
- Mr. Mark Cole , CYS Functional Technology Specialist
- Ms. Linnetta Grubbs, Marketing Assistant
- Ms. Kimberly Mikiel, Marketing Assistant
- Ms. Sarah Lewis, Child & Youth Program Assistant
- Ms. Erica Ortiz, Child & Youth Program Assistant
- Ms. Jamie Jones, Bartender
- Ms. Gabrielle Lenahan, Recreation Aide (Lifeguard)

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2011 Supervisory Assessment of NAF Human Resource Office Performance Survey

We are very excited to announce that the 2011 Nonappropriated Funds Human Resources (NAF HR) Customer Satisfaction Survey, assessing the performance of our NAF HR offices launched on 01 July 2011. The Civilian Human Resources Agency (CHRA), Nonappropriated Funds Division would like to thank you for your previous feedback provided in the 2009 NAF HR Customer Satisfaction Survey. Your feedback is very important to us and has been instrumental in effecting action plans geared towards improving our human resources services.

We'd like to hear from you, so please tell us how our NAF HR service office is doing and about the support and services being provided. With tremendous support from leadership, we believe that we are taking big steps in the right direction towards modernizing the NAF HR operations, but it is even more important for us to know what our serviced customers think. We are requesting your participation; please complete the NAF HR Customer Satisfaction Survey at your earliest convenience.

In advance "Thank You",

The survey will be available on line from 01 July 2011 through close of business 29 July 2011.

The survey 'Supervisory Assessment of NAF HRO Performance' resides online at following URL:

<https://www.atrrs.army.mil/ATRRSSurvey/Survey.aspx?i=b476f99ff5b047e1a5e351de3ea842a2>

Thank you for your support!

Fort Polk NAF HRO



Control Your Pay With myPay!

<https://mypay.dfas.mil>

If an employee does not have a valid PIN to access myPay.dfas.mil, a new PIN may be requested at the above website. Select NEW PIN under NEED A NEW PIN option on the myPay homepage. The process will issue a new random temporary PIN number that will be mailed to the employee's house via postal mail. After they receive their PIN number in the mail, they can then log on to the myPay website, create their personalized PIN number and print out copies of their Leave & Earnings Statements (LES) as well as their W-2's come tax season.



Until Every One Comes Home.®





Introducing My Biz and My Workplace

MyBiz is now fully available for NAF employees! To assist you, please find some very useful training aids at (downloadable):

https://www.chra.army.mil/catalog/NAF%20mybiz_myworkplace.htm

If you haven't done it already, it is highly recommended that you and your staff gain access and explore MyBiz.

You can now enter your Emergency Contact information through My Biz!

Access My Biz by logging into DCPDS using your Professional DCPDS account (i.e., JANE.DOE-COS, JOHN.SMITH-COP, EUGENE.JONES-COC, etc) or log into My Biz by clicking on "Go" on the Employee Data section of Employee Tab in the CPOL Portal and logging in using your SSAN (with dashes) as your My Biz userid. After you've logged in, click on Update My Information, Emergency Contact Information and follow instruction to Add or Modify data.

If you have previously entered your information through the old Emergency Contact link on the CPOL Portal, your data has been transferred into your My Biz record. Take a moment and verify and/or update this information.



JULY BIRTHDAYS!



The NAF HR Office would like to wish all of our NAF employees who will be celebrating a birthday in June & July a very Happy Birthday! Enjoy your special day!

Got a question for the NAF Staff, but you're not sure who to contact? Well, just email your question or concern to:

polk.nafcpac@conus.army.mil



JULY PAY DAYS

July 13, 2011

July 27, 2011





**NAF HRO –
HOURS OF
OPERATION:**

**MONDAY -
THURSDAY
8:00 AM TO 4:30
PM
1ST FRIDAY OF
EACH MONTH –
8:00 AM TO 12:00
PM**

Below are the scheduled dates for birth month training for July 2011. All of the classes are scheduled to be held at the Education Center, room 223, CPAC classroom, beginning at 0800 hours each date.
12 & 13 July



All NAF employees – flexible and regular status, need to outprocess with the NAF HR Office on their last duty day!



**Interactive
Customer
Evaluation**

IF YOU HAVE BEEN SATISFIED WITH THE SERVICE PROVIDED TO YOU AT THE NAF HR OFFICE, PLEASE LET US KNOW! GO TO THE WEBSITE BELOW, CLICK ON PERSONNEL SERVICES, THEN CPAC – NONAPPROPRIATED FUND (NAF).

http://ice.disa.mil/index.cfm?fa=site&site_id=257&service_category_id=33



Hurricane hazards come in many forms, including storm surge, high winds, tornadoes, and flooding. This means it is important for your family to have a plan that includes all of these hazards. The first and most important thing anyone should do when facing a hurricane threat is to use common sense.

ARE YOU READY?

BEFORE THE STORM:

- Determine safe evacuation routes inland.
- Learn locations of official shelters.
- Check emergency equipment, such as flashlights, generators and battery-powered equipment such as cell phones and your NOAA Weather Radio All Hazards receiver.
- Buy food that will keep and store drinking water.
- Buy plywood or other material to protect your home if you don't already have it.
- Trim trees and shrubbery so branches don't fly into your home.
- Clear clogged rain gutters and downspouts.
- Decide where to move your boat.
- Review your insurance policy.
- Find pet-friendly hotels on your evacuation route.

NUTRITION ARTICLE

By: Kristina Ouka, CYSS Nutritionist

There are times when we just cannot muster up the effort to make a home cooked meal and we settle for the convenience of take out or dining out. Sometimes it is good when someone else can serve you for a change. However, how do you know what is going on when you leave the preparation of your food to someone else? You cannot monitor how much oil they cook with, how much salt or sugar is being added to your food. Another thing to keep in mind is how often you eat out, which in turn can make

a financial impact. We spend more money and waste more calories by dining out than ever before. The U.S. Department of Agriculture estimates that we eat 29% of our meals away from home, and the National Restaurant Association says that these meals take up 44% of our food budgets. Eating out if not already is about to become a bigger dieting challenge.

If you follow a pretty healthy eating plan most days out of the week dining out may not be as detrimental to your health or wallet in the long run. However, if you tend to dine out at least two to three times per week it may be harder for you to stick to a normal healthy diet. Here are some strategies to help you next time you are dining out at one of these restaurants.

1. Eating out at a Chinese

Restaurant - Chinese food is a blend of sweet and salty flavors. This means it can be loaded with tons of salt and sugar. For instance an order of Lo Mein can have as much salt as a large pizza. Chicken and broccoli is a good alternative just ask the cook to ease up on the soy or garlic sauce. You should also avoid deep fried batter coated items. Instead choose stir fried seafood, chicken, beef and vegetables. Finally stay away from dishes that are based only on rice or noodles.

2. **Eating at a Japanese**

Restaurant- Sushi is usually the first thing that comes to mind when you think of Japanese food. Sushi is not a bad option but you obviously want to stay away from sushi with cream cheese or deep fried fish such as shrimp tempura. Also dipping sushi into soy sauce adds salt to the equation. You can use low sodium soy sauce instead. Some choices to savor are sushi made with cooked crab, shrimp, or eel. Miso soup is another healthy alternative.

3. **Eating out at an Italian**

Restaurant- It would be remiss not to mention pasta when talking about Italian cuisine. Most Italian dishes usually come with pasta however these dishes are often loaded with oil or butter. If you are going to get a pasta dish choose a red sauce instead of a white cream sauce. Starting out with a Caesar salad is a great option; just remember to ask for the dressing on the side. Bread is a common pitfall when eating out. Ask the waiter not to bring bread to the table if you feel you are going to overindulge. When dining out choose options such as chicken

Marsala (ask to go light on the sauce), pasta fagioli or minestrone soup, small bowl or as a main course is a great option. Fish, chicken, or meat with two vegetables is another healthy alternative.

4. **Eating out at a Mexican**

Restaurant- For starters chips, salsa, and margaritas seem unavoidable when dining out at a Mexican restaurant. These combinations carry a hefty caloric load even before you start your meal. If you must, get both the chips and salsa, stay away from the con queso and save the margarita for the next visit. Choose fajitas made with grilled or sautéed vegetables and lean meat. Hold on the sour cream but add guacamole (good monounsaturated fat), and pico de gallo (tomatoes are a great source of lycopene). Quesadillas made with a small amount of cheese and lean protein such as chicken is also another great option. Burritos made with shredded lettuce, lean beef and a small amount of cheese is another alternative. A great way to cut your calories in half is to ask for a takeout box before your meal and divide your meal

and save the rest for later. This technique will save you from overindulging as well.

With today's growing health concerns certain restaurants are starting to recognize the need to offer healthier alternatives to their menus. Pay attention to these sections of the menu because these options are lower in salt, fat, and overall calorie content. Dining out at some point was considered a treat or a splurge, however, with more people dining out most days of the week it has become the norm for many people. If you can go back to eating out on a rare occasion it will not be harmful to indulge once in a while.



**OPERATION EXCELLENCE
CUSTOMER SERVICE TRAINING
FY11 DATES**

13 July-CANCELLED
14 July-CANCELLED
24 Aug
25 Aug
21 Sep
22 Sep

**If you plan on attending the July training,
please contact the DFMWR point of contact
at 531-4242 asap!**

ARTICLES FOR BULLETIN

If you have any suggestions on topics or issues that you would like addressed in future bulletins, please submit them to the following:

1. polk.nafcpac@us.army.mil

Suggestions will be reviewed and addressed if at all possible.

//Original Signed//

DEYKA V. FARRAR

NAF Human Resources Officer

Civilian Personnel Advisory Center/NAF HR Office