

**BY ORDER OF THE
SUPERINTENDENT**

**HQ UNITED STATES AIR FORCE
ACADEMY INSTRUCTION 36-2805**

19 OCTOBER 2011



Personnel

**MALHAM M. WAKIN CHARACTER AND
LEADERSHIP DEVELOPMENT AWARD**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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(Col Joseph Sanders III)

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This instruction implements Air Force Policy Directive (AFPD) 36-28, *Awards and Decorations Programs*, by establishing procedures to recognize significant contributions and deeds, which exemplify good character. It governs all responsibilities and procedures to this special award as defined in Air Force Instruction (AFI) 36-2805, *Special Trophies and Awards*, and lists criteria for selecting award winners. It applies to all personnel who are or have been assigned to the United States Air Force Academy (USAFA). This publication does not apply to Air Force Reserve Command (AFRC) units and the Air National Guard (ANG). Refer recommended changes and conflicts between this and other publications to USAFA/CWCI, 2354 Fairchild Drive, Suite 5A12, USAF Academy CO 80840, on Air Force (AF) Form 847, *Recommendation for Change of Publication*. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, *Management of Records*, and are disposed of in accordance with the AFRIMS Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm>.

SUMMARY OF CHANGES

This revision makes minor updates to the OPR, certifying, approving, title in paragraph 2.1., and administrative changes to the opening paragraph.

1. Purpose.

1.1. The USAFA Malham M. Wakin Character and Leadership Development Award offers the institution an official means of recognizing significant acts that are consistent with the Academy definition of character and the Air Force Core Values.

1.2. The award honors Brigadier General Malham M. Wakin, USAF, Retired, who served as Vice-Dean and as head of the Philosophy and Fine Arts Department at USAFA from 1959 – 1995.

2. Nominating and Selection Procedures.

2.1. In the fall semester, the Assistant Director, Cadet Character Development, Center for Character and Leadership Development (USAFA/CWCD), will solicit nominees from the USAFA community at large via a Distribution P e-mail, a base newspaper advertisement, and an external USAFA web announcement.

2.2. In early January, the Director, Center for Character and Leadership Development (USAFA/CWC) will preside over an awards board to rank order the nominations. The awards board will allow one representative from each of the following mission elements—CW, DF, AD, DRU, 10 ABW, PL, 306 FTG. As a minimum, the awards board will be comprised of three field grade officers, a civilian equivalent, and one senior non-commissioned officer.

2.3. The Director, Center for Character and Leadership Development (USAFA/CWC) will submit to USAFA/CW and USAFA/CC in turn the top three nomination write-ups with his or her award selection recommendation.

2.4. Nomination write-ups will be limited to one page using AF Form 1206, *Nomination for Award*. As a minimum, nominations must include significant contributions to Cadet Character and Leadership Development efforts. Nominations must be for an individual or team currently or previously assigned to the United States Air Force Academy. A squadron commander, department head, or directorate/division chief must indorse nominations. Nominations are open to all USAFA assigned personnel, both past and present, to include military and civilian individuals or teams. Cadets are not eligible for this award (refer to the Outstanding Cadet in Character Award, USAFAI 36-2809, *USAF Academy Cadet Awards Program*).

2.5. Additionally, the following areas may be included for consideration:

2.5.1. Conspicuous moral courage.

2.5.2. Great personal sacrifice.

2.5.3. Conduct above and beyond the requirements of duty.

2.5.4. Leadership and professionalism in keeping with the highest ideals of Air Force tradition.

2.6. USAFA/CC makes the final selection of the recipient of the award. Selection of the award recipient will be made by 31 January each year.

3. Funds.

3.1. This award has been endowed by the USAFA Class of 1974 with approximately \$1,000 per year authorized in gift funds for reasonable associated costs such as trophies, plaques, travel expenses for award recipient and spouse, meals for all those associated with the presentation of the award and any cadets participating in the presentation ceremony.

3.2. These costs include trophies, plaques, emblems, certificates, and similar items that are designed for display purposes. Refer to AFI 65-601, Volume 1, *Budget Guidance and Procedures*, for further guidance.

4. Travel.

4.1. Military members or Department of the Air Force civilians will travel to the presentation ceremonies at government expense if no longer assigned to USAFA.

4.2. Funded travel of an award recipient's spouse, nonmilitary member, or non-Department of the Air Force civilian must be authorized in accordance with Joint Travel Regulation (JTR, Vol 2, Sections C6000-C6002).

5. Presentation. Award presentation will normally be made by the Superintendent (USAFA/CC) or a representative during the annual National Character and Leadership Symposium.

RICHARD M. CLARK, Brigadier General, USAF
Commandant of Cadets

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

AFI 36-2805, *Special Trophies and Awards*

AFI 65-601V1, *Budget Guidance and Procedures*

USAF AI 36-2809, *USAF Academy Cadet Awards Program*

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

AF Form 1206, *Nomination for Award*