March 17, 2000
P.A. Moore, Director's Office

Change in non-GSA Fueling Process

Burl Skaggs has announced an immediate change in how we get gas for non-GSA vehicles. This change is necessary because our vendor is no longer supplying the previous onsite service and because of safety compliance issues. See full details under SLAC Announcements.

Shoeing Delicate Digits

The Lab provides some reimbursement for protective footwear because some folks are required to wear safety shoes and others choose to do so. Two safety shoe vendors will be on site Wednesday, March 22, 2000 from 7:00 AM to 4:00 PM in the parking lot of the Training and Conference Center. Take a look at the *ES&H Manual*, Chapter 19, "Personnel Protective Equipment," Section 10: Foot Protection, for further information. Also, the Petty Cash Reimbursement form is available online. Contact Rich Jones at ext. 3736 for more information.

Accounting News

Here are two changes to keep in mind. First, Accounting is now putting the purpose of each trip into PeopleSoft when they make payments, but they need your help. Some people just put "Workshop" or "Conference" in the purpose field, but a more specific description is needed. Second, Accounting has revised the travel expense Excel form (the one page, letter size) in a couple of small ways. Some number formats were simplified, and the SLAC Department cell was changed so that the name of the institution of a visitor can be entered. The form is available from the Travel page. Contact Marty Sorensen at ext. 4240 if you have questions.

Spring Cleaning

With our Safety and Environmental stand down and Earth Day coming up, activities are afoot to clean up the Lab's 426 acres. Staff members from the newly formed Site Engineering and Maintenance (SEM) are planning housekeeping sweeps of outdoor areas. If you notice any junk or large pieces of trash around your building, please call ext. 8901 to have it picked up. If you own any useful treasure that may be considered trash by others, please move it as it could be picked up by mistake. Salvage will then recycle or dispose of the debris. If you have any questions, please call Mike Hug, ext. 4042 or Liam Robinson, ext. 2980.

Habla Espanol por Libre?

"The very, very beginning Spanish class will start Tuesday, April 11 and continue through June 1," says Barbara Johnson, ext. 2354, "and people can register by calling me." The class will meet every Tuesday and Thursday, from 12 noon 1:00 PM in the Blue Room in Building A&E (041). There is no charge for the class. Bring your own salsa (mild, medium, extra strength) and maybe Barbara will bring the chips.
Blood Drive Success

We're proud to announce that we had 18 donors above our goal and 9 new donors contributing blood at the recent drive, bringing our total donors to 83. Many thanks to each of you for your community spirit and your life-giving blood. Mark your calendars now for the next drive on June 7 and let's have even better participation.

Al Ashley Fellowship

Don't forget that applications for the Al Ashley Fellowship are due by March 31. This is a new program offering a career development opportunity for any person who has been at SLAC in a full time capacity for 3 years or more. Career enhancement activities such as job rotation, attending courses, or working at another lab are possibilities. Contact Lee Lyon at ext. 2283 for details.

Still Soliciting Singers and Planners

Take Our Daughters to Work Day needs volunteers. Meetings are held on Wednesdays, from 2-3 PM, in the Yellow Room, Building 41. Contact Susan Hoerger at ext. 2358. The SLAC Choir now numbers 12 people and they are planning to rehearse once a week. The next rehearsal is Wednesday, March 22 from 4:30-6:00 PM in the Training Center, sides AB. Contact Alf at ext. 4802.

FleaMarket

You can post your classified ad using the SLAC FleaMarket Submission form. You can get to the current ads from the Announcements section on the SLAC Home Page. These pages can be viewed from computers within the SLAC domain.

[an error occurred while processing this directive]

Quick News Available via Email

If you wish to receive the email version of QuickNews in the future, send a message to majordomo@slac.stanford.edu with the message in the body.

subscribe quicknews-l

About Quick News

TeXSite designed by the Technical Publications Department
Last updated by jones on 16 Mar 2000