



DEPARTMENT OF THE ARMY
ACQUISITION SUPPORT CENTER
9900 BELVOIR ROAD, BUILDING 201, SUITE 101
FORT BELVOIR, VIRGINIA 22060-5567

REPLY TO
ATTENTION OF

March 11, 2008

S: April 24, 2008

SFAE-HR

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Acquisition Excellence Award

Nominations are being accepted for the Army Acquisition Excellence (AAE) Award. The AAE Award recognizes Army acquisition workforce nominee(s) whose performance and contributions set them apart from their peers. This award reflects the accomplishments of our workforce in direct support of our Soldiers and the Army's Business Transformation.

The nominees may work at all levels of the Acquisition, Logistics and Technology Workforce, from senior management to newly hired interns. All Army acquisition workforce active duty military (including Reserve Component Soldiers) and civilian employees are eligible for award nomination.

Request Army Commands, Army Service Component Commands (ASCCs) and Direct Reporting Units (DRUs) ensure applicable candidates from your organizations have the opportunity to be nominated for this award. Contributions for sustained achievement made or culminated during the period **March 15, 2007, to March 14, 2008**, will be considered for the appropriate nomination category. Each participating Army Command, ASCC or DRU will ensure all subordinate organizations have the opportunity to nominate an eligible team and individual for this competition. The details for the criteria and categories for team and individual awards are enclosed. The awards will be presented to the most deserving workforce members for outstanding achievements during the previous year at the 2008 U.S. Army Acquisition Corps Annual Awards Ceremony on October 5, 2008.

Submit all nominations to the U.S. Army Acquisition Support Center through the Web-based Call for Nominations Application at <http://www.usaasc.info/aac/awards/aae/call/>. Only **one** letter of endorsement will be accepted for each nomination. Please submit 1-2 digital photo images (300 dpi or higher resolution) of the person you have nominated to receive the award.

The photos/images should be in headshot format (official photo format, if available) for individual nominees and in a posed group picture for team nominations.

Ensure the nominees' names are complete, spelled correctly and written out as the nominee would like his/her name to appear on a certificate, award or program. **Include the nominating organization name, employing organization, group title, office title, activity, duty organization and a nomination point of contact complete with telephone number and e-mail address.** The summary describing the nominees' accomplishment(s) must not exceed two pages. Describe your nominee's significant accomplishments in the nomination and ensure your nominations are submitted no later than close of business on **April 24, 2008**.

My point of contact for this program is Ms. Alison Langmack (703-805-1096; DSN 655-1096; or e-mail: alison.langmack@us.army.mil).



CRAIG A. SPISAK
Director
U.S. Army Acquisition Support Center

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U.S. ARMY TRAINING AND DOCTRINE COMMAND
U.S. ARMY MATERIEL COMMAND

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EIGHTH ARMY (UNITED NATIONS COMMAND, COMBINED FORCES
COMMAND, U. S. FORCES KOREA)
U. S. ARMY NORTH (FIFTH ARMY)
U.S. ARMY SOUTH (SIXTH ARMY)
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JOINT IED DEFEAT ORGANIZATION
MISSILE DEFENSE AGENCY

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COMBAT SUPPORT AND COMBAT SERVICE SUPPORT
SIMULATION, TRAINING AND INSTRUMENTATION
GROUND COMBAT SYSTEMS
ENTERPRISE INFORMATION SYSTEMS

JOINT PROGRAM EXECUTIVE OFFICE, CHEMICAL AND BIOLOGICAL
DEFENSE
JOINT PROGRAM EXECUTIVE OFFICE, JOINT TACTICAL RADIO
SYSTEMS
JOINT PROGRAM OFFICE, GROUND-BASED MIDCOURSE DEFENSE
JOINT PROGRAM OFFICE, TERMINAL HIGH ALTITUDE AREA DEFENSE
JOINT PROGRAM OFFICE, TARGETS AND COUNTERMEASURES

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ELIMINATION OF CHEMICAL WEAPONS
DIRECTORATE OF INTEGRATION

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