

CEMP-EC
CECW-LC

DEPARTMENT OF THE ARMY
U.S. Army Corps of Engineers
Washington, DC 20314-1000

ER 672-1-12

Regulation
No. 672-1-12

30 October 1992

Decorations, Awards, and Honors
USACE "COST ENGINEER OF THE YEAR" AWARD PROGRAM

Issue of supplements of this regulation is prohibited except upon approval of HQUSACE (CEMP-EC), WASH, DC 20314-1000

1. Purpose. This regulation establishes the U.S. Army Corps of Engineers (USACE) "Cost Engineer of the Year" Award Program, describes the award, defines qualifying criteria for judging nominees, and describes the procedures for selecting the awardee.
2. Applicability. This regulation applies to HQUSACE/OCE, major subordinate commands, districts, laboratories, and field operating activities (FOA).
3. Reference. AR 672-20, paragraphs 1-11d(3) and 8-13b.
4. General. The USACE "Cost Engineer of the Year" award will be presented annually to one person in recognition for his or her contribution to excellence in the cost engineering profession in the three fiscal years preceding the award.
5. Eligibility.
 - a. All cost engineers within USACE whose nominations are submitted by their activity commander/director in accordance with the guidance contained in the appendix are eligible for the USACE "Cost Engineer of the Year" award.
 - b. Each activity commander/director may establish an appropriate award to recognize an outstanding cost engineer within his or her command. The basis for selection will conform to the criteria for the USACE-wide award contained here.
6. Nominations.
 - a. Activity commanders/directors should establish a committee of senior employees within their activity to review nominations for this award.
 - b. Activity commanders/directors may submit only one nomination from his or her activity for this award.

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c. Nomination packages submitted should be **forwarded during** the second week of February directly to HQUSACE (CEMP-EC or CECW-LC) so that all submittals are received by the last day of the month. Nominations will be submitted in original and four copies.

7. USACE Screening Panel and Selection.

a. Nominations will be evaluated and rated by a screening panel to determine the best qualified person.

b. The Chiefs of Engineering Division for Military Programs and Civil Works, HQUSACE, will select three cost engineers outside USACE with technical and professional expertise **in cost** engineering, or previous recipients of this award to serve as members of the screening panel. Screening panel members will be compensated for their expenses.

c. The screening panel members will rank and rate the nominations in accordance with a rating scheme developed from the criteria contained in the appendix and make recommendations to the Chiefs of Engineering Division for Military Programs and Civil Works, HQUSACE. Final selection will be made by the Directors of Military Programs and Civil Works and forwarded to the Commander, USACE, for final approval.

8. Evaluation Factors. The following factors will be evaluated in determining the best qualified cost engineer.

a. Specific contributions.

b. Excellence in cost engineering.

c. Professional registration and participation in professional societies.

d. Leadership in career development and education.

e. Performance and recognition.

f. Contributions to the profession.

g. Mentorship and participation as a sponsor for and/or advisor to intern and intermediate level cost engineers.

h. Outside USACE activities and community support.

9. Awards.

a. The recipient of the award will be presented a 12-inch by 15-inch (approximate) plaque to be permanently retained by the recipient.

b. This award is honorary and does not have any monetary stipend associated with it. However, activity commanders/directors are encouraged to consider a monetary award within their command/directorate in accordance with the USACE Incentive Awards Program.

10. Award Presentation. The USACE "Cost Engineer of the Year" award will be presented at the annual USACE Anniversary Awards Ceremony in Washington, DC. Cost of travel and per diem for the awardee will be budgeted and paid by CEMP-EC and CECW-LC.

11. Proponent. The Cost Engineering Branch, Engineering Division, Directorate of Military Programs and Cost Engineering Branch, Project Management Division, Civil Works Directorate, HQUSACE, are the proponents for this award. Any suggestions for improvement should be sent to HQUSACE (CEMP-EC/CECW-LC), Washington, DC 20314-1000.

FOR THE COMMANDER:



WILLIAM D. BROWN
Colonel, Corps of Engineers
Chief of Staff

1 Appendix
APP A - Instructions for
Submission of Individual
Award

APPENDIX A

Decorations, Awards, and Honors
USACE "COST ENGINEER OF THE YEAR" AWARD PROGRAM
INSTRUCTIONS FOR SUBMISSION OF INDIVIDUAL AWARD

1. Submission Requirements. Nominations for the USACE "Cost Engineer of the Year" award will consist of the activity commander's/director's transmittal memorandum, DA Form 1256 (signed by the nominating activity commander/director), proposed citation, and a narrative justification.

2. DA Form 1256. An original DA Form 1256 signed by the nominating activity commander/director in block 7 will be included in the nomination package. Blocks 1, 2, 3, 4, and 6a "Other" should also be filled out.

3. Citation. A proposed citation for the award is not to exceed 75 to 90 words and typed in 10 pitch on 8 1/2-inch by 11-inch standard plain white bond paper.

4. Narrative Justification. A narrative justification will be included in the nomination package as follows:

a. A biographical sketch on not more than three sheets of plain bond paper, both sides, consisting of:

- (1) Name of the nominee.
- (2) Position, title, series, and grade.
- (3) Organization and location.
- (4) Education.
- (5) Professional registration.
- (6) Membership in professional societies.

(7) A listing of previous awards and exceptional performance ratings received within the past three years.

(8) A listing of nominee's professional technical papers or other publications, if any.

(9) A brief description of the nominee's current job duties and responsibilities, including the number of personnel supervised, if applicable, and size and number of projects or programs for which the individual is directly responsible.

(10) A brief description of the nominee's job progression, including all Federal service and private sector experiences.

b. A narrative description of the nominee's specific contributions in the three fiscal years preceding the award which formed the basis for the nomination (not to exceed 1,000 words), including:

- (1) Efforts to improve the quality of cost engineering.
- (2) Team leadership, building, and partnering.
- (3) Cooperation with interdisciplinary team members.
- (4) Efforts to improve the design process.
- (5) Service to customers.
- (6) Contributions to the cost engineering profession, including such items as teaching, publications, guest speaking engagements, and participation in professional societies.
- (7) Mentorship and participation as a sponsor for and/or advisor to intern and intermediate level cost engineers.
- (8) Outside USACE activities and community support.