



About Us . . .

DynaGlobe—a small, woman-owned, HUBZone- and Edge-certified company—offers technical writing, editing, and document design services, particularly for environmental-management and nuclear (non-reactor) applications. We specialize in cradle-to-grave development of technical documents—from initial planning, research, and analysis to writing, editing, layout, and publication.

DynaGlobe has an active DOE FOCI clearance; its members also hold current security clearances.

DUNS #: 136589236
Cage code: 39CN7
NAICS codes: 711510 (primary), 561410, 541620, 541690, 541611, 541921

Our Offices . . .

DynaGlobe maintains its corporate office at 11790 US Hwy 52 West in Stout, Ohio. We invite you to contact our president, Kerry Ballew [740-858-3282 (office), 740-727-8696 (mobile), or kerry.ballew@dynaglobe.us], and visit us on the web (www.dynaglobe.us).

How We Can Help . . .

Through our team approach to document development, we can:

- ◆ augment your staff with professional writers and editors during tight deadlines, thus reducing overtime costs and freeing your personnel to do what they do best—generate revenue;
- ◆ apply our methods to minimize duplication of effort while maximizing accuracy, producing a superior document for a cheaper price;
- ◆ streamline your management and operations systems to reduce costs, increase productivity, and eliminate deficiencies;

- ◆ decrease work stoppages and re-work, because end users fully understand processes and products;
- ◆ minimize conflicts by analyzing and integrating all facets of a project, operation, or process;
- ◆ reduce accidents by identifying and eliminating or mitigating hazards; and
- ◆ expunge errors that could affect your credibility.

We offer stand-alone consulting, writing, editing, and document design services as requested and can



combine all our services to ensure that you receive the total package—a polished technical document that conveys accurate, meaningful information to its intended audience while maximizing your profits and minimizing problems.

DynaGlobe has extensive experience providing technical

writing, editing, and consulting services in areas such as:

- ◆ environmental remediation and hazardous-waste management, treatment, and disposal (RCRA, radioactive, TSCA, fissile)
- ◆ environmental regulations and compliance (NPDES, CWA, CAA, CERCLA, SARA, NEPA);
- ◆ agency requirements (DOE, EPA, DOT, NRC)
- ◆ environmental assessments and remediation;
- ◆ management and project controls;
- ◆ safety (OSHA) and quality assurance/control.

**We don't produce piles of paper—
we improve your bottom line.**

Our technical writers work with your subject matter specialists to conduct research and ensure compliance while improving efficiency and your bottom line. Technical writers facilitate communication and analyze information to produce drafts; editors then ensure that even the driest technical text reads like prose, while relieving you of production and file-management burdens.

Graphic designers polish your documents and your image with desktop publishing services, custom templates and figures, and photography.

For smaller documents, our writers can simultaneously act as editors, thereby reducing manpower costs. Further, our writers and editors are expert users of numerous desktop-publishing packages and thus require only minimal publishing support.

Document Types

We can help you develop all manner of documents; we have extensive expertise in:

- ◆ procedures, policies, and training modules;
- ◆ environmental assessments and reports (EISs, EAs, and ASERs as well as SARA, EPCRA, and CERCLA documents/reports);
- ◆ waste management plans;
- ◆ project, program, and work plans;
- ◆ safety plans and hazard analyses;
- ◆ proposals, estimates, and schedules;
- ◆ brochures and newsletters;
- ◆ user manuals and instructions; and
- ◆ technical reports.

What problem may we solve for you today?

Consulting

As part of our consulting services, DynaGlobe developed and implemented an ISMS-compliant work-control program for WASTREN, Inc., a prime subcontractor (to Bechtel Jacobs Company, LLC) at the Portsmouth Gaseous Diffusion Plant (a 3,700-acre uranium-enrichment facility in Piketon, Ohio, that comprises some of the world's largest industrial facilities). WASTREN held two major contracts—one for facilities management and one for environmental and waste management—which together grossed more than \$25 million yearly.

The work control system played a critical role in WASTREN's obtaining contract option years from Bechtel Jacobs Company; additionally, improved work processes moved the facilities-management contract from consistent quarterly losses to a sizable profit margin and enabled waste management to post record gains.



The program encompassed the entire work-request, approval,

planning, performance, and close-out process for WASTREN work. DynaGlobe then

- ◆ documented the program with specialized procedures, project plans, and work packages;
- ◆ developed customized training modules; and
- ◆ directed implementation for approximately 200 employees, subcontractors, and bargaining unit (United Steelworkers Union) personnel.

“Your work-control system brought order out of chaos!” — Bechtel Jacobs senior manager

Also for WASTREN, DynaGlobe developed, implemented, and maintained a comprehensive procedures program for WASTREN's technical operations and business activities.

For Uranium Disposition Services (UDS)—a DOE prime contractor constructing two uranium recycling facilities—DynaGlobe helped centralize a procedures program spanning three states. DynaGlobe worked with UDS managers to identify, schedule, and estimate the entire body of procedures required for operational readiness review. DynaGlobe managed direct-report staff and as well programs for policies, plans, and procedures.

For other clients (such as the Corps of Engineers, Theta Pro2Serve Management Company, Diaz Construction, and Wastren Advantage), DynaGlobe has provided technical and editorial support on large documents, including proposals.

