



Thinking 'Winshare' key to team's success

"They are constantly thinking Winshare!"

That is how Helen Kittinger explains the success of her Win Team, the Data Pros.

"On the job they're thinking Winshare and that's why they're coming up with so many ideas—it's part of the job itself to us."

The Fort Avenue team has generated enough approved ideas to garner customized silver GEMC jackets for four of its members, as well as for the leader, resource person, and supervisor of the team.

Sixty-two ideas have come this year from Helen, Barbara Blankinship, Kathy Brent, Doris Dalton, Beverly Ensley, Charles Evans, Bruce Oulds and Pete Stanley.

These Data Pros have also qualified for other prizes in the 1989 Winshare Contest: flashlights or atlases, dinners for two, and catalog gifts.

Helen is still figuring up the savings from 22 ideas already in force.

"We're too busy writing up ideas to even have a meeting," said Helen, laughing. But actually, the team rarely meets formally because the members come from all three shifts.

"Three shifts don't get to come together at one time," she explained. "First and second might meet, or third and second might get together. We bounce ideas around while we work."

That is Helen's advice for other Win Teams: "Have in your mind when you're doing your job, 'Is there a better way to do this? Is there a savings here?'"



Barbara Blankinship (above) feels great about her team's success. "It's just a matter of finding a better way of doing your job," she said.

Left to right: Charles Evans, Chuck Read (Resource), Barbara Blankinship, Ken Mayhew (Supervisor), Kathy Brent, Doris Dalton, Helen Kittinger, and Beverly Ensley demonstrate the excitement which fires the Data Pros.

Members not pictured are Bruce Oulds, Pete Stanley, Betty Cash and Birdie Maddox.

In other words, "Don't think of Winshare only when you meet!"

The team credits others with their accomplishments also. "We've had so much support from our manager, Chuck Read. He's never too busy to answer a question or get us some information if we're stuck. He's the one who can get things done for us."

Helen said a lot of credit goes to ISO because many ideas are programming changes. "We can come up with the ideas, but they mean nothing if we can't get them implemented."

For example, a computer program allowed a string of jobs to be deleted using a single run command instead of repeatedly typing the same command. The new procedure frees up the console

and saves operator time.

Another idea meant a change to the job scheduling program. Now, jobs are automatically added to the schedule when they are added to the Tape Management System. The possibility of human error is eliminated, as is the cost of reruns.

Paper usage was cut in half when a simple program change eliminated the blank page falling between each printed page in a weekly job.

"Our main focus is improving the quality to our users, and if that saves money too, that's a bonus," Helen said.

But can the Data Pros keep up the break-neck pace of new ideas?

"Oh yeah," Helen said, "We can do it."

RIF? Retirement? Reclassification?

Wilkins addresses issues at Roundtable

At his monthly Roundtable meeting John Wilkins, Manager-Engineering & Manufacturing, fielded questions from 12 employees that ranged from: "Will there be a Reduction In Force?" to "How many people will get to retire this year?" With the help of Alex Newmark, Manager-Employee Relations, here are some of the questions and answers.

Q. Since the new radios need less labor, will there be a layoff?

A. Hopefully not, but don't know at this time. The good news is we're building new products here, and we expect the new radios to generate greater volume. If this happens, we should be able to move people to other growing areas. Everyone needs to understand that we have serious cost and price problems with many current products, and the new generation products will help fight these concerns.

Q. Some areas in the plant are too hot, year 'round. Can this be corrected?

A. Some of Mobile's heating and cooling systems are antiquated, so severe weather changes throw them off. Investments to stay competitive and for productivity improvements have to come first. But if there is a serious, chronic problem in an area, Bill Lease will personally look into it.

Q. How many people will get to retire this year?

A. If you're referring to the special SERO program, it depends on how the business does.

Q. Why did they replace some people at age 55 who retired last year, and this year they say if you have to be replaced, you can't retire at 55. Why?

A. The confusion about this issue started with the special "Window." The window was a one-time deal which allowed GE people (who qualified) a chance to retire, thereby letting former employees who were laid off be recalled. The window was followed by SERO (Special Employee Retirement Option) which says, if a reduction in force is needed, then employees can volunteer to retire. This year, we have no choice but to follow Corporate guidelines on the SERO program.

Q. Why can some people retire and some not--all are in the same pension plan?

A. Again, Mobile has to operate by Corporate SERO rules on retirement that say we must have an RIF or an effect on classification. If Mobile has to have a reduction, we will administer the SERO program to let as many people retire as possible.

Q. Is there a possibility of technicians returning to non-exempt status?

A. No.

Q. Why are supervisors allowed to assign higher paid employees to lower rated work on a regular basis and then LOW lower rated people?

A. The best way to handle this issue is on a case-by-case basis. If a supervisor cannot explain his or her actions, take it to the subsection manager, and if necessary, to Dennis Connors.

Q. Why are there temporary LOWs if the business is doing so good?

A. This question needs to be answered in two parts. First, there is some temporary LOW in certain areas of the factory to allow for adjustments in finished goods inventory. Second, the phrase "doing good" is a relative concept. Good compared to last year? Compared to 1987? Compared to Corporate standards? Compared to the competition? We have our work cut out for us. Motorola and the rest of our competitors are hitting hard on cost and price. We must keep fighting.

Q. Can engineering technicians go back to 7:30 a.m. to 4 p.m. work hours?

A. John Wilkins feels very strongly that engineers and technicians are critical to our future, and that technicians must be here the same time as engineers.

SECURITY NOTE

Temporary gate pass books now available

New gate pass books, to be issued for removal of material from GEMC premises under recently revised instruction number 5-4, are now available from General Accounting, Room 1658.

Section level managers (or their documented designees) who desire these books should contact Norma Reider, ext. 7452, or Thom Stutzman, ext. 7072.

The re-instituted gate pass routines are one of several measures intended to increase security at our Lynchburg facilities.

Benefits changes to be explained

Video and booklets available

Shirley Montgomery, Manager-Personnel Accounting, will conduct Roundtable meetings to further explain the changes in GE Benefits.

The meetings will begin March 13 and continue for several weeks. A video summarizing the highlights will be shown at each meeting, followed by a period for questions and answers.

Booklets, which also summarize the Benefits changes, will be distributed with pay checks this Friday.

Employees are encouraged to keep the booklets and bring them to the Roundtable meetings.

Shirley is currently scheduling the meetings with Supervisors and you will be notified of the time and date as soon as they are set.



March



5 Years

Terry Bowles
Kevin Moser

10 Years

Robert Bell
Dan Lynch

15 Years

Jack Farrell

20 Years

Frank Parsons
Neil Purves

25 Years

Gertrude Brown
Kathy Jennings
Virginia Wirt

30 Years

Doris Dalton
Ruby Dudley
Elnora Fitzgerald
John Harris
June Logwood
Betty Maddox
Fred Spangler

Winning as a team means playing by the rules

Everyone at GE Mobile is part of a winning team. To continue winning, it is important for each person to know and understand the rules that guide how the game is played. Plant procedures and work rules form a common set of ground rules which keep everyone headed in the same direction, in an organized way. Rules like these are designed to protect individual safety, maintain quality performance, and promote a positive, productive, professional atmosphere. Observing the rules will ensure that GEMC's team will always be...a winner!

TYPICAL CLASS A OFFENSES—which will normally result in disciplinary time off up to and including discharge for the first offense:

1. Theft.
2. Immoral behavior.
3. Fighting.
4. Abuse or destruction of Company property or property for which the Company is responsible.
5. Falsification of any reports, records, or time cards.
6. Removing from the premises, without written authorization, Company property, records, or other materials. This includes misuse of telephones.
7. Sleeping during working hours.
8. Reporting to work in an unfit condition to perform assigned work.
9. Gambling.
10. Engaging in any conduct which tends to create a safety hazard, including "horseplay."
11. Insubordinate conduct or refusing to follow supervisor's orders to work assignment.
12. Restricting production or interfering with others in their performance on their jobs.
13. Leaving the plant during working hours without permission.
14. Bringing into the plant or possessing on plant property firearms, weapons, any kind of intoxicating liquors, illegal drugs, or hazardous material.

TYPICAL CLASS B OFFENSES—which will normally result in a written warning notice for the first offense:

1. Use of abusive language, or other harassment.
2. Being absent without proper notification to supervisor.
3. Tardiness, or unauthorized or excessive absence.
4. Failure to conform to plant procedures, i.e., improper parking, eating in work area, extending meal or rest period, leaving job early/lining up at time clocks, use of time clock other than that assigned, etc.
5. Smoking where prohibited.
6. Unauthorized selling or soliciting of funds during working hours on plant property.
7. Neglect of job, duties, and responsibilities.
8. Violation of safety rules, such as failure to wear protective equipment, including safety glasses. Wearing improper clothing such as open-toed shoes, shoes with heels higher than 1-1/2 inches and less than 1 inch in diameter.

Questions or clarifications should be directed to supervisors or employee relations.

JOB OPPORTUNITIES

Hourly

(2) LH18 Set up Assemblers, A.H. Rorrer, 1st shift (Note: Will be required to work outside the normal 1st shift hours in order to prepare for the beginning of shift), MVR.

Non-exempt

LG08 Senior Clerk, R.S. Rosser, 1st shift, MVR.

See posted job descriptions. All forms should be in by March 14.

Winshare Windows

with Sam Hedrick,
Winshare Coordinator

Kudos for initiative

Carrying through the theme, "Winshare is everyone's responsibility," Kudos this week go to cashier Catherine Anderson, of the Restaura Food Management Service.

With the Winshare idea forms now being kept in the GE News boxes, some of them got pulled out and left on the cafeteria tables.

Catherine gathered them up and gave them to an employee rather than throwing them away.

Thanks Catherine.



Keeping current

The Winshare magazine racks are now placed at each of the two main exits of the factory.

Magazines are there for you to take home and keep current with our competitors and our business market.

Response has been overwhelming, but new magazines will be in soon!

The **NEWS**

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1989 TEAM SPIRIT DAY

Tuesday, March 14, 11 a.m. - 1:30 p.m.

Come to the Cafeterias and Auditorium in Florence and Lynchburg for...

- T-Shirts
- Balloons
- Popcorn
- Lemonade
- Music
- Cafeteria Special: "Shrimply Special"

Winshare's 1989 theme:

**Our QUALITY is our PEOPLE,
and our QUALITY speaks for itself**