

COMMANDER'S INDIVIDUAL QUALITY AWARD

Submission of this form confirms that the individual/s is/are not under investigation for inappropriate conduct that would subject him/her to disciplinary action under the auspices of EO/EEO regulatory guidance.

1. Name of individual nominated: _____
2. Position title: _____
3. Organization submitting nomination: _____
4. Person who can respond to questions about the nomination: _____
 - a. Name and title: _____
 - b. Office Symbol: _____
 - c. Telephone number: _____ Fax number: _____
5. Standards for selection of individual to receive Commander's Individual Quality Award are:
 - a. Demonstrated commitment to excellence by performing some type of project or process improvement.
 - b. Project or process improvement performed by the individual supported the organization's mission and goals.
 - c. Project or process improvement enhanced the work environment.
 - d. Individual exhibited a genuine interest and desire to be productive, efficient, and effective.
6. Please attach justification on a separate sheet of paper.

For SPO's information only, who is the supervisor/commander and phone number _____

Please forward nominations to the Strategic Planning Office, Bldg 1001, Rm W315, ATTN: Cathy Broad, (254) 618 7357, fax (254) 618-7355, or email broadc@hood-emh3.army.mil. The awards committee will review all nominations and select one winner. SPO will notify the winner. The winner will receive the Commander's Individual Quality Award at the Commanding General's Quarterly Hood Hero Awards Luncheon.