

# HEADQUARTERS DEPARTMENT OF THE ARMY CIVILIAN PERSONNEL BULLETIN

## AWARDS CORNER



**Welcome to Awards Corner!** Here you will find general information and updates on several types of awards to include, requests for nominees, upcoming ceremonies, announcement of winners, and other important information that readers should be kept abreast of or that may be of interest to the civilian personnel community.

*Information can be found on the Kushnick/Macy/Hoge/Lifetime Achievement Awards, GEICO Award, Secretary of the Army Awards, Fisher Award, Roger W. Jones Award for Executive Leadership, and others. Additional information on awards can also be found at <http://cpol.army.mil/library/permits/53.html>.*

## Call for Nominations For the 2008 Award for Exemplary Achievement in Public Administration

Presented by the William A. Jump Memorial Foundation  
Washington, DC

The Office of the Assistant G-1 for Civilian Personnel is soliciting nominations for the 59<sup>th</sup> Annual Award to a career Federal employee under the age of 37, on behalf of the William A. Jump Memorial Foundation. This award is scheduled to be presented on October 22, 2008, at the Department of Agriculture Honor Awards Ceremony in Washington, DC.

### ***Award Information***

The William A. Jump Memorial Foundation Award is presented in recognition of outstanding service in public administration. It was established in 1950 in honor of the late William A. Jump, Budget and Finance Officer of the U.S. Department of Agriculture (USDA), recognized throughout the Federal Government and nationally for his leadership and distinguished contributions to effective public administration. It is supported through private contributions.

The public recognition provided by the award is intended to serve as an encouragement to young people to promote interest, growth, development, and high level performance in public administration.

A golden key and a certificate are presented to the winner at an annual USDA awards ceremony.

## ***Eligibility Criteria***

- The nominee must be a civilian career employee of the Federal Government who has not reached his or her 37<sup>th</sup> birthday as of December 31, 2007.
- Work performance of the employee over a considerable period of time (no less than 5 years) in either a line or staff position, must demonstrate:
  - (a) Outstanding competence and interest in any area of public administration.
  - (b) Leadership shown in the direction or development of programs.
  - (c) Creativity and resourcefulness.
  - (d) Close adherence to the basic principles of enlightened public service.
  - (e) Integrity.
  - (f) Dedication to duty.

For the purpose of this award, the term "work" refers to both line or staff activity and the term "public administration" covers all aspects of executive-administration direction, supervision, and development of Federal activities.

## ***Required Nomination Information***

Please submit **six** copies of the nomination. Only one employee may be nominated by each Agency. In the case of a department with component agencies, each component agency may submit one nomination. Exhibit materials such as copies of publications may be attached, but all of the basic information requested below should be included in the nomination letter. Only one complete set of exhibits and publications need be submitted. Information should be typewritten, single spaced, with new subject paragraphs double spaced numbered to correspond with the following:

1. Name, title, grade, phone numbers, e-mail address, and salary of nominee.
2. Bureau and Agency.
3. Date of Birth (see "Eligibility" paragraph).
4. Home address.
5. Educational background and awards or commendations received.
6. Nominee's present position, grade, and responsibilities.
7. Chronological outline of past employment and responsibilities.
8. Specific accomplishments and contributions with comments which illustrate each of the eligibility criteria.
9. Proposed brief citation concerning the nominee's accomplishments to be used on the winner's certificate (maximum of 25 words).

The recommendation should be signed by the head of the Agency or by his or her designee.

**To be eligible for the 2008 award, all nominations must be submitted to the OAG-1 (CP) no later than June 2, 2008.**

The Foundation recommends that agencies consider employees from throughout the country, and that nominees for the award be given recognition in agency publications for their achievements and services. The Foundation believes such actions would help to stimulate active interest in fostering a more effective public service.

## ***2007 AWARD WINNER***

Nicole Faison  
Director  
Office of Public Housing Programs  
Office of Public and Indian Housing  
U.S. Department of Housing and Urban Development

### ***Award Committee***

A special "William A. Jump Memorial Committee" of distinguished Government officials and private citizens is named each year by the Chairman of the Board of Trustees to make the final selection of the individual to receive the award.

### ***Foundation***

The William A. Jump Memorial Foundation is supported through the private contributions of persons and organizations interested in fostering efficient Federal career service. The Foundation provides for special public recognition of young people who are demonstrating leadership, creative thinking, and exemplary achievement in public administration.

For more information concerning this award, please contact Diane Willis, (703) 325-0877 or Joann Holmes, (703) 325-4354.



## **Army Incentive Awards Board Update**

Welcome to the new Army Incentive Awards Board update. Each month, we are going to give you tips and guidelines regarding the Army Incentive Awards Program. This month, we would like to start by welcoming Diane Willis and Adrienne McClendon to the team. We are certain they will be great assets to the mission.

We have also been working with Mike Dasher, Civilian Human Resources Transformation Division, to reduce processing cycle time so that Army civilians receive their awards more quickly. We will keep you updated on the changes and improvements these Lean Six Sigma projects make to the system.

All of the basic information regarding all Army Incentive Awards can be found in Army Regulation 672-20, Incentive Awards, at [http://www.apd.army.mil/pdf/672\\_20.pdf](http://www.apd.army.mil/pdf/672_20.pdf).



## Secretary of Defense Medal for the Global War on Terrorism



On February 26, 2008, DoD officially announced and unveiled the Secretary of Defense Medal for the Global War on Terrorism, commonly known as the GWOT Medal. The GWOT Medal and certificate (DA Form 7647) is established to recognize the contributions and accomplishments of the civilian workforce of the DoD in direct support of the Armed Forces, whose members are engaged in operations to combat terrorism in all forms throughout the world. The medal shall be awarded to civilian employees, or former employees, of the DoD, who on or after September 11, 2001, to a date to be determined, participate abroad in an operation that directly supports a U.S. military GWOT operation in a designated geographic location, approved for award of the military GWOT Expeditionary Medal or similar operation for which a separate military campaign award is granted.

The Secretary of the Army is delegated authority for approval of the GWOT Medal for Army civilian employees, with authority for further delegation. Redelegation effort is in progress. Upon receipt of delegation in writing, commands may issue the GWOT Medal. Records must be kept of employees who are eligible and who have received the GWOT Medal. For additional information on the GWOT Medal, visit the Personnel Management Information and Support System (PERMISS) website at <http://cpol.army.mil/library/permis/5485.html>.



## Secretary of Defense Medal for the Defense of Freedom



The Secretary of Defense Medal for the Defense of Freedom is established to acknowledge civilian employees of the DoD who are killed or wounded in the line of duty. The medal symbolizes the extraordinary fidelity and essential service of the Department's civilian workforce who are an integral part of DoD and who contribute to the preservation of national security.

### *Eligibility:*

- The medal shall be awarded to any DoD civilian employee meeting the definition of "employee" under title 5 United States Code, Section 2105, and who is eligible for an award under DoD 1400.25-M, Subchapter 451, "Awards," including employees of non-appropriated fund activities, when killed or wounded by hostile action while serving under any competent authority of the Department under conditions for which a military member would be eligible for receipt of the Purple Heart.

- Additionally, the Secretary of Defense has discretionary authority to award this medal to non-Defense personnel who are otherwise qualified to be awarded the medal based on their involvement in DoD activities.

### ***Criteria:***

- Eligibility criteria for the medal are aligned as closely as possible to those for the Purple Heart for members of the Armed Forces. This medal differs from other medals in that it is not "recommended." The employee is "entitled" to the medal if the employee is eligible under Section 4 and if the conditions or criteria in this paragraph are present.
- Hostile action may involve, but is not limited to, the use of conventional or nuclear weapons, chemical or biological agents, explosives, or missiles. The medal shall be awarded to employees who are killed or who sustain injury due to hostile action against the United States of America, or killed or wounded while rescuing or attempting to rescue any other employee or individual subjected to injuries sustained under such conditions.
- The wound for which the award is made must have required treatment by a medical officer and records of medical treatment for wounds or injuries received in action must have been made a matter of official record.



## **William H. Kushnick/John W. Macy Awards**

The 2007 winners of the William H. Kushnick and John W. Macy, Jr. Awards were recognized at an awards ceremony and banquet on Thursday, May 15, 2008. The awards ceremony was held at the Pentagon, Hall of Heroes, at 11:00 a.m. The banquet was held at the Ft. McNair Officers' Club, Crystal Ballroom, which began at 5:00 p.m. with a cocktail reception.

***.....and the winners are.....***

William H. Kushnick Award:

**Anthony (Tony) W. Whitehouse**  
Director, Civilian Personnel Directorate  
United States Army Europe and Seventh Army (USAREUR/7A)

John W. Macy Award:

**David B. Wilson**  
Chief, Media Exploitation Division  
Collection and Exploitation Directorate  
National Ground Intelligence Center, Charlottesville, Virginia



## Secretary of the Army Awards

### Ceremony:

The Secretary of the Army Awards Ceremony is an annual event. It honors civilian and military members throughout Army who have demonstrated exceptional achievement and outstanding contributions to the Army mission. Military and career civilian employees may be nominated for Secretary of the Army Awards. Nominations for these awards must meet the eligibility criteria established for these awards and will be reviewed by the Army Incentive Awards Board. These awards are approved by the Secretary of the Army.

The ceremony was held on Tuesday, April 15, 2008 at 3:00 p.m. in the Pentagon Auditorium and was hosted by the Secretary of the Army, the Honorable Pete Geren. Twenty-four recipients were recognized and presented awards by Mr. Geren, General Richard Cody, Vice Chief of Staff, Army, and the Honorable Ronald J. James, Assistant Secretary of the Army for Manpower and Reserve Affairs. Awards were presented in the categories indicated below. The final award category presented was the Decoration for Exceptional Civilian Service, the highest-level award available to civilians within the Department of the Army.

### *.....and the winners are.....*

Award for Outstanding Achievement in Equal Employment Opportunity (Professional).

- **Ms. Barbara K. Quillin**

Award for Outstanding Achievement in Equal Opportunity (Manager).

- **Mr. Philip E. Sakowitz, Jr.**

Award for Small and Disadvantaged Business Utilization.

- **Ms. Alice M. Williams-Gray**

Editor of the Year Award.

- **Ms. April K. Morgan**

Civilian Suggestor of the Year Award.

- **Mr. Timothy Kime, Mr. Andrew Martino, and Mr. David Voorhees**

Decoration for Exceptional Civilian Service Award:

- **Ms. Karen J. Baker**
- **Mr. John P. Buchanan** (not in attendance)
- **Mr. Robert Burkhardt**
- **Dr. Kenneth H. Eckels**
- **Mr. Kenneth J. Eisses**
- **Mr. Gregory D. Gore**
- **Mr. Jay A. Herod**
- **Mr. Margaret A. Jones**
- **Dr. Leah Miranda Keeney**
- **Mr. Stephen Kovacs**
- **Ms. Larris J. Marks**
- **Mr. James J. McLaughlin**
- **Ms. Barbara S. Parker** (not in attendance)

- Mr. Robert J. Osborn
- Mr. Daniel M. Quinn
- Mr. David G. Sharman
- Mr. Robert E. Slockbower
- Mr. Teddie V. Stokes
- Dr. Michael K. Trimble

Again, congratulations to all of the winners!

## **Secretary of the Army Awards Categories:**

### ***Outstanding Achievement in Equal Employment Opportunity.***

For civilian and military members in a professional and manager category who have contributed most significantly toward furthering the objectives of the Department of the Army's Equal Employment Opportunity Program.

### ***Small and Disadvantaged Business Utilization Award.***

For civilian and military members who have contributed most to improving efficiency and effectiveness in the Small and Disadvantaged Business Utilization program.

### ***Army Editor of the Year.***

For civilian and military members who performs the duties of writing and editing official Army-wide departmental, command, or agency publications as a major duty, and who have significantly improved the quality of Army publications through innovative structure or organization that results in increased efficiency and savings.

### ***Publications Improvements.***

For civilian and military members who are involved in the development, management, or support of programs or efforts to improve a publications systems, and who performs innovative approaches to improve existing publishing operations, or the applications of new technologies and solutions that increase efficiency and savings.

### ***Suggesters of the Year.***

For civilian and military members who proposed procedures or ideas that significantly benefit the Army. The suggestion is submitted through the Army Ideas for Excellence Program. This program provides a channel for soldiers and civilians to inform management how to improve Army processes. A cash award is granted for adopted ideas.

### ***Decoration for Exceptional Civilian Service.***

For civilian members who provide exceptional achievement or service of major significance, provide outstanding leadership, or exhibit great courage. This is the highest-level award granted by the Secretary of the Army to civilians. The equivalent military award is the Distinguished Service Medal.

### ***Public Service Award.***

The second highest level public service award granted to Federal Government officials at the policy development level, technical personnel who serve the Army in an advisory capacity or as consultants, and private citizens for distinguished service that makes a substantial contribution to the accomplishment of the Army's mission. ***Civilians employed by the Department of the Army and Army contractors are NOT eligible for this award.*** This award is appropriate for spouses of military members provided they meet the criteria.



## Department of Defense Distinguished Civilian Service Award

The Department of Defense Distinguished Civilian Service Award is the highest award given by the Secretary of Defense to career employees.

### ***Eligibility:***

- All Army civilian nominations for this award should be made from those employees who have been awarded the Decoration for Exceptional Civilian Service.

### ***Criteria:***

- This award recognizes individuals whose careers reflect exceptional devotion to duty and extremely significant contributions of broad scope to the efficiency, economy, or other improvement in the operations of the Department of Defense.



## Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award

Since 1996, the United States Military Departments (Army, Navy and Air Force) jointly sponsored the Zachary and Elizabeth Fisher Distinguished Humanitarian Award to emphasize the contributions that Zachary and Elizabeth Fisher have contributed to members of the Armed Forces. To continue their legacy, the United States Military Departments will honor and recognize a private sector individual or organization that has demonstrated exceptional patriotism and humanitarian concern for members of the United States Armed Forces or their families.

### ***Criteria:***

- Individual or organization who exemplify the Fisher's personal qualities of patriotism, generosity, and selfless dedication to the members of the armed forces through an outstanding humanitarian act or service.
- Selflessly contributed an extraordinary amount of time, talent, or resources to benefit members of the armed services. The impact should have been broad and wide-ranging in scope regardless of monetary impact.
- Significantly enhanced the quality of life of military members or their families through the act or service.

- The period of service for the award is from January 1 through 31 December 31 - one calendar year, or a broader period for a multi-year/lifetime contribution.

### ***Eligibility:***

- Individuals or organizations that are not currently employed by Department of Defense (DoD) and its components or who were not employed during the period for which the award is recommended.
- Individuals or organizations having a profit-making relationship with DoD or with a DoD component may be eligible to receive the award if it is shown that the contribution is substantially beyond that specified or implied within the terms of the contract establishing the relationship, and the recognition is clearly in the public interest.
- A period of DoD employment does not preclude consideration for a multi-year/lifetime contribution award for service performed while not employed by DoD.



## **Arthur S. Flemming Award for Exceptional Achievement in Federal Government Service**

The George Washington University and the Arthur S. Flemming Awards Commission honors Federal government employees who have made outstanding contributions to public service on either a sustained basis or through a single exceptional accomplishment.

### ***Eligibility:***

- Any career civilian employee of the Federal government or member of the uniformed services who has at least 3, but no more than 15 years of service is eligible for nomination for the Arthur S. Flemming Award.
- A nominee may be an officer or employee in the agency headquarters or field service throughout the world.

Each award winner will receive an engraved medal. The George Washington University website, <http://www.gwu.edu/~flemming/>, provides additional information about the Flemming Awards.



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## Government Employees Insurance Company (GEICO) Public Service Award

The GEICO Public Service Award recognizes career Federal employees for outstanding contributions in Fire Prevention/Safety, Traffic Safety and Accident Prevention, Physical Rehabilitation, and Substance Abuse Prevention and Treatment.

### ***Eligibility:***

- All career Federal employees.

### ***Criteria:***

- Individuals nominated for this award will be selected from those who provided outstanding service to the public or otherwise contributed noteworthy achievements in the four areas stated above.
- Achievements will be judged principally on their impact and the extent to which they served as an inspiration to others and brought credit to the Federal service.



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## Roger W. Jones Award for Executive Leadership

The American University sponsors the Roger W. Jones Award for Outstanding Executive Leadership to career executives of the Federal government.

### ***Eligibility:***

- Presidential and other administration appointees are invited to nominate senior career executives responsible to them who have demonstrated outstanding executive leadership.

### ***Criteria:***

- Individuals who have demonstrated superior leadership which resulted in outstanding organizational achievements and a strong commitment to the effective continuity of government by successfully bringing about the development of managers and executives.