



# Logistics Management Newsletter

FROM THE LOGISTICS MANAGEMENT DIVISION

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**Welcome.** This newsletter is brought to you by the Logistics Management Division (LMD). Its purpose is to keep you abreast of the latest business practices and to share information about ongoing logistics management initiatives and events. It also introduces interim policy letters, which shall be incorporated in forthcoming updates of NASA Procedural Directives and Procedural Requirements.

## FAREWELL

### A Retirement Farewell to Edward A. Ahmad

NASA Marshall Space Flight Center (MSFC) announced the retirement of Edward A. Ahmad after 24 years as a civil servant in the Federal Government. Edward arrived at NASA Headquarters after serving 21 years as a logistician in the U.S. Army and 3 years as a Logistics Analyst with the Department of Health and Human Services. The NASA Logistics community knows him as the former Agency Equipment Program Manager assigned to Headquarters in Washington, DC, from 2002 to 2008.

In 2008, Edward moved to MSFC in Huntsville, AL, where he served as Project Manager and trainer



Edward A. Ahmad

for the implementation of the Agency's newly developed automated equipment management system, NASA Property (NPROP).

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After the successful implementation of NPROP, he served as team lead for Property Accountability, which included overseeing MSFC's Equipment Management and Contract Property Management business processes.

During his 21-year tenure at NASA, Edward played key roles in several high-visibility logistics initiatives, including the Radio Frequency Identification (RFID) pilot program and as lead coordinator to facilitate face-to-face, hands-on training at NASA Centers to support the rollouts of NASA Disposal and Equipment management systems.

Edward mentored and served as instructor for a 3-month period to senior-level students seeking a degree in Logistics/Equipment Life Cycle Management. His technical expertise and interpersonal skills made significant impacts in others' professional lives. He supported MSFC's Student Volunteer

Internship Program with Alabama Agricultural and Mechanical (A&M) University and the Combined Services Counselor for the State of Alabama Independent Living (SAIL) to facilitate the professional development of students attending the university. Edward developed a very detailed work schedule that allowed the interns to acquire a working hands-on knowledge of each business area within the MSFC Logistics Service office. He provided written performance and evaluation reports that covered the midpoint and end-of-course periods; these were then furnished to the Alabama A&M department's director of logistics and served as a basis for the student's final course grade.

Edward has received numerous NASA awards and commendations. He has always spoken with authority and expertise. He has been a trusted subject matter expert within the NASA logistics community and a

person to whom functional managers from the Logistics Management Division (LMD) approached for review, comment, and valued input on policy changes and implementation.

Ed, we wish to congratulate you on your retirement. You have been a pillar of the NASA equipment management program, and we will miss you as a person, a friend, and a colleague. You are the type of person who makes NASA the best place to work in the Federal Government, and you have made the NASA logistics community a family. Thank you, and we wish you the very best in your retirement.

## NEWCOMERS

### New Property Accountability Group Supervisor at JPL

Jay Sucher



Clifford Ross, Supervisor,  
JPL Property Accountability Group

Please join me in welcoming Clifford Ross as the new Group Supervisor for the Property Accountability Group at the Jet Propulsion Laboratory (JPL).

Clifford has worked with many applications of Government Property, most recently with the Department of Defense, working alongside Rolls-Royce: specifically with the

Joint Fighter Program and later transitioning to Naval Warships. His knowledge of Government property is extensive, and he is excited to maintain and improve the property system here at JPL.

Clifford holds a bachelor's degree in integrated supply chain management from Western Michigan University.

► Newcomers continued

## Newly Appointed Equipment Manager at Marshall Space Flight Center

Gary Humphrey, MSFC Supply and Equipment Management Officer

Pamela D. Smith has accepted the opportunity to serve NASA as the Marshall Space Flight (MSFC) Equipment Manager with the responsibility of managing Installation Accountable Government Property across the Center. Having served NASA as a contractor for 34 years, she is deeply rooted in the mission of exploring space and science. Within her tenure on a major enterprise NASA contract, she oversaw a property management team that successfully received, deployed,

tracked, and dispositioned government property globally. In addition, Pam obtained a bachelor's degree in business management at Faulkner University and a Certified Professional Property Management certification with the National Property Management Association.

On a personal level, Pam is committed to her faith, family, and community. Both of her children are employees on NASA contracts, and she and her husband own a general store in a nearby rural community.



Pamela D. Smith,  
MSFC Equipment Manager



Langley's newly built Measurement Systems Laboratory

## Newly Appointed Property Administrator at Langley Research Center

Ann Cuyler, Contract Property, Program Manager

Please join me in welcoming Matthew Kesler. He is a newly appointed Property Administrator at Langley Research Center (LaRC) as of May 23. Matthew brings 6 years of experience with Government Property Management. Matthew was most recently an Industrial Property Management Specialist with the Defense Contract Management Agency (DCMA) located in Chantilly, VA. He started at DCMA through the Keystone Program in 2016. The Keystone Program offers a developmental pathway with on-the-job

training and ever-increasing workload complexity.

Matthew successfully completed an international rotation in Wiesbaden, Germany, in the summer of 2019. After returning and graduating from the Keystone Program in 2019, Matthew took on a complex itinerant workload that included six big defense contracts with Government property valued more than \$200 million. He is excited about the opportunity to work at NASA and contribute to the logistics mission. He enjoys traveling and hiking with his wife.

## KUDOS

### Best Place to Work (BPTW) in the Federal Government Breakfast Recognition

Olivette Hooks, Director, Logistics Management Division

Vincent “Vince” Cappello, from the Logistics Management Division (LMD), was selected to represent LMD at July’s Partnership for Public Service’s “Best Places to Work in the Federal Government” breakfast. Vince arrived at NASA during Mission Support Future Architecture Program (MAP) and Key Decision Point C (KDP-C). He took an active role in workforce strategy and budget. As if MAP and KDP-C were not enough, Vince also found himself remotely supervising a new team during a worldwide pandemic, and his actions were exemplary during this time. His positive attitude and engaging dialogue supported empathetic communication while

showing genuine concern for his staff and others. In addition, he embraced constant change while incorporating new technologies.

Vince found a good balance between getting the work done and meeting people’s needs. He worked hard to communicate often and effectively in the new normal. He listened intently and asked relevant questions during meetings, providing recommendations or feedback after having a thorough understanding of the new work environment. I believe his listening approach is part of his success in his new role.



Vince Capello, Deputy Director, Logistics Management Division

### Johnson Space Center Receives NPMA Chapter of the Year Award

Ann Cuyler, Contract Property Program Manager



The Johnson Space Center (JSC) National Property Management Association (NPMA) Chapter received the 2022 Large Chapter of the Year Award. The JSC Chapter is composed of NASA contractors and NASA civil servants, supporting a broad range of contracts and Government-property-related activities throughout NASA. The criteria to be nominated for chapter of the year include being active in training, promoting and facilitating professional development, and participating in charitable activities in the community, among other things. I would also like to proudly point out that Ricardo Montenegro (JSC IPO) is the vice president of the JSC NPMA Chapter.

Please note that there are NPMA chapters all around you, no matter where you live, with a combination of Federal and contract employees. Consider joining NPMA: members have a lot of advantages when it comes to attending the National Education Seminar (NES) annually and taking professional education seminars offered in-person or online. For more information, please go to <https://www.npma.org>.

## CONTRACT PROPERTY PROGRAM

### NASA Logisticians Present in 2022 NPMA's National Education Seminar

Ann Cuyler, Contract Property Program Manager



NASA logisticians had a great representation at the National Property Management Association (NPMA) National Education Seminar (NES) 2022 in Dallas, TX. Daniel Bartlett (Armstrong Flight Research Center Equipment Manager) and Ann Cuyler hosted educational seminars in their respective functional areas and plan to do the same at the 2023 NPMA NES.

The NPMA's NES is held annually and offers a variety of educational courses and workshops, from property management (i.e., property accounting and property disposal) to fleet management. Professional education and certification play a beneficial role in our day-to-day job and mission at NASA. If you would like to learn more about certifications (property and fleet) and educational seminars, please visit <https://www.npma.org>. The next NPMA NES will be held the week of August 13, 2023, in Orlando, FL. We look forward to continuing this participation and seeing more of our colleagues in future events. One NASA!



Keisha Martindale (MSFC PA), Cynthia "Cyndi" Thomas-Davis (MSFC IPO), and Keither Gala (MSFC Property Administrator)



Left to right, front row: Leslie Boards (JSC Mail Mgr.), Matthew Kesler (LaRC PA), Jose Valenzuela (HQ/JPL PA), Irene Garcia (JSC/WSTF PA), Ann Cuyler (LMD Contract Property PM), Leigh Ann Carroll (LaRC Equipment Manager), Frank Johnson (LaRC Chief of Logistics), Peter Llanes (AFRC IPO), Lisa Williams (LMD Lifecycle PM), and Sandra Ames (KSC SEMO)

Left to right, back row: Bushra Ebneof (LaRC IPO), Willie Gainey (KSC IPO), Ricardo Montenegro (JSC IPO), Travis Cooley (JSC PA), Darrell Friddle (JSC PA), Eric Copper (LaRC Supply Officer), Sharrief Wilson (LMD Disposal PM), Jermaine Asbury (HQ IPO), Robert Commerce (KSC PDO), Spencer Davis (KSC Alt TO), and Robert Sherouse (LMD Aircraft Logistics PM)

## EQUIPMENT MANAGEMENT PROGRAM

Miguel A. Rodriguez

### Article of Interest

Reprinted with permission from The Property Professional Magazine. Article is a reprint from NPMA The Property Professional, volume 29, issue 3, June 2017. NPMA is the largest association for asset property management professionals who are responsible for the effective and efficient management of equipment, materials, and other movable and durable assets for their organization. Established in 1970, NPMA has members throughout the United States, in Canada, and overseas. NPMA serves as a center of excellence, education, and evolution for the profession. Recognized as world-class professionals, members benefit from the finest products, programs, and services that promote professional development. Learn more at <http://www.npma.org>.

# TOMORROW'S FUTURE IS HERE TODAY

## THE INFLUENCE DRONES HAVE ON LOGISTICS AND ASSET MANAGEMENT

By Jonathan Kime, CPPS, NOVA Chapter

*"Daddy, is it a bird, or a plane?" My five-year-old son asked as we quickly ducked and looked back up at the sky. "Actually, neither" I said, "It's called a drone."*

*"What's a drone?" he asked.*

*"It's kind of like an airplane that someone can fly, but it doesn't have any people on board" I replied.*

*"Oh, like a metal kite" he declared.*

*"Exactly, son, exactly."*

Drones aren't exactly "metal kites" like my son suggests, but they are becoming increasingly popular and can easily be purchased online or at local electronic stores. Given the strides that drone technology has made in the last several years it is inevitable that drones will make their way into the logistics world in the near future. It's our job as asset management professionals to understand how this technology could potentially impact us and our customers.

Most people consider drones, a remote-controlled pilotless aircraft, to be "modern technology" and a rather new invention, but the original drone concept dates back to over a century ago and has roots in American military

history. The drone, also known as an unmanned aerial vehicle (UAV), was an idea first thought of by the United States Army toward the end of World War I. The Army developed a remotely controlled unmanned aircraft weapon they formally named the Kettering Bug but informally was known as the "aerial torpedo." Although the aircraft wasn't actually used as a military weapon at that time, it served as the original prototype for the modern drone. In fact, the droning sound of the weapon's engines is where the aircraft actually got its popular nickname. From WWI through the Cold War, the U.S. military continued to research and advance the pilotless weapons. In the eighties, the military began using drones as aerial targets to train soldiers. The military also began using unarmed and armed drones positioned worldwide to assist with surveillance, reconnaissance and executing mission objectives. Drones became a more cost effective and safe option—in lieu of the piloted aircraft—because of the minimal materials required to produce and launch. Since drones are remotely controlled via software and hardware integration and

don't require a human to fly, they also put fewer troops in harm's way.

While the primary role of drones in American history is firmly rooted in military operations, in the last decade drone technology has significantly evolved. Other industries are now looking closely at how drones could assist in streamlining their business operations and accentuate their service offerings. Drone technology, innovation and flexibility coupled with increased challenges in the growing logistics community have positioned drone usage as a key component of a more efficient future logistics operation.

Commercial companies have been working feverishly to incorporate drone technology into their logistics strategy, and online powerhouse retailer Amazon is leading the pack. In 2013 Amazon announced Prime Air—its new delivery system—based exclusively around drone usage. Deliveries were made from one storage warehouse to another, effectively shortening the overall transit time and delivering to the purchaser faster. In 2015 Amazon took it a step further and was awarded a FAA

## ► Article of Interest continued

exemption that allowed their drones to fly over private property in an attempt to implement Prime Air's 30-minute delivery service. These activities led to Amazon's first successful public drone delivery in late March 2017. The self-governing Prime Air drone successfully delivered sunscreen to conference attendees. This public demonstration illustrates the reality of drone integration into our "everyday" lives. Amazon has also added a patent for a method to guide packages released from drones safely to the ground that would require less delivery time and decrease the probability of collisions.

Given these advancements in drone technology, the ease with which a drone can be purchased and the overall increased presence of drones in our everyday lives, what are the implications of drones in the logistics world?

- **Delivery and Receipt**—Drones could introduce a much more automated response to shipping, delivery and receiving, reducing the element of human error. Using a drone for "last mile delivery" to deliver a package to a home or a warehouse can significantly reduce the overall delivery time and cost required to transport an item from a stock warehouse to its final destination.

- **Inventory Management and Restock**—Drones armed with appropriate RFID equipment could allow them to search large storage warehouses for inventories or retrieval of specific items. They can reach the highest areas without assistance and can fly at speeds upwards of 50 mph. Use of drone technology could save significant time

when performing inventory management, inventory location or inventory re-stock tasks.

- **Cost Savings**—It is possible drones can cut costs as drone usage requires less humans to physically perform logistics tasks—most drone tasks are controlled remotely via software. Delivery costs could also be cut as multiple modes of transportation might not be required to transport an item from stock to its final delivery location. Material and maintenance costs associated to drones have the potential to be less than maintenance associated with traditional modes of transportation.

- **Environmental Considerations**—Compared to the traditional land, air and sea delivery methods drones are a more environmentally friendly option and have the ability to be emissions free.

As with any new technology, there are challenges with drone technology that must be addressed before drones can become a commonly accepted and approved form of transport. Federal aviation laws are still forming and must be vetted and approved. Laws to govern personal and public use of drones haven't been needed until recently, as drones were mainly used only in the military. These laws are needed to govern drone activity and prevent collisions between drones and other air traffic like passenger jets and non-commercial airplanes. Another challenge is the limited amount of cargo drones can carry and safety of objects in transport. Drones have not yet been able to carry anything

heavier than 10 pounds. The safety of an object while in transport and when delivered, even if as light as a pound, is also a concern. Even a light object, if accidentally dropped while carried hundreds of feet in the air, could cause significant damage. Privacy concerns also arise with drone usage. This has led to drone prevention areas that purposely cause interference with the drone and its originator.

Finally, security is an ongoing concern. Since drones are controlled remotely there is always a possibility for drones to be taken over by an adversary.

As drones become more readily available various industries—from law enforcement to logistics to entertainment—will be thinking of creative ways of using drone technology to increase productivity, lower costs and improve operational efficiencies. Because, as for the use of drones, the sky's the limit.



### ABOUT THE AUTHOR:

*Jonathan Kime, CPPS, is a Business Analyst with Sunflower Systems. He has over 3 years of property and asset management experience primarily focusing on consultant, account management and implementation services. Jonathan resides in the Northern Virginia area and is a member of NOVA Chapter.*

## QUESTIONS AND ANSWERS

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Miguel A. Rodriguez

### Property Survey Reports

**Q1. The End User (EU) was the last person who had physical possession of the equipment. It was not the official EU named on the Equipment Master Record (EMR). She initiated and submitted the form as the EU and signed as the Property Custodian (PC). When the SEMO received the NF-598 for review, the SEMO noticed that although she is a PC, she is not the official PC for the equipment item. The SEMO rejected the NF-598, which was sent back to her queue as the PC.**

She then received the notification from LiveCycle for the requested updates and attempted to edit the form but was not able to make any updates from Section 1 (Basic Data).

She then rejected the form back to the EU hoping that would delete the PC signature and allow her to update the form as the EU.

She then received a notification from LiveCycle for the requested updates as EU but it still will not allow her to make any edits/updates to the form. She attempted to delete her signature and was not able to do so. It appears that there is no mechanism to delete the EU signature to make edits to Section 1 (Basic Data and/or correct PC information) if needed.

Updating information after a rejection has been an issue for quite a while. Unfortunately, our customers become so frustrated with the process that they either give up all together and let the PSR sit forever, or they end up submitting a duplicate form.

Most of the time I'm only made aware of the issues when following up on the status of an NF-598. Even then, it is extremely difficult to get anyone to respond to my e-mail inquiries. Some of the feedback I get from our customers is that it shouldn't be so difficult to process the form.

A1. The form must be rejected to the individual who submitted the form. They should be able to update the PC and Section 1 and resubmit the form. If they can't make any changes, they should submit a ticket.

**Q2. Our Center OSI Integrator (COI)—a Senior Executive Service (SES) Directorate head—does not agree that the concurrence/non-concurrence of the 598 should be at the SES Directorate level.**

A2. The concurrence/non-concurrence with the Survey Officer (SO)/Survey Review Board (SRB) findings and recommendations for implementation is not at the SES Directorate level. This is the responsibility of the employee's organization head (e.g., Division Director/Chief, Branch Chief, etc.). If the head of the organization does not concur with SRB's findings and recommendations, he/she can appeal to a higher authority/NASA official for adjudication (e.g., to implement financial liability or to implement any other adverse action against an employee). NPR 4200.1 does not require the appeals official to be an SES employee. The NPR places adjudication authority on the higher management level/NASA official—who could/could not be an SES employee—with oversight over organization heads.



**Q3. How do we deal with mapped organizations as they relate to routing the form to Directorate heads that may be assigned at different Centers?**

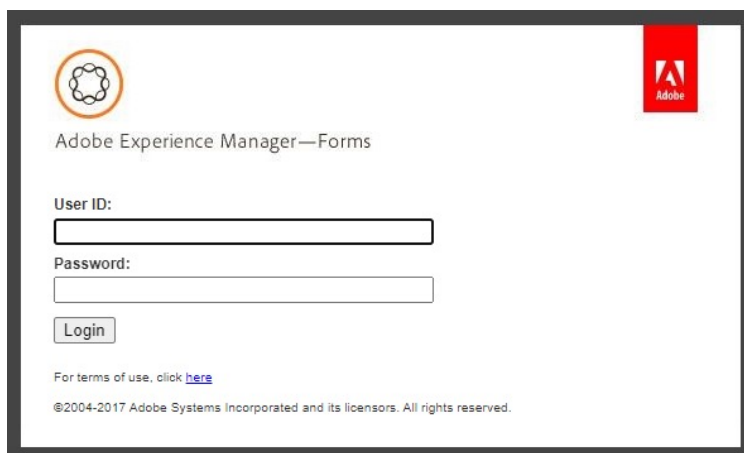
A3. There are a couple of options:

- a. The organization head appealing the SRB findings and recommendations may attach a copy of the completed survey to an e-mail and start the process with the appeals official.
- b. The appeals official may delegate his/her authority to a NASA official on Center. The systematic routing of an NF-598 can be modified to route the document to delegated authorities.

**Q4. If there is a non-concurrence of the findings, how does the Center Operations Director adjudicate the case (beyond the written memo as stated in the NPR) and remove the action from his/her queue?**

A4. The appeals official must hit “complete” after recording his/her adjudication on the NF-598. This action will remove the action from the queue and return the NF-598 to the organization head, the Survey Officer, and the SEMO.

**Q5. I am trying to access the NF-598 through the NASA Electronic Forms System (NEF) site, and the site requires entering the credentials (pictured side). Is there a different way to access the NF-598 without providing my credentials?**



A5. There are several possible causes that we are aware of.

- a. Computers that are not owned by NASA are commonly not configured correctly, and you may need to submit a NAMS request to work around the issue.
- b. Name changes can sometimes cause issues, and these have to be debugged on a case-by-case basis.
- c. If you have a Mac computer, Macs sometimes aren't configured correctly. We provide instructions on how to fix them (*see next page*).

**Here are the best tips for when users are having issues when logging into NEF with a Mac:**

- a. First try clearing the cache; see instructions below:
  1. The fastest way to clear your cache is to use the shortcut [CMD] + [ALT] + [E].
  2. You can also enable a developer menu in Safari  
Select the Safari menu drop-down the item “Preferences...”  
Click on the tab “Advanced.”  
Check the option “Show Develop menu in menu bar” at the bottom. Now you should see a new menu item in the main menu named “Develop”.  
Click on the menu item “Develop”; you can select “Empty Caches” from the submenu items.
- b. If clearing the cache does not work, ensure that Enterprise Connect is up and running. If it is up and running, double-check its configuration. Click the following link for additional information.

[https://esd.nasa.gov/esdportal?id=kb\\_article&sys\\_id=0211b6ac1b968510ac86edfde54bcb8a](https://esd.nasa.gov/esdportal?id=kb_article&sys_id=0211b6ac1b968510ac86edfde54bcb8a)

### Property Pass and Remote Work

**Q6. How are we to use NF-892s to document civil servants with a valid Telework Agreement beyond 180 days? The Block 6 drop-down doesn't provide that option, which will be confusing to civil servant End Users looking to complete a pass that's in line with their Routine Telework Agreement (which is usually valid for up to one year).**

A6. The same way we used it before the pandemic...that is, a property pass renewal with SEMO's approval. Routine telework implies that the employee will be present at his/her NASA office one or more days a pay period. Renewal of an NF-892 should not be challenging—in fact, this is an opportunity for inventory validation (when necessary).

**Q7. Will contractors be allowed to work remotely?**

A7. Good question—the answer is probably beyond the equipment management scope. I suggest contacting the corresponding CO for an answer.

**Q8. If contractors are allowed to work remotely and the contractor's duty location is no longer a NASA Facility, are we to convert NASA-owned equipment into GFP for the contract at that point?**

A8. Good question. Center Equipment Management (EM) officials must support (from an inventory management perspective) contract provisions; that is, if the corresponding CO indicates (through contract provision) that the contractors' assigned equipment is to be treated as Government Furnished Property (GFP), then EM personnel should process the GFP transaction(s) in SAP.



**Q9. Is NPR 4200.1H going to be updated to clarify the inventory process for property pass equipment on a remote work agreement?**

A9. Yes.

**Q10. How are we to treat remote-work contractor employees requesting an NF-892? This is just specific to contractor employees with a Remote Work Agreement (not telework agreement).**

A10. This question is similar or related to question 8. A remote-work request from a contractor shall be evaluated by the corresponding CO, and the CO may concur with the request if allowed by the FAR or any other regulation/law governing contracts. Equipment Management personnel must support the contractor in accordance with contract provision(s).

**Q11. If contractors are allowed to work remotely, shall we consider their duty location no longer a NASA Facility and therefore they are not considered onsite contractors?**

A11. Probably. It is the CO's call and subject to the FAR and contract provisions.

**Q12. If Q11 is true, and the contractor's duty location is no longer considered a NASA Facility, should Center Equipment Management be processing a GFP action (in SAP) for any instance of a remote-work contractor submitting an NF-892 (regardless of the property pass period)?**

A12. The contract must include the GFP clause for equipment to be GFP to a contractor. For this purpose, the contractor must have an inventory management system (per contract provision) for the management, tracking, and control of GFP items. It is the CO's decision to include the GFP clause in the contract. There is no need for an NF-892 if the property is GFP to the contractor. The Equipment Master Records (EMR) for controlled equipment is made inactive in SAP once the item is GFP to a contractor.

## CONTACT US

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Your involvement, understanding, and feedback are essential to making the Logistics Management Program a success. Please send us your questions or stories to share by calling or e-mailing:

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