



UNITED STATES ARMY SOLDIER SUPPORT INSTITUTE
Fort Jackson, South Carolina 29207-7025

June 21, 2000

A handwritten signature in cursive that reads "Rob".

Dear Mrs. Jacobs:

I would like to send my personal endorsement and whole-hearted support for the John J. Dinnien Outstanding Civilian in Military Personnel Management Award. I believe this award is a super idea and would promote great morale in our civilian ranks.

I have asked the Adjutant General School to contact you so they may help you with the execution of this program. Please let me know if I can be of further assistance. This is truly a wonderful idea and a great tribute to Mr. Dinnien.

Very Sincerely,

A handwritten signature in cursive that reads "Earl M. Simms".

Earl M. Simms
Brigadier General, U.S. Army
Commanding

D.S. Jacobs
Functional Chief's Representative
Career Program 50
Department of the Army
U.S. Total Army Personnel Command
Alexandria, Virginia 22331-0455



DEPARTMENT OF THE ARMY
U.S. TOTAL ARMY PERSONNEL COMMAND
ALEXANDRIA VA
22331-0455



TAPC-EPC-S

14 JUN 2000

MEMORANDUM FOR Commanding General, U.S. Army Soldier Support
Institute, 10000 Hampton Avenue, Fort Jackson,
South Carolina 29207

SUBJECT: Award Recommendation for Outstanding Civilian in
Military Personnel Management (Career Program 50 (CP50))

1. The purpose of this memorandum is to request approval of an annual award recognizing an outstanding civilian in military personnel management (CP50). The following rationale is provided:

a. This recommendation is submitted on behalf of the Career Program 50 Executive Board who recently approved the proposal during its annual spring meeting held in conjunction with the Personnel Leaders Meeting.

b. The award is to be named in honor of Mr. John J. Dinnien who was probably the Army's longest serving civilian in the military personnel field. His service to the Army and the AG Corps was characterized by selfless service, care for the soldier and his or her family, and dedicated professionalism. He exemplified the values and standards of service that all civilians in the AG Corps should emulate. The "John J. Dinnien Award for Excellence in Military Personnel Management" will be a fitting tribute to one of our Corps' best.

2. My point of contact for this action is Mrs. Ona Cates, DSN 22-4753, e-mail address: cateso@hoffman.army.mil.

Encl

D.S. JACOBS
Functional Chief's Representative,
Career Program 50

CRITERIA AND NOMINATING PROCEDURES FOR CP50 "JOHN J. DINNIEN
AWARD FOR EXCELLENCE IN MILITARY PERSONNEL MANAGEMENT"

1. GENERAL. The "CP50 JOHN J. DINNIEN Award for Excellence in Military Personnel Management" was created to annually recognize the contributions of Army civilians in military personnel management. The award is named in honor of Mr. John J. Dinnien, who epitomized the best qualities of a professional human resource manager, and always placed service to the soldier above all else.

2. PURPOSE. The purpose of this award is to give special recognition to a CP50 member for contributions of outstanding significance to the Army, and service to soldiers during the previous calendar year.

3. ELIGIBILITY. Eligible personnel include: civilian employees (GS or NF) working for the Department of the Army in the field of military personnel management. *AGCRA*

4. BASIS FOR SELECTION. Completion of a task or assignment which has significantly contributed to the execution of the Army's mission, while honoring all traditional American military values, placing special emphasis on: loyalty, duty, respect, selfless service, honor, integrity, and personal courage. The following evaluation criteria should be used in selecting MACOM nominees:

a. Personnel assigned duties of major significance to the military personnel mission, which were accomplished in such a way as to have been clearly exceptional.

b. Personnel who developed or improved military personnel methods and procedures, or were responsible for exceptional achievements that caused significant savings or advanced the military personnel mission and personnel readiness.

c. Personnel who provided outstanding examples for major military personnel programs in terms of highly successful mission accomplishment.

d. Personnel who demonstrated a record of achievement and inspired others to improve quantity and quality of their work.

e. Personnel who had an established pattern of excellence, as recognized by previous accomplishments (i.e., Commander's Award for Civilian Service, Multiple Exceptional Performance Appraisals, etc. *Service to ACCRA*)

5. NOMINATION OF CANDIDATES. MCPM will submit nominations on the one person selected from their organization to HQ, TAPC, ATTN: EPC-S, not later than 1 February for the preceding calendar year. Each nomination will include the following:

a. Nomination format. One sheet of plain bond paper containing the following information:

- (1) Name and duty title of nominee.
- (2) A brief description of the nominee's duty description and responsibilities, including the scope of their work.

b. Narrative. Double-spaced, on plain bond paper, not more than three pages. Accomplishments should be as specific as possible (unclassified information only).

6. SELECTION BOARD.

a. The selection board will be established by the FCR to review the award nominations and recommend to the FC the nominee to receive the annual award. Board members must be familiar with the criteria for the award and the biography of Mr. Dinnien. The board will consist of five voting and two nonvoting members. The composition of the board will be a mix of TAPC and MACOM representatives, as follows:

- (1) FCR - President (nonvoting).
- (2) The senior GS-205-15 (voting).
- (3) Three civilians (GS-13 to GS-15) (voting).
- (4) Two military (SGM or LTC/COL) (voting).
- (5) CP50 Program Manager (nonvoting recorder).

b. As much as possible, the board will consist of male and female members, and representatives from both HQ and MACOM staffs.

c. Board members will vote based on information provided in the nomination packets. Board members will assign points to the top five nominees in the following manner:

First choice = 10 points
Second choice = 8 points
Third choice = 6 points
Fourth choice = 4 points
Fifth choice = 2 points

7. PROCEDURES.

a. The "CP50 JOHN DINNIEN Award for Excellence in Military Personnel Management" Board will meet shortly after receipt of the nomination packets, and at the call of the president. If necessary this can be conducted via VTC.

b. The recorder will compute point totals. The winner will be the nominee with the most points.

c. When a tie occurs, the number of first place votes will determine the winner. If the number of first place votes is the same, the number of second place votes will determine the winner, then third-place votes, and so on.

d. The recorder will administratively review the nomination packets, assemble board packets, tally the board votes, and prepare the board's recommendation for the board president's signature.

8. PRESENTATION OF AWARD. Awards will be presented in a ceremony conducted at the annual PLM by the Functional Chief (CG, PERSCOM) at the annual PLM.

SYNOPSIS OF MR. JOHN DINNIEN'S BIOGRAPHY

Mr. John J. Dinnien dedicated over 50 years of his life in service to his country. Mr. Dinnien began his civil service career in 1945 with the U.S. Army Europe Adjutant General's Office, immediately following his military service during WWII. He served in Europe until 1979, when he returned to the United States for what would be his last assignment as the 1st Personnel Command Liaison Officer to the USA Military Personnel Center, Alexandria, Virginia. Mr. Dinnien was the ultimate advocate for soldiers, and always placed their needs above his own. Mr. Dinnien received numerous awards during his career, culminating with the Decoration for Exceptional Civilian Service the Army's highest civilian service award. Mr. Dinnien passed away in December of 1995, while still serving as a Department of the Army civilian. He will long be remembered for epitomizing duty, honor, and country.