

**BY ORDER OF THE
SECRETARY OF THE AIR FORCE**



AIR FORCE INSTRUCTION 36-2833

31 OCTOBER 2012

**AIR FORCE RESERVE COMMAND
Supplement**

20 NOVEMBER 2013

Certified Current on 14 August 2014
Personnel

SAFETY AWARDS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Publications and forms are available for downloading or ordering on the e-Publishing website at <http://www.e-publishing.af.mil/>.

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: AFSEC/SEA

Certified by: AF/SED
(Mr. James T. Rubeor)

Pages: 50

(AFRC)

OPR: HQ AFRC/SEF

Certified by: HQ AFRC/SE
(Col Leslie R. Anzjon)

Pages: 16

Supersedes: AFI36-2833_AFRCSUP1,
21 October 2009

This instruction implements AFPD 36-28, *Awards and Decorations* Programs. It describes the Air Force Safety Program Awards and the purpose, eligibility requirements, selection criteria, and nomination processes for each. It applies to all Air Force organizations and personnel, including the Air Force Reserve Command (AFRC) and Air National Guard (ANG) units. This publication may be supplemented at any level; however, all supplements that directly implement this instruction must be routed to AFSEC/SEA for coordination prior to certification and approval. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through the appropriate functional's chain of command. No waivers may be granted for any part of this publication. This publication requires the collection and or maintenance of information protected by the Privacy Act (PA) of 1974. The authorities to collect and or maintain the records prescribed in this publication are Title 37 United States Code, Section 301a and Executive Order 9397, as amended by Executive

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(AFRC) This supplement implements and extends the guidance of AFI 36-2833, *Safety Awards*, 31 Oct 2012. This publication applies to all AFRC personnel. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) (HQ AFRC/SEF, DSN 497-2135 /Commercial 478-327-2135) using the AF IMT 847, *Recommendation for Change of Publication*; route AF IMT 847s from the field through the appropriate functional chain of command. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with (IAW) Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS).

SUMMARY OF CHANGES

This document has been substantially revised and must be reviewed in its entirety. Major changes include discontinuing the following awards: Secretary of the Air Force Safety Award, Category II; Colonel Will L. Tubbs Memorial Award for Ground Safety, Category II; Colombian Safety Award; System of Cooperation Among the Air Forces of the Americas; Chief of Staff Individual Safety Award; Air Force Chief of Safety Medical Achievement Award; Air Force Directed Energy Weapons Safety Outstanding Achievement Award; and the Flight, Missile, Explosive, Nuclear Surety, Space and Ground Safety Plaques. Award nominations will be limited to a maximum of 20 lines. The Air Force Space Safety Outstanding Achievement Award and Air Force Chief of Safety Space Team of Distinction Award have been combined and renamed Air Force Chief of Safety Space Safety Award. The Air Force Explosives Safety Outstanding Achievement Award has been renamed Air Force Chief of Safety Outstanding Achievement Award for Weapons Safety. All awards that require a citation must be submitted in a final format version, see examples in Attachment 2 and Attachment 3. Awards Board must include two rated officers. Annual Awards Board flow process has been added, see Attachment 4. Do not submit an individual who has been involved in a mishap unless the Air Force Chief of Safety has approved the MOFE (Memorandum of Final Evaluation) and the individual was not identified as a causal factor. SAF/MR and AF/A1 responsibilities added.

(AFRC) This document has been substantially revised and must be reviewed in its entirety. Major changes include: All references to NAF safety offices were removed and replaced with AFRC/SE or units/wings/groups where appropriate. The AFRC Awards Reference Table in attachment 5 was substantially revised and reformatted. All references to “small” and “large” AFRC award plaques in the AFRC Awards Reference Table in attachment 5 were removed. All

references to AFSC were changed to AFSEC throughout the document. All references to the AFRC Safety CoP were removed and replaced with AFRC SharePoint® site where appropriate. “Chief of Safety” removed from names of awards. The requirement to provide a compilation table of all submitted annual awards was removed. Event driven awards are now considered when received by AFRC/SE instead of every six months. Award citation attachment figures were updated to match the most current versions.

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Section A—General Information

1. Commanders' and Directors' Program.

1.1. The Air Force Safety Awards Program recognizes outstanding safety acts and achievements, see [Table 1](#) for awards covered by this instruction.

1.1. (AFRC) The AFRC Safety Awards Program recognizes outstanding safety acts and achievements. The program has been established to augment the Air Force Safety Awards Program. Attachment 5 gives basic information for all AFRC specific awards.

1.2. The Air Force encourages commanders at all levels of command, especially at installation level, to develop and establish recognition programs that complement the Safety Awards Program.

2. Administrative Procedures.

2.1. MAJCOMs, DRUs, and FOAs will follow the instructions of this AFI.

2.2. Commanders and Directors:

2.2.1. Publicize the awards program and review achievements often to make sure deserving persons and organizations receive consideration.

2.2.2. May nominate one individual or unit for single award categories. May nominate an individual or unit for more than one award; may nominate an individual or unit for more than one award for the same act.

2.2.3. Send nominations for safety awards to the Air Force Safety Center (AFSEC/SEA) through command channels by 15 November after the fiscal year award period, unless otherwise specified.

2.2.3. (AFRC) Send all annual Air Force and AFRC award packages to HQ AFRC/SE by 15 October after the fiscal year award period. All event driven Air Force and AFRC award packages will be submitted to HQ AFRC/SE one month prior submission deadlines contained in this instruction. Consolidate all nominations into a single package and email to afrc.se.awards@us.af.mil.

2.2.3.1. Each nomination will be submitted using the most current version of the AF Form 1206, *Nomination for Award*. Only include achievements and contributions for the period 1 October through 30 September for the fiscal year under consideration.

2.2.3.2. Nominations are limited to a maximum of 20 lines using the Air Force Form 1206. Use bullet statements only, with the exception of the Koren Kolligian Trophy, Air Force Chief of Safety Aircrew of Distinction Award Aviation Safety Well Done Award and Ground/Weapons Safety Well Done Award which may be submitted in narrative format. List uncommon acronyms at the bottom of AF Form 1206. Submit nomination packages electronically to the Air Force Safety Awards Program Manager.

2.2.3.2. (AFRC) Use bullet statements only, with the exception of the AFRC Pilot of Distinction Award, AFRC Aircrew of Distinction Award, AFRC Aviation Safety Well Done Award and AFRC Ground/Weapons Safety Well Done Award which may be submitted in narrative format.

2.2.3.3. Include a final citation, between 10 to 13 lines (word doc., orientation-landscape, Microsoft Word® Times New Roman, 12-font size) as specified in the nomination procedures for each award, see examples in Attachment 2 and Attachment 3. Do not submit a citation for the following: Secretary of the Air Force Safety

Award, Maj Gen Foulois Memorial Award, and the Colonel Will L. Tubbs Memorial Award for Ground Safety.

2.2.3.3. **(AFRC)** Include citations when the USAF or AFRC awards require them. Use between 10 to 13 lines of text in the central body of the citation including the mandatory one-line opening and one-line closing (see attachments 5 and 6). Use Landscape-orientation format, Times New Roman font and 12-point size on an 8 ½” x 11” page. Use one inch top and bottom margins and one and one-half inch side margins. **All citations must be unclassified.** Do not use code words, slang or abbreviations and do not scan citations into PDF format. Citation examples are located on the AFRC Safety SharePoint® site.

2.2.4. **(Added-AFRC)** Provide biographies and photographs when requested for publication. Additionally, forward the “go-by” name and unit postal address of each nominee (i.e., “Bob” instead of Robert or, in the case of call signs, include that as well, for example “Grinch”). The AFRC/CC uses this information to personalize each letter of congratulations.

2.2.5. **(Added-AFRC)** For other MAJCOM Awards submit these directly to the respective MAJCOM with a courtesy copy to HQ AFRC/SE.

2.3. AFSEC:

2.3.1. Provides funds to purchase appropriate awards for nominations approved by the Secretary of the Air Force, Chief of Staff and Air Force Chief of Safety.

2.3.2. Assembles the Annual Safety Awards Board which includes representatives from AF/A3O, Current Operations; AF/A4L, Directorate of Logistics; and AFIA, Air Force Inspection Agency. In addition, AFSEC provides members from SES, Space Safety Division; SEG, Ground Safety Division; SEF, Flight Safety Division, SEW, Weapons Safety Division; and Career Field Manager in an advisory role. The Board must include two rated officers. See Attachment 3 for annual Safety Awards Board process.

2.3.3. Provide award and recipient information sufficient to publicize safety award to AFSEC/ PA, Public Affairs, office.

2.3.4. Prepares letter authorizing a military individual award recipient to wear the Air Force Recognition Ribbon and a civilian recipient to wear the lapel pin.

2.4. SAF/MR, Assistant Secretary of the Air Force for Manpower and Reserve Affairs, serves as an agent of the Secretary and provides guidance, direction, and oversight for all matters pertaining to the formulation, review and execution of plans, policies, programs, and budgets addressing Awards and Decorations.

2.5. AF/A1, Deputy Chief of Staff of the Air Force, Manpower, Personnel and Services, develops, coordinates, and executes personnel policy and essential procedural guidance for the management of the Awards and Decorations Program.

2.6. Recipients:

2.6.1. Persons honored for individual actions may wear the Air Force Recognition Ribbon for the following awards:

2.6.1.1. Koren Kolligian, Jr., Trophy.

- 2.6.1.2. Chief of Safety Special Achievement Award.
- 2.6.1.3. Air Force Nuclear Surety Outstanding Achievement Award.
- 2.6.1.4. Safety Career Professional of the Year Award.
- 2.6.1.5. Air Force Chief of Safety Outstanding Achievement Award for Weapons Safety.
- 2.6.1.6. Air Force Chief of Safety Aircrew of Distinction Award.
- 2.6.1.7. Aviation Well Done Award.
- 2.6.1.8. Ground/Weapons Safety Well Done Award.
- 2.6.1.9. Air Force Chief of Safety Aviation Maintenance Safety Award
- 2.6.1.10. Air Force Chief of Safety Cyber Safety Award.
- 2.6.1.11. Air Force Chief of Safety Space Safety Award.
- 2.6.2. Persons belonging to a group, or individuals being recognized as a group, are not eligible for the ribbon.
- 2.6.3. Awarded civilians wear the lapel pin instead of the ribbon.

Section B—Secretary of the Air Force Safety Award

3. Purpose. The MAJCOM, DRU or FOA with the most effective overall safety program receives this, the highest safety award of the Air Force. An appropriate award is given each fiscal year.

4. Eligibility. MAJCOMs, DRUs, and FOAs.

5. Selection Criteria. The Awards Board considers:

- 5.1. Combined effectiveness of safety programs.
- 5.2. Efforts to further Risk Management (RM) implementation and integration.

Table 1. Safety Awards.

| AWARD NAME | RECIPIENT | APPROVAL AUTHORITY | AWARD TYPE | AWARD CEREMONY |
|---|----------------------|----------------------------|-------------------|-------------------------|
| Secretary of the Air Force Safety Award (Annual) | MAJCOM, DRU, and FOA | Secretary of the Air Force | Appropriate Award | Air Force |
| Maj Gen Foulois Memorial Award (Annual) | MAJCOM | Air Force Chief of Staff | | Order of the Daedalians |
| Koren Kolligian, Jr., Trophy (Annual) | Aircrew Member | | Trophy | Air Force |
| Col Will L. Tubbs Memorial Award For Ground Safety (Annual) | MAJCOM, DRU, and FOA | | Appropriate Award | |

| | | | | |
|--|---|---------------------------|-------------------|----------------------|
| Air Force Chief of Safety Special Achievement Award (Annual) | Air Force Organization Below MAJCOM or Individual | Air Force Chief of Safety | Appropriate Award | MAJCOM, DRU, and FOA |
| Safety Career Professional of the Year Award (Annual) | Civilian or Enlisted Safety Career Field Individual | | | |
| Air Force Nuclear Surety Outstanding Achievement Award (Annual) | Individual or Team | | | |
| Air Force Chief of Safety Outstanding Achievement Award for Weapons Safety (Annual) | | | | |
| Air Force Chief of Safety Outstanding Achievement Award for Ground Safety, Category I-V (Annual) | Air Force Organization | | | |
| Air Force Chief of Safety Aircrew of Distinction Award (Annual) | Individual | | | |
| Air Force Chief of Safety Aviation Maintenance Safety Award (Annual) | Individual | | | |
| Air Force Chief of Safety Cyber Safety Award (Annual) | | | | |
| Air Force Chief of Safety Space Safety Award (Annual) | Individual or Team | | | |
| Aero Club Safety Certificates (Annual) | Air Force Aero Club | | | |
| Aviation Well Done Award (Event) | Individual | Air Force Chief of Safety | Appropriate Award | |
| Ground/Weapons Safety Well Done Award (Event) | | | | |
| Hall of Fame Award (Event) | | | | |

5.3. Safety program management, direction, administration, and innovation.

5.4. Mission and operational tasks the command's organizations perform during the award period. Include unusual hazards, environmental and occupational working conditions, and special exercises or deployments.

5.5. Command safety inspections and staff visits.

5.6. Quality of mishap investigations, reports, and analyses.

5.7. Noteworthy achievements in mishap prevention in all applicable functional areas.

5.8. Mishap record and improvements made in mishap prevention.

6. Nomination Procedures. MAJCOMs, DRUs, and FOAs may submit one nomination for the appropriate category. Include a concise description of specific achievements and how they were accomplished and contributed to mishap prevention.

Section C—Major General Benjamin D. Foulois Memorial Award (Daedalian Flight Safety Award)

7. Purpose. This award recognizes the MAJCOM, DRU, or FOA with the most effective flight safety program.

8. Eligibility. MAJCOMs, DRUs, and FOAs that execute a flying hour program.

9. Selection Criteria. The Awards Board considers:

- 9.1. Data on flight mishaps, related causes, and safety deficiencies found during inspections and investigations.
- 9.2. Mishap potential among different aircraft types and their missions.
- 9.3. RM implementation and successes.
- 9.4. Command support of flight safety program through non-regulated activities.
- 9.5. Safety program management.
- 9.6. Unusual hazards, environmental and occupational working conditions, and special exercises or deployments.
- 9.7. Mishaps over which MAJCOMs, DRUs, and FOAs had or shared control. Mishap record and improvements made in mishap prevention.

Section D—Koren Kolligian, Jr., Trophy

11. Purpose. This award recognizes outstanding airmanship by an aircrew member. The crewmember must show extraordinary skill, alertness, ingenuity, or proficiency in averting or minimizing the seriousness of a flight mishap.

12. Eligibility. Aircrew personnel of the Air Force.

13. Selection Criteria. The Awards Board selects the aircrew member who most successfully coped with an in-flight emergency.

- 13.1. The emergency must have occurred in the fiscal year award period.
- 13.2. The emergency must have resulted from any of these situations:
 - 13.2.1. Mechanical difficulty while in flight or in an aircraft or with related equipment on the ground.
 - 13.2.2. Personnel actions.
 - 13.2.3. Environmental factors beyond the nominee's control.
- 13.3. Members who prevented a potential mishap that was caused by their own misdeeds, lack of judgment or foolhardy or excessive risk-taking are ineligible.

14. Nomination Procedures.

14.1. Each MAJCOM, DRU, and FOA may nominate only a single individual (i.e., no crew submissions) even if more than one member handled an emergency. An individual who has been involved in a mishap should not be submitted, unless the Air Force Chief of Safety has approved the MOFE and the individual was not identified as a causal factor. When a MOFE is not conducted, acceptance of the final message meets the criteria.

14.2. MAJCOMs, DRUs, and FOAs may nominate the same person for this award and the Aviation Well Done Award. However, MAJCOMs, DRUs, and FOAs must send a separate nomination for the Koren Kolligian, Jr., Trophy. Include:

14.2.1. The nominee's name, rank, duty assignment, organization, date of the event, and type of aircraft.

14.2.2. A description detailed enough to allow the Awards Board to evaluate accurately the incident's seriousness and how much corrective action was taken by the nominee.

14.2.3. A final citation IAW paragraph 2.2.3.3, see examples in Attachment 2 and Attachment 3.

15. Presentation.

15.1. The recipient receives the Koren Kolligian, Jr., Trophy at a ceremony presided over by the Air Force Chief of Staff. This ceremony, which includes a formal reception, takes place at the Pentagon annually between 1 March and 30 September during the fiscal year following the event being recognized. The Air Force Chief of Safety funds the recipient's travel and per diem to the presentation ceremony. Members of the Air Reserve Component selected as recipients are placed on active duty status for the day of the ceremony itself (one man-day is reimbursed by AF/SE to the member's owning unit).

15.2. The recipient's spouse, or a family member, may accompany the recipient and may travel at government expense contingent upon approval of the recipient's MAJCOM, DRU, or FOA CC. The recipient's MAJCOM, DRU, or FOA SE obtains MAJCOM, DRU, or FOA CC approval of spouse or family member travel and issuance of invitational travel orders. Per Diem is not authorized for anyone other than the recipient to travel to the presentation ceremony. See AFI 36-2805, *Special Trophies and Awards*, paragraph 1.6 for additional information.

15.3. The trophy presented each year is provided by the family of Lt Koren Kolligian, Jr., members of which have sponsored this award and been present at each year's presentation since the inception of the award in 1958. A permanent display trophy is maintained at the Pentagon in honor of all recipients. The Koren Kolligian, Jr., Trophy holds an honored place in Air Force history and is an integral part of the Air Force Mishap Prevention Program. Accordingly, in the interest of the Air Force, an exception to policy (AFI 24-101, *Passenger Movement*, paragraph 1.2.2.) has been granted by the Chief of Staff for a maximum of seven representatives of the Kolligian family to travel at government expense aboard military or commercial aircraft to attend the presentation ceremony.

Section E—Colonel Will L. Tubbs Memorial Award for Ground Safety

16. Purpose. This award recognizes the most effective MAJCOM, DRU, or FOA ground safety program.

17. Eligibility. MAJCOMs, DRUs, and FOAs.

18. Selection Criteria. The Awards Board considers:

18.1. Reduction of military and civilian injuries and fatalities is the primary selection criteria.

18.2. Effective safety program management and innovations. Include unusual hazards, environmental and occupational working conditions, and special exercises or deployments.

18.3. Evaluation results.

18.4. Specific mishap prevention activities accomplished during the award year.

18.5. Implementation and status of RM concepts, applications and successes.

18.6. Ground mishap prevention accomplishments spanning two or more years merit extra consideration.

19. Nomination Procedures. MAJCOMs, DRUs, and FOAs may submit one nomination for the appropriate category. Include a concise description of specific achievements and how they were accomplished and contributed to safety.

Section F—Air Force Chief of Safety Special Achievement Award

20. Purpose. This award recognizes an individual or organization for outstanding safety contributions or achievements.

21. Eligibility.

21.1. MAJCOMs, DRUs, and FOAs and below organizations.

21.2. Officers (Colonels and below).

21.3. Enlisted personnel.

21.4. DAFC.

22. Selection Criteria. The Awards Board considers special accomplishments in all areas of mishap prevention. Some examples of actions worthy of consideration are:

22.1. Safety investigation board member whose findings contribute to preventing future mishaps.

22.2. Unit or person who helped develop programs or concepts that significantly improve Air Force safety programs.

22.3. Research or design innovation or system safety management that contributes to the safety of developing weapons systems.

23. Nomination Procedures. MAJCOMs, DRUs, and FOAs may nominate one person or one unit. Include:

23.1. A concise description of specific achievements.

23.2. Name, rank, and organization.

23.3. A final citation IAW paragraph 2.2.3.3, see examples in Attachment 2 and Attachment 3.

Section G—Safety Career Professional of the Year Award

24. Purpose. This award recognizes an individual in the safety career field for outstanding contributions to the Air Force safety program.

25. Eligibility. Civilian (GS-0017/0018/0803 occupational series) and enlisted (AFSC 1S0XX) safety career fields.

26. Selection Criteria. The Awards Board considers:

26.1. Duty performance level above the nominee's grade or rank.

26.2. Innovations the nominee developed that reduced mishaps, increased program effectiveness, or enhanced the career field.

26.3. Incorporation of RM principles and techniques.

26.4. Other awards or recognition from the safety field not outlined in this instruction.

26.5. Participation in safety activities of agencies outside the Air Force.

26.6. Actions to involve local agencies in Air Force safety programs.

26.7. Contributions to safety publications.

27. Nomination Procedures. MAJCOMs, DRUs, and FOAs may submit one nomination. Include:

27.1. A concise description of specific contributions.

27.2. Name, rank, job title, and organization.

27.3. A final citation IAW paragraph 2.2.3.3., see Attachment 2 and Attachment 3.

Section H—Air Force Nuclear Surety Outstanding Achievement Award

28. Purpose. This award recognizes an individual or team below MAJCOM, FOA, and DRU level which has significantly contributed to nuclear surety.

29. Eligibility. Air Force military and civilian personnel.

30. Selection Criteria. The Awards Board selects an individual or team whose outstanding achievements or contributions enhance nuclear surety and reduce the likelihood of nuclear weapon or nuclear power system mishaps.

30.1. Weapon Systems. Accomplishments that affect:

30.1.1. Maintenance, handling, or loading quality.

30.1.2. Nuclear logistical movements.

30.1.3. Personnel Reliability Program.

30.1.4. Weapons security.

- 30.1.5. Technical orders.
- 30.1.6. Nuclear surety inspection.
- 30.1.7. Education and training.
- 30.1.8. Operational employment.
- 30.1.9. Mishap investigation, reports, and analysis.
- 30.2. Power Systems. Accomplishments that affect:
 - 30.2.1. Operation and maintenance quality.
 - 30.2.2. Security.
 - 30.2.3. Education and training.
 - 30.2.4. Nuclear reactor audits.
 - 30.2.5. Incident investigation, reports, and analysis.
- 30.3. Incorporation of RM principles and techniques described in paragraphs 30.1. and 30.2.
- 31. Nomination Procedures.** The MAJCOM and FOA may submit one nomination. Include:
 - 31.1. Name, rank, job title, organization, and a summary of assigned duties.
 - 31.2. A concise description of how the nominee accomplished specific achievements that improved nuclear surety.
 - 31.3. A final citation IAW paragraph 2.2.3.3., see examples in Attachment 2 and Attachment 3.

Section I—Air Force Chief of Safety Outstanding Achievement Award for Weapons Safety

- 32. Purpose.** This award recognizes an individual or team below MAJCOM, DRU, and FOA level which has significantly contributed to weapons safety, including an individual assigned to a missile unit.
- 33. Eligibility.** Air Force military and civilian personnel at all levels.
- 34. Selection Criteria.** The Awards Board considers achievements or contributions that enhance explosives safety by reducing the likelihood of explosives mishaps. Accomplishments that affect:
 - 34.1. Maintenance or handling.
 - 34.2. Explosives site planning.
 - 34.3. Reduction in explosives exemptions, waivers, and deviations.
 - 34.4. Technical orders, local directives, etc.
 - 34.5. Education and training.
 - 34.6. Mishap investigation, reports, and analysis.
 - 34.7. Mishap prevention or mitigation.
 - 34.8. Incorporation of RM principles and techniques.

35. Nomination Procedures. MAJCOMs, DRUs, and FOAs may submit one nomination. Include:

- 35.1. Name, rank, job title, and organization.
- 35.2. A concise description of how the nominee accomplished specific achievements that improved explosives safety.
- 35.3. A final citation IAW paragraph 2.2.3.3., see examples in Attachment 2 and Attachment 3.

Section J—Air Force Chief of Safety Outstanding Achievement Award for Ground Safety

36. Purpose. This award recognizes the most effective installation-level, FOA, and DRU ground safety programs.

37. Eligibility. Organizations: (1) Headquarters Air Force-level FOAs and DRUs that have an outstanding ground safety program and did not experience a Class A or B on-duty mishap. (2) Organizations at installation-level that have an outstanding ground safety program, which is staffed by qualified AFSC 1S0X1, GS-018/803 personnel, and did not experience a Class A or B on-duty mishap. Any Air Force installation-level organization may compete in one of five categories listed in paragraphs 40.1 through 40.5. Organizations that experienced an on-duty Class A or B mishap that was the result of factors outside the organization's control are not disqualified from nomination. However, the nomination package must include an explanation statement depicting why the organization should be considered.

37.1. Category I: Large Operations/Industrial Organization. An organization (wing or wing equivalent or higher), that has a primary mission of producing, maintaining, or rehabilitating military systems and equipment, or has the complete operational control of the installation. This includes test centers and research and development organizations. This organization is the installation host unit.

37.2. Category II: Large/Composite Wing Organization. An organization that has three or more squadrons and 4,000 or more people assigned. This organization is the installation host unit.

37.3. Category III: Small Wing Organization. An organization that does not meet the Category I or II wing criteria. This organization must be the installation host unit.

37.4. Category IV: Associate/Tenant Organization, FOA or DRU. A squadron or higher organization, including headquarters Air Force-level FOAs and DRUs, at a location separate from the parent organization, and with a ground safety program independent of the host installation ground safety program.

37.4.1. USAFA, AFOTEC, and AFDW are not eligible for this award. They compete for the Colonel Will L. Tubbs Memorial Award for Ground Safety.

37.5. Category V: Geographically Separated Unit (GSU) Organization. An organizational element, from a detachment up to a group, geographically separated from its parent organization, which has a ground safety program independent of the host unit ground safety program.

37.5.1. GSU wings are considered in categories I-IV. Detachments, squadrons and groups co-located with their parent wing are part of the wing nomination.

38. Selection Criteria. The Award Board considers:

38.1. Organization ground safety performance records and achievements.

38.2. Complexity and types of mission tasks, including unusual hazards, environmental and occupational working conditions, and special exercises or deployments.

38.3. Outstanding feats, including awards received for accomplishments relating to personnel and material preservation in the period the nomination covers.

38.4. Educational and publicity material developed for Air Force or MAJCOM, DRU, and FOA publications.

38.5. Safety program management as measured by mishap experience and assessments of the unit by a higher organizational element.

38.6. Organization has a positive indicator for the metrics reflected in the USAF Safety Strategic Plans.

38.7. Efforts by the organization to further the RM integration and sustainment.

39. Nomination Procedures. MAJCOMs, DRUs, and FOAs may submit one nomination. Include:

39.1. A concise description of specific achievements and how they were accomplished and contributed to safety.

39.2. A final citation IAW paragraph 2.2.3.3., see examples in Attachment 2 and

Section K—Air Force Chief of Safety Aircrew of Distinction Award

40. Purpose. This award recognizes at least two aircrew members up to an entire aircrew in averting or minimizing the seriousness of an aircraft emergency situation.

41. Eligibility. Aircrew or at least two individual members of an aircrew.

41.1. Aircrews or their individual members may not receive both this award and the Koren Kolligian, Jr., Trophy for the same event.

42. Selection Criteria. The Awards Board selects the aircrew or aircrew members that most successfully coped with an emergency situation.

42.1. The emergency must have occurred in the fiscal year award period.

42.2. The emergency must have resulted from any of these situations:

42.2.1. Mechanical difficulty while in-flight or on the ground.

42.2.2. A significant in-flight incident that could have resulted in serious injury, loss of life or the aircraft. This category may include serious cargo mishaps such as fuel spills or shifting loads.

42.2.3. Environmental factors beyond the aircrew's control.

42.2.4. Non-aircrew personnel errors in the air or on the ground.

42.3. Each aircrew member nominated must have contributed to resolution of the emergency.

42.4. Aircrews who prevented a potential mishap that was caused by their own misdeeds, lack of judgment or foolhardy or excessive risk-taking are ineligible.

43. Nomination Procedures.

43.1. Each MAJCOM, DRU, and FOA may make one aircrew nomination or nominate at least two individuals of an aircrew. An individual who has been involved in a mishap should not be submitted, unless the Air Force Chief of Safety has approved the MOFE and the individual was not identified as a causal factor. When a MOFE is not conducted, acceptance of the final message meets the criteria. Include:

43.1.1. The aircrew's or aircrew individuals' organization and the name, rank, duty assignment, date of the event, and type of aircraft.

43.1.2. A description detailed enough for the Awards Board to evaluate the emergency and what corrective action each aircrew member took.

43.1.3. A final citation IAW paragraph 2.2.3.3., see examples in Attachment 2 and Attachment 3.

Section L—Air Force Chief of Safety Aviation Maintenance Safety Award

44. Purpose. This award recognizes an individual or team who significantly contributed to aviation maintenance safety.

45. Eligibility. Air Force military and civilian personnel who, directly or indirectly, support aircraft sortie generation. Nominees must possess a record of violation-free performance through the quality assurance and/or organizational safety office.

46. Selection Criteria. The Awards Board considers:

46.1. Effective Maintenance Resource Management (MRM) concepts, applications and successes.

46.2. Incorporation of RM principles and techniques.

46.3. Credible technical order changes, hazard reports, product quality deficiency reports, or material improvements that contribute to aviation maintenance safety and/or safety of flight.

46.4. Development or improvement of a program, process or mechanism that significantly contributed to aviation maintenance safety and/or safety of flight.

47. Nomination Procedures. Each MAJCOM, DRU, and FOA may nominate one individual or team. An individual who has been involved in a mishap should not be submitted, unless the Air Force Chief of Safety has approved the MOFE and the individual was not identified as a causal factor. When a MOFE is not conducted, acceptance of the final message meets the criteria. Include:

47.1. Name, rank or grade, duty title, and organization.

47.2. If a team award, include name, rank or grade, duty title, and organization of all the individuals who comprised the team.

47.3. A description detailed enough for the awards board to evaluate impact of the individual or team's actions.

47.4. A final citation IAW paragraph 2.2.3.3., see examples in Attachment 2 and Attachment 3.

Section M—Air Force Chief of Safety Cyber Safety Award

48. Purpose. This award recognizes an individual or team that significantly contributed to cyber safety.

49. Eligibility. Air Force military and civilian personnel who, directly or indirectly, support cyber operations.

50. Selection Criteria. The Awards Board considers:

50.1. Effective Cyber Resource Management concepts, applications, and successes.

50.2. Incorporation of RM principles and techniques.

50.3. Developed or improved a program, process, or mechanism that significantly contributed to cyber safety and/or surety of a system.

51. Nomination Procedures. Each MAJCOM, DRU, and FOA may nominate one individual or team.

51.1. Name, rank or grade, duty title, and organization.

51.2. A description detailed enough for the Awards board to evaluate impact of the individual or team's actions.

51.3. Include a final citation IAW paragraph 2.2.3.3., see examples in Attachment 2 and Attachment 3.

Section N—Air Force Chief of Safety Space Safety Award

52. Purpose. This award recognizes an individual or team that has made significant contributions to space safety. Submission implies that the individual or team performed beyond normal expectations of proficiency and/or performance.

53. Eligibility. Air Force military and civilian personnel.

54. Selection Criteria. Nominations may be submitted for safety contributions through one or both of the following criteria in the planning, acquisition, operation, maintenance or monitoring of space systems:

54.1. Successfully coping with an emergency situation through direct contribution to problem resolution, minimization to the seriousness of the emergency situation or prevention of serious space mission degradation. Note: Individuals/teams that took actions during a mishap they caused are ineligible for consideration.

54.2. Outstanding achievements, contributions or leadership which enhanced space safety and reduced the likelihood of launch, on-orbit or spaceport mishaps, and/or serious space mission degradation.

55. Nomination Procedures. Each MAJCOM, DRU, and FOA may submit one individual or team nomination for contributions made during the award period. Include:

55.1. The name(s), rank(s), duty title(s), type of system and the mishap date, if applicable.

55.2. For mishaps, nominations should include the actions, results, and impacts with enough detail so the Awards Board can fully evaluate the contributions made by the individual/team.

55.3. For achievements, nominations should include a concise description of specific achievements that improved space safety.

55.4. A final citation IAW paragraph 2.2.3.3., see examples in Attachment 2 and Attachment 3.

Section O—Aero Club Safety Certificates

56. Purpose. Safety certificates promote aviation safety and award the Air Force Aero Clubs for flight safety achievements.

57. Eligibility. All Air Force Aero Clubs listed in the USAF Aero Club Directory that AFPC/SVP compiles and maintains are eligible.

57.1. Clubs that experienced a Class A or B mishap in the award year are usually ineligible. However, the MAJCOM, DRU, and FOA may nominate a club that had no control over a mishap (i.e., FOD from a transient field, a defective part from the supply system, etc.) and meets all other criteria, but must send a detailed justification with the nomination.

57.1.1. In the case of Class A or B bird strikes, if the club demonstrated reasonable care in the face of the bird threat, that club may still be nominated. In this case, send a detailed explanation with the nomination.

57.2. Consideration must be given to the Aero Club's incorporation of RM principles and techniques.

58. Nomination Procedures.

58.1. Aero Club safety officers, together with the wing or base safety officer, advise the MAJCOM, DRU, or FOA through command channels of a club's eligibility.

58.2. MAJCOMs, DRUs, and FOAs verify the data and satisfactory safety program management, and forward approved nominations.

58.3. A brief summary of the club's safety accomplishments will include:

58.3.1. Name of club.

58.3.2. Location of club and parent command.

58.3.3. Diversity of aircraft. List each type and model of aircraft the club flies.

58.3.4. Date of last Class A or B mishap.

58.3.5. A concise description of the club's flight safety achievements during the award period, including RM implementation and successes and higher headquarters inspections.

Section P—Aviation Safety Well Done Award

59. Purpose. This award recognizes personnel whose outstanding airmanship or support to aircrew prevented, or reduced the impact of, a serious flight mishap. In special cases, this award may be given to an individual(s) whose contribution significantly impacted the safety of the USAF aviation community.

60. Eligibility. Pilots, other aircrew members, and personnel who support flight operations directly, or indirectly (Colonel and below, enlisted personnel, and DAFC).

61. Selection Criteria. Examples of actions worthy of consideration:

61.1. Demonstrated skill or ingenuity that prevented or reduced loss of life, injury to personnel, or aircraft or other property damage.

62.1.1. The skill or ingenuity must be above that expected of personnel with like training and experience in a like situation.

62.2. Development and implementation of a special program or course that improves the effectiveness of aviation operations.

62.3. Development of an innovative aviation safety program or specific aviation mishap prevention activity that was adapted for use at wing level or higher.

62. Nomination Procedures. Any person, other than the nominee, who knows about an individual's action, may send a nomination to the MAJCOM, DRU, or FOA safety office. An Air Staff individual's nomination may be submitted to their appropriate Air Staff office. An individual who has been involved in a mishap should not be submitted, unless the Air Force Chief of Safety has approved the MOFE and the individual was not identified as a causal factor. When a MOFE is not conducted, acceptance of the final message meets the criteria. Include:

62.1. Nominee's name, rank, duty or job title, organization, type of aircraft, and date of event (if applicable to nomination).

62.2. Provide an unclassified description of the event that prompted the nomination IAW paragraph 2.2.3.2. If the nomination is for a specific incident, information must be provided that specifically and factually tells how serious the incident was and how nominee took action. If the nomination is for a particular contribution to aviation safety, provide enough information to detail the what, when, where, and how of the contribution.

62.3. If there are multiple nominations, information must be provided for each nominee stating what that particular individual did to prevent the mishap, or what significant safety contribution was made to the USAF aviation community.

62.4. A photograph showing the nominee or nominees clearly. It may be a photograph taken either beside the aircraft or in the work environment. Ensure imagery is cleared for public release by the local unit public affairs office before submitting.

62.5. The MAJCOM, DRU, or FOA safety office, and an Air Staff individual's appropriate Air Staff office, reviews and endorses the nomination before forwarding it to AFSEC/SEA.

62.6. AFSEC/SEA must receive nominations within six months after the event or after the action was accomplished.

62.7. A final citation IAW paragraph 2.2.3.3., see examples in Attachment 2 and Attachment 3.

Section Q—Ground/Weapons Safety Well Done Award

63. Purpose. This award recognizes non-safety personnel who make a significant contribution that affects overall mishap prevention activities toward ground/weapons safety.

64. Eligibility.

64.1. Officers (Colonel and below).

64.2. Enlisted personnel.

64.3. DAFC.

65. Selection Criteria. Examples of actions worthy of consideration:

65.1. Development and implementation of a special program or course that improves ground/weapons and/or air operational effectiveness.

65.2. Demonstrated skill or ingenuity that prevented or reduced loss of life, injury to personnel, or Air Force property damage.

65.3. Developed an innovative safety program or specific mishap prevention activity that was adapted for use at wing level or higher.

65.4. Provided a significant specific contribution to the resolution of an unusual or difficult safety hazard or working condition.

65.5. Any other significant specific contribution to ground/weapons safety.

66. Nomination Procedures. Any person, other than the nominee, who knows about an individual's specific contribution, may submit a nomination to the MAJCOM, DRU, or FOA safety office; an Air Staff individual's nomination may be submitted to their appropriate Air Staff office. An individual who has been involved in a mishap should not be submitted, unless the Air Force Chief of Safety has approved the MOFE and the individual was not identified as a causal factor. When a MOFE is not conducted, acceptance of the final message meets the criteria. Include:

66.1. Nominee's name, rank or grade, duty or job title, and organization.

66.2. Provide an unclassified description of the action that prompted the nomination IAW paragraph 2.2.3.2.

66.3. A photograph showing the nominee clearly. It may be a photograph taken in the work environment. Ensure imagery is cleared for public release by the local unit public affairs office before submitting.

66.4. The MAJCOM, DRU, or FOA safety office, and an Air Staff individual's appropriate Air Staff office, reviews and endorses the nomination before forwarding to AFSEC/SEA.

66.5. AFSEC/SEA must receive nomination within six months after the action was accomplished.

66.6. A final citation IAW paragraph 2.2.3.3. see examples in Attachment 2 and Attachment 3.

Section R—Air Force Safety Hall of Fame Award

67. Purpose. This award recognizes individuals who have made singularly unique contributions to safety in general and the USAF Mishap Prevention Program in particular. These contributions made over an extended period of time should result in enduring and significant improvements in safety. These achievements will demonstrably enhance the Air Force's mishap prevention program as sustained superior safety performance, both now and in the future. The performance and contributions of the nominee should be generally recognized by his or her peers as being of unequalled excellence. As a consequence of these standards, this award is infrequently conferred.

68. Eligibility. This award is intended for Air Force military or civilian personnel.

69. Selection Criteria. The Awards Board considers:

69.1. MAJCOM, DRU, and FOA nominations.

69.2. Persons whose contributions to Air Force safety and mishap prevention are of an unprecedented and enduring significance. NOTE: The Awards Board expeditiously reviews the nominations on an ad hoc, case-by-case basis.

70. Nomination Procedures and Presentation. The nomination package will consist of:

70.1. A cover letter to the Air Force Chief of Safety nominating the individual, with rank or grade, title, and organization.

70.2. Justification must be clear and concise, with sufficient information to explain the nature and results of the individual's achievements. The achievements must have significantly improved Air Force safety by reducing mishaps, improved safety policies, guidance or procedures. The justification must also demonstrate that the individual's initiative(s) or process improvements accomplished were above and beyond the scope of his or her normal position duties.

70.3. Submit nominations IAW paragraph 2.2.3.2. Include a current 5 x 7-inch professional (service dress/business suit) color photograph of the nominee (use American Flag as backdrop). This photograph will be used for display should the nomination be approved. Ensure imagery is cleared for public release by the local unit public affairs office before submitting.

70.4. Presentation. The nominating official will be notified of the results. An appropriate award commemorating the individual's induction will be sent to the nominating official for presentation. The inductee's name will be inscribed into a permanent register on display at the Air Force Safety Center.

Section S—On-the-Spot Recognition and Appreciation Awards

71. Purpose. The Air Force Chief of Safety/Safety Center Commander and the Air Force Safety Center Executive Director may purchase organizational coins with appropriated funds. This program is intended to provide the Air Force Chief of Safety/Commander and the Executive

Director with an official but informal means to show special recognition of, and appreciation for, a job well done.

72. Eligibility. These coins may be presented to military and appropriated funded civilian personnel who, by their dedicated individual or team effort, have contributed to the effectiveness and efficiency of the Air Force and Air Force Safety.

73. Recognition. Coins can be utilized as a substitute for a plaque or recognition item, but cannot be used with another appropriated fund purchased recognition item. This program will comply with AFI 36-2805 particularly paragraphs 1.4. and 1.7. and AFI 65-601, Volume 1, *Budget Guidance and Procedures*.

74. Organizational Coins.

74.1. May be used for on-the-spot recognition of personal efforts associated with an actual achievement to improve a particular program, function, or mission.

74.2. May be presented to military members reenlisting.

74.3. Must be stored and accounted for separately from coins purchased with any other funds.

74.4. May be awarded to civilian employees and should be annotated in the employee's personnel folder.

74.5. Are not intended to be used for mementos, commemorative or personal gifts, morale building, or to recognize permanent change of station, retirements, and similar occasions. Note: These limitations do not apply if coins are donated by a private organization or purchased by the Commander or Executive Director with his or her personal funds.

74.6. Cannot be used as tokens of appreciation for government officials, foreign officials, or non-federal personnel in recognition of general support or improved community relations. (These limitations do not apply if coins are donated by a private organization or purchased by the Commander or the Executive Director with his or her personal funds.) Note: Coins for such officials, unless DOD contractors, may be purchased with official representation funds for situations covered by AFI 65-603, *Official Representation Funds-Guidance*.

74.7. Will not be awarded to contractor personnel under any type of funding (see AFI 36-1004, *The Air Force Civilian Recognition Program*, paragraph 2.8.5.1.)

Section T—National Safety Council (NSC) Awards

75. Purpose. Three plaques and an engraved letter from the President of the NSC recognize mishap reduction in ground safety. Air Force organizations below MAJCOM, DRU, and FOA level that significantly reduce ground mishaps may be considered for: Award of Honor; Award of Merit; Award of Commendation, and President's Award Letter.

76. Please contact the NSC at customerservice@nsc.org for more information.

Section U (Added-AFRC)—AFRC Outstanding Achievement Award for Ground Safety

77. (Added-AFRC) Purpose. This award recognizes the most effective AFRC ground safety programs. AFRC will submit the winner to compete for the Air Force Chief of Safety Outstanding Achievement Award for Ground Safety IAW *Section J*.

78. (AFRC)Eligibility.

78.1. **(Added-AFRC)** Organizations that have an outstanding ground safety program and did not experience a Class A or B mishap (on or off-duty).

78.2. **(Added-AFRC)** Organizations at the installation level that have an outstanding ground safety program, which is staffed by qualified AFSC 1S0X1, GS/GM-0018/0803 personnel, and did not experience a Class A or B on-duty mishap.

78.3. **(Added-AFRC)** Organizations that experienced a Class A or B mishap that was the result of factors outside the organization's control does not disqualify the unit from nomination. However, the nomination package must contain a statement of explanation regarding the mishap.

79. (Added-AFRC) Selection Criteria.

79.1. **(Added-AFRC)** Organization ground safety performance records and achievements.

79.2. **(Added-AFRC)** Complexity and types of mission tasks.

79.3. **(Added-AFRC)** Unusual hazards or environmental working conditions.

79.4. **(Added-AFRC)** Outstanding feats, including awards received for accomplishments relating to personnel and material preservation in the period the nomination covers.

79.5. **(Added-AFRC)** Educational and publicity material developed for Air Force or MAJCOM/DRU/FOA publications.

79.6. **(Added-AFRC)** Safety program management as measured by mishap experience and assessments/program evaluations of the unit by a higher organizational element.

79.7. **(Added-AFRC)** Organization has a positive indicator for the metrics reflected in the USAF and USAF Safety Strategic Plans.

79.8. **(Added-AFRC)** Efforts by the organization to further the integration and sustainment of Operational Risk Management (ORM).

79.9. **(Added-AFRC)** Education and training.

79.10. **(Added-AFRC)** Operational employment.

79.11. **(Added-AFRC)** Mishap investigation, reports, and analysis.

79.12. **(Added-AFRC)** Incorporation of ORM principles and techniques.

80. (Added-AFRC) Nomination Procedures.

80.1. **(Added-AFRC)** Each unit may submit one nomination.

80.2. **(Added-AFRC)** AF Form 1206.

80.3. **(Added-AFRC)** Citation required.

Section V (Added-AFRC)—AFRC Outstanding Achievement Award for Weapons Safety

81. (Added-AFRC) Purpose. This Award recognizes the most effective AFRC weapons safety programs.

82. (AFRC)Eligibility.

82.1. **(Added-AFRC)** Organizations that have an outstanding weapons safety program and did not experience a Class A or B weapons mishap.

82.2. **(Added-AFRC)** Organizations at wing level that have an outstanding and effective weapons safety program, which is staffed by qualified AFSC 2WXXX, GS/GM-0018 or 0017 occupational series, and did not experience a Class A or B on-duty mishap.

82.3. **(Added-AFRC)** Organizations that experienced a Class A or B mishap that was the result of factors outside the organization's control does not disqualify the unit from nomination. However, the nomination package must contain a statement of explanation regarding the mishap.

83. (Added-AFRC) Selection Criteria.

83.1. **(Added-AFRC)** Organization weapons safety performance records and achievements.

83.2. **(Added-AFRC)** Complexity and types of mission tasks.

83.3. **(Added-AFRC)** Unusual hazards or environmental working conditions.

83.4. **(Added-AFRC)** Outstanding feats, including awards received for accomplishments relating to personnel and material preservation in the period the nomination covers.

83.5. **(Added-AFRC)** Educational and publicity material developed for Air Force or MAJCOM/DRU/FOA publications.

83.6. **(Added-AFRC)** Safety program management as measured by mishap experience and assessments of the unit by a higher organizational element.

83.7. **(Added-AFRC)** Organization has a positive indicator for the metrics reflected in the USAF and USAF Safety Strategic Plans.

83.8. **(Added-AFRC)** Efforts by the organization to further the integration and sustainment of ORM.

83.9. **(Added-AFRC)** Education and training.

83.10. **(Added-AFRC)** Operational employment.

83.11. **(Added-AFRC)** Mishap investigation, reports, and analysis.

83.12. **(Added-AFRC)** Incorporation of ORM principles and techniques.

84. (Added-AFRC) Nomination Procedures.

84.1. **(Added-AFRC)** Each unit may submit one nomination.

84.2. **(Added-AFRC)** AF Form 1206.

84.3. **(Added-AFRC)** Citation required.

Section W (Added-AFRC)—AFRC Outstanding Achievement Award for Flight Safety

85. (Added-AFRC) Purpose. This award recognizes the most effective AFRC flight safety programs.

86. (AFRC)Eligibility.

86.1. **(Added-AFRC)** Organizations that have an outstanding flight safety program and did not experience a Class A or B mishap (on or off-duty).

86.2. **(Added-AFRC)** Organizations at the installation level that have an outstanding flight safety program, which is staffed by qualified AFSC 1S0XX, GS-12/GS-13/2181 personnel, and did not experience a Class A or B on-duty mishap.

86.3. **(Added-AFRC)** Organizations that experienced a Class A or B mishap that was the result of factors outside the organization's control does not disqualify the unit from nomination. However, the nomination package must contain a statement of explanation regarding the mishap.

87. (Added-AFRC) Selection Criteria.

87.1. **(Added-AFRC)** Organization flight safety performance records and achievements.

87.2. **(Added-AFRC)** Complexity and types of mission tasks.

87.3. **(Added-AFRC)** Unusual hazards or environmental working conditions.

87.4. **(Added-AFRC)** Outstanding feats, including awards received for accomplishments relating to personnel and material preservation in the period the nomination covers.

87.5. **(Added-AFRC)** Educational and publicity material developed for Air Force or MAJCOM/DRU/FOA publications.

87.6. **(Added-AFRC)** Safety program management as measured by mishap experience and assessments of the unit by a higher organizational element.

87.7. **(Added-AFRC)** Organization has a positive indicator for the metrics reflected in the USAF and USAF Safety Strategic Plans.

87.8. **(Added-AFRC)** Education and training.

87.9. **(Added-AFRC)** Operational employment.

87.10. **(Added-AFRC)** Mishap investigation, reports, and analysis.

87.11. **(Added-AFRC)** Incorporation of ORM principles and techniques.

88. (Added-AFRC) Nomination Procedures.

88.1. **(Added-AFRC)** Each unit may submit one nomination.

88.2. **(Added-AFRC)** AF Form 1206.

88.3. **(Added-AFRC)** Citation required.

Section X (Added-AFRC)—AFRC Safety Officer of the Year Award

89. (Added-AFRC) Purpose. This award recognizes outstanding achievements in support of the command's safety program by one primary and one additional duty safety officer.

90. (AFRC)Eligibility. Officers with a safety prefix who occupy a safety position number are considered primary; all others are considered additional duty.

91. (AFRC)Selection Criteria.

91.1. **(Added-AFRC)** Development or implementation of outstanding safety policies, programs or procedures that reduce the potential for mishaps. These may be in one or more safety disciplines.

91.2. **(Added-AFRC)** Outstanding performance of duties involving risk management, education and analysis; enforcement of standard safety practices; and safety management resulting in improved operational and maintenance effectiveness.

91.3. **(Added-AFRC)** Accident investigation, reports and analysis.

92. (Added-AFRC) Nomination Procedures.

92.1. **(Added-AFRC)** Each unit may submit one nomination.

92.2. **(Added-AFRC)** AF Form 1206.

92.3. **(Added-AFRC)** Citation required.

Section Y (Added-AFRC)—AFRC Flight Safety NCO of the Year Award

93. (Added-AFRC) Purpose. This award recognizes outstanding achievements in support of the command's safety program by one primary and one additional duty safety NCO in the flight discipline.

94. (AFRC)Eligibility. NCOs with safety prefixes are considered primary; all others are considered additional duty.

95. (AFRC)Selection Criteria.

95.1. **(Added-AFRC)** Development or implementation of outstanding safety policies, programs or procedures that reduce the potential for mishaps.

95.2. **(Added-AFRC)** Outstanding performance of duties involving risk management, education and analysis; enforcement of standard safety practices; and safety management resulting in improved operational and maintenance effectiveness.

95.3. **(Added-AFRC)** Accident investigation, reports and analysis.

96. (Added-AFRC) Nomination Procedures.

96.1. **(Added-AFRC)** Each unit may submit one nomination.

96.2. **(Added-AFRC)** AF Form 1206.

96.3. **(Added-AFRC)** Citation required.

Section Z (Added-AFRC)—AFRC Ground Safety NCO of the Year Award

97. (Added-AFRC) Purpose. This award recognizes outstanding achievements in support of the command's safety program by one primary and one additional duty safety NCO in the

ground discipline. AFRC winner will be considered for submission to compete for the USAF “Safety Career Professional of the Year Award.”

98. (AFRC)Eligibility. NCOs with 1S0X1 AFSCs are considered primary; all others are considered additional duty.

99. (AFRC)Selection Criteria.

99.1. **(Added-AFRC)** Development or implementation of outstanding safety policies, programs or procedures that reduce the potential for mishaps.

99.2. **(Added-AFRC)** Outstanding performance of duties involving risk management, education and analysis; enforcement of standard safety practices; and safety management resulting in improved operational and maintenance effectiveness.

99.3. **(Added-AFRC)** Accident investigation, reports and analysis.

99.4. **(Added-AFRC)** An individual may be submitted, however, will not be selected for both the Ground Safety NCO of the Year and AFRC Outstanding Ground Safety Civilian of the Year awards for the same fiscal year.

100. (Added-AFRC) Nomination Procedures.

100.1. **(Added-AFRC)** Each unit may submit one nomination.

100.2. **(Added-AFRC)** AF Form 1206.

100.3. **(Added-AFRC)** Citation required.

Section AA (Added-AFRC)—AFRC Weapons Safety NCO of the Year Award

101. (Added-AFRC) Purpose. This award recognizes outstanding achievements in support of the command’s safety program by one primary and one additional duty safety NCO in the weapons safety discipline.

102. (AFRC)Eligibility. NCOs with an SEI 375 are considered primary; all others are considered additional duty.

103. (AFRC)Selection Criteria.

103.1. **(Added-AFRC)** Development or implementation of outstanding safety policies, programs or procedures that reduce the potential for mishaps.

103.2. **(Added-AFRC)** Outstanding performance of duties involving risk management, education and analysis; enforcement of standard safety practices; and safety management resulting in improved operational and maintenance effectiveness.

103.3. **(Added-AFRC)** Accident investigation, reports and analysis.

103.4. **(Added-AFRC)** An individual may be submitted, however, will not be selected for both the Weapons Safety NCO of the Year and AFRC Outstanding Weapons Safety Civilian of the Year awards for the same fiscal year.

104. (Added-AFRC) Nomination Procedures.

104.1. **(Added-AFRC)** Each unit may submit one nomination.

104.2. (Added-AFRC) AF Form 1206.

104.3. (Added-AFRC) Citation required.

Section AB (Added-AFRC)—AFRC Outstanding Ground Safety Civilian of the Year Award

105. (Added-AFRC) Purpose. This award recognizes individual contributions to the AF Mishap Prevention Program by a civilian in the ground discipline (AFRC winner will be considered for submission to compete for the Safety Career Professional of the Year IAW *Section G*).

106. (AFRC)Eligibility. Primary duty: Civilian ground safety career field (GS/GM-0018 occupational series). All others will be considered additional duty.

107. (AFRC)Selection Criteria.

107.1. (Added-AFRC) Duty performance level above the nominee's grade or rank.

107.2. (Added-AFRC) Innovation developed by the nominee that resulted in mishap reduction, increased program effectiveness, or career field enhancement.

107.3. (Added-AFRC) Other awards or recognition in the safety field outside those outlined in this instruction.

107.4. (Added-AFRC) Participation in safety activities of agencies outside the Air Force.

107.5. (Added-AFRC) Actions taken to involve local agencies in Air Force safety programs.

107.6. (Added-AFRC) Contributions to safety publications.

107.7. (Added-AFRC) An individual may be submitted; however, will not be selected for both the Ground Safety NCO of the Year and AFRC Outstanding Ground Safety Civilian of the Year awards for the same fiscal year.

108. (Added-AFRC) Nomination Procedures.

108.1. (Added-AFRC) Each unit may submit one nomination.

108.2. (Added-AFRC) AF Form 1206.

108.3. (Added-AFRC) Citation required.

Section AC (Added-AFRC)—AFRC Outstanding Weapons Safety Civilian of the Year Award

109. (Added-AFRC) Purpose. This award recognizes individual contributions to the AF Mishap Prevention Program by a civilian in the weapons discipline (The AFRC winner will be considered for nomination for the Safety Career Professional of the Year Award IAW *Section G*).

110. (AFRC)Eligibility. Primary duty: Civilian weapons safety career field (GS/GM-0018 or 0017 occupational series). All others will be considered additional duty.

111. (AFRC)Selection Criteria.

111.1. (Added-AFRC) Duty performance level above the nominee's grade or rank.

111.2. **(Added-AFRC)** Innovation developed by the nominee that resulted in mishap reduction, increased program effectiveness, or career field enhancement.

111.3. **(Added-AFRC)** Other awards or recognition in the safety field outside those outlined in this instruction.

111.4. **(Added-AFRC)** Participation in safety activities of agencies outside the Air Force.

111.5. **(Added-AFRC)** Actions taken to involve local agencies in Air Force safety programs.

111.6. **(Added-AFRC)** Contributions to safety publications.

111.7. **(Added-AFRC)** An individual may be submitted; however, will not be selected for both the Weapons Safety NCO of the Year and AFRC Outstanding Weapons Safety Civilian of the Year awards for the same fiscal year.

112. (Added-AFRC) Nomination Procedures.

112.1. **(Added-AFRC)** Each unit may submit one nomination.

112.2. **(Added-AFRC)** AF Form 1206.

112.3. **(Added-AFRC)** Citation required.

Section AD (Added-AFRC)—AFRC Aircrew of Distinction Award

113. (Added-AFRC) Purpose. This award recognizes at least two aircrew members up to an entire aircrew in averting or minimizing the seriousness of a flight mishap. AFRC will submit the winner for the Air Force Chief of Safety Aircrew of Distinction Award IAW *Section K*.

114. (AFRC)Eligibility. Aircrew or at least two individual members of an aircrew.

115. (AFRC)Selection Criteria. The Awards Board selects the aircrew or aircrew members that most successfully coped with an emergency situation.

115.1. **(Added-AFRC)** The emergency must have resulted from any of these situations:

115.1.1. **(Added-AFRC)** Mechanical difficulty while in flight or on the ground.

115.1.2. **(Added-AFRC)** A significant in-flight incident that could have resulted in serious injury, loss of life, or the aircraft. This category may include serious cargo mishaps such as fuel spills or shifting loads.

115.1.3. **(Added-AFRC)** Environmental factors beyond the aircrew's control.

115.1.4. **(Added-AFRC)** Non-aircrew personnel errors in the air or on the ground.

115.2. **(Added-AFRC)** Each aircrew member nominated must have contributed to resolution of the emergency.

115.3. **(Added-AFRC)** Aircrews who prevented a potential mishap that was caused by their own misdeeds, lack of judgment or foolhardy or excessive risk-taking are ineligible.

116. (Added-AFRC) Nomination Procedures.

116.1. **(Added-AFRC)** Each unit may submit one nomination.

116.2. **(Added-AFRC)** AF Form 1206.

116.3. **(Added-AFRC)** The emergency must have occurred in the award fiscal year.

116.4. **(Added-AFRC)** Include:

116.4.1. **(Added-AFRC)** The aircrew's or aircrew individuals' organization and the name, rank, duty assignment, duty Air Force specialty code (DAFSC), date of the event, and type of aircraft.

116.4.2. **(Added-AFRC)** An unclassified description detailed enough for the Awards Board to evaluate the emergency and what corrective action each aircrew member took.

116.5. **(Added-AFRC)** Citation required.

Section AE (Added-AFRC)—AFRC Pilot of Distinction Award

117. (Added-AFRC) Purpose. This award recognizes a pilot for averting or minimizing the seriousness of a flight mishap. AFRC will submit the winner for the Air Force Koren Kolligian, Jr., Trophy IAW *Section D*.

118. (AFRC)Eligibility. Aircrew personnel of the Air Force Reserve Command.

119. (AFRC)Selection Criteria. The Awards Board selects the pilot that most successfully coped with an emergency situation.

119.1. **(Added-AFRC)** The emergency must have resulted from any of these situations:

119.1.1. **(Added-AFRC)** Mechanical difficulty while in flight or on the ground.

119.1.2. **(Added-AFRC)** A significant in-flight incident that could have resulted in serious injury, loss of life, or loss of the aircraft. This category may include serious weapon mishaps such as hung bombs.

119.1.3. **(Added-AFRC)** Environmental factors beyond the pilot's control.

119.1.4. **(Added-AFRC)** Non-pilot personnel errors in the air or on the ground.

119.2. **(Added-AFRC)** The nominated pilot and/or wingman must have contributed to the resolution of the emergency.

119.3. **(Added-AFRC)** Pilots who prevented a potential mishap that was caused by their own misdeeds, lack of judgment or foolhardy or excessive risk-taking are ineligible.

120. (Added-AFRC) Nomination Procedures.

120.1. **(Added-AFRC)** Each unit may submit one nomination.

120.2. **(Added-AFRC)** AF Form 1206.

120.3. **(Added-AFRC)** The emergency must have occurred in the award fiscal year.

120.4. **(Added-AFRC)** Include:

120.4.1. **(Added-AFRC)** The pilot's organization, name, rank, duty assignment, duty Air Force specialty code (DAFSC), date of the event, and type of aircraft.

120.4.2. (Added-AFRC) An unclassified description detailed enough for the Awards Board to evaluate the emergency and what corrective action pilot (and wingman, if applicable) took.

120.5. (Added-AFRC) Citation required.

Section AF (Added-AFRC)—AFRC Safety Office of the Year Award

121. (Added-AFRC) Purpose. This award recognizes the best safety office in the command.

122. (AFRC)Eligibility. All wing/group/DRU safety offices.

123. (AFRC)Selection Criteria.

123.1. (Added-AFRC) Base size, mission complexity.

123.2. (Added-AFRC) Mishap rates/trends.

123.3. (Added-AFRC) Initiatives.

123.4. (Added-AFRC) Evaluations.

123.5. (Added-AFRC) Participation in special operations, events, or exercises.

124. (Added-AFRC) Nomination Procedures.

124.1. (Added-AFRC) Each unit may submit one nomination.

124.2. (Added-AFRC) AF Form 1206.

124.3. (Added-AFRC) Citation required.

Section AG (Added-AFRC)—AFRC Aviation Safety Well Done Award (Event Driven)

125. (Added-AFRC) Purpose. This award recognizes personnel whose outstanding airmanship or support to aircrew prevented, or reduced the impact of a serious inflight mishap. In special cases, this award may be given to an individual(s) whose contribution significantly impacted the safety of the AFRC aviation community. AFRC will submit the winner to compete for the Aviation Safety Well Done Award IAW *Section P*.

126. (AFRC)Eligibility. Pilots, other aircrew and personnel who support flight operations directly or indirectly (colonel and below, enlisted personnel or DAF civilians).

127. (AFRC)Selection Criteria.

127.1. (Added-AFRC) Examples of actions worthy of consideration:

127.1.1. (Added-AFRC) Demonstrated skill or ingenuity that prevented or reduced loss of life, injury to personnel or aircraft, or other property damage.

127.1.2. (Added-AFRC) The skill or ingenuity must be above that expected of personnel with like training and experience in a like situation.

127.1.3. (Added-AFRC) Error or neglect disqualifies the nominee; even though the nominee's later actions satisfy other criteria.

127.1.4. (Added-AFRC) Development and implementation of a special program or course that improves the effectiveness of aviation operations.

127.1.5. **(Added-AFRC)** Development of an innovative aviation safety program or specific aviation mishap prevention activity that was adapted for use at wing level or higher.

128. (Added-AFRC) Nomination Procedures.

128.1. **(Added-AFRC)** Nominee's name, organization, rank or grade, duty or job title, date of event and type of aircraft (if applicable to nomination).

128.2. **(Added-AFRC)** Provide a brief, unclassified description of the event or action that prompted the nomination. If the nomination is for a specific incident, provide information describing how serious the incident was and how the nominee took action. If the nomination is for a particular contribution to aviation safety, provide detailed information on what, when, where and how.

128.3. **(Added-AFRC)** If there are multiple nominations, provide specifics on each nominee's contribution in preventing the mishap or what significant safety contribution was made to the AFRC aviation community.

128.4. **(Added-AFRC)** AF Form 1206.

128.5. **(Added-AFRC)** HQ AFRC/SE must receive nomination within six months (180 days) after the action was accomplished.

128.6. **(Added-AFRC)** A photograph of the nominee (refer to paragraph 57.4.).

128.7. **(Added-AFRC)** Citation required.

128.8. **(Added-AFRC)** Each unit shall provide HQ AFRC/SE with a memo accompanying the award, signed by Wing/CC, or equivalent, recommending individual(s) for the Well Done Award. This memo is then forwarded to the Air Force Safety Center (AFSEC) along with the award submission.

Section AH (Added-AFRC)—AFRC Ground (or) Weapons Safety Well Done Award (Event Driven)

129. (Added-AFRC) Purpose. This award recognizes personnel whose outstanding actions prevented or reduced the impact of a serious ground and/or weapons mishap. In special cases, this award may be given to an individual(s) whose contribution(s) significantly impacted the safety of the AFRC Ground or Weapons community (AFRC will submit the winner to compete for the Ground/Weapons Safety Well Done Award IAW *Section Q*). All AFRC Well Done Award winners will be forwarded to Air Force Safety Center (AFSEC) for review. AFSEC then, via a review panel, judges each Well Done Award nominee on its own merits, not in competition with other Well Done Award nominees.

130. (AFRC) Eligibility.

130.1. **(Added-AFRC)** Officers (colonel and below).

130.2. **(Added-AFRC)** Enlisted personnel.

130.3. **(Added-AFRC)** DAF civilians.

131. (Added-AFRC) Selection Criteria.

131.1. **(Added-AFRC)** Development and implementation of a special program or course that improves ground/weapons and/or air operational effectiveness.

131.2. **(Added-AFRC)** Demonstrated skill or ingenuity that prevented or reduced loss of life, injury to personnel or Air Force property damage.

131.3. **(Added-AFRC)** Developed an innovative safety program or specific mishap prevention activity that was adapted for use at wing level or higher.

131.4. **(Added-AFRC)** Provided a significant specific contribution to the resolution of an unusual or difficult safety hazard or working condition.

131.5. **(Added-AFRC)** Any other significant specific contribution to ground/weapons safety.

132. (Added-AFRC) Nomination Procedures.

132.1. **(Added-AFRC)** Nominee's name, organization, rank or grade, duty or job title.

132.2. **(Added-AFRC)** Provide a brief, unclassified description of the action that prompted the nomination.

132.3. **(Added-AFRC)** AF Form 1206.

132.4. **(Added-AFRC)** HQ AFRC/SE must receive the nomination within six months (180 days) after the action was accomplished.

132.5. **(Added-AFRC)** A photograph of the nominee (refer to paragraph 61.3.)

132.6. **(Added-AFRC)** Citation required.

Section AI (Added-AFRC)—AFRC Individual Mishap-Free Flying-Hour Milestone Award

133. (Added-AFRC) Purpose. Recognizes a significant number of mishap-free military flying-hours (includes student hours).

134. (AFRC) Eligibility. All AFRC aircrew. Milestones are: 1,500 hours, 2,500 hours, 3,500 hours, 4,000 hours, 5,000 hours, 6,500 hours, 7,500 hours, 8,500 hours, 10,000 hours, 12,500 hours, 15,000 hours, and 20,000 hours. Total hours consist of *all military flying-hours* including joint, student, secondary, primary, instructor, pilot, navigator, evaluator, and other hours. Mishap-free flying-hours implies that the individual has not been deemed "causal" (after MOFE) in a Class A or B mishap while accumulating these flying hours. Unit/Wing will verify the member's flight record to confirm the flying-hour milestone. For those individuals involved with previous Class A or B flight mishaps, individual and unit Flight Safety Office will jointly verify the individual was not deemed "causal" by reviewing the AFSAS (Air Force Safety Automated System) mishap report.

135. (AFRC) Selection Criteria. Awards are based on the number of individual mishap-free flying hours obtained.

135.1. **(Added-AFRC)** Units/Wings will track and award the specific milestone certificate (attachment 8) and hour patch for awards of 1,500 mishap-free hours and above up to the awards listed in paragraph 131.2. Units will periodically forward lists of awards presented locally to HQ AFRC/SEF. Certificate examples are located on the AFRC Safety SharePoint® site.

135.2. **(Added-AFRC)** A special certificate signed by the AFRC/CC and a recognition patch approved for wear on the flight suit will be presented to fighter/attack/reconnaissance/helicopter/remotely piloted aircraft (RPA) crewmembers with 4,000 mishap-free hours or more, bomber/trainer crewmembers with 5,000 mishap-free hours or more, and tanker/transport crewmembers with 10,000 mishap-free hours or more. Aircrew with mixed type hours will be considered on a case by case basis by AFRC/SEF.

135.3. **(Added-AFRC)** For the award levels listed in paragraph 131.2., units/wings chiefs of safety will submit the necessary information via the application located on the AFRC Safety Portal homepage.

135.4. **(Added-AFRC)** Personnel assigned to HQ AFRC may submit requests for this award through their attached unit safety office or through AFRC/SE.

DARRELL D. JONES, Lt General, USAF
DCS, Manpower, Personnel and Service

(AFRC)

JAMES F. JACKSON, Lt General, USAF
Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD36-28, *Awards and Decorations Programs*, 1 August 1997

AFI24-101, *Passenger Movement*, 27 October 2004

AFI36-2805, *Special Trophies and Awards*, 29 June 2001

AFI36-1004, *The Air Force Civilian Recognition Program*, 3 December 2009

AFI65-601V1, *Budget Guidance and Procedures*, 3 March 2005

AFI65-603, *Official Representation Funds*, 24 August 2011

AFMAN33-363, *Management of Records*, 1 March 2008

HAF Mission Directive 1-24, *Manpower and Reserve Affairs*, 15 December 2008

HAF Mission Directive 1-32, *Manpower, Personnel and Services*, 1 July 2009

Adopted Forms

AF IMT 847, Recommendation for Change of Publication

AF FORM 1206, Nomination for Award

Abbreviations and Acronyms

AF—Air Force (as used on forms)

AF/A1—The Deputy Chief of Staff of the Air Force, Manpower, Personnel and Services

AFI—Air Force Instruction

AFDW—Air Force District of Washington

AFOTEC—Air Force Operational Test and Evaluation Center

AFRC—Air Force Reserve Command

ANG—Air National Guard

Awards Board—Air Force Safety Awards Board

DAF—Department of the Air Force

DAFC—Department of the Air Force Civilian DOD—Department of Defense

DRU—Direct Reporting Unit

FOA—Field Operating Agency FOD—Foreign Object Damage

GSU—Geographically Separated Unit

AFIA—Air Force Inspection Agency

AFSEC—Air Force Safety Center

AFSEC/SEA—Air Force Safety Center, Analyses & Integration Division

AFPC/SVP—Air Force Service Agency

AF/A30—Current Operations

AF/A4L—Directorate of Logistics

AF/SE—Air Force Chief of Safety

MAJCOM—Major Command

MOFE—Memorandum of Final Evaluation

NSC—National Safety Council

RM—Risk Management

SAF/MR—Assistant Secretary of the Air Force for Manpower and Reserve Affairs

USAF—United States Air Force

USAFA—United States Air Force Academy

Attachment 2**CITATION FORMAT FOR SAFETY AWARDS****CITATION TO ACCOMPANY THE AWARD OF****THE AIR FORCE CHIEF OF SAFETY OUTSTANDING ACHIEVEMENT AWARD
FOR GROUND SAFETY****CATEGORY II****TO****2D SPECIAL OPERATIONS WING**

The Air Force Chief of Safety Outstanding Achievement Award for Ground Safety, Category II, for fiscal year 2011 is presented to the 2d Special Operations Wing, Hurlburt Field, Florida. During this period, the wing oversaw an amazing turn-around in off-duty fatalities, reducing the number from nine during the previous two years to zero in 2011. Their world-class safety education programs trained more than 2,500 base personnel in a myriad of supervisory, motorcycle, and traffic safety subjects. Relevant world-wide, safety personnel supported safety programs and investigations in five countries, including the only United States military ground safety expert during humanitarian relief operations in the earthquake-damaged country of Haiti. Absolute professionals, their multi-faceted awareness program resulted in wing personnel safely navigating the 101 Critical Days of Summer and every major holiday. The distinctive accomplishments of the men and women of the 2d Special Operations Wing reflect great credit upon themselves, Air Force Special Operations Command, and the United States Air Force.

NOTE: Print the citation in landscape format. Left and right margins must be 1 1/2 inches. Limit the citation to approximately 10 to 13 lines which properly describe the nominee's accomplishments or achievements.

Attachment 3**CITATION FORMAT FOR SAFETY AWARDS****CITATION TO ACCOMPANY THE AWARD OF
THE CHIEF OF SAFETY SPECIAL ACHIEVEMENT AWARD
TO
CAPTAIN JOHN J. DOE**

The Air Force Chief of Safety Special Achievement Award for fiscal year 2011 is presented to Captain John J. Doe, 23rd Air Refueling Wing, Travis Air Force Base, California. During this period, Captain Doe served as 23rd Air Refueling Wing, Chief of Flight Safety for 60 KC-135 aircraft, four flying squadrons, and over 400 aircrew members. Through superior program management, he led his office to garner an "Excellent" rating in the February 2011 Headquarters Air Mobility Command Unit Compliance Inspection. Additionally, Captain Doe further distinguished himself when he established a fully functioning group safety office, while serving as Chief of Safety for the 455th Air Expeditionary Group. While deployed, he facilitated the mishap-free multi-modal aerial delivery of 815 mine resistant ambush protected all terrain vehicles in support of Operation ENDURING FREEDOM. The safety awareness and risk management these accomplishments exhibit, reflect great credit upon Captain Doe, Air Mobility Command, and the United States Air Force.

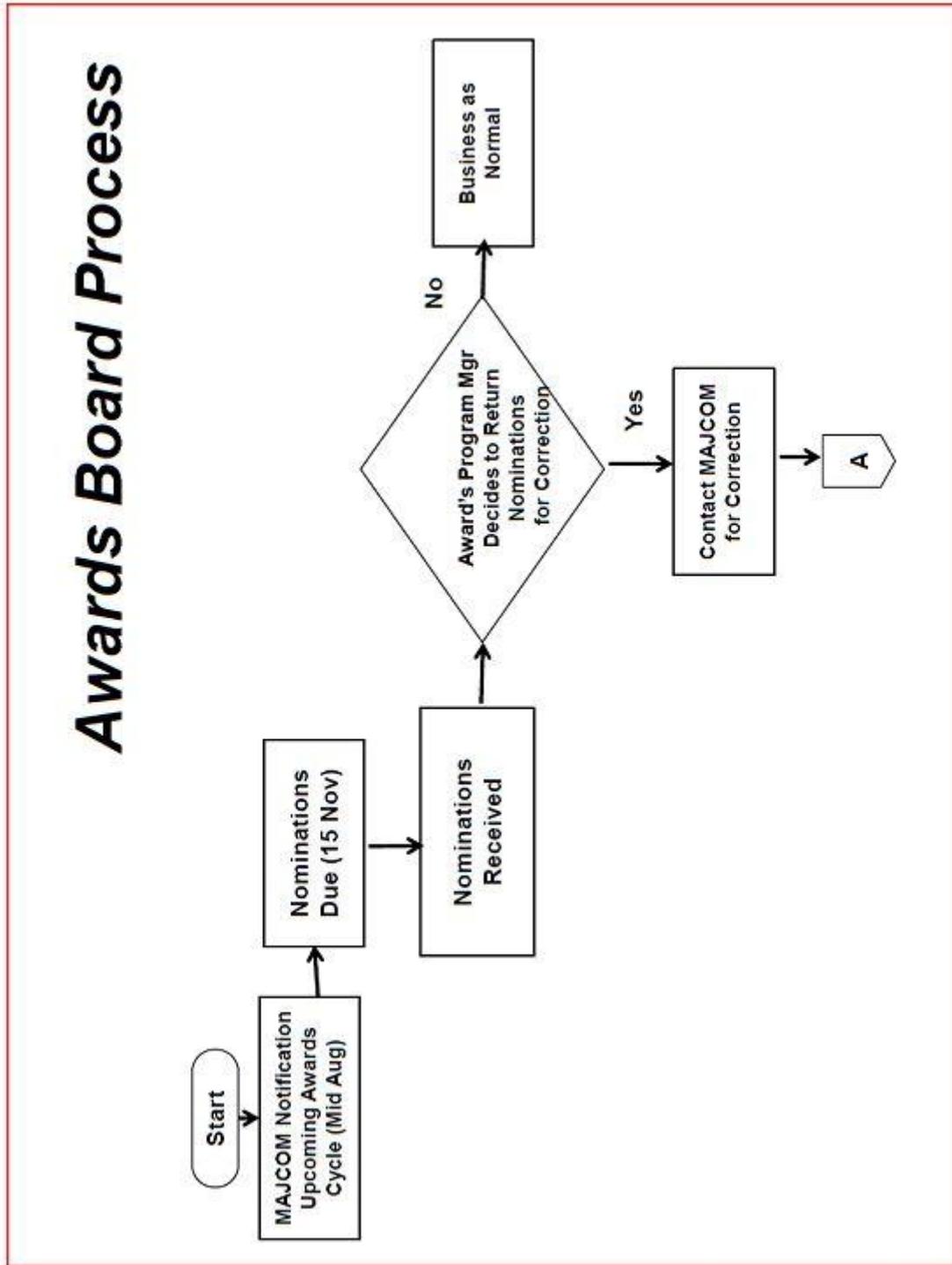
NOTE: Print the citation in landscape format. Left and right margins must be 1 1/2 inches. Limit the citation to approximately 10 to 13 lines which properly describe the nominee's accomplishments or achievements.

Attachment 4

AWARDS BOARD FLOW PROCESS

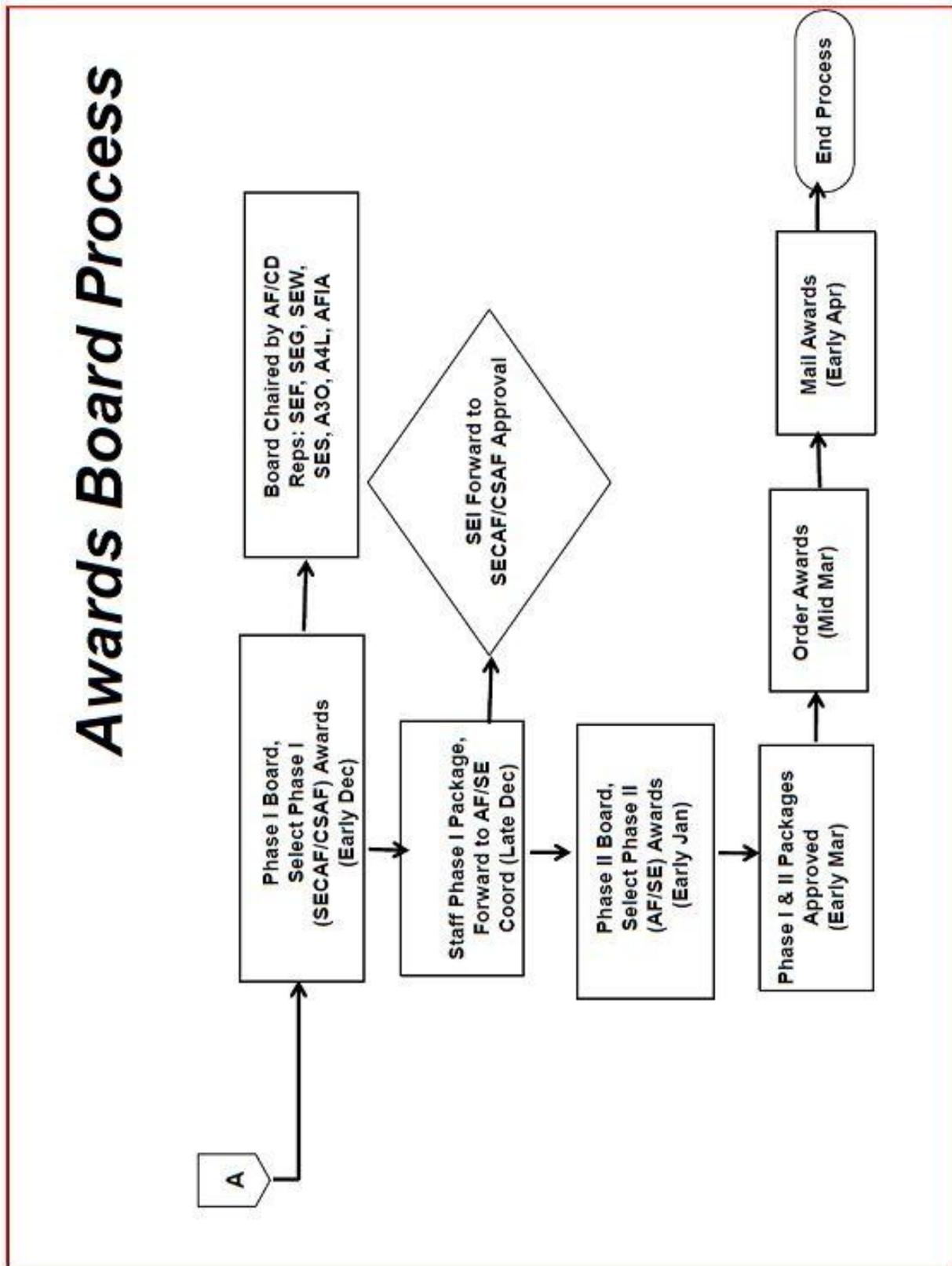
Figure A4.1. Awards Board Flow Process.

Figure A4.1. Awards Board Flow



Process.

Figure A4.2. Awards Board Flow Process.



Attachment 5 (Added-AFRC)

AFRC AWARDS REFERENCE TABLE

A5.1. AFRC Awards Reference Table.

Table A5.1. AFRC Awards Reference Table.

| AWARD NAME | RECIPIENT | AWARD PERIOD (Note 1) (Note 2) | AWARD TYPE | LEVEL OF COMPETITION |
|---|-------------------|--------------------------------------|------------|--|
| AFRC Safety Officer of the Year Award (Primary and Additional Duty) | Individual | Annual | Plaque | AFRC |
| AFRC Flight, Ground and Weapons Safety NCOs of the Year (Primary and Additional Duty) | Individual | Annual | Plaque | AFRC (Ground SE NCO of the Year (primary duty) may be submitted to AFSEC for "Safety Career Professional of the Year Award") |
| AFRC Outstanding Ground and Weapons Safety Civilians of the Year | Individual | Annual | Plaque | AFRC (winner may be submitted to AFSEC for "Safety Career Professional of the Year Award") |
| AFRC Outstanding Achievement Award for Ground Safety | AFRC Organization | Annual | Plaque | AFRC (winner will be submitted to AFSEC for "Air Force Outstanding Achievement Award for Ground Safety") |
| AFRC Outstanding Achievement Award for Weapons Safety | AFRC Organization | Annual | Plaque | AFRC (winner will be submitted to AFSEC for "Air Force Outstanding Achievement Award for Weapons Safety") |

| AWARD NAME | RECIPIENT | AWARD PERIOD (Note 1) (Note 2) | AWARD TYPE | LEVEL OF COMPETITION |
|--|---|--------------------------------------|---|--|
| AFRC Outstanding Achievement Award for Flight Safety | AFRC Organization | Annual | Plaque | AFRC (winner will be submitted to AFSEC for "Air Force Outstanding Achievement Award for Flight Safety") |
| AFRC Safety Office of the Year Award | AFRC Organization | Annual | Plaque | AFRC |
| AFRC Aircrew of Distinction Award | Multi-person Aircrew | Annual | Plaque | AFRC (winner will be submitted to AFSEC for the "Air Force Chief of Safety Aircrew of Distinction Award") (Note 3) |
| AFRC Pilot of Distinction Award | Aircrew Member (for single pilot aircraft) | Annual | Plaque | AFRC (winner will be submitted to AFSEC to compete for the Koren Kolligian, Jr. Trophy) (Note 3) |
| AFRC Aviation Safety Well Done Award | Individual or Aircrew | Event | Plaque | AFRC (winner will be submitted to AFSEC for AF Aviation Safety Well Done Award) (Note 3) |
| AFRC Ground / Weapons Safety Well Done Award | Individual | Event | Plaque | AFRC (winner will be submitted to AFSEC for Air Force Ground/Weapons Safety Well Done Award) |
| AFRC Individual Mishap-Free Flying-Hour Milestone Award | Aircrew Member | Flying Hours | Certificate and Patch (Note 4) (Note 5) | AFRC |
| NOTE 1: Annual awards run concurrent with the fiscal year (i.e., 1 October thru 30) | | | | |

September). AFRC Award winners are chosen by formal review and votes by HQ AFRC/SE personnel and approved by the AFRC Director of Safety.

NOTE 2: For event-driven awards, AFRC SEF/SEG/SEW evaluate the submissions when received. For the Mishap-Free Flying-Hour Milestone Award unit safety offices will approve wear of the award patch as milestones are reached.

NOTE 3: A student pilot attending an Undergraduate Flight Training course is a "...medically qualified officer undergoing flying training leading to the award of an aeronautical rating" and therefore does not qualify for any of the Flight related awards.

NOTE 4: Certificates: Units/Wings may use a unit developed certificate or the AFRC/SE designed certificate for presentation. A file of the current version of the AFRC/SE certificate is available upon request from AFRC/SE. Fighter/ attack/ reconnaissance/ helicopter/remotely piloted aircraft (RPA) crewmembers with 4,000 mishap-free hours or more, bomber and trainer crewmembers with 5,000 mishap-free hours or more, and tanker/transport crewmembers with 10,000 mishap-free hours or more will receive a certificate signed by the AFRC/CC and a recognition patch approved for wear on the flight suit.

NOTE 5: Patches: Individual Mishap-Free Flying-Hour Milestone Award patches are worn on flight suits only. HQ AFRC/SE will provide to unit/wing the design and a list of potential vendors for unit purchase. Individual units are authorized to procure patches through commercial contract. Patches for AFRC/CC recognition levels will be supplied by AFRC/SE.

Attachment 6 (Added-AFRC)

SAMPLE CITATION

A6.1. (AFRC) This Attachment contains a sample of an AFRC safety award group citation.

Figure A6.1. Sample Citation.



CITATION TO ACCOMPANY THE AWARD OF
THE FY12 AFRC SAFETY OFFICE OF THE YEAR AWARD



TO
910th AIRLIFT WING

The Air Force Reserve Command Safety Office of the Year Award for fiscal 2012 is presented to the 910th Airlift Wing, Youngstown Air Reserve Station, Ohio, in recognition of outstanding achievement in wing safety from 1 October 2011 to 30 September 2012. During this period, the safety staff superbly managed an outstanding wing safety program at the Air Force's only Department of Defense Aerial Spray Wing. This office outreached support to four groups, 11 squadrons, and more than 1600 military and civilian employees. The 910th Wing Safety Office promoted Air Force Safety Programs through strong and credible support of contingencies and humanitarian missions around the globe. They enabled the wing to continue their greater than 31 years and 146,072 mishap-free flying hours. Accomplishments in Wing Safety included 24/7 Operation Iraqi Freedom/ Operation New Dawn safety support while four aircraft deployed into the Central Command Area Of Responsibility, among the best motorcycle safety program in the Command, most improved Lightning Protection procedures, lauded Confined Space program, "Excellent" rating given to flight safety program evaluation, and enthusiastic staff assisted command's safety manpower study. The tremendous efforts of the 910th Airlift Wing Safety Office contributed to zero Class A or B Mishaps while flying 5509 mishap-free hours. The outstanding safety achievement of the 910th Wing Safety Office reflects great credit upon themselves and the Air Force Reserve Command.

JAMES F. JACKSON, Lt Gen, USAF
Commander

Attachment 7 (Added-AFRC)

SAMPLE CITATION

A7.1. (AFRC) This Attachment contains a sample of an AFRC safety award individual citation.

Figure A7.1. Sample Citation.



CITATION TO ACCOMPANY THE AWARD OF

THE FY12 AFRC GROUND SAFETY NCO OF THE YEAR
(PRIMARY)

TO

MASTER SERGEANT MICHAEL T. GRAY

The AFRC Ground Safety NCO of the Year Award (Primary) for fiscal year 2012 is awarded to Master Sergeant Michael T. Gray, 123d Fighter Wing, Any Air Force Base, Texas, in recognition of outstanding achievement in Ground Safety from 1 October 2011 to 30 September 2012. During this period, Sergeant Gray displayed unparalleled technical expertise in ground safety for the 123d/122d Fighter Wings as Ground Safety Manager. He established a Microsoft SharePoint process which automated Ground Safety Program management; this effort ensured a seamless transition for the consolidation of 123d/122d ground safety programs. Additionally, Sergeant Gray innovatively developed a detailed Air Combat Command benchmarked training guide which established continuity and standardize training throughout both wings. Furthermore, these Total Force Integration efforts were crucial in the 123d Fighter Wing's Ground Safety Program passing the Consolidated Unit Inspection with an "Excellent" rating and zero discrepancies resulting in a Superior Performer Award. These remarkable accomplishments surpass all established command standards of excellence. The outstanding ground safety achievement of Sergeant Gray reflects great credit upon himself and the Air Force Reserve Command.

JAMES F. JACKSON, Lt Gen, USAF
Commander

Attachment 8 (Added-AFRC)

SAMPLE CITATION

A8.1. (AFRC) This Attachment contains an example of an AFRC Individual Mishap-Free Flying-Hour Milestone Award citation.

Figure A8.1. Sample Citation.



Air Force Reserve Command

INDIVIDUAL MISHAP-FREE FLYING-HOUR MILESTONE AWARD

is presented to:

MSgt Michael T. Gray
122d Airlift Squadron

for attaining

10,000
Mishap-Free Flying Hours

This award recognizes your sustained professional airmanship and superior safety consciousness while performing aerial duties. Your dedication to the protection of precious national resources has contributed directly to the defense capability of the United States of America.



Date _____

JAMES F. JACKSON, Lt Gen, USAF
Commander