

## All Hands Meeting Held in Agoura Hills



**DSD President Bill Allison described the current state of affairs at the Division and shared his ideas for the future with Agoura Hills' employees.**

In a move welcomed by employees uncertain about DSD's future and eager for information about where its senior management and the corporation see the division heading, Bill Allison began his tenure as president with an all hands meeting at the Thousand Oaks Civic Arts Plaza on Friday, March 31, 2000.

In describing the image of Data Systems as a major supplier of quality command and control products, Mr. Allison added that our products afford the customer the advantage of situational awareness - whether it's an individual soldier with an HTU or the Sure Strike system employed in Bosnia, we provide our customers with the ability to know

what's going on around them so they can make the best possible decisions. Situational awareness with respect to what is going on at Data Systems is equally important for employees. Coining the phrase, "The less you know, the more you make up," he stated that it is incumbent upon everyone to keep the lines of

communication open and to know the facts and objectives in order to make the best possible business decisions. He committed himself to keeping employees informed, but added that everyone bears the responsibility of keeping themselves as informed as possible by accessing the information that is made available.

Mr. Allison next discussed Litton Industries' financial performance and encouraged employees to regularly visit the corporation web site at [www.litton.com](http://www.litton.com) in order to maintain an awareness not only of how the company is doing as a whole, but also what

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**Following the meeting, employees returned to the Agoura Hills facility for a barbecue lunch.**

**Data Systems TODAY**  
**Litton**

## DSD Ocean Springs Receives Fifth Quality Award



(From left) Larry Bloodsworth, Richard Cannon, Carla Welborn, Dave Welborn, Sharron Clark, Patti

Moore, Ron Harvey, David Johnson (VP/GM), Shannon Mason, Carolyn Wyatt, Gerald Jackson, Cathy Davis, Bob Wilensky and James DeMarco represented the Ocean Springs facility at this year's Excellence in Mississippi Conference.

Litton Data Systems Ocean Springs accepted their 4th consecutive Quality Award for Excellence at the Excellence In Mississippi Conference on Friday, March 17. The annual conference, sponsored by Governor Ronny Musgrove, was held at the Beau Rivage Resort in Biloxi.

The Mississippi Quality Award is based on the same criteria that exists at the national level for the Malcolm Baldrige Quality Award and is given to deserving organizations at one of four levels. Litton Data Systems Ocean Springs received the award for **Quality**

**Commitment** in 1995 and the **Excellence Award** in 1996, 1997 and 1998.

Highlights of the 2-day conference included a variety of workshops covering business-related topics such as: Stress in the Workplace, ISO 9001, Practical Tips for Using the Internet for Training and Development, PeopleWise™ Management - The Art of Managing Brain to Brain, Managing People Conflicts, and The TEAM Approach. In addition to being a Conference Sponsor, Data Systems' employee Larry Bloodsworth served all year on the Conference

Core Committee.

Representing Data Systems Ocean Springs and receiving the award were Larry Bloodsworth, Richard Cannon, Carla Welborn, Dave Welborn, Sharron Clark, Patti Moore, Ron Harvey, David Johnson (VP/GM), Shannon Mason, Carolyn Wyatt, Gerald Jackson, Cathy Davis, Bob Wilensky and Jim DeMarco.

Each winning organization was presented with a small magnolia tree to be planted at their facility as a special reminder of the importance of quality in business. □

## Litton Newsbriefs

### Litton Becomes SkyBridge Partner

SkyBridge LP and Litton Industries have entered into partnership for space telecommunications. Litton joins the SkyBridge industrial team under the Alcatel leadership. SkyBridge will provide telecom operators and service providers with broadband capacities, enabling them to offer business and residential users access to high-speed, highly interactive multimedia services anywhere in the world via an 80 low earth orbiting satellite constellation. Litton has been selected by Alcatel under their space segment contract to provide the satellite constellation key attitude control system components, including the

inertial reference system and the reaction wheels. Participating Litton divisions will include Guidance and Control Systems, TASC, Advanced Systems and affiliate TELDIX GmbH of Germany.

### TASC Award Smart Weapons Contract

TASC won a five-year ID/IO contract from the U.S. Air Force at Eglin Air Force Base, Florida. Total contract value of the Munitions Test Task Ordering Contract (MTTOC) to Litton is \$75 million. Under the contract, TASC will provide test planning, test conduct, data collection and weapon systems performance analyses. The MTTOC contract not only supports Air Force programs, but includes testing of Army and Navy systems as well.

### Ingalls, SeaAmerica Sign Cruise Ship Agreement

Ingalls Shipbuilding has signed a Memorandum of Agreement (MOA) with SeaAmerica Cruise Lines of Hollywood, Florida to develop a ship design leading to contract negotiations for the construction of two 42,000-ton, 1,000 passenger cruise ships. The program will include options for two additional ships. Construction of the ships would utilize both of Litton Ship Systems' production facilities - Ingalls Shipbuilding in Pascagoula, Mississippi and Litton Avondale Industries in New Orleans, Louisiana. □

## Flexible Spending Accounts to be Offered Effective July 1

Meetings were held in April at all Data Systems' locations to introduce the new Flexible Spending Account (FSA) benefit designed to increase your net spendable income. Two types of FSA accounts are being offered - a Health Reimbursement Spending Account and a Dependent Daycare Spending Account. Depending upon your tax bracket, you may save between 28% and 42% on expenses paid through your FSA.

Under the Health Reimbursement Account, employees will be able to pay for eligible medical, dental or vision expenses not paid for by the health plan, such as eye exams, eyeglasses, contact lenses and solutions, dental, prescription drugs and other co-pays and insur-

ance deductibles. Eligible employees with dependent daycare expenses incurred so that the employee and their spouse can work may now also be paid on an entirely pre-tax basis. Eligible dependent daycare expenses can include such categories as childcare, nursery school, after school care, adult day care and camp.

The Plan allows a maximum of \$5,000 to be deposited in each of these accounts in a calendar year per head of household or married couple filing jointly.

Here's how it works. You decide how much you want to budget for eligible medical, dental, vision and/or daycare expenses per calendar year. The money is deducted from your paycheck weekly on a pre-tax basis and deposited into your personal FSA for tax-free withdrawal. The taxes are permanently saved, not deferred.

As you incur expenses, you submit bills to our vendor, BeneSyst, for reimbursement. Under the Health Reimbursement Account, you have access to your full election amount at anytime during the plan year. Your pre-tax payroll deductions gradually reimburse your account for any advanced amount.

Plan years will normally run from January 1 through December 31. Although this year is a short plan year, from July 1 through December 31, 2000, you may still deposit the full annual limit of \$5,000 into each of these accounts.

Detailed information concerning eligible expenses was distributed at the meetings conducted by BeneSyst, along with enrollment forms allowing employees to either participate in or waive the plan. The enrollment forms must be returned to Human Resources at your location by Friday, May 5, 2000. □

## Egyptian ARE-COC Proposal Team Receives ICARE Honors



(From left) Gary Johnson, Karen Kikuchi, Z. Doudian, Stu Harte, Pat Dousette, Tony Mallich, Ed Clarke,

Tom Peabody, Uli Eckel, Richard Kranzler, Andy Anderson, Reggie Rivera and Tom Bolton were congratulated for their efforts by Division President Bill Allison.

March's ICARE honorees and nominators were congratulated for their extra efforts by newly appointed Division president Bill Allison during the award ceremony on March 29 in the Agoura Hills cafeteria.

The Egyptian ARE-COC Proposal Technical Support Team was responsible for responding to many technical questions being asked by the Egyptians during the Systems Requirements Document (SRD) and Statement of Work (SOW) during January and February of this year.

Because of the ten hour time difference between Egypt and Los Angeles,

the team had to work late into the evenings and on weekends to prepare high quality white papers in response to these inquiries. The data was gathered and transmitted to Egypt in a timely manner, demonstrating that the Litton team is the best qualified to receive the contract and improving our chances of winning the contract.

In submitting the nomination, Pat Dousette, Gil Tansley and Bill Vanier stated they would have been unable to perform their jobs in Egypt without the support they received from the team in Agoura.

Each awardee receives a \$100 gift certificate to one of five department stores, an ICARE cup, desk pen set, pin and certificate. Employees selected to receive a second ICARE award receive a photo cube to add to their desk pen set and employees receiving their third award receive a matching paper clip dispenser. All winners are also invited to attend an ICARE luncheon held semi-annually at the Radisson Hotel in Agoura Hills.

These awards bring the total number of ICARE awards presented since the program's inception to 580. □

## Thirteen Honored by ICARE in Ocean Springs

During January and February, thirteen more Ocean Springs' employees were presented with ICARE awards in recognition of their outstanding efforts by Data Systems Ocean Springs Vice President and General Manager David Johnson.

The team of Brad Duvall, Hi Nguyen and Blair Sherwood was nominated by Sarah Peckinpaugh for its leadership and exceptional service to the Gulf Coast Oracle Users Group (GCOUG), including the very successful Oracle Expo they recently organized and executed.

The team of Sue Adams, Larry Bloodsworth and Carla Cook was nominated by Debbie Hickman and Shannon Swiney for facilitating the preparation for and timely completion of formal testing of Build 6.0.0, which took place over a seven day period, with over 80 hours of actual test time, and more than 4,100 test steps, requiring them to work weekends, split shifts and late nights.

The team of Carl Lindau, Hector Figueroa and Jeff Wimmer was nominated by Dave Robertson for putting forth a tremendous effort under extreme



From left (front row) Hi Nguyen, Carla Cook, Pauline Byrd, Lisa Chandler and (back row) Carl Lindau, Blair Sherwood, Larry Bloodsworth, Jeff Wimmer and Hector Figueroa were among the ICARE winners honored in Ocean Springs in January and February.

conditions and exceeding customer (Daewoo Heavy Industries) expectations on the Setting-To-Work effort on the Link-11 DLPS program.

The team of Jerry Storey, Lisa Chandler, Ralph Stein and Pauline Byrd was

nominated by Dave Robertson for implementing a low-cost solution for the UK TACC multiple link test that eliminated the need for a second Tactical Simulator and saved \$200,000 for the project. □

## DSD Ocean Springs Names Employees of the Month



**Dick Schutte, Valerie Brune, Richard Cannon and Shannon**

Swiney, pictured above from left, were named Employees of the Month in recognition of their contributions.

Ocean Springs recognized the following Employees of the Month during December through March.

**Shannon Swiney** of the Software Control Center was recognized as the

December Employee of the Month for her contribution to the Egyptian Navy FMC proposal effort and the UK TACC Build 5.0 software build. Always willing to go beyond the call of duty, Shannon dedi-

cated herself to completing assigned tasks on both programs while continuing to satisfy her Software Control responsibilities.

Employee of the Month honors for January were awarded to **Richard Cannon**. A member of the System Team in the UK TACC Integrated Product Team, Richard was solely responsible for maintaining the Graphical User Interface – a key element of the test and integration segment for that program. He demonstrated a take-charge attitude when given the additional assignments of metrics collection and reporting and documentation.

**Valerie Brune** was selected as February Employee of the Month. A member of the Program Planning Department, Valerie has demonstrated superior attitude, tenacity and dedication in her efforts to support implementation of the BaaN Enterprise Resource Planning System in Ocean Springs. With little training or formal tasking, she has led the way

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## Data Systems Harassment Policy Statement

Litton Data Systems is committed to maintaining a work environment free from all forms of legally prohibited harassment. In order to meet this commitment, the division will continue to actively enforce all state and federal laws and regulations prohibiting harassment in the workplace.

### Sexual Harassment

Federal law, which recognizes sexual harassment as a form of discrimination, defines harassment as:

Any repeated or unwelcomed sexual advances, requests for sexual favors or visual, verbal or physical conduct of a sexual nature, which are offensive or objectionable to the recipient and:

- submission to the conduct is an explicit or implicit term or condition of employment (known as "quid pro quo"),
- submission to or rejection of the conduct is used as the basis for any employment decision, or
- the conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment

Illegal conduct consists of many forms of offensive behavior, which may include, but is not limited to, the following:

- Unwanted sexual advances or propositions;
- Offering employment benefits in exchange for sexual favors;
- Making or threatening reprisals after a negative response to sexual advances;
- Conduct of a sexual nature such as making sexual gestures, displaying sexually suggestive objects, pictures, cartoons or posters;
- Making or using sexually oriented derogatory comments, epithets, slurs or jokes;
- Making sexually oriented graphic commentaries about an individual's body, using sexually degrading words to describe an individual or sending

suggestive or obscene letters, notes or invitations; and

- Sexually oriented physical conduct such as unwanted touching and impeding or blocking another's movement.

Sexual harassment laws apply to male/female relationships and same sex situations and may involve coworkers, employees of other companies or individuals doing business with or for the division.

### Other Forms of Harassment

The California Department of Fair Employment & Housing goes beyond federal regulations to prohibit harassment based on any of the following protected categories:

- Race
- Color
- Physical or mental condition
- Age
- Religion
- National origin
- Marital status
- Sexual orientation
- Creed
- Ancestry
- Sex
- Pregnancy
- Childbirth or related medical condition

### Complaint Procedure

If you are subjected to any of the above-mentioned conduct by a co-worker, customer, vendor or member of management, we encourage you to confront whomever is doing the harassing. State clearly how you feel about his or her actions and request that the person stop harassing you immediately. If the harassment continues or if you believe some employment consequences may result from a confrontation, state your concerns to your supervisor, any member of management, Human Resources, the Legal Department or the Division or Corporate Hotline. If your concerns are about the actions of your supervisor, or if you prefer not to bring the matter to your supervisor or member of management, you may contact one of the following Human Resources representatives directly:

- Agoura Hills/Huntsville/  
Field Locations: Lynn Withrow  
(818) 707-4308;
- Ocean Springs: Cathy Davis  
(228) 872-7520;

- San Diego: Debra Schmaltz  
(619) 623-6486

In the alternative, you may call the Division or Corporate Hotline:

### Division Hotlines

Agoura Hills: (818) 706-4669

Other California: (800) 843-5165

Outside California: (800) 237-0934

### Corporate Hotlines

(818) 446-3535 or (800) 446-3535

Harassment complaints will be thoroughly, objectively and confidentially (need-to-know) investigated. Employees filing complaints will be protected from any form of retaliation and should immediately report any perceived retaliation to any of the above sources. The results of the investigation will be communicated to the employee who initiated the investigation. Division management will correct policy violations by taking appropriate disciplinary and remedial action, which may include termination of employment of the harasser and steps to prevent further acts of harassment in the workplace.

It is the obligation of all employees to cooperate fully in the investigation process. All employees interviewed are assured that their statements will be kept in confidence, if possible, and that no retaliation will be taken against them because of their cooperation. Disciplinary action may be taken against employees who do not cooperate and those who interfere with a co-worker filing a complaint under this policy.

In addition to the procedures set forth in this pamphlet, if you feel that your complaint has not gotten the attention it deserves, you may file a claim with your local state or federal agency. California employees may contact the Department of Fair Employment and Housing at the following addresses:

- Los Angeles  
322 West First Street, #2126  
Los Angeles, CA 90012-3112  
(800) 884-1684
- San Diego  
110 West C Street, Suite 1702  
San Diego, CA 92010  
(800) 884-1684

Employees located outside of California may contact the local office of the Equal Employment Opportunity Commission. □



## In the Spotlight



Our last mystery employee was Michael Crawford, Member-Senior Technical Staff.

Michael joined Data Systems in 1982 as a newly-degreed electrical engineer from Pennsylvania State University. The system test position he accepted had all the right ingredients - working on micro-processor-based systems with an established, well-respected company at a location close to home.

From 1982 to 1987, he was assigned to the DCT (Digital Communications Terminal) Marine Corps program. Then, having reached a plateau in his career, he made the transition into systems engineering on the TAOC/MCE program, on which he continues today.

During his almost twenty year career, Michael has worked in both the technical and management arenas. He says he feels at home in either role, enjoying the hands-on aspect of the technical side, as well as the opportunity to lead people and have more of an influence on the direction of the company on the management side.

Michael has been interested in electronics since he was very young. At one time, he entertained the idea of becoming an architectural engineer, but switched to electrical engineering during his freshman year in college when he realized its broader applicability. When asked what qualities are necessary for success in engineering, he said, "You must have a conceptual thought process. You have to understand what the customer is trying to accomplish and visualize a solution that doesn't yet exist."

Michael is especially proud of his efforts on the DCT APD (Application Program Development). This system, on which he served as test director, performed flawlessly during the Customer's

Field QT&E (Qualification Test and Evaluation). He's also proud of his work as a member of the successful C2M proposal team. In 1995, Michael was a member of the P3I Software Project Management Team that received the Bill Wagner Continuous Measurable Improvement Award for enhancing test and integration productivity through the redesign of the software development process.

Michael admits that he is a bit of a hard-liner - disciplined, process-oriented, focused on doing what he believes is correct and ethical. Although that hasn't always made him popular with some of his co-workers, he believes he is respected for both his honest, direct approach and his technical abilities.

Michael's leisure time interests are many and varied. He tends to become completely immersed in a hobby and then, when he is no longer learning or experiencing new things about it, he moves on to something else. Since childhood, he has been interested in karate and in 1992, with a little prodding from his brother, he became heavily involved in learning American Kenpo, which is of Chinese origin and means 'law of the fist.' Currently a black belt, he continues to be a student in addition to being a Sifu (Chinese for teacher). Michael says he finds teaching more rewarding than taking instruction because he always learns from his students while sharing his knowledge of the art.

About ten years ago, he began raising canaries and showing them at bird shows. He says there are many different types of canary and that they are judged on conformation, shape, and color just like dogs and cats. He currently has about 40 canaries, as well as a 16-year old Yellow Nape Amazon parrot.



When he's not participating in or learning about his hobbies, he also likes to read self-help, leadership and motivational books. And, although he hasn't been able to travel as much as he would like (someone has to stay home and clean up after all those canaries!), one vacation he took turned out to be the fulfillment of a childhood dream. Michael used to competitively build and launch

model rockets. He happened to take a trip to Florida to visit his brother at the time of the launch of the space shuttle with Senator John Glenn aboard. As luck would have it, his brother's concrete company was pouring launch pad slabs at the time, so Michael was able to witness the launch from inside the Kennedy Space Center. He says

this experience was an example of how you can still fulfill a dream as long as you continue to pursue it.

Michael, a native of northern New Jersey, has made his home in Moorpark for the last eighteen years.

Our next mystery employee joined Data Systems in the early 1980's as a member of a new group that tracked engineering costs. He attended San Diego State and remains a fan of the Chargers and the Padres. His office is adorned with more than a few family photos. Do you know who he is?

Please submit all entries to Data Systems Today Spotlight Contest at M/S 15-07 by May 5, 2000. Include your name, employee number, location and extension. A total of ten winners will be chosen at random from all correct entries. Winners will each receive a pair of movie tickets to an Edwards, General, Pacific, AMC, Mann or United Artist theater. All current Data Systems' employees are eligible to participate. □

## Milestones

Congratulations to the following employees who celebrated their anniversaries during the month of April. Employees with 20, 25, 30 and 35 years of service are invited to be pictured here.

**30 years:** Tom Peabody.

**20 years:** Kim Shevlin.

**15 years:** Gerald Clymer, Tim Harrington.

**5 years:** Edward Brennan, Steve Creighton, Thomas Murray, Edward Randell. □



**Linda Etheridge**

25 years, Engineering Control Analyst, Engineering

## ETC Notes

### Gift Certificate Drawing

Congratulations to Linda Shalack, winner of the \$100.00 J.C. Penney certificate in the monthly drawing for February.

### Rideshare Moment in History

April 27 was the birthday of vanpooling, which first began at the 3M Corporation 27 years ago. □

## On Board

Data Systems welcomes the following new employees.

**Business Services:** Linda Manuel.

**Engineering:** Gary Makowski.

**San Diego:** Laraine Abeyta, John Gemmill, Kathy Gibson, Ken Juengel, Catherine Nannenhorn. □

## Gone Fishin'

Data Systems salutes its retirees on their years of service and wishes them success in the years ahead.

**Richard George** □

## Three Day Weekend Coming in May

Employees will enjoy a three-day weekend in May when Data Systems closes for the observance of Memorial Day on Monday, May 29, 2000.

Whether you travel out of town or stay close to home, please make it a safe and happy holiday. □

## STANDARDS OF CONDUCT: POLITICAL CONTRIBUTIONS

*This month's article is on Political Contributions, item 11 in Data Systems' "Standards of Conduct" booklet.*

Litton's Data Systems Division has established a policy which prohibits the Division from making political contributions in violation of any applicable law or regulation. This includes contributions which are made to political parties or individual candidates, foreign or domestic. Contributions include, but are not limited to, money, property and service donations, and the purchase of tickets to fund-raising events. This policy does not restrict individual employee contributions or political activity. For instance, this policy does not apply to contributions to registered political action committees, such as the Litton Employees Political Assistance Committee (LEPAC). It is important to note that these contri-

butions are made by an employee and never by the Division. The Division is prohibited from using intermediaries to make political contributions on behalf of the Division, and employees are prohibited from seeking reimbursement from the Division for personal contributions. Employees are required to report any perceived violation of this Standard to Division management. Any questions concerning this Standard should be addressed to your immediate supervision or Division Counsel.

Additional information regarding Political Contributions may be found in Division Standard Practice 1000, "Standards of Conduct." □

## Employees of the Month

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in learning and translating requirements, resulting in significant progress. She is a dependable source of information on BaaN and OpenPlan.

In awarding Employee of the Month honors to **Richard Schutte** of the Business Resource Group, Data Systems Ocean Springs recognizes his outstand-

ing contributions in the areas of shipping, receiving, quality, DD250 preparation and customer interface. In light of recent downsizing, Dick took on several new assignments, and has adapted to this organizational change in an exemplary manner while maintaining high levels of performance in all areas of his expanded responsibility.

Congratulations to our award-winning Mississippi employees! □

### Bargainmart

Employees and retirees of Data Systems may use this column free of charge. Ads are limited to one per person each edition and may be extended to another upon request.

Ads must be fewer than 25 words and will include home phone numbers only (except Rideshare). Ads not meeting these requirements will not be published nor will they be returned. Send ads to Employee Services at M/S 15-22.

Deadline for the next issue: May 5.

### OTHER

**LEGAL SERVICES** for your family, businesses or groups from distinguished law firms nationwide through HMO-style Pre-Paid Legal. Plans start at \$25/mo. Many uses: review contracts, phone consultations, traffic violations representation, etc. Call 888-236-3397. □

### Hotline

Employees may call the Division "Hotline" with any questions or comments or perceived noncompliance with the "Standards of Conduct."

Agoura Hills.....818-706-4669

Other Ca.....1-800-843-5165

Outside Ca.....1-800-237-0934 □

### All Hands

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expectations the corporation has committed to for Data Systems Division.

Moving on to the Division's financial performance, he stated that we are currently on plan with respect to financial measures and personnel requirements. He dispelled rumors that Litton is anxious to sell or close Data Systems by outlining the various ways in which the corporation continues its substantial investment in the Division, and stated that, while consolidations within the corporation are under study, he expects no decisions to be made until after the beginning of the next fiscal year.

Mr. Allison then addressed what he views as our most urgent priorities. It is essential that the ERP system implementation be completed as soon as possible so that information vital to managing the business is available. The Business Area Team (BAT) reorganization will be accomplished as quickly as possible and then, perhaps, mutated later to fit our business requirements. We must continue to reduce overhead expenses wherever possible in order to be more competitive. He plans to 'ferret out' opportunities that exist outside of our traditional sources of revenue. He believes that other Litton divisions could benefit from the use of some of our products and, in fact, shared the news that

Guidance and Control Systems is purchasing the OAADS Track Manager for one of their helicopter projects. Rather than reducing expenses through reductions in force, he hopes to increase the engineering base in a variety of ways, including working with other Litton divisions, such as Guidance and Control, TASC, PRC and Advanced Systems, to bring some of their engineering work to Data Systems, and participating with other Litton divisions under Corporate's CTGI (Cooperative Technology Growth Issues) program. Hopes are high as well that we will receive the contract awards on programs such as JWARN, AADC, Egyptian COC and Egyptian Fast Missile Craft.

In closing, Mr. Allison emphasized the importance of meeting our financial plans each year, as well as our commitments to our customers to deliver quality products on time and within schedule. He committed to doing his best every day and treating everyone with respect and asked that we commit to doing the same.

Following the meeting, the Division hosted a barbecue lunch for employees on the adjacent ball field.

Mr. Allison conducted all hands meetings at the San Diego and Ocean Springs' facilities in April.

The next all hands meeting in Agoura Hills is scheduled for June 30. Details will be announced in June. □

**Data Systems TODAY**

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