

AFRCI 36-2858
 BY ORDER OF THE COMMANDER AIR FORCE RESERVE COMMAND
 AIR FORCE RESERVE COMMAND INSTRUCTION 36-2858
 1 August 2015
 Personnel
 AFRC MEDICAL SERVICE AWARDS
 OPR: HQ AFRC/SGS (Lt Col Karen S. Reiff)
 Certified by: HQ AFRC/SG (Col Markus P
 Gmehlin) Pages: 17 / Distribution: _

This instruction implements Air Force Policy Directive (AFPD) 36-28, *Awards and Decorations, 9 May 2014*. It establishes the guidance for Air Force Reserve Command Medical Awards to include all medical units, individuals and Individual Reservists. These awards identify and recognize outstanding achievements and services of units and Reserve members of the Air Force Medical Service. The instruction describes award eligibility criteria and nomination, selection and presentation procedures. **Unit Commanders, Group Commanders, Colonels and Chiefs are not eligible for awards, unless otherwise specified within the specific award attachment.**

SUMMARY OF CHANGES

This revision deleted the Aeromedical Evacuation and Base Level Drug Demand Reduction Program awards. The attachments will need to be reviewed in their entirety.

Section A—AFRC Medical Awards Program

1. Purpose.....2
 2. Responsibilities.....2

Section B—Nomination, Selection, and Presentation of Awards

3. Nominations.....2
 4. Selection.....4
 5. Release.....5
 6. Presentation and Recognition.....5

Attachment 1—GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION 6
Attachment 2—SAMPLE NOMINATION COVER LETTER 8
Attachment 3—SAMPLE LIST OF NOMINEES 9
Attachment 4—NOMINATION FOR AWARD -- INDIVIDUAL 10
Attachment 5—NOMINATION FOR AWARD -- UNIT 11
Attachment 6—INDIVIDUAL AWARDS 12
Attachment 7—UNIT AWARDS 16
Attachment 8 – AWARD PACKAGE CHECKLIST 17

Section A—AFRC Medical Awards Program

1. Purpose. The Air Force Reserve Command Medical Awards Program (AFRCMAP):

1.1. Recognizes individuals and units whose outstanding actions improve the delivery of health care and contribute to expeditionary medical operations for our Air Force Reserve personnel worldwide.

1.2. Acknowledges sustained superior job performance, innovative operations and exceptional teamwork.

2. Responsibilities.

2.1. Headquarters Air Force Reserve Command, Command Surgeon (HQ AFRC/SG):

2.1.1. Oversees policy, advocates for the efficient management of AFRCMAP

2.2. Headquarters Air Force Reserve Command, Command Surgeon, Chief, Medical Enlisted Force (CMEF):

2.2.1. CMEF provides supervision for individual and unit award nominations to the selection boards.

2.2.2. CMEF advises on board selection for the awards as directed by HQ AFRC/SG.

2.3. Headquarters Air Force Reserve Command, Command Surgeon, Medical Support Division (SGS)

2.3.1. SGS prepares annual announcement of winners for all Medical Awards and coordinates with AFRC/CC for signature and release.

2.3.2. SGS prepares letters for each winner and coordinates with AFRC/CC for signature and release.

2.3.3. SGS prepares award plaque for each winner and forwards to the Wing Commander.

Section B—Nomination, Selection, and Presentation of Awards

3. Nominations.

3.1. HQ AFRC/SG solicits award nominees through Task Management Tool (TMT) announcement through each Numbered Air Force (NAF) to the wing commanders on or about 1 August of each year.

3.2. The eligibility period for the AFRCMAP is based on the fiscal year, so the nomination period covers accomplishments from 1 October through 30 September.

3.2.1. Individual nominees will have a current and passing fitness scores throughout the entire nomination period.

3.2.2. Nominees will have Professional Military Education (PME) commensurate with their rank.

3.2.3. Nominees WILL NOT have an Unfavorable Information File (UIF) or any quality force issues during nomination period.

3.2.4. For enlisted personnel, nominees will not have been accepted for a commissioning program for the entire nomination period.

3.2.5. Contractors are ineligible for AFRC Medical Awards.

3.2.6. MSgt and above will have CCAF degree in their duty AFSC.

3.3. Nomination packages will include the following (see **Attachment 8**)

3.3.1. Both individual and unit written nominations must be submitted on the AF Form 1206, using the most current version found at <http://www.e-publishing.af.mil>. The AF Form 1206 will be prepared in bullet format, one side, single spaced and will be submitted for each individual or unit nominated unless otherwise noted. Packages will be in standard bullet format with a maximum of 20 lines of content-related text and 12 point font. The 1206 will include two headings; Leadership and Job Performance (15 lines maximum) and Significant Self-Improvement and Base/Community Involvement (5 lines maximum). Complete the form with information as required: name of the award, category (if applicable), award period, individual's name, rank, MAJCOM/FOA/DRU, duty AFSC and duty title, nominee's telephone, unit of assignment, and unit complete mailing address, name and rank of unit commander and corresponding phone numbers. (See **Attachments 4 & 5**)

3.3.2. A single letter listing all individual nominees and units signed by the Wing Commander, or equivalent, acknowledging each applicant from their organization (Attachment 2). The letter, dated within 60 days of package completion, will include an attachment listing all nominees being submitted for any award and will include the nominees' full names and ranks (Attachment 3, Figure 1 and Figure 2).

3.3.2.1. Nominees are eligible for rank-specific awards if the nominee's rank matched the rank specified for at least six months of the award period, unless otherwise specified within the specific award attachment.

3.3.2.2. Individuals who are assigned to another unit during the nomination period will be submitted for awards by the unit to which they are/were assigned at the time of nomination. Accomplishments from a previous base are acceptable for individual awards in these cases. Individuals will not be submitted for individual awards by a deployed unit; however deployed units may forward the member's information to the unit of assignment for submission and coordination.

3.4. Written bullet format for individual and unit nominations will meet the criteria outlined in **Attachment 4** and **Attachment 5** unless otherwise specified within the award-specific attachment.

3.4.1. Individual nominations must include specific facts that clearly distinguish the nominee from his or her peers citing examples that occurred during the specified nomination period. There will be no additional text on the heading lines (Attachment 4). Nomination packages

must include the following headings unless otherwise specified in the individual award description:

3.4.1.1. Leadership and Job Performance (75 points/15 lines maximum): Describe significant leadership accomplishments and how well the member performed assigned primary and additional duties. Define the scope and level of responsibilities and the impact on the mission and unit. Include any new initiatives or techniques developed by the member that positively impacted the unit and/or the mission during the award period. Reference to quarterly or annual awards may also be included in this section.

3.4.1.2. Significant Self-Improvement and Base/Community Involvement (25 points/5 lines maximum): Show how the member developed or improved skills related to primary duties, e.g., achievements in professional societies or associations, off-duty education related to primary duties, formal training, Career Development Course enrollment or completion, on-the-job training, certifications, etc. Include completion of any Developmental Education (DE) as well as awards earned during in-residence attendance. Include any off-duty education not directly related to primary duties, e.g., class, course, degree enrollment and/or completion and grade point average. Cite any other relevant training or activity that significantly enhanced the member's value as a military member during the nomination period. Also define the scope and impact of the member's positive leadership and involvement in both the military and civilian communities. Include leadership, membership or participation in unit advisory councils, professional military organizations, associations, and events, e.g., President of Company Grade Officer's Council, President of Top Three, unit dining-out committee, member of Air Force Association, Sunday school teacher, and so on.

3.4.2. Unit nomination packages will include a list of all unit members for archival reference purposes at the Reserve Medical Unit and MAJCOM level (Attachment 3, Figure F2). This reference list is especially important when ensuring the validity of unit member participation within OPRs and EPRs. Unit nomination packages must address the following unless otherwise specified in the team award description:

3.4.3. Unit Accomplishments (100 points/20 lines maximum): List the unit's actual or expected accomplishments (Attachment 5). If expected results were not achieved, unit's efforts to redefine the goal should be included. Describe any/all efforts employed by the unit to identify and meet community and customer needs and desires. Also illustrate any other unit accomplishments that demonstrate integration and collegiality, and significant contribution to increase mission effectiveness, e.g., any AFSSO21 initiatives.

3.4.3.1. 3.5. Acronym List: Any acronym or similar legends should be identified and spelled out on the front side of AF Form 1206 below the content related bullets under the heading: **ACRONYM LIST. Acronyms are listed in alphabetical order.**

4. Board Selection and due dates.

4.1. Wing Commanders approve and sign award nominations for each award category submitted, this includes AFMS and AFRC level awards. RMUs will forward the original nomination packages to HQ AFRC/SG no later than **15 September** for AFMS level awards and no later than **1 November** for AFRC level awards.

4.2. Individual Reservists (IRs) will be nominated by their active duty supervisor. The Medical Director, Squadron Commander, Chief of Directorate (2-letter) or higher will approve and sign

the award nomination for each category submitted for each IR.

4.3. CMEF and SG2 designates an award selection committee of not less than three individuals to select award winners. A Colonel or civilian equivalent should chair the selection boards for officer's award; a CMSgt or civilian equivalent should chair selection boards for enlisted awards. Exceptions can be made, providing that the board presidents are equal, or senior to the rank of Lieutenant Colonel for officer awards or SMSgt for enlisted awards. Members must be higher or equivalent to those who are able to complete for the same award category.

4.4. Individual members may be nominated for only one individual AFRC-level award in any given nomination period. Individual/level award winners cannot re-compete in that same award category the following year (e.g., in consecutive years.).

4.4.1. In the interest of fairness, individuals are limited to winning a specific AFRC-level award no more than twice in a career. Individuals may, however, apply and/or compete for other AF-level awards without this particular restriction.

4.4.2. A unit that wins at the AFRC level may re-compete for the same award biennially (every two years).

5. Release.

5.1. SGS prepares annual announcement of winners for all Medical Awards and coordinates with AFRC/CC for signature and release not later than 1 February.

5.2. SGS prepares official notification(s) for each winner and coordinates with AFRC/CC for signature and release not later than 1 February.

6. Presentation and Recognition.

6.1. AFRC-level individual award winners will receive a letter of recognition signed by the Commander, Air Force Reserve Command, as well as a letter from the HQ Air Force Reserve Command, Command Surgeon.

6.2. The AFRC-level award winning Unit Commander will receive a letter signed by the Commander, Air Force Reserve Command, as well as a letter signed by the HQ Air Force Reserve Command, Command Surgeon.

6.3. AFRC-level individual award winners and each unit of an AFRC-level unit award winner will receive a command plaque with the Air Force Reserve Command crest or similar item with the name of the award, recipient and period of the award listed on it.

MARKUS P. GMEHLIN, Colonel, USAF, BSC
Command Surgeon

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFPD 36-28, *Awards and Decorations Program*, 9 May 2014

DoDI 1348.33, *Military Awards Program*, 8 July 2014

AFMAN 33-363, *Management of Records*, 1 March 2008

Adopted Forms

AF Form 1206, *Nomination for Award* (use most current IMT version)

Abbreviations and Acronyms

AF—Air Force

AFB—Air Force Base

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFMS—Air Force Medical Service

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AFRCMAP—Air Force Reserve Command Medical Awards Program

AFSC—Air Force Specialty Code

AF/SG—Air Force Surgeon General

AGR—Active Guard and Reserve

ANG—Air National Guard

ART—Air Reserve Technician

ATCH—Attachment

CAPT—Captain

CFS—Command Flight Surgeon

CGO—Company Grade Officer

CMSGT—Chief Master Sergeant

COL—Colonel

DE—Developmental Education

DoDI—Department of Defense Instruction

DRU—Direct Reporting Unit

EPR—Enlisted Performance Report

FOA—Field Operating Agency

FGO—Field Grade Officer

FS—Flight Surgeon

FY—Fiscal Year

HQ AFRC/CC—Headquarters Air Force Reserve Command Commander

HQ AFRC/SG—Headquarters Air Force Reserve Command Surgeon

HQ USAF—Headquarters United States Air Force

HQ USAF/SG—Headquarters United States Air Force Surgeon General

IR—Individual Reservists

LT COL—Lieutenant Colonel

MA—Mobilization Assistant

MAJ—Major

MAJCOM—Major Command

MC—Medical Corps

MSC—Medical Service Corps

MSGT—Master Sergeant
NC—Nurse Corps
NCO—Noncommissioned Officer
NLT—No later than
OPR—Office of Primary Responsibility
OPR—Officer Performance Report
PME—Professional Military Education
RMU—Reserve Medical Unit
SG—Surgeon General
SMSGT—Senior Master Sergeant
SNCO—Senior Noncommissioned Officer
SRA—Senior Airman
SSGT—Staff Sergeant
TSGT—Technical Sergeant
UIF—Unfavorable Information File
USAF—United States Air Force
2LT—Second Lieutenant
1LT—First Lieutenant
41AX—Health Services Administrator

DRAFT

Attachment 2

SAMPLE NOMINATION COVER LETTER

ORGANIZATIONAL LETTERHEAD HEADING

XXXth Airlift Wing

(Base Name) Air Force Base, (State)

(DATE)

MEMORANDUM FOR AFRC/SG

FROM: WING/CC

SUBJECT: Nomination for FY20XX AFRC Annual Awards

I certify the annual award nominees, from unit XXX listed on the attachment, meet all eligibility criteria and nomination guidelines IAW AFRCI 36-2858.

//SIGNED//
I.M. PROUD WING, Col, USAFR
Commander

Attachment:
List of Award Nominees

Attachment 3

SAMPLE LIST OF NOMINEES

Figure A3.1. Sample List of Nominees for Individual Awards.

ATCH #	AWARD	NAME/RANK
	Outstanding Reserve Company Grade Officer assigned to a Reserve Medical Unit	Ia M. Better, Capt
	Outstanding Air Reserve Technician (ART) NCO assigned to a Reserve Medical Unit	Ia M. D-Best, Lt Col

Figure A3.2. Sample List of Nominees for Unit Awards.

ATCH #	AWARD	NAME/RANK
	Outstanding Reserve Medical Unit	Ia M. Better, Capt
	Outstanding Reserve Aerospace Medicine Squadron/Flight	Ia M. D-Best, Lt Col

Attachment 4

NOMINATION FOR AWARD – INDIVIDUAL

Figure A4.1. Sample AF Form 1206, Nomination for Award–Individual.

NOMINATION FOR AWARD		
AWARD Award Name	CATEGORY (If Applicable) FGO/CGO/NCO	AWARD PERIOD 1 Oct XX - 30 Sep XX
RANK/NAME OF NOMINEE (First, Middle Initial, Last) Capt John X. Smith	MAJCOM, FOA, OR DRU AFRC	
DAFSC/DUTY TITLE 4XXX / Duty Title	NOMINEE'S TELEPHONE (DSN & Commercial) 111-1111/111-222-3333	
UNIT/OFFICE SYMBOL/STREET ADDRESS/BASE/STATE/ZIP CODE 000 ASTS / SGA / 456 Elm Street / Stationary AFB / GA / 55555-3333		
RANK/NAME OF UNIT COMMANDER (First, Middle Initial, Last) /COMMANDER'S TELEPHONE (DSN & Commercial) Lt Col From T. Bestunit / 111-2222 / 111-222-1222		
SPECIFIC ACCOMPLISHMENTS (Use single-spaced, bullet format)		
<p>LEADERSHIP AND JOB PERFORMANCE: (Do not add additional information to the HEADER lines)</p> <ul style="list-style-type: none"> - 75 points/15 lines maximum not to include the header - Describe the leadership accomplishments/performance of primary and additional duties - Describe outstanding actions that improved the delivery of healthcare - Define scope and level of responsibilities and impact on the mission and unit - Include new initiatives or techniques that positively impacted the unit/mission - Duty related awards will be included in this section - All statements should be in standard single line bullet format 		
<p>SIGNIFICANT SELF-IMPROVEMENT AND BASE/COMMUNITY INVOLVEMENT</p> <ul style="list-style-type: none"> - 25 points/5 lines maximum - Show how the member developed or improved skills related to primary duties - Include achievements in professional associations and involvement in both military and civilian communities - Include off-duty education course degree progress or completion...grade point average is optional - Include formal training, CDC enrollment/completion, on-the-job training, PME awards, certifications - Other awards will be included in this section - All statements should be in standard single line bullet format 		
<p>ACRONYM LIST:</p> <p>AMBUS - Ambulance Bus PHA - Preventive Health Assessment SORTS - Status of Resources and Training</p>		

Attachment 5

NOMINATION FOR AWARD – UNIT

Figure A5.1. Sample AF Form 1206, Nomination for Award – Unit

NOMINATION FOR AWARD		
AWARD Official Award Name	CATEGORY (If Applicable) Unit	AWARD PERIOD 1 Oct XX - 30 Sep XX
RANK/NAME OF NOMINEE (First, Middle Initial, Last) Official Unit Name	MAJCOM, FOA, OR DRU AFRC	
DAFSC/DUTY TITLE N/A	NOMINEE'S TELEPHONE (DSN & Commercial) 111-2222 / 111-222-3333	
UNIT/OFFICE SYMBOL/STREET ADDRESS/BASE/STATE/ZIP CODE 000 AMDS / SGA / 456 Oak Street / Flyaway AFB / GA / 00000-1234		
RANK/NAME OF UNIT COMMANDER (First, Middle Initial, Last) /COMMANDER'S TELEPHONE (DSN & Commercial) Col Xxxxx X. XXXXXXX/DSN: 111-2222/Commercial: 111-222-3333		
SPECIFIC ACCOMPLISHMENTS (Use single-spaced, bullet format)		
<p>UNIT ACCOMPLISHMENTS: (Do not add additional information to the HEADER)</p> <ul style="list-style-type: none"> - 100 points/20 lines maximum not to include the header - List unit accomplishments that support the unit, wing, AFMS, AF mission/goals/priorities - List unit efforts that identify and meet community and customer needs and desires - Describe outstanding actions that improved your mission and/or its process - Other significant unit contributions to include AFSO21 initiatives - All statements should be in standard single line bullet formats <p>ACRONYM LIST: ADA - American Dental Association ICM - Internal Control Measure LOD - Line of Duty</p>		

Attachment 6

INDIVIDUAL AWARDS

A6.1. Outstanding Company Grade Officer assigned to a Reserve Medical Unit (RMU).

A6.1.1. Description. This award recognizes and rewards outstanding individual performance of duty and achievement of a Reserve officer.

A6.1.2. Qualifying for Reserve Officer Awards. Officer nominees must meet the following criteria:

A6.1.2.1. Individuals may be in the grade of 2Lt through Captain.

A6.1.2.2. Nominees will compete in the award category for which they have held their grade a minimum of nine months during the eligibility period.

A6.1.2.3. Selecting Award Winners. Each RMU may submit one nomination annually.

A6.2. Outstanding Field Grade Officer assigned to a Reserve Medical Unit (RMU).

A6.2.1. Description. This award recognizes and rewards outstanding individual performance of duty and achievement of a Reserve officer.

A6.2.2. Qualifying for Reserve Officer Awards. Officer nominees must meet the following criteria:

A6.2.2.1. Individuals must be in the grade of Major through Lt Col.

A6.2.2.2. Nominees will compete in the award category for which they have held their grade a minimum of nine months during the eligibility period.

A6.2.2.3. Selecting Award Winners. Each RMU may submit one nomination annually.

A6.3. Outstanding Airman assigned to a Reserve Medical Unit (RMU).

A6.3.1. Description. This award recognizes and rewards outstanding individual performance of duty and achievement of an Enlisted Corps member in the grade of Airman through Senior Airman.

A6.3.2. Qualifying for Airmen Awards. Enlisted nominees must meet the following criteria:

A6.3.2.1. Hold the AFSC for at least six months.

A6.3.2.2. Nominees will compete in the award category for which they have held their grade a minimum of six months during the eligibility period. Nominees having exactly six months' time in grade, in two ranks, will be submitted in the higher category.

A6.3.2.3. Selecting Award Winners. Each RMU may submit one nomination annually.

A6.4. Outstanding Noncommissioned Officer (NCO) assigned to a Reserve Medical Unit (RMU).

A6.4.1. Description. This award recognizes and rewards outstanding individual performance of duty and achievement of an Enlisted Corps member in the grade range between SSgt through TSgt.

A6.4.2. Qualifying for NCO Awards. Enlisted nominees must meet the following criteria:

A6.4.2.1. Hold the AFSC for at least six months.

A6.4.2.2. Nominees will compete in the award category for which they have held their grade a minimum of six months during the eligibility period. Nominees having exactly six months' time in grade, in two ranks, will be submitted in the higher category.

A6.4.2.3. Selecting Award Winners. Each RMU may submit one nomination annually.

A6.5. Outstanding Senior Noncommissioned Officer (SNCO) assigned to a Reserve Medical Unit (RMU).

A6.5.1. Description. This award recognizes and rewards outstanding individual performance of duty and achievement of Enlisted Corps member in the grade range between MSgt through SMSgt.

A6.5.2. Qualifying for SNCO Awards. Enlisted nominees must meet the following criteria:

A6.5.2.1. Hold the AFSC for at least six months.

A6.5.2.2. Have a CCAF Degree in duty AFSC

A6.5.2.3. Nominees will compete in the award category for which they have held their grade a minimum of six months during the eligibility period. Nominees having exactly six months' time in grade, in two ranks, will be submitted in the higher category.

A6.5.2.3. Selecting Award Winners. Each RMU may submit one nomination annually.

A6.11. Outstanding Air Reserve Technician (ART) Officer of the Year.

A6.11.1. Description. This award recognizes and rewards outstanding individual performance of duty and achievement of an ART Officer.

A6.11.2. Qualifying for Officer ART Award. Officer nominees must meet the following criteria:

A6.11.2.1. Hold the AFSC/position for at least nine months.

A6.11.2.2. Nominees will compete in the award category for which they have held their grade a minimum of nine months during the eligibility period.

A6.11.2.3. Selecting Award Winners. Each RMU may submit one nomination annually.

A6.12. Outstanding Air Reserve Technician (ART) SNCO of the Year.

A6.12.1. Description. This award recognizes and rewards outstanding individual performance of duty and achievement of an enlisted ART.

A6.12.2. Qualifying for SNCO Award. Enlisted nominees must meet the following criteria:

A6.12.2.1. Hold the AFSC for at least six months.

A6.12.2.2. They must have a CCAF degree.

A6.12.2.3. Nominees will compete in the award category for which they have held their grade a minimum of six months during the eligibility period. Nominees having exactly six months' time in grade, in two ranks, will be submitted in the higher category.

A6.12.2.4. Selecting Award Winners. Each RMU may submit one nomination annually.

A6.13. Outstanding Air Reserve Technician (ART) NCO of the Year.

A6.13.1. Description. This award recognizes and rewards outstanding individual performance of duty and achievement of enlisted ART in the grade range between SSgt and TSgt.

A6.13.2. Qualifying for NCO Award. Enlisted nominees must meet the following criteria:

A6.13.2.1. Hold the AFSC for at least six months.

A6.13.2.2. Nominees will compete in the award category for which they have held their grade a minimum of six months during the eligibility period. Nominees having exactly six months' time in grade, in two ranks, will be submitted in the higher category.

A6.13.2.3. Selecting Award Winners. Each RMU may submit one nomination annually.

A6.14. Administrative Excellence Award.

A6.14.1. Description. This award was established in honor of Brigadier General Donald B. Wagner, former Chief of the Air Force Medical Service Corps, to recognize MSC officers from either the Air Force Reserve Command or the Air National Guard who make outstanding administrative contributions to the AF Medical Service.

A6.14.2. Qualifying for Award. This award alternates annually between the Air National Guard and the Air Force Reserve Command. The Air National Guard will present award to ANG member during odd years and the Air Force Reserve Command will award to AFRC member during even years. Nominees must meet the following:

A6.14.2.1. Possess an AFSC 41AX (Health Services Administrator).

A6.14.2.2. Be assigned to a Category A, B, AGR or ART position in the USAFR.

A6.14.2.3. Have held such assignments within the two years before the nomination date.

A6.14.2.4. Provided outstanding administrative support to the AF Medical Service over a sustained period of time.

A6.15. Nursing Leadership Excellence Award. This award is a singular lifetime leadership award for cumulative career accomplishments (covers nominee's entire career; not just the fiscal year). Nomination packages will contain a nomination letter from the Chief Nurse and/or Squadron Commander.

A6.15.1. Description: This award is established in honor of Brigadier General Beverley Lindsey, former Mobilization Augmentee to the Air Force Assistant Surgeon General, Nursing Services. It rewards and recognizes outstanding individual achievements and contributions to both the Air Force Reserve Command and the Nurse Corps.

A6.15.2. Qualifying for the Award. Nominees must meet the following:

A6.15.3. Be Lt Col or Col in the NC assigned to a Category A, B, AGR, ART or other extended tour position.

A6.15.4. Perform at an exceptionally meritorious level in providing nursing leadership and clinical support to the Air Force Reserve Command throughout their nursing career.

A6.16. Mentorship Excellence Award.

A6.16.1. Description. This award was established in honor of Major General Linda A. Hemminger (retired); former Mobilization Assistance (MA) to the Assistant Surgeon General, Nursing Services and MA to the Joint Staff Surgeon and Deputy Joint Staff Surgeon; and most recently MA to the Air Force Deputy Surgeon General. It recognizes and rewards outstanding mentorship achievements and contributions by officer or enlisted personnel of the Air Force Reserve Command in Medical Services.

A6.16.2. Qualifying for the Award. Nominees must meet the following criteria:

A6.16.2.1. Be an Air Force Reserve Command officer in the rank of Captain or Major or an Air Force Reserve Command enlisted technician in the rank of Technical Sergeant or Master Sergeant as of 15 December of the nomination year and assigned as a Category A participating Traditional Reservist, an Individual Reservists, Air Reserve Technician, or Active Guard Reserve member.

A6.16.2.2. Perform at an exceptionally meritorious level in providing mentorship, tutorage and guidance to the Air Force Reserve Command throughout their career.

A6.16.2.3. Display sustained high standards of professionalism and mentorship resulting in significant enhancement in AFRC personnel and programs.

Attachment 7

UNIT AWARDS

A7.2. Outstanding Reserve Medical Unit (RMU) with a Physical Exam (PE) Package.

A7.2.1. Description. This award recognizes the outstanding Air Force Reserve Medical Unit of the year.

A7.2.2. Qualifying for Award. This award applies to all Air Force Reserve Medical Units that have made significant contributions and accomplishments related to the following:

A7.2.2.1. Excellence in mission support.

A7.2.2.2. Stellar customer service.

A7.2.2.3. Meets or exceeds AF/AFRC training goals (MRDSS, IMR etc.).

A7.2.2.4. Must not have scored a “Marginal” or “Unsatisfactory” on initial (re-inspections not eligible for consideration) most recent Unit Effectiveness Inspection (UEI).

A7.2.2.5. Strong leadership involvement and support of unit mission.

A7.3. Outstanding Reserve Medical Unit without a Physical Exam Package.

A7.3.1. Excellence in mission support.

A7.3.2. Stellar customer service.

A7.3.3. Meets or exceeds AF/AFRC training goals (MRDSS, IMR etc.).

A7.3.4. Must have scored “effective or above” on initial (re-inspections not eligible for consideration) most recent Unit Effectiveness Inspection (UEI).

A7.3.5. Strong leadership involvement and support of unit mission.

A7.4. Lt General George E. Schafer Trophy.

A7.4.1. Description. This award was established by the Medical Air Reserve Forces Management in honor of Lieutenant General George E. Schafer, former Air Force Surgeon General. The purpose is to recognize outstanding AFRC/SG and ANG medical units.

A7.4.2. Qualifying for Award. AFRC and ANG medical units will be considered for this award. This award alternates annually between the ANG and the AFRC. The ANG will present the award to the winning ANG medical unit during odd years and AFRC/SG will present the award to the winning AFRC medical unit during even years.

A7.4.3. Selecting Award Winners. The winner of the Outstanding Medical Unit (Reserve Medical) of the Year award will be nominated for the Lt General George E. Schafer Trophy. NOTE: The winner of this award will be selected from the winners of either the RMU with a PE mission or RMU without a PE mission.

Attachment 8

AFRC AWARD PACKAGE CHECKLIST						
Full Name: Full SSAN:		Award Nominated:		Requirement Met		
	Nominee is a TR/ART/IR (Circle One), WING _____ NAF _____	YES	NO	N/A		
#	NOMINATION PACKAGE MUST INCLUDE THE FOLLOWING:					
1	AF 1206 (Nomination for Award) current version					
1.1	AF 1206- Headings formatted as in attachment 4 and 5					
1.2	AF 1206- Single spaced bullet format (no more than 22 lines, to include mandatory headings) Must contain; Leadership and Job Performance (15 lines max) -Significant Self-Improvement and Base/Community Involvement (5 lines max) (para 3.2)					
2	AFFMS II FITNESS REPORT Must reflect CURRENT & PASSING fitness score throughout the entire nomination period (para 3.2.1)					
3	Current (within last 60 days of date of submission) Wing Commander nomination letter (attachment 2)					
3.1	Attachment 3 (list of nominees for individual / unit awards from that base) is submitted w/package					
4	PME must be completed (attach career data brief) TSgt - NCOA MSgt - SrNCOA					
5	CCAF Degree required - MSgt and above					
6	Hold rank for at least 6 months of award period					
7	No UIF for award nominee during nomination					
8	Nominee has not won for same award category in previous year					
9	This checklist (AFRC AWARD PACKAGE CHECKLIST) must be signed by the members Unit Commander					

CC Sig _____ date

I certify that the member listed above meets all eligibility requirements as of nomination date and that all required documentation is included for award processing.

