

Office of the Secretary of Defense Award for Excellence

This award was established to recognize individuals who have made significant contributions to the mission of the JS or activities receiving operational support from the WHS Directorate for Personnel and Security Customer Support Operating Office. This award consists of an engraved plaque.

Eligibility:

Career civilian employees assigned to or outside an activity receiving operational support from the WHS Directorate for Personnel and Security Customer Support Operating Office or the JS. The nominee may have served on a detail assignment for a specific one-time project or been appointed specifically for that project. The project to which assigned, appointed, or detailed should have existed normally for at least six (6) months.

Nominating procedures:

Forward to the Assistant Director for Labor and Management Employee Relations, Directorate for Personnel and Security, WHS, a memorandum signed by the Head of the OSD Component that contains the following:

1. Name; title, series, and grade; organization and location; length of time
2. with the organization; and period covered by the award.
3. Narrative justification that cites the nominee's specific accomplishments.
4. Submit the original of the nomination package.