

Nomination for Secretary's Award for Outstanding Contribution to Aviation Safety

Nominee's Full Name:

Narrative of the event and actions taken (this will be the official narrative that accompanies the plaque):

Reference: 352 DM 4 (excerpt)

4.6 Processing and Approval. All nominations, except Airwards (refer to paragraph 4.11D), will be processed through the respective Bureau National Aviation Manager/Aviation Safety Manager or their designee through the NBC AMD Aviation Safety Manager for eligibility verification, then reviewed for approval by the Bureau's DOI Aviation Management Board of Directors (ABOD) member.

4.10 Secretary's Award for Outstanding Contribution to Aviation Safety. This award is established to recognize an individual, group, or organization for outstanding contribution to aviation safety or aircraft accident prevention within DOI. This award is restricted to DOI employees and only one such award shall be presented annually. Nominees for the Secretary's Award for Outstanding Contribution to Aviation Safety will have their award packets forwarded to the NBC AMD Aviation Safety Manager for processing. Nominations will then be consolidated and forwarded to the Chairman, DOI ABOD, for selection. The ABOD Chairman shall notify NBC AMD Associate Director of the selected recipient. The NBC AMD Aviation Safety Manager will return nonselected nominations to the Bureau National Aviation Managers for consideration of an alternative award.

A. Standard.

(1) Individual or group contribution did not occur during an in-flight emergency (see paragraph 4.7, Award for In-Flight Action).

(2) Any individual having sufficient knowledge of the contribution may submit a nomination.

B. Criteria.

(1) The circumstances being considered must clearly demonstrate an outstanding contribution to aviation safety or aircraft accident prevention within DOI.

(2) The circumstances being considered must be verified and attested to for the substance and accuracy of the proposal by individual(s) other than those being considered for recognition.

C. Award. An appropriate recognition item shall be given to the individual or group.

D. Procedures. Nominations for this award will be in narrative form identifying, in detail, the act or service to be considered and why the act or service is deserving of recognition (refer to paragraph 4.6 for processing and approval procedures).