



DEPARTMENT OF THE ARMY
ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT
600 ARMY PENTAGON
WASHINGTON, DC 20310-0600

S: 22 Oct 04

AUG 19 2004

DAIM-ZA

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: FY04 Secretary of the Army Environmental Awards Call for Nominations

1. Each year the Secretary of the Army recognizes outstanding stewardship by Army installations, team and individuals who then represent the Army in the Secretary of Defense Environmental Awards program. Major Army Commands (MACOMs) and other organizations listed are invited to submit nominations for the FY04 Secretary of the Army Environmental Awards program.

2. Several process improvements have been implemented for the FY04 program as listed:

a. Nominations are limited to two (2) pages of bulleted text plus one additional page of supporting data in the form of graphs, data charts, etc. No photographs will be accepted. Bulleted information should concisely explain program metrics and accomplishments. Each nomination shall include a cover page listing the installation name plus team/individual name as appropriate, a point of contact for the nomination, the installation public affairs officer and the MACOM POC with contact information. The cover page will not count against the two-page limit.

b. An installation may not compete in any category if it has a high priority violation (HPV) or significant non-compliance (SNC) as listed on the Environmental Protection Agency's Enforcement and Compliance on-line (ECHO) database, (<http://www.epa.gov/echo/>). However, a team or individual may compete in any category as long as there are no notices of violations (NOV) for the category in which they are competing.

c. The period of achievement has been standardized to two years for all categories. Previously, Natural Resources Conservation and Cultural Resources Management categories had a three-year period of achievement.

3. You may submit up to three nominations for each of the eight award categories. The due date for receipt of nominations is 22 Oct 04. A panel of subject matter experts will choose the Army winners based on the content of the nomination package.

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Guidance and supporting documents are available electronically at the US Army Environmental Center (USAEC) website:

<http://aec.army.mil/usaec/publicaffairs/awards00.html>. Innovative programs that convey and demonstrate substantial accomplishments in environmental stewardship will have the greatest chance of being selected.

4. The winners will be announced by mid-January 2005. The USAEC will then contact the winners to provide assistance with preparing for the Department of Defense competition and guide the nomination process.

5. I ask that you seek maximum participation in this year's program. The Army has many environmental successes worthy of recognition and we need to tell our story both inside and outside the Army.

6. The administrative POC for this issue is Ms. Daniele Johnson, USAEC/Versar, Inc., DSN 584-1653 or (410) 436-1653, e-mail: Daniele.Johnson@aec.apgea.army.mil, facsimile (410) 436-1693. The alternate POC is Mr. Joseph Ricci, USAEC, DSN 584-1234, or (410) 436-1234, e-mail: Joseph.Ricci@aec.apgea.army.mil. Request MACOMS provide points of contact to Ms. Johnson or Mr. Ricci upon receipt of this correspondence.



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INFORMATION PAPER

DAIM-EDF
13 Aug 2004

SUBJECT: Secretary of the Army Environmental Awards Program

1. Purpose. To provide information on Secretary of the Army Environmental Awards Program process improvements.

2. Background.

a. Each year the Secretary of the Army recognizes outstanding stewardship by Army installations, teams, and individuals. The winners of the SecArmy awards become the Army nominees for the Secretary of Defense Environmental Awards. For FY04, the Installation/Civil Works Facility categories are:

- Natural Resources Conservation, Large Installation/Facility
- Cultural Resources Management
- Environmental Quality, Industrial Installation/Facility
- Environmental Quality Overseas
- Pollution Prevention, Non-Industrial Installation/Facility
- Environmental Restoration

For the Team/Individual Awards, the categories are:

- Cultural Resources Management
- Pollution Prevention

b. Office of Deputy Under Secretary of Defense (Installations and Environment) guidance for FY04 reduces awards nomination packages from a total of ten pages to six. In order to comply with guidelines, nominations for the SecArmy awards program will be limited to three pages, consisting of no more than two pages of bulleted accomplishments, plus one page of supporting quantifiable data.

c. The SecDef environmental awards program will focus more on overall environmental management as opposed to the previous "stove-piped" environmental compliance. To implement this concept, installations with high priority violations (HPV) and/or significant non-compliance (SNC) as listed in EPA's Enforcement and Compliance on-line (ECHO) database will be ineligible to compete in any category. However, teams and individuals are able to compete in any category as long as there are no notices of violations (NOVs) for the category in which they are competing.

3. Facts.

a. In order to increase the visibility of Army best management practices and good-news stories, each MACOM and IMA region will be allowed to submit up to three nominations per category (they were previously limited to one).

DAIM-EDF

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b. Call memos and nomination packages will be processed through established chains of command.

c. IMA Regions/MACOMs will screen nominations prior to submission to USAEC who will coordinate the independent judgment panels.

d. USAEC will provide support to SecArmy award winners upon request in revising nomination packages for the SecDef competition.

Raul Marroquin/703-601-1562

Approved by: _____

JC Dennis
19 August 2004