OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON DC 20301-3000

ACQUISITION AND
TECHNOLOGY

06 MAY 1999

(L/MDM)

MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY (ACQUISITION, LOGISTICS AND TECHNOLOGY)
ASSISTANT SECRATARY OF THE NAVY (RESEARCH, DEVELOPMENT AND ACQUISITION)
ASSISTANT SECRETARY OF THE AIR FORCE (ACQUISITION)
DEPUTY CHIEF OF STAFF FOR INSTALLATIONS AND LOGISTICS, HQ USMC
DIRECTOR, DEFENSE LOGISTICS AGENCY

SUBJECT: Announcement for 1999 DoD Packaging Awards

I take great pleasure in announcing the opening of the 1999 competition for the Defense Packaging Policy Group (DPPG) Packaging Excellence and Packaging Achievement Awards. These awards are intended to recognize and honor the most outstanding individuals or organizations in the DoD packaging community that have contributed significantly to the packaging effort. These prestigious awards help to increase interest in packaging development, productivity, and efficiency throughout DoD. They also improve the overall visibility of DoD packaging functions and accomplishments, and recognize the achievements of personnel who perform packaging "above and beyond" normal duties. These awards are open to DoD military and civilian personnel who perform packaging functions and/or contribute significantly to the DoD packaging program. The awards are sponsored by the Deputy Under Secretary of Defense (Logistics), and are presented annually to individual recipients or organizations in ceremonies at the Pentagon.

The attached outlines the general procedures and schedule for the awards program. I ask that each of you endorse the program through your respective DPPG members. I look forward to working with all of you in conducting the 1999 program, and to meeting the recipients early next year. My staff point of contact is Mr. Anthony Stampone, the Chairman of the Defense Packaging Policy Group, (703) 614-3838 or DSN 224-3838.

Walter D. Atchley
Acting Assistant Deputy Under Secretary
(Materiel and Distribution Management)

Attachment

Procedures for the Defense Packaging Policy Group Packaging Excellence Award and Packaging Achievement Award

For the DPPG Packaging Excellence Award, the nominee (individual or group) must be a General Schedule (GM/GS) employee or military equivalent and must be a packaging specialist, technologist, engineer, chemist, instructor, or hold a similar position within the packaging community or a directly related field. For the DPPG Packaging Achievement Award, the nominee (individual or group) must be a wage schedule (WG/WL/WS) employee or military equivalent, and must work in the packaging field. The event for which a person is nominated must have occurred during the year of nomination. Nominations should be based on, but not limited to, at least one of the following:

- An initiated/recommended policy, procedure, or operational change which resulted in a documented reduction in man-hours, costs, or simplified and/or reduced administrative duties.

- Suggestion awards, accepted value engineering change proposals, validated cost reductions, or cost avoidance actions.

- Official performance awards received, e.g., Exceptional /Outstanding Performance Appraisal, Sustained Superior Performance Award, and/or Special Act Awards. An award background statement is required.

- Significant system/operation improvements or enhancements.

- Significantly increased and/or consistently accomplished outstanding production and job performance.

- Novel or unique packaging designs, or redesigns, resulting in more efficient and cost effective packaging.

Any person in the packaging field/community may nominate any other person or group as long as all the requirements outlined in this memorandum are met. DPPG members, as final judges for awards, are excluded as recipients for these programs. A nomination package must include the following:

- Employees name and the category for which the employee is being nominated.

- Biographical summary of the employee. The summary should include length of service, dates of service, promotions, self-development endeavors, and educational background, as appropriate.

- Specific justification and accomplishments in one or more of the areas identified in the nomination criteria.

- A letter of recommendation from the nominee's immediate supervisor or second level supervisor if the immediate supervisor is the nominator.

Award packages should not exceed four (4) pages, and should generally conform to the sample formats attached. For the 1999 awards the award period is from October 1, 1998 – September 30, 1999. No award packages will be accepted for review after October 15, 1999. The nomination packages will be reviewed and the recipients will be selected by majority vote of the DPPG members at their November/December meeting. The recipients will be notified in writing by the DPPG no later than January 10, 2000. The awards will be presented sometime after March 1, 2000 depending upon availability of the Deputy Under Secretary of Defense (Logistics). A certificate of achievement, plaque, and a one year membership in the National Institute of Packaging, Handling, and Logistics Engineers (NIPHLE) will be presented to the individual recipients. There will also be a reception after the awards presentation in honor of the recipients. Funds for travel and per diem are the responsibility of the recipient's parent organization. All nomination packages must be submitted to your Service or Agency DPPG member by mail, fax, or as a word attachment to an email no later than October 15, 1999. Their addresses are:

ARMY:
Director
AMCLOGSAPSCC
Attn: Mr. Ron Kozak
11 Hap Arnold Road
Tobyhanna, PA 18466-5097
FAX: DSN 795-7142 Commercial: (570) 895-7142
email: ronald.kozak@logsa.army.mil

NAVY:
Commander
Naval Inventory Control Point
Attn: Code 054 (Frank Sechrist)
5450 Carlisle Pike
Mechanicsburg, PA 17055-0789
FAX: DSN 430-3480 Commercial: (717) 790-3480
email: frank_a_sechrist@icpmech.navy.mil

AIR FORCE:
Air Force Materiel Command
Attn: AFMC-LSO/LOPP (Mike Werneke)
5215 Thurlow St.
Wright-Patterson AFB, OH 45433-5540
FAX: DSN 787-4403 Commercial: (937) 257-4403
email: Mike.Werneke@wpafb.af.mil

MARINE CORPS:
Commandant of the Marine Corps (LPP-2)
Headquarters, U. S. Marine Corps
Attn: Mike Dawson
2 Navy Annex
Washington, DC 20380-1775
FAX: DSN 225-8905 Commercial: (703) 695-8905
email: DawsonMM@hqmc.usmc.mil

DLA:
Defense Logistics Support Command
ATTN: DLSC-LDD (Joe Maloney)
8725 John J. Kingman Rd., STE 2533
Ft. Belvoir, VA 22060-6221
FAX: DSN 427-3513 Commercial: (703) 767-3513
Email: joe_maloney@hq.dla.mil

DOD PACKAGING EXCELLENCE AWARD

CANDIDATE NOMINATION

The candidate identified below is nominated for the Department of Defense Packaging Excellence Award. Pertinent details concerning this individual are:

NAME:

POSITION TITLE:

SUMMARY OF PACKAGING EMPLOYMENT HISTORY:

STATURE AND BRIEF SUMMARY OF REASON FOR NOMINATION:

BASIS FOR NOMINATION/WORK CONTRIBUTION:

SUGGESTIONS ADOPTED/VECPS/COST REDUCTIONS:

EDUCATIONAL ACHIEVEMENTS/SELF-IMPROVEMENT TRAINING:

PERFORMANCE AWARDS RECEIVED IN LAST TEN YEARS:

DOD PACKAGING ACHIEVEMENT AWARD

CANDIDATE NOMINATION

The candidate identified below is nominated for the Department of Defense Packaging Achievement Award. Pertinent details concerning this individual are:

NAME:

POSITION TITLE:

SUMMARY OF PACKAGING EMPLOYMENT HISTORY:

STATURE AND BRIEF SUMMARY OF REASON FOR NOMINATION:

BASIS FOR NOMINATION/WORK CONTRIBUTION:

SUGGESTIONS ADOPTED/VECPS/COST REDUCTIONS:

EDUCATIONAL ACHIEVEMENTS/SELF-IMPROVEMENT TRAINING:

PERFORMANCE AWARDS RECEIVED IN LAST TEN YEARS: