



SUSTAINMENT

**ASSISTANT SECRETARY OF DEFENSE**

3500 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3500

SEP 10 2020

MEMORANDUM FOR DEPUTY CHIEF OF STAFF FOR LOGISTICS (G-4), U.S. ARMY  
DEPUTY CHIEF OF NAVAL OPERATIONS FOR FLEET  
READINESS AND LOGISTICS (N4), U.S. NAVY  
DEPUTY CHIEF OF STAFF FOR LOGISTICS, ENGINEERING,  
AND FORCE PROTECTION, U.S. AIR FORCE  
DEPUTY COMMANDANT, INSTALLATIONS AND LOGISTICS,  
U.S. MARINE CORPS  
DIRECTOR, DEFENSE LOGISTICS AGENCY  
DIRECTOR, DEFENSE CONTRACT MANAGEMENT AGENCY

SUBJECT: 2020 Department of Defense Packaging Innovation Excellence and Packaging  
Production Achievement Awards Call for Nominations

The Office of the Assistant Secretary of Defense for Sustainment is again partnering with the National Institute of Packaging, Handling, and Logistics Engineers to sponsor the Fiscal Year (FY) 2020 Department of Defense (DoD) Packaging Innovation Excellence Award and Packaging Production Achievement Award. These annual awards highlight the Department's packaging accomplishments and recognize outstanding contributions to packaging innovation, productivity, and performance. The awards are open to DoD military and civilian personnel who contributed significantly to the DoD packaging program in FY 2020. We request your nominations by December 18, 2020. Nomination instructions are attached.

The FY 2019 Packaging Innovation Excellence Award winner was U.S. Army Sustainment Command Packaging, Storage and Containerization Center; Logistics, Testing and Applications Division Team. The FY 2019 Packaging Production Achievement Award winner was Defense Logistics Agency Distribution Corpus Christi; Preservation, Packaging, Packing, and Marking Team. For additional information see [https://www.acq.osd.mil/log/SCI/dod\\_packaging\\_awards.html](https://www.acq.osd.mil/log/SCI/dod_packaging_awards.html).

I encourage your continued support in promoting innovation and efficiency in DoD packaging. My point of contact is Mr. Nate Wurst, Office of the Assistant Secretary of Defense for Logistics, at 571-372-8590 or DSN 372-8590.

W. Jordan Gillis

Attachment:  
As stated

Department of Defense  
Packaging Innovation Excellence Award and Packaging Production Achievement Award

**Packaging Awards, Eligibility Requirements,  
Nomination Criteria and Submission  
Requirements**

There are two distinct Department of Defense Packaging Awards: Packaging Innovation Excellence Award and Packaging Production Achievement Award. The Eligibility Requirements, Nomination Criteria and Timeframe and Submission Requirements are stated below.

1. Department of Defense Packaging Innovation Excellence Award:

a. Eligibility Requirements: Typically, the nominee (individual or team) is a packaging specialist, technologist, engineer, chemist, logistics manager, instructor, or holds a similar position within the packaging community or a directly related field. This award is open to Department of Defense military and civilian personnel.

b. Nomination Criteria:

- An initiated/recommended packaging innovation or design, engineering policy, technical procedure, or operational change that resulted in enhanced asset protection; a documented reduction in man-hours or costs; or simplified and/or reduced administrative duties.
- Beneficial suggestions related to packaging, packaging design enhancements, value engineering proposals, accepted packaging engineering change proposals, performance based logistics packaging improvements, validated readiness improvements, cost reductions, or cost avoidance actions associated with packaging design excellence.
- Significant system/operational improvements or enhancements.
- Significantly increased and/or consistently accomplished outstanding packaging design improvements, industrial production enhancements and job performance.
- Novel or unique packaging designs, redesigns, or process improvements resulting in more efficient and cost-effective packaging.

2. Department of Defense Packaging Production Achievement Award:

a. Eligibility Requirements: The nominee (individual or team) typically works in the execution of packaging (hands-on) or closely related field. This may include supervisors and team leaders if supported by the achievement nomination. This award is open to DoD military and civilian personnel.

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b. Nomination Criteria:

- An initiated/recommended packaging process, procedure, or operational change that resulted in a documented reduction in industrial man-hours, costs, or simplified and/or reduced administrative duties associated with the packaging function.
- Beneficial suggestions related to packaging, performance based logistics improvements, validated cost reductions, or cost avoidance actions associated with packaging production efforts.
- Significant packaging operational or process improvements or enhancements.
- Increased and/or consistently accomplished outstanding packaging production and job performance.
- The effort is clearly shown to be over and above the nominee's normal workload.

3. Time Frame and Submission Requirements:

- The event for which a person, group, or team is nominated for the 2020 awards must have occurred from October 1, 2019 to September 30, 2020.
- Due Date: Submissions are required no later than December 18, 2020 in accordance with the submission guidelines in attachment.
- Note: The dollar value of an item of supply or population of items subject to these awards may not necessarily be the deciding factor considered in the evaluation process; the wide variance in the value of the items at different activities may not reflect the respective levels of effort or achievement of the nominees.

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**Procedures for Submitting Nomination(s)**

1. Any individual in the packaging field/community may nominate an individual or team as long as all the requirements outlined in this memorandum are met. Defense Packaging Policy Group (DPPG) members, as award judges, are ineligible for awards under this program.
2. Nominators must submit nomination packages through their respective Service or Agency DPPG member listed below by mail, fax, or as a Microsoft Word attachment to an email no later than December 18, 2020. Addressees are:

**ARMY**

Army Materiel Command Logistics Support Activity,  
Packaging Storage and Containerization Center  
ATTN: AMXLS-PK (Mr. Chris Forth)  
11 Hap Arnold Boulevard  
Tobyhanna, PA 18466-5097  
FAX: 570-615-7175 (DSN 795)  
Voice: 570-615-5319 (DSN 795)  
Email: christopher.d.forth.civ@mail.mil

**AIR FORCE**

Headquarters, U.S. Air Force Materiel Command  
ATTN: AFMC/A4/A10/A4RT (Mr. Jim Frank)  
4375 Chidlaw Road  
WPAFB, OH 45433-5750  
Voice: 937-257-1984 (DSN 787)  
Email: james.frank.2@us.af.mil

**DEFENSE LOGISTICS AGENCY**

Headquarters, Defense Logistics Agency  
ATTN: J344, Suite 238C (Ms. Jennifer Smith)  
430 Mifflin Avenue  
New Cumberland, PA 17070  
Voice: 717-770-4492 (DSN 771)  
Email: jennifer.smith2@dla.mil

**NAVY**

NAVSUP Weapon Systems Support  
ATTN: Code N24 (Mr. Raymond Chin)  
700 Robbins Ave  
Philadelphia, PA 19111-5098  
FAX: 215-697-4965 (DSN 442)  
Voice: 215-697-2183 (DSN 442)  
Email: raymond.chin@navy.mil

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**MARINE CORPS**

Headquarters, U.S. Marine Corps  
ATTN: LPD-1 (Mr. Oliver Bell)  
3000 Marine Corps Pentagon  
Rm 2E211  
Washington, DC 20350-3000  
Voice: 703-695-7930 (DSN 354)  
Email: oliver.j.bell@usmc.mil

**DEFENSE CONTRACT MANAGEMENT AGENCY**

Defense Contract Management Agency  
ATTN: DCMA-TDL (Ms. Laurie Cooper)  
3901 A Avenue  
Bldg. 10500  
Fort Lee, VA 23801-1809  
FAX: 804-734-0112 (DSN 687)  
Voice: 804-734-0385 (DSN 687)  
Email: laurie.s.cooper.civ@mail.mil

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**Format for Candidate(s) Nominations** *(applies to both award types)*

Submit a cover letter, memorandum, or message with the subject line: "Nomination for the Department of Defense Packaging Innovation Excellence Award for 2020" or "Nomination for the Department of Defense Packaging Production Achievement Award for 2020" (whichever award is applicable). Please enclose or attach pertinent details concerning this individual or team in the format provided below. If a section in one of the listed "Parts" or "Enclosures/Attachments" does not apply, please disregard that section.

**PART I-NOMINEE**

- Name (individual nominee/team nominee with the name of the team leader)
- Team nominations should also list team member names
- Position Title (nominee's or team leader's)
- Mailing address for individual nominee, or team leader for the team nominee
- Team nominations should include all sub-team members' organizational names and addresses, if different than team leader's address

**PART II - JUSTIFICATION**

- Summary of contribution (limit to one or two paragraphs) – this must clearly state what was accomplished, any associated cost or man-hour reduction or avoidance, and why it is important to their Service/Agency/Activity or DOD. Any outstanding production must be compared to normal production.
- Expanded justification of the contribution (limit to two pages)
- Suggestions adopted/engineering change proposals/performance based logistics improvements/cost reductions

**PART III - OTHER SUPPORTING INFORMATION (OPTIONAL):** Limit to one page. This information will be used to break ties - suggestions provided below.

- Summary of packaging employment history/team history
- Professional development
- Performance awards/recognition received in award year
- Other relevant information

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**PART IV- INFORMATION ON NOMINATING ORGANIZATION:**

- Name and title of individual submitting the nomination
- Address and phone number for nominating official
- Name of endorsing official with his/her title
- Organizational point of contact with e-mail and phone number - Person to be contacted by the evaluation committee, if additional information or clarification is required, or if nominee is selected the person that would coordinate attendance at awards ceremony
- Name, title, and address of Senior Commander who should be notified if nominee is selected to receive the award (e.g., base or wing commander; Director, Defense Distribution Centers)

**ENCLOSURE/ATTACHMENT-DRAFT CITATION TO ACCOMPANY AWARD**

(One page or less - double spaced)