



GENERAL DYNAMICS  
Electric Boat

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### Season's Greetings: Ethics At EB

The General Dynamics Standards of Business Ethics and Conduct handbook, commonly referred to as the "Blue Book," establishes the foundation of how we conduct ourselves as a corporation and as employees representing Electric Boat (EB). (<https://www.ebnet.gdeb.com/policy/ethics.html>)

The holiday season is an important time to keep in mind EB's policy on accepting gifts, PS – 10, Conflicts of Interest – Gifts and Hospitality. If you are offered any kind of gift from a vendor or potential vendor, carefully consider the value and perception of accepting the gift and remember EB's policy on acceptable gifts is limited to those of a nominal value of \$20 or less.

If you have questions on whether to accept a gift or similar Conflict of Interest questions reach out to the Ethics Officer or a Lead Ethics Officer (LEO).

- Kate Olsen, Ethics Officer: 860-433-6603
- Kim Sullivan, LEO (Groton): 860-433-8185

If you do not feel comfortable reporting concerns internally, you can contact the General Dynamics Helpline which is available 24/7 at 800-433-8442 or 503-619-1815 for international calls as well as [www.gd.ethicspoint.com](http://www.gd.ethicspoint.com).

Best wishes for a happy and healthy holiday season!



*Kate Olsen*  
Ethics and Compliance Manager

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Facebook: General Dynamics Electric Boat	YouTube: GD Electric Boat
Twitter: @GDElectricBoat	LinkedIn: General Dynamics Electric Boat
Instagram: gdelectricboat	EB Landing: <a href="http://www.EBLanding.com">www.EBLanding.com</a>

The Groton WIB is produced by EB Communications.  
To submit ideas, contact [ebcommunications@gdeb.com](mailto:ebcommunications@gdeb.com)



# CONTINUOUS IMPROVEMENT

## Two CIAD Ideas for One!

**BLUF: Develop and submit a second CIAD idea “Sustainment Plan” for your first CIAD idea to get “Two CIAD Ideas for One” AND a better long-term process improvement for you and your team.**

The long-term success rate for process improvement efforts around the world is less than 60%\*. While many factors contribute to this, one main factor is the lack of a Sustainment Plan. An easy way of thinking of a Sustainment Plan is “How will I make my CIAD idea stick?” You’ve worked really hard coming up with great ideas to improve safety, quality, schedule, and cost for yourself, your team, the company, and our sailors – let’s make sure those ideas stick as the new norm!

So how do we build a good Sustainment Plan? Luckily it is easy as 1-2-3, with 1 being done if your original CIAD idea is closed.

### Sustainment Plan

- 1) **Implementation Plan.** If your CIAD idea is closed, you have already accomplished this! If not, work with your management to get your original CIAD idea to implemented.
- 2) **Communication Plan.** Communicate the changes from your CIAD idea; use many different ways at once (reading, writing, audio).
  - Options: Deckplate / All Hands Meetings; Signs & Posters; Trainings & Training Bulletins; Word of Mouth; Emails (if an option).
  - Focus on what is the benefit for everyone using your improvement; think of what about your improvement is making things safer, better quality, on time schedule, and lower cost from the perspective of people using your improvement.

***You cannot over communicate!***

### 3) **Integration Plan**

- Update any Job Instruction Breakdown (JIB) / Job Aid (JA), Manuals, and Procedures.
- Use strong teammates in your work area to help influence others to use the improvement instead of the “old” way.

***Make it the norm!***

A Sustainment Plan is a great idea for any improvement effort, but it is especially helpful for CIAD idea crunch time. To get your Two CIAD Ideas for One, remember the 1-2-3 of your Sustainment Plan:

- 1) Implementation Plan (Close your original CIAD idea)
- 2) Communication Plan (How will you communicate your improvement out to your group)
- 3) Integration Plan (How will you make your improvement the new norm)

*\*Deloitte analysis; John P. Kotter 2014.*

**Have a process improvement idea, or simply just want a board to bounce ideas off? Discuss your idea with your supervisor. If additional resources are required for implementation, your supervisor can contact Process Engineering.**

# IMPORTANT: Express Scripts is Your New Prescription Drug Administrator

If you are enrolled in an Electric Boat medical plan, it comes with prescription drug coverage through Express Scripts starting Jan 1, 2024. Prime Therapeutics will no longer be your prescription drug administrator.



Visit [express-scripts.com/general-dynamics](https://express-scripts.com/general-dynamics) to view the formulary, locate a pharmacy, and access other useful tools. You can also call 877-799-5783 with questions.

## Have You Been Counted?



"It All Counts" is the Benefits and Wellness organization's portion of the [company-wide Employee Incentive Program](#), under the Personal Safety & Wellness category.

Check your status for It All Counts [here](#). Click on the It All Counts Report.

**Have 2 of 2 activities?** You are counted!

**Have 1 of 2 activities?** You need one more activity to count. Please see the [list of activities](#) here.

**Did we miss your activity?** Please fill out the attached form and send to [ebwellness@gdeb.com](mailto:ebwellness@gdeb.com).

If you've completed an activity in December and are concerned it may not have shown up in the above It All Counts Report, please fill out the attached form and send it over to [ebwellness@gdeb.com](mailto:ebwellness@gdeb.com) for processing. Please note that your submission will not be reflected right away.

**Remember-** you must complete [two different activities](#) in order to "count" for the 2023 incentive. You do not need to be on an EB UHC medical plan to participate. If you do not have EB UHC medical insurance and have completed a physical, mammogram, colonoscopy, or flu shot, please fill out the attached form to "count."

**FAIRWATER STORE**  
EST. 1977  
by Greenwich Safety



- **!! NEW!! A Throwback To The USS Tang Printed On Next Level Premium Fabrics!!**
- **Deck Your Holiday Tree Or Gift An Exclusive 2023 USS Arizona Ornament Today!!**
- **CATERPILAR Hat & Sock Bundle ONLY \$20.00 !!!**
- **EB Logo Pint Glasses Are Great For Holiday Parties & Events!! Hours of Operation**

**Bldg 4: 9:30am to 4pm**  
**Bldg 104: 8am to 4pm**  
**New London: 7am to 2pm**  
**7am to 1:30 Th.**



**Weekly Safety Briefing**  
**12/17/2023 – 12/23/2023**

**200%**  
ACCOUNTABILITY



Week 52

**No bar code**  
**this week**

**GENERAL DYNAMICS**  
Electric Boat

**EBP-02852:** EB has established health and safety as the company's number one priority.

**DIRECTORY**

*When calling from an outside line, remember to dial 433 and the last four digits of the numbers below.*

<b>EMERGENCY</b> .....	3-3333
Ambulance.....	3-3344
Fire Department.....	3-3617
EEO Officer.....	3-4167
Benefits.....	3-4201
Employment.....	3-7386
Environmental.....	3-2791
Ethics Hotline.....	1-800-433-8442
Payroll.....	3-3702
Safety.....	3-2811
Security.....	3-5530
Van Tran.....	3-7603
Timekeeping.....	3-6604
Training.....	3-0591
Yard Hospital.....	3-3470
Rad Con.....	3-5019

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