

Enclosure 1

LTG Ellis D. Parker Award Guidelines

1. Purpose. To set forth the guidelines and standard nomination format for the LTG Ellis D. Parker Top Aviation Battalion of the Year competition.

2. Background. Army Chief of Staff, GEN Gordon R. Sullivan, approved the LTG Ellis D. Parker Award on 29 January 1993 to honor the Army's Top Aviation Battalion during LTG Parker's retirement ceremony. The Parker Award, a Department of the Army level award, recognizes excellence at the battalion level, the primary war fighting army aviation force.

3. Objectives.

- a. Recognize excellence.
- b. Provide a positive incentive for extraordinary excellence in the areas of leadership, training, maintenance, and safety.
- c. Encourage innovative use of existing management tools and resources.
- d. Provide a Department of the Army level competition with equivalent recognition.
- e. Complement the current military and civilian awards programs.

4. Participation.

a. Aviation and Aviation Support Battalions (or equivalent) of the Active Component, US Army Reserve (USAR), Army National Guard (ARNG), as well as Table of Distribution and Allowances (TDA) battalions, are eligible. The competition is limited to battalion size units; with two exceptions:

(1) Separate units that are not part of a battalion (e.g. Medical Evacuation Companies, Air Traffic Service Companies) may submit award nomination packets through their higher headquarters.

(2) Deployed Aviation Task Forces may submit as a Task Force. Units may not submit as both a Task Force and as a battalion.

b. The Parker Award is divided into four categories: Combat (C), Combat Support (CS), Combat Service Support (CSS) and Table of Distribution and Allowances (TDA). Battalions will only be nominated in one category. The category for nomination is based on the unit mission statement and/or unit Mission Essential Task List (METL).

5. Responsibilities.

- a. Unit/Battalion Commanders will:

Enclosure 1

LTG Ellis D. Parker Award Guidelines

(1) Complete their nomination packet in accordance with these guidelines and Enclosure 2, Ellis D. Parker Award Nomination Format. Ensure **NO CLASSIFIED** material is contained within the nomination packet.

(2) Forward the nomination packet to their next higher headquarters for selection of the top battalion in each category.

b. Aviation/Combat Aviation Brigade Commanders will:

(1) Select the top battalion in each category from the nominations received. Ensure **NO CLASSIFIED** material is contained within the nomination packet.

(2) Forward the brigade's selection to their appropriate Army Command (ARCOM)/Army Service Component Command.

c. ARCOM/Army Service Component Command will:

(1) Select one battalion in each category for final nomination. Ensure **NO CLASSIFIED** material is contained within the nomination packet.

(2) Forward the nomination for each category and a point of contact to USAACE G-1, ATTN: Awards; 2218 6th Ave; BLDG 5700, Room 220; Fort Rucker, Alabama 36362.

d. The Commander of the United States Army Aviation Center of Excellence (USAACE) will:

(1) Provide oversight of the competition.

(2) Convene a Department of the Army Evaluation Board on 12 November 2012. The board will review, evaluate and select the top aviation battalion in each category. The winners of each category will compete for the title of LTG Ellis D. Parker Top Aviation Battalion of the Year FY12.

(3) Notify winning battalion of each category.

(4) Obtain and fund plaques that will be presented to the winner in each category and the LTG Ellis D. Parker trophy to the overall winning battalion.

(5) Coordinate for award presentation at the Aviation Senior Leaders Conference.

6. Criteria for evaluation.

Enclosure 1

LTG Ellis D. Parker Award Guidelines

a. The focus of the competition will be on the unit's excellence in accomplishing its METL. This will be subcategorized into four evaluation areas: leadership, training, maintenance, and safety. Nominees must include a breakdown of the following:

(1) Mission statement

(2) Commander's intent

(3) Leadership

(4) Training

(5) Maintenance

(6) Safety

b. Include a copy of the battalion's organizational structure or a line-and-block chart.

c. The battalion's most significant accomplishments will be addressed in a formal memorandum of endorsement by the nominating Brigade Commander and a separate memorandum of endorsement by the appropriate ARCOM/Army Service Component Commander. The memorandums will be limited to one typewritten page and only one page per endorsement.

d. The packet should contain both objective facts and subjective assessments. Ensure that statistical information is correct and complements the accompanying narratives. Also, include METL summaries depicting important support or services that the battalion performed.

e. Limitations.

(1) No limit is imposed on photographs or news media items. However, if these items are provided in the packet, they can only be included in Part III, additional information. Enclosure 2, Award Nomination Format, further addresses the additional information portion of the nomination packet.

(2) **CLASSIFIED MATERIAL WILL NOT BE ACCEPTED.** Packets containing classified material will be disqualified and the security violation will be processed by the USAACE security division as appropriate.

(3) Any other medium (i.e. films, videotapes and computer disks) will not be considered or forwarded to the board.

Enclosure 1

LTG Ellis D. Parker Award Guidelines

f. For more specific guidance in preparing the nomination packet, refer to Enclosure 2 of this outline. Points will be deducted if formats deviate from the stated guidelines.

7. DA evaluation board.

a. The Commanding General (CG), USAACE, will serve as the executive agent for the Parker Award competition. The CG will ensure total force representation and designate a chairperson for the DA evaluation board.

b. The DA evaluation board will convene at USAACE, Fort Rucker, Alabama.

(1) Board members will be appointed from the Active Component, USAR or ARNG.

(2) Members will represent all aviation branch specialties.

(3) Members will be aviation qualified and have a demonstrated performance record and troop experience.

(4) Members will be in the grades of Major through Colonel, Chief Warrant Officer Three through Chief Warrant Officer Five, and Master Sergeant through Command Sergeant Major.

c. The executive agent will develop procedures and programs and manage funding required to support the DA evaluation board process.

8. DA board procedures.

a. The DA evaluation board will evaluate packets to select the four semi-finalists, one battalion in each of the following categories: Combat (C), Combat Support (CS), Combat Service Support (CSS) and Table of Distribution and Allowances (TDA).

b. The DA evaluation board will review the four semi-finalists and select the overall Top Aviation Battalion.

9. Timelines.

a. Message to field, date: O/A 20 July 2012.

b. ARCOM/Army Service Component Command nomination packets due to USAACE G-1 NLT 02 November 2012.

c. DA Evaluation Board convenes: 12 November 2012, concludes 14 December 2012.

Enclosure 1

LTG Ellis D. Parker Award Guidelines

d. Awards presentation, date: TBD at Aviation Senior Leaders Conference, Ft Rucker, Alabama.

10. Publicity.

a. All echelons should publicize this program through their local public affairs office. Releases of any information will adhere to all applicable privacy and freedom of information act requirements. Publicity may include, but is not limited to, the following:

(1) Announcement in local newspapers of winners at each level of competition. Special care should be taken to avoid misrepresentation. A unit who is recognized for only a specific category should not be represented as the overall Parker Award recipient.

(2) Background information about the worldwide aspects of the awards program and its enhancement to the army unit level readiness posture.

b. USAACE will ensure the Fort Rucker public affairs office is continually aware of all events surrounding the Parker Award competition.

c. Commanders will submit copies of news releases and publicity photographs, for historical purposes, to USAACE G-1, ATTN: Awards; 2218 6th Ave; BLDG 5700, Room 240; Fort Rucker, Alabama 36362.

11. Point of contact information.

a. USAACE G-1, ATTN: Awards, 334-255-1487/9734 (DSN 558).

The complete award guideline can be found at the USAACE G-1/4 website at http://www.rucker.army.mil/usaace/g1-g4/award_edp.html.