



Logistics Management Newsletter

FROM THE LOGISTICS MANAGEMENT DIVISION

FY22 | ISSUE 3

JULY 2022

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.

Kudos



JSC LOGISTICIANS RECEIVE HONOR AWARDS RECOGNITION

Julie A. Hardcastle, JSC Deputy Chief, Logistics Division

Please join us as we celebrate the recognition of two of our very own, Vincent Lovell Johnson, Logistics Division Chief at Johnson Space Center (JSC), and Syreeta Watkins, Transportation Specialist at Johnson Space Center. Johnson is recognized for his exceptional service to the JSC Center Operations Directorate and Watkins for her exceptional contributions to transportation fleet management by ensuring effectively maintained

vehicles for all JSC personnel, providing safe and reliable transportation.

Both Johnson and Watkins were honored during the 2021 NASA's Agency Honor Awards Virtual Ceremony on April 27, 2022. This ceremony recognized individuals and teams from JSC, the Agency, and the industry for their outstanding contributions to the Nation's space program.

► [Continued on next page](#)

IN THIS ISSUE

1 JSC Logisticians Receive Honor Awards Recognition

4 JSC Logistics Support Contractor Receives Safety Award

5 Equipment Management Program

6 Questions and Answers

8 Transportation Management Program

11 Farewell

12 Contact Us

► JSC Logisticians Receive Honor Awards Recognition continued



Vincent L. Johnson, Chief, JSC Logistics Division, 2021 Johnson Space Center Honor Awards Recipient.

Vincent Johnson provided exceptional service to Johnson Space Center, leading logistics during the COVID-19 pandemic while participating in the Mission Support Future Architecture Program (MAP). Johnson led a team of logisticians to assess numerous initiatives proposed as part of MAP efficiencies. They were fully engaged in providing evaluation and insights into a broad array of topics, including consolidations, the scope of responsibilities, deep-dive analysis of operations, and organizational structure.

The increased responsibilities of MAP alone would have been worthy of recognition, but to add the logistic demands of the pandemic during the height of the MAP activity was incredibly challenging. Johnson quickly organized a methodical approach when responding to logistic demands

created by the pandemic. Early in the pandemic, he led the effort to locate supplies such as hand sanitizer and face masks, creating the ability to provide travel kits for mission-critical travelers. His efforts enabled JSC to share supplies with other Centers with mission-critical needs when they had been unable to acquire necessary supplies. Diligently working to acquire supplies was only part of the effort; he also established an approach to meet customer needs by having Logistics participate in evaluations of the workspace, resulting in the installation of Plexiglas panels and configuration modifications across the Center.

Throughout the pandemic, Johnson has continued to embrace each new issue with tenacity. He led his Logistics team to partner with JSC Occupational Health and Safety personnel to provide support for the October Drive-Thru Flu Shot Program for JSC employees. The effort involved envisioning what would be required to create an efficient process within spatial distancing guidelines and included organizing tents, tables, and chairs, as well as providing ice coolers, the proper disposition of surgical

masks, and plastic face shields for Occupational Health personnel supporting the program. Under Johnson's management oversight, the Logistics Division supported the creation of a backup quarantine facility for crewmembers due to concerns about the pandemic between crews.

These are just a few examples of issues arising from the pandemic that Johnson has guided his team to address and resolve. Overall, Johnson managed logistics support to the Center and led his team to engage in shaping MAP decisions while overcoming the unforeseen challenges of the pandemic, enabling JSC to continue the mission. Johnson is an invaluable asset to the Center Operations Directorate and Johnson Space Center.



Johnson has continued to embrace each new issue with tenacity.



Syreeta Watkins, JSC Transportation Specialist, 2021 JSC Honor Awards Recipient.

Syreeta Watkins's contributions have greatly assisted the Logistics Division's Vehicle Fleet Office. Watkins readily supports the JSC Vehicle Fleet Operations Officer (VFOO) and enthusiastically accepts additional duties and responsibilities to assist the organization. An example includes Watkins envisioning and developing a JSC Fleet Management Desk Guide.

This comprehensive guide is a collection of detailed procedures

and examples gleaned from the VFOO's years of experience and expertise. Such a guide had never been created, and without it, a vast knowledge base in fleet management would have been lost due to the upcoming VFOO retirement. The complete guide includes information on the multiple software systems used for varying reporting requirements, preparation for audits, JSC's General Services Administration (GSA) leasing procedures, Federal and internal policy notes, Vehicle Reutilization Board processes, important Points of Contact, and numerous other detailed data not documented elsewhere.

In addition, in line with the President's Fleet Vehicle Electrification Initiative, Watkins has embraced and aided in accelerating the acquisition and deployment of electric vehicles and electric charging stations at JSC.

As part of the President's initiative, the Office of Management and Budget allocated \$5 million to NASA in FY22 to meet the goal of electrifying the Federal motor vehicle fleet. For JSC to receive any of these monies, a one-page report was

required by Headquarters within a 5-day turnaround. A team was quickly assembled, with Watkins serving as a key player. The one-pager needed to outline JSC's plan for charging station locations, charging station type (brand), and estimated costs. With Watkins's support, the team quickly gathered data, performed site visits, selected locations, researched, and discussed charger types, and then they developed an estimated cost. The report was prepared and sent to NASA Headquarters, with JSC being one of only five Centers to receive funding. The funding is planned for disbursement in FY22.

To better serve the JSC community, Watkins is working with the Center Operations Directorate Sustainability Team, JSC Office of Chief Counsel, Starport personnel, and NASA management to develop processes to allow JSC employees to charge their personal electric vehicles.



Watkins has embraced and aided in accelerating the acquisition and deployment of electric vehicles and electric charging stations at JSC.

Congratulations to Vincent Johnson and Syreeta Watkins for their very deserving recognition!

JSC LOGISTICS SUPPORT CONTRACTOR RECEIVES SAFETY AWARD

The awardees performed at a high level in the areas of JSC/OSHA Performance Metrics, Record of Participation in the JSC Safety and Health Program, Special Contributions or Innovations to the Safety and Health Program, or Service to the Community.

The Johnson Space Center (JSC) Contractor Affairs Safety and Health Committee (CASC) and Contractor Safety and Health Forum (CSF) created the CSF Safety and Health Excellence Award to recognize contractor organizations that have demonstrated excellence in safety and health and significant participation in JSC safety and health activities.

JSC's Logistics Support Contractor, TechTrans International (TTI), was recognized at the 2022 CSF Annual Awards Presentation, where they received two awards: The 2021 Contractor Safety Forum Safety and Health Excellence Award–NOVA and the CSF Innovation Award

for their “Ride It, Rack It” bicycle safety initiative.



On April 13, 2022, the CSF Safety Panel awarded the new 2021 Safety Excellence awards at the 2022 Contractor Safety Forum to contractors who demonstrated exemplary safety and health performance. The awardees performed at a high level in the areas of JSC/OSHA Performance Metrics, Record of Participation in the JSC Safety and Health Program, Special Contributions or Innovations to the Safety and Health Program, or Service to the Community.



Left to right: Michele Wilkinson (Jacobs Corp.) , Kristen Tolleson (NASA JSC), Julie Hardcastle (NASA JSC), Kevin Damron (TTI), Donna Shafer (NASA JSC), Vincent L. Johnson (NASA JSC).

EQUIPMENT MANAGEMENT PROGRAM

Miguel A. Rodriguez, Program Manager

Tips to Complete Equipment Management Forms

Scenario: A civil servant (CS) tries to access a NASA form through the NASA Electronic Forms (NEF) website. The CS, a Mac user, is not allowed to access the form and instead is redirected to access an “Adobe Experience Manager—Forms” log-in page for which the CS does not have authentication. The CS tries using both Chrome and Safari browsers unsuccessfully.

Here are the best tips for when users are having issues when logging in with a Mac.

- A. For Macs, Safari is the preferred browser.
- B. 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:
 - a) From the menu at the top of the screen, select “Safari” and then “Preferences...”
 - b) Click on the tab “Advanced”.
 - c) 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”.
 - d) Click on the menu item “Develop,” and you can select “Empty Caches” from the submenu items.
 3. If that does not work, ensure that Enterprise connect is up and running. If it is up and running, double-check its configuration. See https://esd.nasa.gov/esdportal?id=kb_article&sys_id=0211b6ac1b968510ac86edfde54bcb8a for more information.



If that does not work, ensure that Enterprise connect is up and running.

QUESTIONS AND ANSWERS

Miguel A. Rodriguez

Topic: Equipment Loans to NASA

Q. Does NASA accept loaned equipment from international entities like the European Space Agency?

A. It is possible, and the NASA organization probably requested/initiated the loan. However, subject equipment is not NASA equipment; therefore, the management policy outlined in NPD/NPR 4200.1 does not govern the issuance of equipment loans from an outside entity (foreign or domestic) to NASA. This loan is probably documented (including terms and conditions) in an international agreement/Space Act Agreement. OGC/OIIR/EAR reviews SAA/International Agreements for legal sufficiency.

Q. Does NPR 4200.1, section 3.4.1.2, paragraph d, apply to Form NF-893?

A. NF-893 does not apply to loan-ins to NASA (domestic or foreign).

Q. I see language in chapter 3.3.11.1, “control of Equipment loaned or leased to NASA,” but I didn’t see any specific reference for handling equipment loans from foreign or international entities. Do I apply both references, including reviews by OIIR, export control, and legal?

A. 3.3.11.1 applies to all (foreign and domestic) equipment loans/loan-ins to NASA. In addition, NASA must establish equipment control and accountability once the loaned-in equipment is received at the Center and if the loaned-in equipment meets the control criteria and the loan exceed 60 calendar days; see section 3.3.11.3.

Topic: Equipment Inventory

Q. With NASA Centers exiting the NASA COVID Framework, logisticians across the Agency are about to restart the FY22 Equipment Inventory. As such, they are getting some questions regarding property passes because the Agency does not have an updated NF-892.

A. Required enhancements to NF-892 were defined and provided to Headquarters form developers. LMD has not been given an estimated release date, but it will be in the fourth quarter of FY22 (subject to availability of resources). Keep in mind that subject enhancements are in support of Permanent Remote Workers.

Topic: Permanent Remote Work

Q. How do we treat remote work contractor employees with a property pass? (Specific to contractor employees with a Remote Work Agreement, not a Telework Agreement.)

A. The process will be similar to civil servant employees if allowed by contract provisions, and it will apply to NASA-held equipment.

Topic: Permanent Remote Work (cont.)

Q. The FY22 second-quarter newsletter stated the following: “The Property Pass period in support of remote workers is determined by the actual agreement document.”

A. Correct. It is not yet known whether permanent remote work agreements will be open-ended, have end dates, or establish periodic updates. NF-892 will support permanent remote agreement documents established by OCHCO.

Q. Does this imply that the new version of the NF-892 will also require the submission of the employee’s remote work agreement?

A. It is not required because permanent remote work agreement documents contain personally identifiable information (PII). This will be clarified in the instructions to NF-892 and the update to NPR 4200.1. The employee initiates the NF-892; therefore, the employee will probably know the “Agreement Request Number” assigned to the agreement document by HR/OCHCO. The employee must enter the request number on the NF-892.

Q. How do Center Equipment Management personnel verify that the property pass period specified on the NF-892 matches up with the remote work agreement?

A. The signature of the employee’s supervisor on the NF-892 validates that the requested period matches up with the remote work agreement document. Center Equipment Management officials will rely on corresponding supervisors to validate all information entered on an NF-892.

The signature of the employee’s supervisor on the NF-892 validates that the requested period matches up with the remote work agreement document.

Topic: Telework

Q. With the current discussions on Perpetual Inventory Methods, will we continue to require telework (not remote work) employees to bring in their property pass items to be validated for the inventory?

A. Affirmative for teleworkers because these must return to the Center to conduct work. For permanent remote workers, virtual inventory will suffice. Virtual inventory has proven to be effective during COVID. LMD submitted a system change request (CRQ) to add “Approved Permanent Remote Work” as an out status, and the Equipment Master Record (EMR) will include a field to record the Agreement Control Number assigned by HR/OCHCO.

TRANSPORTATION MANAGEMENT PROGRAM

Tim Currie, Program Manager

NASA Barge Pegasus Transports Atlas V Booster to Port Canaveral, FL

Jason Dickerson, MSFC Logistics Services Office

The Marshall Space Flight Center (MSFC) Logistics-managed NASA barge Pegasus recently assisted United Launch Alliance (ULA) in transporting an Atlas V booster from the ULA manufacturing facility in Decatur, AL, to Port Canaveral, FL. The Atlas V is a 136-foot medium-lift launch vehicle that launches payloads for NASA, the Department of

carry astronauts to the International Space Station (ISS). The first Orbital Flight Test (OFT-1) was able to launch and land safely, but software issues prevented a successful docking with the ISS. A second attempt, scheduled for August 2021, was scrubbed due to a malfunctioning valve.

Rocketship, was unavailable due to major maintenance and refurbishment in drydock, with no way to return in time to meet the May launch schedule. After an expedited review, ULA and MSFC Logistics chose Pegasus as the best option to get the rocket to Florida in time to make the OFT-2 launch window.



Atlas V arrives at Yellow Creek Dock on a FOSS-185 barge.

Defense, and commercial entities. One of the most recent notable launches for an Atlas V was the launch of the Perseverance Mars Rover in July 2020.

The Atlas V rocket moved in this event was used for the second Orbital Flight Test (OFT-2) of Boeing's Starliner spacecraft for NASA's Commercial Crew Program (CCP) and was used to

MSFC Logistics was presented with a unique opportunity in March 2022, when ULA reached out about the availability of Pegasus to transport the Atlas V to Port Canaveral. A booster rocket was needed for a May launch date and scheduled to arrive in Florida on a Russian ANTONOV aircraft, but current global circumstances prevented that flight. In addition, ULA's marine transportation, a boat called

Before the Atlas V was loaded on Pegasus, several challenges were resolved to ensure that all cargo was loaded, transported, and offloaded without damaging the cargo, personnel, and Pegasus. Additionally, the rapid timeframe called for a significant joint effort between ULA and MSFC Logistics to identify and plan all aspects of the move.

A thorough route assessment uncovered a significant obstacle. Wilson Dam's main lock on the Tennessee River, which Pegasus would need to go through on its route to the ULA dock in Decatur, AL, was closed for maintenance. The auxiliary lock at Wilson Dam is not large enough for Pegasus to travel through. ULA was able to identify a local open-deck barge FOSS-185 that, with modifications, would be able to transport the booster rocket through the auxiliary lock.

MSFC Logistics and ULA then had to identify a point within a day's travel from Decatur that could support the handoff of the Atlas V booster from the FOSS-185 barge to Pegasus. The port facility at Yellow Creek in Iuka, MS, was chosen as the optimal location to rendezvous. Because the FOSS-185 is an open-deck barge, weather, specifically lightning, became a significant concern, and coordination of Pegasus's arrival time was closely monitored to coincide with the FOSS-185 departure from Decatur.



Atlas V is loaded on Pegasus.

Despite the physical and short-notice logistical challenges, the Atlas V booster was loaded on Pegasus on April 1, 2022. After a 12-day trip, Pegasus moored at Port Canaveral Army Dock, where the rocket was offloaded and

transported to the ULA facility for integration with the Solid Rocket Boosters and Starliner.

After the rocket's assembly was complete, the launch occurred on

May 19, 2022, at 6:54 p.m. EST. The Orbital Insertion Burn was completed 31 minutes into the mission. Starliner achieved a soft capture at the ISS on its first attempt 26 hours and 34 minutes after beginning the mission. Starliner achieved a hard capture 20 minutes later.

On May 25, 2022, Starliner undocked from the ISS and successfully landed in White Sands, NM.



Pegasus makes an early-morning approach to Port Canaveral.

► Continued on next page

► Transportation Management Program continued



OFT-2 launches on May 19, 2022.



Boeing's Starliner crew ship approaches the ISS on the company's Orbital Flight Test-2 mission on May 20, 2022.



Boeing's CST-100 Starliner spacecraft lands at White Sands Missile Range's Space Harbor, Wednesday, May 25, 2022, in New Mexico. Boeing's Orbital Flight Test-2 (OFT-2) is Starliner's second uncrewed flight test to the International Space Station as part of NASA's Commercial Crew Program. OFT-2 serves as an end-to-end test of the system's capabilities.

FAREWELL

Thomas Weisz

Please join me in saying farewell to **Sara Jensen**, Division Chief of the Goddard Space Flight Center (GSFC) Information and Logistics Management Division. Sara retired on July 2, 2022, after 40 years of Federal service. Sara began her NASA career in 1983 and started working in logistics a year later as a Property Disposal Specialist. Sara later became the Disposal Team Lead, Property Branch Head, and then Logistics Division Chief in 2017. She also served as the GSFC Supply and Equipment Management Officer (SEMO) for 19 years.

During her time at NASA, she was involved in supporting numerous projects, most notably the Hubble Space Telescope (HST) and the James Webb Space Telescope (JWST). Sara now lives in Florida and enjoys visiting with her grandkids.



Sara Jensen.

CONTACT US

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:

Olivette M. Hooks

Director, Logistics
Management Division

Office: 202-358-0721
olivette.hooks@nasa.gov
<https://www.nasa.gov/offices/LMD/>

Chris Ainsworth

Logistics Management Institute
(LMI) Program Support

Office: 202-358-4612
christopher.e.ainsworth@nasa.gov

Vincent E. Cappello

Deputy Director, Logistics
Management Division

Office: 202-309-8304
vincent.e.cappello@nasa.gov
https://www.nasa.gov/offices/LMD/programs/support_and_supply_chain

Wayne A. Cragwell

Logistics Management Institute
(LMI) Program Support

Office: 202-358-4612
wayne.a.cragwell@nasa.gov

Timothy A. Currie

Transportation
Management Program

Office: 202-358-1219
timothy.a.currie@nasa.gov
https://www.nasa.gov/offices/LMD/programs/transportation_management

Ann Cuyler

Contract Property
Management Program

Office: 202-358-1524
ann.cuyler@nasa.gov
https://www.nasa.gov/offices/LMD/programs/contract_property_management

Peral R. Hill

Supply and Materials
Management Program

Office: 202-358-0491
peral.r.hill@nasa.gov
https://www.nasa.gov/offices/LMD/programs/supply_management

Marjorie C. Jackson

Logistics Compensating Controls
Reviews (CCR) Program

Office: 202-358-2464
marjorie.c.jackson@nasa.gov

Miguel A. Rodriguez

NASA Equipment and Mail
Management Programs

Office: 202-358-1065
miguel.a.rodriguez-1@nasa.gov
https://www.nasa.gov/offices/LMD/programs/equipment_management

Robert S. Sherouse

Artifact Identification and
Disposition Program

Aviation Logistics Asset
Management and Special Projects

Office: 202-358-0746
robert.sherouse@nasa.gov

Lisa M. Williams

Lifecycle Logistics and
Supply Chain Program

Office: 321-867-7777
lisa.m.williams@nasa.gov

Sharrief Wilson

Property Disposal
Management Program

Office: 202-358-0875
sharrief.wilson@nasa.gov
https://www.nasa.gov/offices/LMD/programs/property_disposal_management

Vacant

Administrative Assistant

National Aeronautics and Space Administration

The Logistics Management Division
NASA Headquarters
300 E Street SW
Washington, DC 20546

www.nasa.gov