



DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS
441 G ST. NW
WASHINGTON, D.C. 20314-1000



CEHR-D

MEMORANDUM FOR COMMANDERS/DIRECTORS, MAJOR SUBORDINATE
COMMANDS AND FIELD-OPERATING ACTIVITIES

SUBJECT: Civilian and Military Awards for the Global War on Terrorism

1. Reference CEHR-M memorandum, 18 August 2003, subject: USACE Wartime Awards Policy for Operating Enduring Freedom (OEF) and Operation Iraqi Freedom (OIF), Enclosure

2. **Consideration for Awards.** USACE in theater commanders will ensure that all deployed civilians and military personnel are considered for recognition in theater. Approved awards will be presented in theater, whenever possible.

- **Iraq Provisional Command (IPC)** - Commander, Iraqi Provisional Command (IPC), currently BG Davis, will approve IPC award nominations in theater and forward to HQUSACE nominations for the *Superior Civilian Service Award* and other awards requiring higher-level approval.
- **Restoration of Iraqi Oil (RIO)** - Commander, Restoration of Iraqi Oil (RIO), currently BG Crear, will approve RIO award nominations in theater and forward to HQUSACE those nominations requiring higher-level approval. When the IPC Commander assumes operations control of TR RIO (IAW FRAGO 7), the Commander, IPC will assume these responsibilities.
- **Iraqi Reconstruction Office (IRO)** - Field Commander, Iraqi Reconstruction Office (IRO), currently COL Conrad, will forward IRO award nominations to the IPC Commander for further processing.
- **Iraq Forward Engineer Support Teams (FEST)** - Field Commanders will forward award nominations for Iraqi FEST team members the IPC Commander for further processing.
- **Afghanistan Forward Engineer Support Teams (FEST)** - Commander, Afghanistan Area Office, currently COL Conte, will forward award nominations for Afghanistan FEST team members to Afghanistan Area Office (AAO) for further processing.
- **Restore Iraqi Electricity (RIE)** - Commander, Restore Iraqi Electricity (RIE), currently BG(P) Hawkins, will approve RIE award nominations in theater and forward to HQUSACE nominations for the *Superior Civilian Service Award* and other awards requiring higher-level approval.

3. **Types of Awards** - Honorary awards are an appropriate form of recognition for GWOT contributions. An honorary award is a tangible symbol of outstanding contributions to the mission. It is a building block for higher-level honorary awards, and is a significant addition

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to any resume. The appropriateness of granting a cash award to a civilian employee who is already being paid at the highest rate permissible by law must be weighed carefully. However, contributions made while serving overseas should be considered when annual TAPES appraisals are completed and performance awards determined. Enclosure 2 summarizes military and civilian awards.

4. **Level of Award** - The *Meritorious Civilian Service Award* is the highest DA honorary award that USACE can authorize. It is the civilian equivalent of the military *Legion of Merit*, an award that is granted infrequently. Enclosure 3 shows the parallel hierarchy of civilian and military medals. Parity of civilian and military honorary awards is particularly important in this situation where civilian and military team members are working together under difficult conditions. Sensitivity to the award equivalencies will help promote the camaraderie critical to success.

5. **Award Funding** - Funds are available to support cash awards for deployed USACE civilians only as indicated below. ARCENT, which will fund IPC and FESTs, will *only* pay for cash awards initiated by Coalition Forces Land Component Command (CFLCC) or other non-Corps Commanders. However, RIO, IRO and RIE have funds that could be used for awards. RIO and RIE are direct funded by DA. USAID funds IRO. [NOTE: If the employee's permanent organization determines that a performance award or cash award is warranted upon redeployment, the local USACE command operating budget will be used to pay for the award. The same act or accomplishment may not be used to support more than one monetary award.]

6. **Award Processing** - "In theater" awards will be processed by the designated servicing Civilian Personnel Advisory Center (CPAC). The Southwestern Division CPAC services RIO employees. The Transatlantic Center (TAC) Administrative and Personnel Processing Office works with the Humphreys Engineer Center Support Activity CPAC to take care of delayed civilians who are reassigned to TAC.

7. **Award Presentation** - Where practicable, awards should be presented to employees while they are in theater. If this happens, the home organization should also recognize them in an appropriate forum when they redeploy. This could be done by formally presenting their medal or certificate in a local ceremony where peers and family members can attend.

8. **Contractor Recognition.** Department of Defense and the Department of the Army have stated that it is inappropriate for agency contractors to participate in agency awards programs or ceremonies and that awards may not be created to recognize contractor efforts. Should a project manager or team leader consider a contractor's contribution to be substantially beyond

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the terms of the contract, that effort may be acknowledged in a letter either to the individual or the individual's employer.

9. HQ USACE point of contact for military awards is Mark S. Roupas, CEHR-M (202)761-0564. Nancy Stragand, CEHR-D, (202)761-0400, is the civilian awards POC.

FOR THE COMMANDER:

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MICHAEL J. WALSH
Colonel, Corps of Engineers
Chief of Staff