

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



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Personnel

SAFETY AWARDS

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This instruction implements AFD 36-28, *Awards and Decorations Program*. 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 and Air National Guard. **Records Management.** Maintain and dispose of all records created as a result of prescribed processes in accordance with AFMAN 37-139, *Records Disposition Schedule*.

(21SW) The OPR for this supplement is 21 SW/SEW (Mr. Thomas L. Quinn). This supplement implements and extends the guidance of Air Force Instruction (AFI) 36-2833, *Safety Awards*, 5 Oct 01. The AFI is published word-for-word without editorial review. This supplement describes 21 SW's procedures for use in conjunction with Air Force Space Command's (AFSPC) supplement and the basic AFI. It applies to all activities/tenants supported by the Safety Office (SE) 21st Space Wing. Maintain and dispose of all records created as a result of prescribed processes in accordance with AFMAN 37-139, *Records Disposition Schedule*.

SUMMARY OF REVISIONS

This revision incorporates Interim Change IC 2001-2. This Interim Change corrects the title of **Section X** to read "Air Force Safety Hall of Fame Award" in the contents listing and makes minor text corrections in paragraphs **2.4.1.8.** and **25.** It substantially revises **Section V—Aviation Well Done Award**, revising current paragraphs and adding new paragraphs; and it corrects title of **Section X** to read "Air Force Safety Hall of Fame Award" in the body of AFI 36-2833. The entire text of IC 2001-2 is at **Attachment 5.** A "¶" (bar) indicates revised material since the last edition.

(21SW) Changes TEAM 21 to 21 SW and now includes all units/personnel in the Peterson Complex and 21 SW geographically separated units (GSUs). Adds a quarterly Unit Safety Representative Award, a Safety Well Done Award for individual(s), a Safety Milestone Award, and a Mishap Rate Award.

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Section A—General Information

1. Commanders' Program.

- 1.1. The Air Force Safety Awards Program recognizes outstanding safety acts and achievements. **Table 1.** gives basic information for all awards covered by this instruction.
- 1.2. The Air Force encourages commanders at all levels of command, especially at installation level, to develop and establish recognition systems that complement the USAF Safety Awards Program.

2. Administrative Procedures.

- 2.1. MAJCOMs, DRUs, and FOAs, including the Air National Guard (ANG), will follow the instructions of this AFI.
- 2.2. Commanders:
 - 2.2.1. Publicize the awards and review achievements often to make sure deserving persons and organizations receive consideration.
 - 2.2.2. Set up recognition systems that complement the USAF Safety Awards Program.
 - 2.2.3. 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.
 - 2.2.4. Send nominations for safety awards to the Headquarters Air Force Safety Center (HQ AFSC/SEP) through command channels by 10 December after the fiscal year award period, unless otherwise specified.
 - 2.2.4.1. Send:
 - 2.2.4.1.1. Each nomination separately.
 - 2.2.4.1.2. One copy of any award or plaque nomination, whether a MAJCOM, DRU, FOA, unit, or individual is nominated, in copy-ready format.
 - 2.2.4.2. Nomination submittals are limited to one single-spaced page and will be submitted on Air Force Form 1206, *Nomination for Award*, dated 2000701 or later, using either a bullet or paragraph format. Nominations must be submitted electronically, either on disks or via e-mail.
- 2.3. HQ AFSC:
 - 2.3.1. Provides funds for safety trophies and plaques that the Secretary of the Air Force, the Air Force Chief of Staff, and the Air Force Chief of Safety approves.
 - 2.3.2. Supports AF/XO, AF/IL, and HQ AFIA participation on the annual Safety Awards Board.
 - 2.3.3. Provides SAF/PA with award and recipient information sufficient to publicize each safety award.
 - 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. Recipients:

2.4.1. Persons honored for individual actions may wear the Air Force Recognition Ribbon for any of these awards:

2.4.1.1. Chief of Staff Individual Safety Award.

2.4.1.2. Koren Kolligian, Jr., Trophy.

2.4.1.3. Chief of Safety Special Achievement Award.

2.4.1.4. Air Force Nuclear Surety Outstanding Achievement Award.

2.4.1.5. Safety Career Professional of the Year Award.

2.4.1.6. Air Force Explosive Safety Outstanding Achievement Award

2.4.1.7. Air Force Chief of Safety Aircrew of Distinction Award

2.4.1.8. Well Done Awards

2.4.2. Persons belonging to a group receiving these awards may not wear the ribbon.

2.4.3. 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. Trophies are awarded in two different categories each fiscal year.

4. Eligibility.

4.1. All MAJCOMs, DRUs, and FOAs.

4.2. One trophy (Category I) for MAJCOMs and ANG that have all safety disciplines as part of their mishap prevention programs.

4.3. One trophy (Category II) for DRUs and FOAs that do not have the full complement of safety disciplines as part of their mishap prevention programs.

5. Selection Criteria. The Awards Board considers:

5.1. Combined effectiveness of the flight, missile, nuclear, ground, space, and explosives safety programs or missions, as applicable.

5.2. Efforts to further ORM implementation and integration.

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

5.4. Mission and operational tasks the commands' organizations perform in the award period.

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. Effective operations and maintenance.

5.9. Deleted.

5.10. Mishap experience and improvement. **Note:** A record of mishap prevention spanning two or more years merits extra consideration.

6. Nomination Procedures. MAJCOMs, DRUs, and FOAs may submit one nomination for the appropriate category. Include:

- 6.1. A concise narrative describing specific achievements and how they were accomplished and contributed to mishap prevention.
- 6.2. Unusual hazards or environmental working conditions.
- 6.3. ORM implementation and successes.
- 6.4. Safety program management and innovation.
- 6.5. Special exercises or deployments.
- 6.6. Additional comments or relevant information.
- 6.7. An unclassified citation.

Table 1. Safety Award Cycle.

AWARD NAME	RECIPIENT	APPROVAL AUTHORITY	AWARD TYPE	AWARD CEREMONY RESPONSIBILITIES
Secretary of the Air Force (Annual)	MAJCOM, DRU, and FOA	Secretary of the Air Force	Replica Trophy	HQ USAF
Chief of Staff Individual Safety Award (Annual)	Individual	Air Force Chief of Staff	Trophy	
Maj Gen Foulois Memorial Award (Annual)	MAJCOM			Order of the Daedalians
Koren Kolligian, Jr., Trophy (Annual)	Aircrew Member			HQ USAF
Colombian Trophy (Annual)	Air Force Organization		Rotating Trophy and Replica Plaque	
SICOFAA Flight Safety Award (Annual)			Rotating Trophy	
Col Tubbs Memorial Award for Ground Safety (Annual)			MAJCOM, DRU, and FOA	
Air Force Chief of Safety Special Achievement Award (Annual)	Air Force Organization Below MAJCOM Individual		Air Force Chief of Safety	Plaque
Safety Career Professional Of the Year Award (Annual)	Civilian or Enlisted Safety Career Field Individual			
Nuclear Surety Outstanding Achievement Award (Annual)	Individual			
Air Force Explosive Safety Outstanding Achievement Award (Annual)				
Air Force Chief of Safety Outstanding Achievement Award for Ground Safety (Annual)	Air Force Organization			
Air Force Chief of Safety Aircrew of Distinction Award (Annual)	Individual			

AWARD NAME	RECIPIENT	APPROVAL AUTHORITY	AWARD TYPE	AWARD CEREMONY RESPONSIBILITIES
Flight Safety Plaques (Annual)	Air Force Organization Below MAJCOM	Air Force Safety Awards Board	Plaque	MAJCOM, DRU, and FOA
Missile Safety Plaques (Annual)				
Explosive Safety Plaques (Annual)				
Space Safety Plaques (Annual)				
Nuclear Surety Plaques (Annual)				
Aero Club Safety Certificates (Annual)	Air Force Aero Club		Certificate	
Aviation Well Done Award (Event)	Individual	AFSC/CC	Plaque	MAJCOM, DRU, FOA, and Air Staff Office
Ground/Weapons Safety Well Done Award (Event)	Individual	AFSC/CC		
Hall of Fame Award (Event)	Individual	HQ USAF/SE	Plaque	MAJCOM, DRU, and FOA

Section C—Chief of Staff Individual Safety Award

7. Purpose. This award recognizes Air Force personnel who have significantly contributed to safety.

8. Eligibility.

- 8.1. Officers (colonel and below).
- 8.2. Enlisted personnel.
- 8.3. Department of the Air Force civilians (DAFC).

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

- 9.1. Developing or implementing outstanding policies, programs, or procedures that:
 - 9.1.1. Reduce the possibility of mishaps in flight, ground, explosive, missile, space safety, or nuclear surety activities.
 - 9.1.2. Improve operational effectiveness.
- 9.2. An invention, development, or research activity that:

- 9.2.1. Leads to improved engineering or design.
- 9.2.2. Ensures greater safety.
- 9.3. Outstanding performance of safety duties involving:
 - 9.3.1. Inspections.
 - 9.3.2. Education and training.
 - 9.3.3. Incorporation of ORM principles and techniques.
 - 9.3.4. Mishap investigations, reports, and analyses.
 - 9.3.5. Implementation and enforcement of accepted safety practices.

10. Nomination Procedures. Each MAJCOM, DRU, and FOA may nominate one person. Include:

- 10.1. A concise narrative describing the specific achievement and how the nominee accomplished it and contributed to safety.
- 10.2. Name, rank, organization.
- 10.3. An unclassified citation.

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

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

12. Eligibility. MAJCOMs, DRUs, and FOAs with a flying mission.

13. Selection Criteria. The Awards Board considers:

- 13.1. Data on flight mishaps, related causes, and safety deficiencies found during inspections and investigations.
- 13.2. Mishap potential among different aircraft types and their missions.
- 13.3. Efforts to identify hazards to flight operations and mitigate risks utilizing ORM.
- 13.4. Command support of flight safety program activities.
- 13.5. Mishaps over which MAJCOMs, DRUs, and FOAs had or shared control. **Note:** A record of mishap prevention spanning two years or more merits extra consideration.

14. Nomination Procedures. The MAJCOM, DRU, and FOA may submit one nomination. Include:

- 14.1. A concise narrative describing specific achievements and how they were accomplished and contributed to safety.
- 14.2. Unusual hazards or environmental working conditions.
- 14.3. ORM implementation and successes.
- 14.4. Safety program management.

- 14.5. Special exercises or deployments.
- 14.6. Additional comments or relevant information.
- 14.7. An unclassified citation.

Section E—Koren Kolligian, Jr., Trophy

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

16. Eligibility. Aircrew personnel of the Air Force, including AFRC and ANG.

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

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

- 17.1.1. Mechanical difficulty while in flight or in the aircraft or with related equipment on the ground.
- 17.1.2. Personnel errors in the air or on the ground.
- 17.1.3. Environmental factors beyond the nominee's control.

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

18. Nomination Procedures.

18.1. The emergency must have occurred in the award fiscal year.

18.2. 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.

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

- 18.3.1. The nominee's name, rank, organization, duty assignment, duty Air Force specialty code (DAFSC), date of the event, and type of aircraft.
- 18.3.2. An unclassified description detailed enough to allow the Awards Board to evaluate accurately the incident's seriousness and how much corrective action the nominee took.
- 18.3.3. An unclassified citation.

19. Presentation.

19.1. 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 cer-

emony. 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).

19.2. 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.

19.3. 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 1.14) 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.

19.3.1. Two operational support airlift (OSA) sorties are authorized each year to provide a round-trip between Hanscom AFB MA and Washington DC. The Air Force Chief of Safety is responsible for issuing invitational orders for the Kolligian family representatives' travel (per diem is not authorized).

19.3.2. If OSA is unable to support the required missions on the specified day(s), the Chief of Safety issues funded invitational orders (for travel only) and purchases round-trip commercial tickets between Boston MA and Washington DC for up to seven members of the Kolligian family to ensure they are appropriately represented at the presentation ceremony.

Section F—Colombian Trophy

20. Purpose. This award recognizes military flight safety achievements for units as described below.

21. Eligibility.

21.1. Fighter, attack, bomber, and reconnaissance units below the numbered Air Force level whose primary mission is operational.

21.2. Composite wings with a mission of fighter, attack, or reconnaissance; however, each unit within the wing must meet the mishap eligibility requirements.

21.2.1. Composite wings may not receive this award and the System of Cooperation Among the Air Forces of the Americas (SICOFAA) Flight Safety Award in the same fiscal year.

21.3. Squadrons and detachments must be organizationally and operationally distinct. They must also be geographically remote from the parent organization, per AFDIR 37-135, *Air Force Address Directory*.

21.3.1. Credit any unit with own flying time.

21.4. Units that had a Class A or B mishap, excluding foreign object damage (FOD) or birdstrike mishap, during the award year are usually ineligible.

21.4.1. The MAJCOM and the ANG may nominate a unit that had no control over a mishap and that meets all other criteria, but must send a detailed explanation with the nomination.

22. Selection Criteria. The Awards Board considers nominations and selects the unit based on data it receives.

23. Nomination Procedures. MAJCOMs and the ANG with tactical fighter, attack, reconnaissance, or composite units may nominate one unit. Nominate a unit for one category only. Include:

23.1. A brief summary of the unit's flight safety accomplishments, including types of aircraft flown, number of flying hours and sorties, and the tasks supporting the mission.

23.2. Unusual hazards or environmental working conditions.

23.3. Outstanding accomplishments, including awards related to flight safety in the award year.

23.4. Technical order changes, hazard reports, product quality deficiency reports, and safety magazine articles.

23.5. Development of safety education and publicity material.

23.6. Material improvements, research, development, or test programs that contribute to flight safety.

23.7. Safety program management measured by higher headquarters inspections and management innovations.

23.8. Operational readiness and ORM implementation and successes.

23.9. Special exercises or deployments.

23.10. An unclassified citation.

Section G—System of Cooperation Among the Air Force of the Americas (SICOFAA) Flight Safety Award

24. Purpose. This award promotes safety in Western Hemisphere air forces by recognizing worldwide flight safety accomplishments of its military organizations.

25. Eligibility. Each country sets up its own eligibility and award criteria. This award recognizes military flight safety achievements for units as described below.

25.1. USAF units below the numbered Air Force level with one of these primary missions are eligible: defense, training, transport, refueling, rescue, warning/command and control, weather reconnaissance, or operations other than fighter, attack, bomber, or reconnaissance.

25.2. Composite wings with any of the missions in **25.1.** are also eligible. However, each unit in the wing must meet mishap eligibility requirements. Composite wings cannot win this award and the Colombian Trophy in the same fiscal year.

25.3. Squadrons and detachments must be organizationally and operationally distinct. They must also be geographically remote from the parent organization per AFDIR 37-135. Credit a unit with its own flying time.

25.4. Units that have had a Class A or B aircraft mishap, excluding FOD and birdstrike mishaps, in the award year are usually ineligible. The MAJCOM, DRU, and FOA may nominate a unit that had no control over a mishap and that meets all other criteria, but must send a detailed explanation with the nomination.

26. Selection Criteria. The Awards Board considers nominations and selects the unit based on data it receives.

27. Nomination Procedures. The MAJCOM, DRU, and FOA may nominate one unit. Include:

27.1. A brief summary of the unit's flight safety accomplishments, including type of aircraft, number of flying hours and sorties, and the tasks supporting the mission.

27.2. Unusual hazards or environmental working conditions.

27.3. Special exercises or deployments.

27.4. ORM implementation and successes.

27.5. Operational readiness measured by higher headquarters inspections.

27.6. Technical order changes, hazard reports, product quality deficiency reports, and safety magazine articles submitted.

27.7. Safety education and publicity material.

27.8. Material improvements, research, development, or test programs that contribute to flight safety.

27.9. Outstanding accomplishments, including awards related to flight safety in the award year.

27.10. An unclassified citation.

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

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

29. Eligibility. . MAJCOMs, DRUs, and FOAs are eligible for one of two awards given each year--Categories I and II:

29.1. Category I: MAJCOMs and the ANG with more than 30,000 military and civilian personnel during the fiscal year.

29.2. Category II: MAJCOMs, DRUs, and FOAs with less than 30,000 personnel.

30. Selection Criteria. The Awards Board considers:

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

30.2. Effectiveness of program for the mission.

30.3. Evaluation results.

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

30.5. Implementation and status of ORM concepts and applications.

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

31. Nomination Procedures. MAJCOMs, DRUs, and FOAs may submit one nomination for the appropriate category. Include:

31.1. A concise narrative describing specific achievements and how they were accomplished and contributed to safety.

31.2. Unusual hazards or environmental working conditions.

31.3. ORM implementation and successes.

31.4. Safety program management and innovations.

31.5. Special exercises or deployments.

31.6. Additional comments or relevant information.

31.7. An unclassified citation.

Section I—Air Force Chief of Safety Special Achievement Award

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

33. Eligibility.

33.1. MAJCOMs, DRUs, and FOAs and below organizations

33.2. Officers (colonels and below),

33.3. Enlisted personnel,

33.4. and DAF civilians.

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

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

34.2. Unit or person who helps develop programs or concepts that significantly improve Air Force safety programs.

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

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

- 35.1. A brief summary of specific achievements.
- 35.2. Name, rank, organization.
- 35.3. An unclassified citation.

Section J—Safety Career Professional of the Year Award

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

37. Eligibility. Civilian (GS-018/803 occupational series) and enlisted (Air Force specialty code [AFSC] 1SOX1) safety career fields.

38. Selection Criteria. The Awards Board considers:

- 38.1. Duty performance level above the nominee's grade or rank.
- 38.2. Innovations the nominee developed that reduce mishaps, increase program effectiveness, or enhance the career field.
- 38.3. Incorporation of ORM principles and techniques.
- 38.4. Other awards or recognition from the safety field not outlined in this instruction.
- 38.5. Participation in safety activities of agencies outside the Air Force.
- 38.6. Actions to involve local agencies in Air Force safety programs.
- 38.7. Contributions to safety publications.

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

- 39.1. A narrative justification.
- 39.2. Name, rank, organization.
- 39.3. An unclassified citation.

Section K—Air Force Nuclear Surety Outstanding Achievement Award

40. Purpose. This award recognizes an individual who has significantly contributed to nuclear surety.

41. Eligibility. Air Force military and civilian personnel.

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

- 42.1. Weapon Systems. Accomplishments that affect:
 - 42.1.1. Maintenance, handling, or loading quality.
 - 42.1.2. Nuclear logistical movements.

- 42.1.3. Personnel Reliability Program.
 - 42.1.4. Weapons security.
 - 42.1.5. Technical orders.
 - 42.1.6. Nuclear surety inspection.
 - 42.1.7. Education and training.
 - 42.1.8. Operational employment.
 - 42.1.9. Mishap investigation, reports, and analysis.
- 42.2. Power Systems. Accomplishments that affect:
- 42.2.1. Operation and maintenance quality.
 - 42.2.2. Security.
 - 42.2.3. Education and training.
 - 42.2.4. Nuclear reactor audits.
 - 42.2.5. Incident investigation, reports, and analysis.
- 42.3. Incorporation of ORM principles and techniques in [42.1.](#) and [42.2.](#)

43. Nomination Procedures. The MAJCOM and FOA may submit one nomination. Include:

- 43.1. Name, rank, organization, job title, and an unclassified summary of assigned duties.
- 43.2. Classified or unclassified narrative of how the nominee accomplished specific achievements that improved nuclear surety. Prepare and mail classified nominations per security procedures in AFI 31-401, *Information Security Program Management*.
- 43.3. An unclassified citation.

Section L—Air Force Explosive Safety Outstanding Achievement Award

44. Purpose. This award recognizes an individual who has significantly contributed to explosive safety, including an individual assigned to a missile unit.

45. Eligibility. Air Force military and civilian personnel at all levels.

46. Selection Criteria. The Awards Board considers achievements or contributions that enhance explosive safety by reducing the likelihood of explosive mishaps. Accomplishments that affect:

- 46.1. Maintenance or handling.
- 46.2. Explosive site planning.
- 46.3. Reduction in explosive exemptions, waivers, and deviations.
- 46.4. Technical orders, local directives, etc.
- 46.5. Education and training.
- 46.6. Mishap investigation, reports, and analysis.

- 46.7. Mishap prevention or mitigation.
- 46.8. Incorporation of ORM principles and techniques.

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

- 47.1. Name, rank, organization, job title.
- 47.2. Classified or unclassified narrative of how the nominee accomplished specific achievements that improved explosive safety. Prepare and mail classified nominations per AFI 31-401.
- 47.3. An unclassified citation.

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

48. Purpose. This award recognizes the most effective installation-level and Field Operating Agency (FOA) and Direct Reporting Unit (DRU) ground safety programs.

49. Eligibility. Organizations: (1) Headquarters Air Force-level Field Operating Agencies and Direct Reporting Units 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 IS0X1, 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 the Categories I-V. Headquarters Air Force-level FOAs and DRUs, other than USAFA, AFOTEC, 11 WG, and ANG, that have a formally established ground safety program that is administered for the commander by a designated agency safety representative compete in Category IV. (USAFA, AFOTEC, 11 WG, and ANG compete for the Colonel Will L. Tubbs Memorial Award for Ground safety.)

NOTE: Organizations that experienced an off-duty Class A or B mishap are not disqualified from nomination. 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 contain a statement of explanation regarding the mishap.

- 49.1. Category I: Large Operations/Industrial Organization. An organization (wing or wing equivalent or higher) which 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.
- 49.2. 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.
- 49.3. 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.
- 49.4. Category IV: Associate/Tenant Organization, Field Operating Agency (FOA) or Direct Reporting Unit (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. **Note:** USAFA, AFOTEC, 11 WG, and ANG are not eligible for this award. They compete for the Colonel Will L. Tubbs Memorial Award for Ground Safety.

49.5. 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. **Note:** GSU wings are considered in Categories I-IV. Detachments, squadrons, and groups co-located with their parent wing are part of the wing nomination.

50. Selection Criteria. The Award Board considers:

- 50.1. Organization ground safety performance records and achievements.
- 50.2. Complexity and types of mission tasks.
- 50.3. Unusual hazards or environmental working conditions.
- 50.4. Outstanding feats, including awards received for accomplishments relating to personnel and material preservation in the period the nomination covers.
- 50.5. Educational and publicity material developed for Air Force or MAJCOM, DRU, and FOA publications.
- 50.6. Safety program management as measured by mishap experience and assessments of the unit by a higher organizational element.
- 50.7. Organization has a positive indicator for the metrics reflected in the USAF and USAF Safety Strategic Plans.
- 50.8. Efforts by the organization to further the integration and sustainment of ORM.

51. Nomination Procedures. MAJCOMs, DRUs, and FOAs may submit one nomination per category. Include:

- 51.1. A concise narrative describing specific achievements and how they were accomplished and contributed to safety.
- 51.2. Unusual hazards or environmental working conditions.
- 51.3. ORM implementation and successes.
- 51.4. Safety program management.
- 51.5. Special exercises or deployments.
- 51.6. Additional comments or relevant information.
- 51.7. An unclassified citation.

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

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

53. Eligibility. Aircrews or at least two individual members of an aircrew.

- 53.1. An aircrew may not receive this award and a member of the same aircrew receive the Koren Kolligian, Jr., Trophy for the same event.

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

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

54.1.1. Mechanical difficulty while inflight or on the ground.

54.1.2. A significant inflight 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.

54.1.3. Environmental factors beyond the aircrew's control.

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

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

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

55. Nomination Procedures.

55.1. The emergency situation must have occurred in the award fiscal year.

55.2. Each MAJCOM, DRU, and FOA may make one aircrew nomination or nominate at least two individuals of an aircrew. Include:

55.2.1. 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.

55.2.2. An unclassified description detailed enough for the Awards Board to evaluate the emergency and what corrective action each aircrew member took.

55.2.3. An unclassified citation.

Section O—Flight Safety Plaques

56. Purpose. These awards recognize Air Force organizations below numbered Air Force level for outstanding mishap prevention.

57. Eligibility.

57.1. All flying wings and groups.

57.1.1. Including squadrons or detachments organizationally and operationally distinct, and geographically remote from the parent organization per AFDIR 37-135. Credit each unit with its own flying time.

57.1.2. An individual flying squadron without a Class A or B mishap may submit a nomination even though the parent wing or group cannot submit due to a Class A or B mishap in another squadron. Credit each unit with its own flying time.

57.2. Units that had a Class A or B mishap, excluding FOD and birdstrike mishaps, in the award year are usually ineligible. The MAJCOM, DRU, and FOA may nominate a unit that had no control over a mishap and meets all other criteria, but must send a detailed explanation with the nomination.

58. Selection Criteria. Selections are based on each MAJCOM's, DRU's, and FOA's allotment and the command priority preference list.

58.1. The MAJCOM, DRU, and FOA allotment depends on percentages of the total USAF flying hours and sorties flown. In some cases, this formula needs a little adjusting for the aircraft types, unusual hazards or environmental working conditions, and outstanding unit accomplishments.

58.2. Incorporation of ORM principles and techniques.

59. Nomination Procedures. Units nominate themselves. MAJCOMs, DRUs, and FOAs verify the information, select units, prioritize the selected units, and send a prioritized list and each unit's nomination. Include:

59.1. Name of unit.

59.2. Location of nominated unit and parent unit.

59.3. Diversity of aircraft. List each type and model of aircraft the unit flies.

59.4. Flying hours by aircraft type.

59.5. Date of last Class A or B mishap, excluding FOD and birdstrikes.

59.6. Summary of Achievements. Summarize the unit's flight safety achievements during the award period, including ORM implementation and successes, exercises, deployments, higher headquarters inspections, submission of material, technical data, or flight manual deficiencies, etc., on one page using Air Force Form 1206, *Nomination for Award*, dated 2000701 or later.

Section P—Missile Safety Plaques

60. Purpose. These awards recognize organizations below MAJCOM and FOA level for outstanding achievement and contribution to missile safety.

61. Eligibility. Units that had a Class A or B missile mishap in the award year due to personnel error are usually ineligible. The MAJCOM and FOA may nominate a unit that had no control over a mishap and meets all other criteria. Eligible organizations:

61.1. Category I: FOAs, wings, groups, or separate operating squadrons or detachments that own, use, or maintain air-launched missiles. Missile support organizations that help air-launched missile safety through research, design, development, material engineering, range safety, or launch support.

61.2. Category II: FOAs, wings, groups, or separate operating squadrons or detachments that own, use, launch, or maintain ground-launched missiles. Missile support organizations that help ground-launched missile safety through research, design, development, material engineering, range safety, or launch support.

61.3. Category III: FOAs, wings, groups, or separate operating squadrons or detachments that own, use, launch, or maintain remotely piloted vehicles.

62. Selection Criteria. The Award Board considers significant improvements in any of the following based on ORM principles or risk-based assessments:

62.1. Unit achievements and contributions to missile safety.

- 62.2. The complexity and types of missiles and the tasks supporting the mission.
- 62.3. Unusual hazards or environmental working conditions.
- 62.4. Outstanding accomplishments, including awards related to missile safety in the nomination period.
- 62.5. Technical order changes, hazard reports, product quality deficiency reports submitted.
- 62.6. Safety education and publicity material for Air Force or command safety publications.
- 62.7. Material improvements, research, development, or test programs that contribute to missile safety.
- 62.8. Safety program management measured by mishap experience and higher headquarters inspections.

63. Nomination Procedures. MAJCOMs and FOAs send nominations with a prioritized list of nominated units. (Do not include any other correspondence.) Include:

- 63.1. Unit name, nomination category, and location.
- 63.2. Mission. (Explain complexity and number of tasks.)
- 63.3. Hazardous or environmental operating conditions.
- 63.4. Outstanding operational accomplishments.
- 63.5. Actions taken to prevent mishaps.
- 63.6. Educational and publicity materials.
- 63.7. Material improvements.
- 63.8. Safety program management.
- 63.9. Additional comments or relevant information, to include ORM implementation and successes.

Section Q—Explosives Safety Plaques

64. Purpose. These awards recognize organizations below MAJCOM, DRU, and FOA level for outstanding achievement in, or contribution to, explosives safety.

65. Eligibility. Units whose personnel error caused a Class A or B explosives mishap in the award year are usually ineligible. The MAJCOM, DRU, and FOA may nominate a unit that had no control over a mishap and meets all other criteria.

- 65.1. Category I: Centers, wings, groups, separate operating squadrons or detachments, or comparable organizations actively engaged in explosives operations.
- 65.2. Category II: Organizations that contribute to explosives safety through research, design, test and evaluation, logistics, or training.

66. Selection Criteria. The Awards Board considers significant improvements in any of the following based on ORM principles or risk-based assessments:

- 66.1. Achievements and contributions to prevent mishaps involving explosives.
- 66.2. Complexity and types of munitions and tasks supporting the mission.
- 66.3. Unusual hazards or environmental working conditions.
- 66.4. Outstanding feats, including awards received for accomplishments relating to explosives safety in the period the nomination covers.
- 66.5. Technical order changes, hazard report, product quality deficiency reports submitted.
- 66.6. Operational procedures setup.
- 66.7. Educational and publicity material developed for Air Force or command publications.
- 66.8. Material improvements, research, development, and testing that contributes to explosives safety programs.
- 66.9. Safety program management, measured by mishap experience and inspection.
- 66.10. Other information about explosives safety.

67. Nomination Procedures. The MAJCOM, DRU, and FOA may nominate organizations in each eligible category, with a prioritized list of nominated organizations for each category. Support nominations with clear, concise, and pertinent facts. Include:

- 67.1. Unit name, nomination category, and location.
- 67.2. Mission. (Explain complexity and number of tasks.)
- 67.3. Hazardous or environmental operating conditions.
- 67.4. Outstanding operational accomplishments.
- 67.5. Actions taken to prevent mishaps.
- 67.6. Educational and publicity materials.
- 67.7. Material improvements.
- 67.8. Safety program management.
- 67.9. Additional comments or relevant information, to include ORM implementation and successes.

Section R—Space Safety Plaques

68. Purpose. These awards recognize organizations below the MAJCOM level for outstanding achievement in, or contribution to, space safety.

69. Eligibility. Units that manufacture, provide launch and range operations and maintenance, command, control, or surveillance of space assets and capabilities.

- 69.1. ICBMs that **Section P** covers.
- 69.2. Units that had a Class A or B space mishap in the award year due to personnel error are usually ineligible. The MAJCOM may nominate a unit that had no control over a mishap and meets all other criteria.

70. Selection Criteria. The Awards Board considers:

- 70.1. Unit achievements and contributions to space safety.
- 70.2. Complexity and types of equipment, analysis used, and the tasks supporting the mission.
- 70.3. Unusual hazards or environmental working conditions.
- 70.4. Outstanding accomplishments, including awards related to space safety during the nomination period.
- 70.5. Extraordinary success in manufacturing, launch and range operations and maintenance, and on-orbit operations.
- 70.6. Technical order changes, hazard reports, material deficiency reports submitted.
- 70.7. Software changes or improvements.
- 70.8. Educational safety, training, and publicity material developed for Air Force, command, or other safety publications.
- 70.9. Material improvements, research, development, test programs, software improvements, or operational procedures that contribute to space safety.
- 70.10. Safety program management measured by mishap experience and higher headquarters inspections.
- 70.11. Incorporation and integration of ORM principles and techniques.
- 70.12. Policies, programs, or procedures that reduce the possibility of a space mishap or improve operational or maintenance effectiveness.
- 70.13. Research, design, development, engineering, logistics, and material that contribute to space safety.
- 70.14. Quality and timeliness of space mishap investigations, reports, and analysis.

71. Nomination Procedures. The MAJCOM sends nominations with a prioritized list of nominated units. (Do not include any other correspondence.) Include:

- 71.1. Unit name and location.
- 71.2. Mission. (Explain complexity and number of tasks.)
- 71.3. Hazardous or environmental operating conditions.
- 71.4. Outstanding operational accomplishments.
- 71.5. Actions taken to prevent mishaps.
- 71.6. Educational and publicity materials.
- 71.7. Material improvements.
- 71.8. Safety program management.
- 71.9. Additional comments or relevant information, to include ORM implementation and successes.

Section S—Nuclear Surety Plaques

72. Purpose. These awards recognize organizations below MAJCOM and FOA level for outstanding achievements or contributions to the Air Force nuclear weapon system and nuclear power system programs.

73. Eligibility. Any Air Force organization with a nuclear-related mission may compete in one category.

73.1. Category I: Wings, groups, squadrons, detachments, or comparable organizations that handle, mate or demate, maintain, load or unload, employ, launch, or store nuclear weapons.

73.2. Category II: Organizations responsible for nuclear weapon research, design, or development or organizations with engineering, logistical airlift, training, or contingency missions that involve nuclear weapons or nuclear components.

73.3. Category III: Wings, groups, squadrons, detachments, or comparable organizations that design, construct, test, maintain, or operate nuclear reactor facilities.

74. Selection Criteria. The Awards Board considers significant improvements in any of the following based on ORM principles or risk-based assessments:

74.1. Unit nuclear surety performance records and achievements.

74.2. The complexity and types of support tasks the mission requires.

74.3. Results of nuclear surety inspections by higher headquarters. (A less than satisfactory rating during the award period disqualifies the unit.)

74.4. Policies, programs, or procedures that reduce the possibility of a nuclear mishap or improve operational or maintenance effectiveness.

74.5. Quality of nuclear mishap investigation, reports, and analysis.

74.6. Nuclear logistical movements.

74.7. Research, design, development, engineering, logistics, transportation, and material that contribute to nuclear surety.

74.8. Improvements to loading procedures and maintenance tasks.

74.9. Management of the unit's nuclear surety program.

74.10. Demonstrated ability to act appropriately during an actual incident.

74.11. Security program management that includes proficient security forces, security planning, upgrade programs, and entry control procedures.

75. Nominating Procedures. Units nominate themselves to their MAJCOM or FOA. If more than one unit nominates itself, the MAJCOM or FOA validates the information, selects and prioritizes units, and sends a prioritized list with:

75.1. Unit name and nomination category (I, II, or III).

75.2. Classified or unclassified narrative about significant achievements based on the selection criteria in paragraph 74. and their impact on nuclear surety. Prepare and mail classified nominations per security procedures in AFI 31-401.

Section T—National Safety Council (NSC) Awards

76. 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:

76.1. Award of Honor.

76.2. Award of Merit.

76.3. Award of Commendation.

76.4. President's Award Letter.

77. Eligibility. Organizations below MAJCOM, DRU, and FOA level that meet personnel number requirements and lose no workdays because of an on-duty reportable mishap. Units with imperfect records are eligible if they have no on-duty fatalities and meet the specified rate reduction and personnel numbers requirements. Fatalities caused by factors outside the unit's control do not disqualify the unit.

77.1. Award of Honor and Award of Merit: Wings and groups with 1000 personnel (civilian and military) or more.

77.2. Award of Commendation: Organizations with 500 to 999 personnel (civilian and military). Units must be organizationally and operationally distinct. They must also be geographically remote from the parent organization per AFDIR 37-135.

77.3. President's Award Letter: Organizations with 50 to 499 personnel (civilian and military). These units must be organizationally, operationally, and geographically separate from the parent organization per AFDIR 37-135.

78. Selection Criteria.

78.1. General Information. Selection is based on the organization's on-duty composite ground mishap rate. (The total number of civilians and military injuries and fatalities per 200,000 work hours.)

78.2. Award of Honor. To receive the highest award, an eligible organization must have:

78.2.1. A perfect record or a reduction of 10 percent or more in the ground mishap rate compared to the average of the 2 previous fiscal years.

78.2.2. A composite rate better than the Air Force composite rate for the fiscal award year and better than its own rate for the previous fiscal year.

78.2.3. Zero on-duty ground mishap fatalities.

78.3. Award of Merit. To receive the second highest award, an eligible organization must have:

78.3.1. A perfect record or a reduction of at least 5 percent in the ground mishap rate compared to the average of the 2 previous fiscal years.

78.3.2. A composite rate better than the Air Force composite rate for the fiscal year.

78.3.3. Zero on-duty ground mishap fatalities.

78.4. Award of Commendation. To receive this award, smaller organizations must meet the criteria for the Award of Merit.

78.5. President's Award Letter. An organization must have a perfect ground mishap record in the fiscal year.

78.6. HQ AFSC will issue the USAF composite rate via message to the MAJCOMs, DRUs, and FOAs after 1 January of the calendar year for the prior fiscal year mishap rate, so they can determine their units' eligibility for their respective NSC awards.

79. Nomination Procedures.

79.1. Units nominate themselves to their MAJCOM, DRU, or FOA using the format at [Attachment 2](#).

79.2. MAJCOMs, DRUs, and FOAs, at their option, will determine their subordinate unit recipients and handle all actions regarding their unit awards with the NSC.

Section U—Aero Club Safety Certificates

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

81. Eligibility. All Air Force Aero Clubs listed in the *USAF Aero Club Directory* that HQ AFSVA/SVP compiles and maintains are eligible if they reported no mishap due to pilot error, maintenance, or supervision. The MAJCOM, DRU, and FOA may nominate an Aero Club that had no control over a mishap and meets all other criteria; however, a detailed explanation must be sent with the nomination. Consideration must be given to the Aero Club's incorporation of ORM principles and techniques.

82. Nomination Procedures.

82.1. 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.

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

82.3. A brief summary of the club's safety accomplishments. Include:

82.3.1. Name of club.

82.3.2. Location of club and parent command.

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

82.3.4. Date of last Class A or B mishap, excluding FOD and birdstrikes.

82.3.5. Summary of Achievements. Summarize the club's flight safety achievements during the award period, including ORM implementation and successes, and higher headquarters inspections in a paragraph no longer than a typewritten page.

Section V—Aviation Well Done Award

83. 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 USAF aviation community.

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

85. Selection Criteria. Example of actions worthy of consideration:

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

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

85.3. Error or neglect disqualifies the nominee, even though the nominee's later actions satisfy other criteria.

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

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

86. 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. Include:

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

86.2. Provide a brief, unclassified description of the event or action that prompted the nomination. 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.

86.3. 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 to was made to the USAF aviation community.

86.4. Submit in narrative or bullet format on Air Force Form 1206 dated 2000701 or later. Avoid generalities, broad or vague terms, local acronyms, contractions, abbreviations, or restatement of normal duties.

86.5. A photograph showing the nominee or nominees clearly (glossy 8 x 10 inch preferred), as this award is published in the *Flying Safety* magazine. It may be a photograph taken either beside the aircraft or in the work environment. Do not staple the photograph to the accompany document.

86.6. 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 HQ AFSC/SEF.

86.7. HQ AFSC/SEF must receive nominations within six months after the event or after the action was accomplished.

Section W—Ground/Weapons Safety Well Done Award

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

88. Eligibility.

88.1. Officers (colonel and below),

88.2. Enlisted personnel,

88.3. DAF civilians.

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

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

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

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

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

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

90. 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. Include:

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

90.2. Provide an unclassified description of the action that prompted the nomination. Submit in narrative or bullet format, limited to one page, on Air Force Form 1206 dated 2000701 or later, and provide enough information to detail the what, when, where, and how of the action. Avoid generalities, broad or vague terms, local acronyms, abbreviations, or restatement of normal duties.

90.3. A photograph showing the nominee clearly (glossy 8 x 10-inch preferred), as this award will be published in *Road & Rec* magazine. Do not staple the photograph to accompanying document.

90.4. 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 HQ AFSC/SEP.

90.5. HQ AFSC/SEP must receive nomination within six months after the action was accomplished.

Section X—Air Force Safety Hall of Fame Award

91. 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 unequaled excellence. As a consequence of these standards, this award is infrequently conferred.

92. Eligibility. Primarily intended for, but not limited to, career military and civilian safety personnel. Non-career nominees must meet exacting standards wherein their short-term contributions to safety are judged to be of unparalleled significance.

93. Selection Criteria. The Awards Board considers:

93.1. MAJCOM, DRU, and FOA nominations.

93.2. HQ USAF/SE and HQ AFSC nominations.

93.3. 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.

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

94.1. A cover letter to the Air Force Chief of Safety no later than 30 days prior to retirement nominating the individual, with rank or grade, title, DOS, and organization.

94.2. A narrative justification that is 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 narrative 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.

94.3. All acronyms and names, which are non-USAF or no longer existing, must be defined and objectives of the programs explained.

94.4. Submissions should be at least one single-spaced typed page but not more than two single-spaced pages, and include a 5 x 7-inch glossy photograph of the nominee.

94.5. Presentation: The nominating official will be notified of the results. A plaque 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 Y (Added-21SW)— 21 SW UNIT SAFETY AWARD – ANNUAL

95. (Added-21SW) Purpose of the Award. 21 SW Unit Safety Awards are presented to Peterson Complex units, including tenants, in recognition of outstanding achievements toward an effective unit safety program and for significant contributions toward the 21 SW's Mishap Prevention Program.

96. (Added-21SW) Who is Eligible. Units will be considered in the following categories:

96.1. (Added-21SW) **Large Unit Category.** All units located within the PAFB Complex, regardless of MAJCOM, and GSUs with over 100 people.

96.2. (Added-21SW) **Small Unit Category.** All units located within the PAFB Complex, regardless of MAJCOM, and GSUs with 100 people or less.

97. (Added-21SW) Selection Criteria. Selections are based on the unit's contribution to the Peterson Complex Mishap Prevention Program. Areas of consideration include, but are not limited to:

97.1. (Added-21SW) **Mishap Rates.** Reportable on and off duty mishap rates, first aid injury trend rates, and AF motor vehicle accident rates.

97.2. (Added-21SW) **Safety Meetings.** Attendance at Bi-Monthly Unit Safety Representative and Wing Quarterly Safety Council (QSC) meetings.

97.3. (Added-21SW) **Safety Training.** Attendance by unit members, at safety training courses, i.e. Supervisor Safety Training, Motorcycle Safety Foundation Training, Operational Risk Management courses, etc.

97.4. (Added-21SW) **Initiatives** . Contributions to mishap prevention and hazard abatement programs and unit personnel involvement in the safety program.

97.5. (Added-21SW) **Inspections/Evaluations.** Management involvement in the mishap prevention program. Timely responses and correction of facility discrepancies and program deficiencies.

98. (Added-21SW) Nomination Procedures. Each unit may nominate itself for this award. Nominations must reach 21 SW/SE no later than 10 October (electronic submittal is authorized if followed by a hardcopy of the nomination letter, signed by the appropriate commander). The hardcopy of the nomination letter must be received by 15 October. Units may fax the nomination letter to 21 SW at 556-4004 or DSN 834-4004. Include:

98.1. (Added-21SW) Type of award and category for which submitted.

98.2. (Added-21SW) Organization, including office symbol with address, and number of personnel assigned.

98.3. (Added-21SW) A concise summary of the unit's annual safety accomplishments stating what was done, how it was done, and the contributions to safety.

98.4. (Added-21SW) Unusual hazards of environmental working conditions of the unit.

98.5. (Added-21SW) Use an AF Form 1206, **Nomination For Award**, (one form, no more than front and back) in bullet format stating what was done, how it was done, and contributions to safety.

99. (Added-21SW) Selection Procedures. Wing Safety personnel will review and submit nominations to the Ground Safety Manager (GSM) no later than 15 October following the award period.

99.1. (Added-21SW) The GSM will review all nominations for accuracy and completeness, and submit recommendations to the Chief of Safety for final selection.

99.2. (Added-21SW) The Chief of Safety will make the final determination and approve the two category recipients for the Annual Unit Ground Safety Awards.

100. (Added-21SW) Awards Ceremony. The awards will be sent to the Wing Commander for presentation at an appropriate ceremony.

100.1. (Added-21SW) Award recipients that meet AFSPC criteria will be submitted for the Air Force Space Command Unit Safety Award.

Section Z (Added-21SW)– 21 SW UNIT SAFETY REPRESENTATIVE AWARD – ANNUAL

101. (Added-21SW) Purpose of the Award. 21 SW Ground Safety Awards are presented to a Unit Safety Representative (USR) in recognition of outstanding achievement or significant contribution to the 21 SW's Mishap Prevention Program.

102. (Added-21SW) Who is Eligible. All additional duty unit safety representatives, military and civilian, assigned to 21 SW, or at a 21 SW GSU, that are designated by appointment letter as the USR.

103. (Added-21SW) Selection Criteria. Selections are based on an individual's contribution to the safety program and will be determined by the Chief of Safety based on some, or all, of the following factors:

103.1. (Added-21SW) Establishment of a special ongoing or one-time project enhancing safety.

103.2. (Added-21SW) An action that prevented or reduced loss of life, injury, property damage, or mission degradation.

103.3. (Added-21SW) Mishap experience and the number of days since last mishap.

104. (Added-21SW) Nomination Procedures. Each unit may nominate one individual for this award. Nominations must reach 21 SW/SE no later than 10 October (electronic submittal is authorized if followed by a hardcopy of the nomination letter, signed by the appropriate commander). The hardcopy of the nomination letter must be received by 15 October. Units may fax the nomination letter to 21 SW at 556-4004 or DSN 834-4004. Include:

104.1. (Added-21SW) Type of award and category for which submitted.

104.2. (Added-21SW) Name, rank, job title, and organization, including office symbol with address.

104.3. (Added-21SW) Use an AF Form 1206, **Nomination For Award**, (no more than one form) in bullet format stating what was done, how it was done, and contributions to safety.

105. (Added-21SW) Selection Procedures. Wing Safety personnel will review and submit nominations to the Ground Safety Manager (GSM) no later than 15 October following the award period.

105.1. (Added-21SW) The GSM will review all nominations for accuracy and completeness, and submit recommendations to the Chief of Safety for final selection.

105.2. (Added-21SW) The Chief of Safety will make the final determination and approve the recipient for the award.

106. (Added-21SW) Awards Ceremony. The awards will be presented to the recipient or their Unit Commander at the quarterly wing safety council.

106.1. (Added-21SW) Award recipients that meet AFSPC criteria will be submitted for the Air Force Space Command Individual Safety Award of Distinction – Category II.

Section AA (Added-21SW)– 21 SW UNIT SAFETY REPRESENTATIVE AWARD – QUARTERLY

107. (Added-21SW) Purpose of the Award. Quarterly 21 SW Ground Safety Awards are presented to a Unit Safety Representative in recognition of a specific act, outstanding achievement, or significant contribution to the 21 SW's Mishap Prevention Program.

108. (Added-21SW) Who is Eligible. All additional duty unit safety representatives, military and civilian, assigned to 21 SW, or at a 21 SW GSU.

109. (Added-21SW) Selection Criteria. Selections are based on an individual's contribution to the safety program and will be determined by the Chief of Safety based on some, or all, of the following factors:

109.1. (Added-21SW) Establishment of a special ongoing or one-time project enhancing safety.

109.2. (Added-21SW) An action that prevented or reduced loss of life, injury, property damage, or mission degradation.

109.3. (Added-21SW) Outstanding contribution to safety observed by a member of wing safety staff.

109.4. (Added-21SW) Mishap experience and the number of days since last mishap.

110. (Added-21SW) Nomination Procedures. Each unit may nominate one individual for this award. Nominations must reach 21 SW/SE no later than the 10th of the month following the award period (Jan, Apr, July, Oct). Electronic submittal is authorized if followed by a hardcopy of the nomination letter, signed by the appropriate commander. The hardcopy must be received by the 15th of the month following the award period. Units may fax the nomination letter to 21 SW at 556-4004 or DSN 834-4004. Include:

110.1. (Added-21SW) Type of award and category for which submitted.

110.2. (Added-21SW) Name, rank, job title, and organization, including office symbol with address.

110.3. (Added-21SW) Use an AF Form 1206, **Nomination For Award**, (no more than one form) in bullet format stating what was done, how it was done, and contributions to safety.

111. (Added-21SW) Selection Procedures. Wing Safety personnel will review and submit nominations to the Ground Safety Manager (GSM) no later than 15th day following the award period.

111.1. (Added-21SW) The GSM will review all nominations for accuracy and completeness, and submit recommendations to the Chief of Safety for final selection.

111.2. (Added-21SW) The Chief of Safety will make the final determination and approve the recipient for the award.

112. (Added-21SW) Awards Ceremony. The awards will be presented to the recipient or their Unit Commander at the quarterly wing safety council.

Section BB (Added-21SW)– 21 SW SAFETY “WELL DONE” AWARD –QUARTERLY

113. (Added-21SW) Purpose of the Award. Quarterly 21 SW Safety Well Done Awards are presented to an individual or a group of individuals in recognition of a specific act, outstanding achievement, or significant contribution to the 21 SW’s Mishap Prevention Program.

114. (Added-21SW) Who is Eligible. All personnel, military and civilian, assigned to 21 SW, to include 21 SW GSUs.

115. (Added-21SW) Selection Criteria. Selections are based on an individual’s contribution to the safety program and will be determined by the Chief of Safety based on some, or all, of the following factors:

115.1. (Added-21SW) Establishment of a special ongoing or one-time project enhancing safety.

115.2. (Added-21SW) An action that prevented or reduced loss of life, injury, property damage, or mission degradation.

115.3. (Added-21SW) Outstanding contribution to safety observed by a member of wing safety staff.

116. (Added-21SW) Nomination Procedures. Each unit may nominate deserving personnel for this award. Nominations must reach 21 SW/SE no later than the 10th of the month following the award period (Jan, Apr, July, Oct). Electronic submittal is authorized if followed by a hardcopy of the nomination letter, signed by the appropriate commander. The hardcopy must be received by the 15th of the month following the award period. Units may fax the nomination letter to 21 SW at 556-4004 or DSN 834-4004. Include:

116.1. (Added-21SW) Type of award and category for which submitted.

116.2. (Added-21SW) Name, rank, job title, and organization, including office symbol with address.

116.3. (Added-21SW) Use an AF Form 1206, **Nomination For Award**, (no more than one form) in bullet format stating what was done, how it was done, and contributions to safety.

117. (Added-21SW) Selection Procedures. Wing Safety personnel will review and submit nominations to the Ground Safety Manager (GSM) no later than the 15th day following the award period.

117.1. (Added-21SW) The GSM will review all nominations for accuracy and completeness, and submit recommendations to the Chief of Safety for final selection.

117.2. (Added-21SW) The Chief of Safety will make the final determination and approve the recipients for the award. Multiple awards or no award may be given in a quarter.

118. (Added-21SW) Awards Ceremony. The awards will be presented to the recipient or their Unit Commander at the wing quarterly safety council.

118.1. (Added-21SW) Award recipients that meet AFSPC criteria will be submitted for the Air Force Space Command Individual Safety Award of Distinction - Quarterly.

Section CC (Added-21SW)– 21 SW SAFETY MILESTONE AWARD – WHEN ACHIEVED

119. (Added-21SW) Purpose of the Award. 21 SW Milestone Awards are presented to a unit when they reach 500, 1,000, 1,500, 2,000... etc. days without a reportable mishap. Reportable mishap criteria is outlined in AFI 91-204, *Safety Investigations and Reports*.

119.1. (Added-21SW) The 500 days award will be a framed certificate. The 1,000, 1,500, 2,000 days and above will be an engraved plaque.

120. (Added-21SW) Who is Eligible. All units assigned to 21 SW and 21 SW GSUs.

121. (Added-21SW) Selection Criteria. Selections are based on the unit's achievement of the number of day's mishap free.

122. (Added-21SW) Nomination Procedures. The Wing Safety office will monitor each unit's statistics.

123. (Added-21SW) Selection Procedures. Wing Safety personnel will review and submit nominations to the Ground Safety Manager (GSM) as the milestones are reached.

123.1. (Added-21SW) The GSM will review all nominations for accuracy and completeness, and submit recommendations to the Chief of Safety for final selection.

123.2. (Added-21SW) The Chief of Safety will make the final determination and approve the recipients for the award.

124. (Added-21SW) Awards Ceremony. This award will be presented to the Unit Commander at the Quarterly Safety Council, when practical. If not practical, units will be recognized at the QSC and the plaque mailed to the unit for presentation.

Section DD (Added-21SW)– 21 SW MISHAP RATE AWARD – ANNUAL

125. (Added-21SW) Purpose of the Award. 21 SW Mishap Rate Award is presented on a fiscal year basis to the unit that has the lowest mishap rate when compared to the other eligible units.

126. (Added-21SW) Who is Eligible. All units assigned to 21 SW and 21 SW GSUs that have a population greater than 75, including DoD and NAF civilians. Contractors are not included in the unit's population.

127. (Added-21SW) Selection Criteria. Selections are based on the unit achievement of the lowest mishap rate when compared to other eligible units.

128. (Added-21SW) Nomination Procedures. The Wing Safety office will monitor each unit's statistics.

129. (Added-21SW) Selection Procedures. Wing Safety personnel will review the eligible unit's mishap rate and submit to the GSM the unit with the lowest mishap rate no later than 10 October of each year.

129.1. (Added-21SW) The GSM will review the unit submitted for accuracy and completeness, and submit to the Chief of Safety for a final review.

129.2. (Added-21SW) The Chief of Safety will make the final determination and approve the recipient for the award.

130. (Added-21SW) Awards Ceremony. This award will be presented to the Unit Commander at the quarterly wing safety council, when practical. If not practical, units will be recognized at the QSC and the plaque mailed to the unit for presentation.

TIMOTHY A. PEPPE, Major General, USAF
Chief of Safety

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

AFPD 36-28, *Awards and Decorations Programs*

AFI 24-101, *Passenger Movement*

AFI 31-401, *Information Security Program Management*

AFI 36-2805, *Special Trophies and Awards*

AFMAN 37-139, *Records Disposition Schedule*

AFDIR 37-135, *Air Force Address Directory*

Abbreviations and Acronyms

AFOTEC—Air Force Operational Test and Evaluation Center

AFRC—Air Force Reserve Command

AF/SE—Air Force Chief of Safety

AIA—Air Intelligence Agency

ANG—Air National Guard

Awards Board—Air Force Safety Awards Board

DAFC—Department of the Air Force Civilian

DAFSC—Duty Air Force Specialty Code

DOS—Date of Separation

DRU—Direct Reporting Unit

FOA—Field Operating Agency

FOD—Foreign Object Damage

GSU—Geographically Separated Unit

HQ AFSC/SEP—Headquarters Air Force Safety Center, Policy, Plans, and Programs Division

HQ AFSVA/SVP—Headquarters Air Force Service Agency

HQ USAF/SE—The Air Force Chief of Safety

MAJCOM—Major Command

NSC—National Safety Council

ORM—Operational Risk Management

SICOFAA—System of Cooperation Among the Air Forces of the Americas

USAF—United States Air Force

USAF—United States Air Force Academy

Attachment 2

FORMAT FOR NATIONAL SAFETY COUNCIL AWARD NOMINATIONS

A2.1. Format for National Safety Council Award Nominations .

A2.1.1. Fiscal Year _____

A2.1.2. Instructions:

A2.1.3. Submit **Figure A2.1.**, Nomination Worksheet, on regular bond or tabulated paper.

A2.1.4. Exclude all instructions (this block, or those enclosed in parentheses, and omit sections that do not apply to your organization)

A2.1.5. Bottom margin must be a minimum of 1 and 1/2 inches.

A2.1.6. Follow procedure line by line, unless instructions indicate otherwise.

A2.1.7. AFRC and ANG units must review paragraph **A2.2.** and modify as applicable.**Figure A2.1. Nomination Worksheet.**Nominee Organization, Installation:Parent Organization: (Omit if not applicable or nominee strength exceeds 999.)Intermediate Command: (Omit if not applicable or nominee strength exceeds 999.)MAJCOM, DRU, or FOA:

1. Average monthly strengths: (FY total strength/12)

A. Military _____ B. Civilian _____ C. Combined _____

2. Manhours of Exposure: (Combined strengths, line 1C x 2016) (Omit if combined strength is less than 500.) Total: _____

3. Lost workday injuries and fatalities, military and civilian:

A. Injuries _____ B. Fatalities _____

C. Total injuries and fatalities (A + B) _____

(IF COMBINED STRENGTH IS LESS THAN "500" OMIT SECTIONS 4, 5, 6, AND GO TO 7D.)

4. Present composite rate: (line 3C x 200,000 divided by line 2, expressed to four decimal points) _____.

5. Previous years' composite rates and average:

A. FY _____ (2 years' previous). _____

B. FY _____ (last fiscal year). _____

C. Average (A + B divided by 2). _____

6. Final computations:

line 4. _____

(minus) - line 5C. _____

A. Difference = _____ (indicate as "+" or "-")

B. Percentage (line 6A divided by line 5C x 100 _____.
(indicate as "+" or "-")

C. USAF composite rate for present FY: _____

7. Eligibility: (indicate “yes” or “no” as appropriate) Answers must be “yes” to proceed to next question. If “no,” omit entire section and proceed as directed.

A. Award of Honor:

- (1) Combined strength (line 1C) greater than 999? _____ (If no, go to 7C.)
- (2) Percentage reduction 10% or more? _____ (line 6B between -100.00 and -10.00. If no, go to 7B.)
- (3) Zero on-duty ground fatalities? _____ (line 3B. If no, unit is disqualified, go to 8.)
- (4) Composite rate lower than USAF rate? _____ (line 4 less than line 6C. If no, unit is disqualified, go to 8.)
- (5) Present composite rate lower than previous year’s rate? _____ (line 4 less than line 5B. If no, go to 7B.)

(IF ALL ANSWERS ARE “YES,” OMIT 7B, C AND D, GO TO 8.)

B. Award of Merit:

- (1) Combined strength (line 1C) greater than 999? _____ (If no, go to 7C.)
- (2) Percentage reduction 5% or more? _____ (line 6B between -100.00 and -5.00. If no, unit is disqualified, go to 8.)
- (3) Zero on-duty ground facilities? _____ (line 3B. If no, unit is disqualified, go to 8.)
- (4) Composite rate lower than USAF rate? _____ (line 4 less than line 6C. If no, unit is disqualified, go to 8.)

C. Award of Commendation:

- (1) Combined strength (line 1C) between 500 and 999? _____ (If no, go to 7D.)
- (2) Unit geographically separate from parent unit? _____ (If no, unit is disqualified, go to 8.)
- (3) Percentage reduction 5% or more? _____ (line 6B between -100.00 and -5.00. If no, unit is disqualified, go to 8.)
- (4) Zero on-duty ground fatalities? _____ (line 3B. If no, unit is disqualified, go to 8.)
- (5) Composite rate lower than USAF rate? _____ (line 4 less than line 6C. If no, unit is disqualified, go to 8.)

(IF ALL ANSWERS ARE YES, OMIT 7D AND GO TO 8.)

D. President’s Award Letter:

- (1) Combined strength (line 1C) between 50 and 499? _____ (If no, unit is disqualified, go to 8.)
- (2) Unit geographically separate from parent unit? _____ (If no, unit is disqualified, go to 8.)
- (3) Perfect mishap record? _____ (line 3C equals zero. If no, unit is disqualified, go to 8.)

8. Preparer’s Signature, Name, Grade and Date. (Omit signature if electronically submitted to MAJCOM, DRU, or FOA.)

9. MAJCOM, DRU, or FOA Reviewer’s Name.

A2.2. AFRC and ANG units with combined strengths exceeding 499 must modify **Figure A2.1.** as follows:

A2.2.1. Item 1, Line A - the military average monthly personnel is multiplied by 672 for AFRC units or 566.4 for ANG units.

A2.2.2. Item 1, Line B - the civilian average monthly personnel is multiplied by 2016.

A2.2.3. Item 1, Line C - the total of Line 1A and Line 1B.

A2.2.4. Item 2 - Manhours of Exposure: (Combined strengths, line 1C x 2016) (Omit if combined strength is less than 500.)

A2.2.5. Item 3 - Lost workday injuries and fatalities, military and civilian:

a. Injuries _____ B. Fatalities _____

C. Total injuries and fatalities (A + B) _____

A2.2.6. Item 4 - Present composite rate equals Line 3C multiplied by 200,000, divided by Line 2, carried out to four decimal points.

A2.2.7. Complete the rest of [Figure A2.1](#). as needed.

Attachment 3**IC 2000-1 TO AFI 36-2833, SAFETY AWARDS*****SUMMARY OF REVISIONS***

This change adds the requirement to submit nominations using Air Force Form 1206, *Nomination for Award*, and changes other wording. In paragraph 2.2.4.2., the first sentence now reads “Nomination submittals are limited to two single-spaced, typewritten pages, and will be submitted on Air Force Form 1206, *Nomination for Award*, using either a bullet or paragraph format.” It lists a new award, Air Force Chief of Safety Aircrew of Distinction Award in paragraph 2.4.1.7. and lists the Well Done Award in new paragraph 2.4.1.8. It adds the new Air Force Chief of Safety Aircrew of Distinction Award as **Section N**, thereby re-alphabetizing the remaining sections and renumbering the remaining paragraphs. Paragraph 86.3. is changed to read “If there are multiple nominations, a write-up must be prepared for each nominee stating what that particular individual did to prevent the mishap.” A bar (|) indicates revision from the previous edition.

2.2.4.2. Nomination submittals are limited to two single-spaced, typewritten pages, and will be submitted on Air Force Form 1206, *Nomination for Award*, using either a bullet or paragraph format. If your MAJCOM, DRU, or FOA concurs, nominations may be submitted electronically.

2.4.1.7. Air Force Chief of Safety Aircrew of Distinction Award

2.4.1.8. Well Done Award

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

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

53. Eligibility. Aircrews or at least two individual members of an aircrew.

53.1. An aircrew may not receive this award and a member of the same aircrew receive the Koren Kolligian, Jr., Trophy for the same event.

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

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

54.1.1. Mechanical difficulty while in flight or on the ground.

54.1.2. 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.

54.1.3. Environmental factors beyond the aircrew’s control.

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

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

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

55. Nomination Procedures.

55.1. The emergency situation must have occurred in the award fiscal year.

55.2. Each MAJCOM, DRU, and FOA may make one aircrew nomination or nominate at least two individuals of an aircrew. Include:

55.2.1. 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.

55.2.2. An unclassified description detailed enough for the Awards Board to evaluate the emergency and what corrective action each aircrew member took.

55.2.3. An unclassified citation.

Section O—Flight Safety Plaques

56. Purpose. These awards recognize Air Force organizations below numbered Air Force level for outstanding mishap prevention.

57. Eligibility.

57.1. All flying wings and groups, including squadrons or detachments organizationally and operationally distinct, and geographically remote from the parent organization per AFDIR 37-135. Credit the unit with its own flying time.

57.2. Units that had a Class A or B mishap, excluding FOD and birdstrike mishaps, in the award year are usually ineligible. The MAJCOM, DRU, and FOA may nominate a unit that had no control over a mishap and meets all other criteria, but must send a detailed explanation with the nomination.

58. Selection Criteria. Selections are based on each MAJCOM's, DRU's, and FOA's allotment and the command priority preference list.

58.1. The MAJCOM, DRU, and FOA allotment depends on percentages of the total USAF flying hours and sorties flown. In some cases, this formula needs a little adjusting for the aircraft types, unusual hazards or environmental working conditions, and outstanding unit accomplishments. Consideration will be given to awarding at least one plaque to each nominating command to promote safety interest and awareness.

58.2. Incorporation of ORM principles and techniques.

59. Nomination Procedures. Units nominate themselves. MAJCOMs, DRUs, and FOAs verify the information, select units, prioritize the selected units, and send a prioritized list and each unit's nomination. Include:

59.1. Name of unit.

59.2. Location of nominated unit and parent unit.

59.3. Diversity of aircraft. List each type and model of aircraft the unit flies.

59.4. Flying hours by aircraft type.

59.5. Date of last Class A or B mishap, excluding FOD and birdstrikes.

59.6. Summary of Achievements. Summarize the unit's flight safety achievements during the award period, including ORM implementation and successes, exercises, deployments, higher headquarters inspections, submission of material, technical data, or flight manual deficiencies, etc., on no longer than a typewritten page.

Section P—Missile Safety Plaques

60. Purpose. These awards recognize organizations below MAJCOM and FOA level for outstanding achievement and contribution to missile safety.

61. Eligibility. Units that had a Class A or B missile mishap in the award year due to personnel error are usually ineligible. The MAJCOM and FOA may nominate a unit that had no control over a mishap and meets all other criteria. Eligible organizations:

61.1. Category I: FOAs, wings, groups, or separate operating squadrons or detachments that own, use, or maintain air-launched missiles. Missile support organizations that help air-launched missile safety through research, design, development, material engineering, range safety, or launch support.

61.2. Category II: FOAs, wings, groups, or separate operating squadrons or detachments that own, use, launch, or maintain ground-launched missiles. Missile support organizations that help ground-launched missile safety through research, design, development, material engineering, range safety, or launch support.

61.3. Category III: FOAs, wings, groups, or separate operating squadrons or detachments that own, use, launch, or maintain remotely piloted vehicles.

62. Selection Criteria. The Award Board considers significant improvements in any of the following based on ORM principles or risk-based assessments:

62.1. Unit achievements and contributions to missile safety.

62.2. The complexity and types of missiles and the tasks supporting the mission.

62.3. Unusual hazards or environmental working conditions.

62.4. Outstanding accomplishments, including awards related to missile safety in the nomination period.

62.5. Technical order changes, hazard reports, product quality deficiency reports submitted.

62.6. Safety education and publicity material for Air Force or command safety publications.

62.7. Material improvements, research, development, or test programs that contribute to missile safety.

62.8. Safety program management measured by mishap experience and higher headquarters inspections.

63. Nomination Procedures. MAJCOMs and FOAs send nominations with a prioritized list of nominated units. (Do not include any other correspondence.) Include:

63.1. Unit name, nomination category, and location.

63.2. Mission. (Explain complexity and number of tasks.)

63.3. Hazardous or environmental operating conditions.

63.4. Outstanding operational accomplishments.

63.5. Actions taken to prevent mishaps.

63.6. Educational and publicity materials.

63.7. Material improvements.

63.8. Safety program management.

63.9. Additional comments or relevant information, to include ORM implementation and successes.

Section Q—Explosives Safety Plaques

64. Purpose. These awards recognize organizations below MAJCOM, DRU, and FOA level for outstanding achievement in, or contribution to, explosives safety.

65. Eligibility. Units whose personnel error caused a Class A or B explosives mishap in the award year are usually ineligible. The MAJCOM, DRU, and FOA may nominate a unit that had no control over a mishap and meets all other criteria.

65.1. Category I: Centers, wings, groups, separate operating squadrons or detachments, or comparable organizations actively engaged in explosives operations.

65.2. Category II: Organizations that contribute to explosives safety through research, design, test and evaluation, logistics, or training.

66. Selection Criteria. The Awards Board considers significant improvements in any of the following based on ORM principles or risk-based assessments:

66.1. Achievements and contributions to prevent mishaps involving explosives.

66.2. Complexity and types of munitions and tasks supporting the mission.

66.3. Unusual hazards or environmental working conditions.

66.4. Outstanding feats, including awards received for accomplishments relating to explosives safety in the period the nomination covers.

66.5. Technical order changes, hazard report, product quality deficiency reports submitted.

66.6. Operational procedures setup.

66.7. Educational and publicity material developed for Air Force or command publications.

66.8. Material improvements, research, development, and testing that contributes to explosives safety programs.

66.9. Safety program management, measured by mishap experience and inspection.

66.10. Other information about explosives safety.

67. Nomination Procedures. The MAJCOM, DRU, and FOA may nominate organizations in each eligible category, with a prioritized list of nominated organizations for each category. Support nominations with clear, concise, and pertinent facts. Include:

67.1. Unit name, nomination category, and location.

67.2. Mission. (Explain complexity and number of tasks.)

67.3. Hazardous or environmental operating conditions.

67.4. Outstanding operational accomplishments.

67.5. Actions taken to prevent mishaps.

67.6. Educational and publicity materials.

67.7. Material improvements.

67.8. Safety program management.

67.9. Additional comments or relevant information, to include ORM implementation and successes.

Section R—Space Safety Plaques

68. Purpose. These awards recognize organizations below the MAJCOM level for outstanding achievement in, or contribution to, space safety.

69. Eligibility. Units that manufacture, handle launch, or command and control space assets. This excludes:

69.1. ICBMs that **Section P** covers.

69.2. Units that had a Class A or B space mishap in the award year due to personnel error are usually ineligible. The MAJCOM may nominate a unit that had no control over a mishap and meets all other criteria.

70. Selection Criteria. The Awards Board considers:

- 70.1. Unit achievements and contributions to space safety.
- 70.2. Complexity and types of equipment used and the tasks supporting the mission.
- 70.3. Unusual hazards or environmental working conditions.
- 70.4. Outstanding accomplishments, including awards related to space safety during the nomination period.
- 70.5. Extraordinary success in launch, early orbit, and space operations.
- 70.6. Technical order changes, hazard reports, material deficiency reports submitted.
- 70.7. Software changes or improvements.
- 70.8. Educational safety and publicity material developed for Air Force, command, or other safety publications.
- 70.9. Material improvements, research, development, test programs, software improvements, or operational procedures that contribute to space safety.
- 70.10. Safety program management measured by mishap experience and higher headquarters inspections.
- 70.11. Incorporation of ORM principles and techniques.

71. Nomination Procedures. The MAJCOM sends nominations with a prioritized list of nominated units. (Do not include any other correspondence.) Include:

- 71.1. Unit name and location.
- 71.2. Mission. (Explain complexity and number of tasks.)
- 71.3. Hazardous or environmental operating conditions.
- 71.4. Outstanding operational accomplishments.
- 71.5. Actions taken to prevent mishaps.
- 71.6. Educational and publicity materials.
- 71.7. Material improvements.
- 71.8. Safety program management.
- 71.9. Additional comments or relevant information, to include ORM implementation and successes.

Section S—Nuclear Surety Plaques

72. Purpose. These awards recognize organizations below MAJCOM and FOA level for outstanding achievements or contributions to the Air Force nuclear weapon system and nuclear power system programs.

73. Eligibility. Any Air Force organization with a nuclear-related mission may compete in one category.

- 73.1. Category I: Wings, groups, squadrons, detachments, or comparable organizations that handle, mate or demate, maintain, load or unload, employ, launch, or store nuclear weapons.
- 73.2. Category II: Organizations responsible for nuclear weapon research, design, or development or organizations with engineering, logistical airlift, training, or contingency missions that involve nuclear weapons or nuclear components.
- 73.3. Category III: Wings, groups, squadrons, detachments, or comparable organizations that design, construct, test, maintain, or operate nuclear reactor facilities.

74. Selection Criteria. The Awards Board considers significant improvements in any of the following based on ORM principles or risk-based assessments:

- 74.1. Unit nuclear surety performance records and achievements.
- 74.2. The complexity and types of support tasks the mission requires.
- 74.3. Results of nuclear surety inspections by higher headquarters. (A less than satisfactory rating during the award period disqualifies the unit.)
- 74.4. Policies, programs, or procedures that reduce the possibility of a nuclear mishap or improve operational or maintenance effectiveness.
- 74.5. Quality of nuclear mishap investigation, reports, and analysis.
- 74.6. Nuclear logistical movements.
- 74.7. Research, design, development, engineering, logistics, transportation, and material that contribute to nuclear surety.
- 74.8. Improvements to loading procedures and maintenance tasks.
- 74.9. Management of the unit's nuclear surety program.
- 74.10. Demonstrated ability to act appropriately during an actual incident.
- 74.11. Security program management that includes proficient security forces, security planning, upgrade programs, and entry control procedures.

75. Nominating Procedures. Units nominate themselves to their MAJCOM or FOA. If more than one unit nominates itself, the MAJCOM or FOA validates the information, selects and prioritizes units, and sends a prioritized list with:

- 75.1. Unit name and nomination category (I, II, or III).
- 75.2. Classified or unclassified narrative about significant achievements based on the selection criteria in paragraph 74. and their impact on nuclear surety. Prepare and mail classified nominations per security procedures in AFI 31-401.

Section T—National Safety Council (NSC) Awards

76. 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:

- 76.1. Award of Honor.
- 76.2. Award of Merit.
- 76.3. Award of Commendation.
- 76.4. President's Award Letter.

77. Eligibility. Organizations below MAJCOM, DRU, and FOA level that meet personnel number requirements and lose no workdays because of an on-duty reportable mishap. Units with imperfect records are eligible if they have no on-duty fatalities and meet the specified rate reduction and personnel numbers requirements. Fatalities caused by factors outside the unit's control do not disqualify the unit.

77.1. Award of Honor and Award of Merit: Wings and groups with 1000 personnel (civilian and military) or more.

77.2. Award of Commendation: Organizations with 500 to 999 personnel (civilian and military). Units must be organizationally and operationally distinct. They must also be geographically remote from the parent organization per AFDIR 37-135.

77.3. President's Award Letter: Organizations with 50 to 499 personnel (civilian and military). These units must be organizationally, operationally, and geographically separate from the parent organization per AFDIR 37-135.

78. Selection Criteria.

78.1. General Information. Selection is based on the organization's on-duty composite ground mishap rate. (The total number of civilians and military injuries and fatalities per 200,000 work hours.)

78.2. Award of Honor. To receive the highest award, an eligible organization must have:

78.2.1. A perfect record or a reduction of 10 percent or more in the ground mishap rate compared to the average of the 2 previous fiscal years.

78.2.2. A composite rate better than the Air Force composite rate for the fiscal award year and better than its own rate for the previous fiscal year.

78.2.3. Zero on-duty ground mishap fatalities.

78.3. Award of Merit. To receive the second highest award, an eligible organization must have:

78.3.1. A perfect record or a reduction of at least 5 percent in the ground mishap rate compared to the average of the 2 previous fiscal years.

78.3.2. A composite rate better than the Air Force composite rate for the fiscal year.

78.3.3. Zero on-duty ground mishap fatalities.

78.4. Award of Commendation. To receive this award, smaller organizations must meet the criteria for the Award of Merit.

78.5. President's Award Letter. An organization must have a perfect ground mishap record in the fiscal year.

78.6. HQ AFSC will issue the USAF composite rate via message to the MAJCOMs, DRUs, and FOAs after 1 January of the calendar year for the prior fiscal year mishap rate, so they can determine their units' eligibility for their respective NSC awards.

79. Nomination Procedures.

79.1. Units nominate themselves to their MAJCOM, DRU, or FOA using the format at [Attachment 2](#).

79.2. MAJCOMs, DRUs, and FOAs, at their option, will determine their subordinate unit recipients and handle all actions regarding their unit awards with the NSC.

Section U—Aero Club Safety Certificates

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

81. Eligibility. All Air Force Aero Clubs listed in the *USAF Aero Club Directory* that HQ AFSVA/SVP compiles and maintains are eligible if they reported no mishap due to pilot error, maintenance, or supervision. The MAJCOM, DRU, and FOA may nominate an Aero Club that had no control over a mishap and meets all other criteria; however, a detailed explanation must be sent with the nomination. Consideration must be given to the Aero Club's incorporation of ORM principles and techniques.

82. Nomination Procedures.

82.1. 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.

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

82.3. A brief summary of the club's safety accomplishments. Include:

82.3.1. Name of club.

82.3.2. Location of club and parent command.

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

82.3.4. Date of last Class A or B mishap, excluding FOD and birdstrikes.

82.3.5. Summary of Achievements. Summarize the club's flight safety achievements during the award period, including ORM implementation and successes, and higher headquarters inspections in a paragraph no longer than a typewritten page.

Section V—Well Done Award

83. Purpose. This award recognizes personnel whose outstanding airmanship or support to aircrew prevented, or reduced the impact of, a serious flight mishap.

84. Eligibility. Pilots, other aircrew members, and people who support flight operations directly.

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

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

85.2. Error or neglect disqualifies the nominee, even though the nominee's later actions satisfy other criteria.

86. 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. Include:

86.1. Nominee's name, organization, DOS, date of event, and type of aircraft.

86.2. A brief, unclassified description of the event that prompted the nomination, including how each nominated individual acted. The narrative must specifically and factually tell how serious the incident was and how nominees took action. Avoid generalities, broad or vague terms, local acronyms, contractions, abbreviations, or restatement of normal duties.

86.3. If there are multiple nominations, a write-up must be prepared for each nominee stating what that particular individual did to prevent the mishap. However, a cover letter can be included listing all of the individuals nominated.

86.4. A photograph showing the nominee or nominees clearly (glossy 8 x 10 inch preferred), as this award is published in the *Flying Safety* magazine. It may be a photograph taken either beside the aircraft or in the work environment. Do not staple the photograph to accompanying documents.

86.5. The MAJCOM, DRU, or FOA safety office reviews and endorses the nomination before forwarding it to HQ AFSC/SEF.

86.6. HQ AFSC/SEF must receive nominations within six months after the event.

Section W—Air Force Safety Hall of Fame Award

87. 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.

88. Eligibility. Primarily intended for, but not limited to, career military and civilian safety personnel. Non-career nominees must meet exacting standards wherein their short-term contributions to safety are judged to be of unparalleled significance.

89. Selection Criteria. The Awards Board considers:

89.1. MAJCOM, DRU, and FOA nominations.

89.2. HQ USAF/SE and HQ AFSC nominations.

89.3. 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.

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

90.1. A cover letter to the Air Force Chief of Safety not later than 30 days prior to retirement nominating the individual, with rank or grade, title, DOS, and organization.

90.2. A narrative justification that is 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 narrative 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.

90.3. All acronyms and names, which are non-USAF or no longer existing, must be defined and objectives of those programs explained.

90.4. Submissions should be at least one single-spaced typed page and not more than two single-spaced typed pages, and include a 5 x 7 inch glossy photograph of the nominee.

90.5. Presentation: The nominating official will be notified of the results. A plaque 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 X—Safety Driver Award

91. Purpose. This award recognizes personnel for the safe operation of Air Force-owned motor vehicles. This program is optional; implementation and program criteria are determined by the MAJCOM, DRU, FOA, or implementing base. The award is not an Air Force-level award. However, the Air Force authorizes use of AF Form 193, *Safe Driver Award Certificate*, because the award is common in more than one MAJCOM, DRU, and FOA.

92. Description. AF Form 193 may be used to recognize safe driving. This certificate is for 5, 10, 15, and 20 years of safe driving.

Attachment 4**IC 2001-1 TO AFI 36-2833, SAFETY AWARDS****24 JULY 2001*****SUMMARY OF REVISIONS***

This Revision incorporates IC2001-1 to AFI36-2833. This Interim Change changes the due date of nominations to HQ AFSC/SEP to 10 December (paragraph 2.2.4.; limits nomination submittals to one page and adds the requirement to submit nominations using the latest version of Air Force Form 1206, *Nomination for Award*, dated 2000701 or later, and requires that all nominations be submitted on disks or via e-mail (paragraph 2.2.4.2.). Paragraph 2.2.4.2. now reads “Nomination submittals are limited to one single-spaced page and will be submitted on Air Force Form 1206, *Nomination for Award*, dated 2000701 or later, using either a bullet or paragraph format. Nominations must be submitted electronically, either on disks or via e-mail.” It supports AF/XO, AF/IL and HQ AFIA on the annual Safety Awards Board (paragraph 2.3.2.) and adds new paragraph 2.3.3. Original paragraph 2.3.2. is changed to read 2.3.4. to correct numbering. Paragraph 5.9. is deleted. Table 1. is updated to include the Air Force Chief of Safety Aircrew of Distinction Award, the new Ground/Weapons Safety Well Done Award and the Well Done Award name change to the Aviation Well Done Award; the Safe Driver Award is deleted. The National Safety Council (NSC) Awards listing is deleted from Table 1. but remains in Section T of the AFI. The wording of paragraph 16. is slightly revised. Paragraph 18.2. is rewritten for clarification. Paragraphs 20., 21.1., 24., and 25.1. are revised to update wording. Among other changes in paragraph 49., Eligibility. zero off-duty mishaps are eliminated as an eligibility requirement in sentences (1) and (2). Therefore, a new first sentence to the Note has been added which reads “Organizations that experienced an off-duty Class A or B mishap are not disqualified from nomination.” Composite wing organization nominations are removed from Category I, paragraph 49.1. and are now incorporated into Category II, paragraph 49.2. Headquarters Air Force-level Field Operating Agencies and Direct Reporting Units, formerly in Category VI, paragraph 49.6., are now incorporated into Category IV, paragraph 49.4. Category V, paragraph 49.5., has been revised to include detachments. Category VI, paragraph 49.6., has been deleted. Paragraphs 57.1., 57.1.1., 57.1.2., 58.1., and 59.6. have been revised. Paragraphs 69., 70.2., 70.5., 70.8., and 70.11. have been revised and new paragraphs 70.12., 70.13., and 70.14. are added. In Section V the name of the Well Done Award has been changed to Aviation Well Done Award. It adds a new event-driven award, the Ground/Weapons Safety Well Done Award, as Section W, thereby re-alphabetizing the last section and renumbering the subsequent paragraphs. As the Safe Driver Award, previously Section X, is an optional award with implementation and program criteria determined by the MAJCOM, DRU, FOA, or implementing base, the award is deleted from this AFI. A “[|]” indicates revised material since the last edition.

2.2.4. Send nominations for safety awards to the Headquarters Air Force Safety Center (HQ AFSC/SEP) through command channels by 10 December after the fiscal year award period, unless otherwise specified.

2.2.4.2. Nomination submittals are limited to one single-spaced page and will be submitted on Air Force Form 1206, *Nomination for Award*, dated 2000701 or later, using either a bullet or paragraph format. Nominations must be submitted electronically, either on disks or via e-mail.

2.3.2. Supports AF/XO, AF/IL, and HQ AFIA participation on the annual Safety Awards Board.

2.3.3. Provides SAF/PA with award and recipient information sufficient to publicize each safety award.

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.

5.9. Deleted.

Table 1. Safety Award Cycle.

AWARD NAME	RECIPIENT	APPROVAL AUTHORITY	AWARD TYPE	AWARD CEREMONY RESPONSIBILITIES
Secretary of the Air Force (Annual)	MAJCOM, DRU, and FOA	Secretary of the Air Force	Replica Trophy	HQ USAF
Chief of Staff Individual Safety Award (Annual)	Individual	Air Force Chief of Staff	Trophy	
Maj Gen Foulois Memorial Award (Annual)	MAJCOM			Order of the Daedalians
Koren Kolligian, Jr., Trophy (Annual)	Aircrew Member			HQ USAF
Colombian Trophy (Annual)	Air Force Organization		Rotating Trophy and Replica Plaque	
SICOFAA Flight Safety Award (Annual)			Rotating Trophy	
Col Tubbs Memorial Award for Ground Safety (Annual)			MAJCOM, DRU, and FOA	
Air Force Chief of Safety Special Achievement Award (Annual)	Air Force Organization Below MAJCOM Individual		Air Force Chief of Safety	Plaque
Safety Career Professional Of the Year Award (Annual)	Civilian or Enlisted Safety Career Field Individual			
Nuclear Surety Outstanding Achievement Award (Annual)	Individual			
Air Force Explosive Safety Outstanding Achievement Award (Annual)				
Air Force Chief of Safety Outstanding Achievement Award for Ground Safety (Annual)	Air Force Organization			

AWARD NAME	RECIPIENT	APPROVAL AUTHORITY	AWARD TYPE	AWARD CEREMONY RESPONSIBILITIES
Air Force Chief of Safety Aircrew of Distinction Award (Annual)	Individual	Air Force Chief of Safety	Plaque	MAJCOM, DRU, and FOA
Flight Safety Plaques (Annual)	Air Force Organization Below MAJCOM			
Missile Safety Plaques (Annual)				
Explosive Safety Plaques (Annual)				
Space Safety Plaques (Annual)				
Nuclear Surety Plaques (Annual)				
Aero Club Safety Certificates (Annual)	Air Force Aero Club		Certificate	
Aviation Well Done Award (Event)	Individual	AFSC/CC	Plaque	MAJCOM, DRU, FOA, and Air Staff Office
Ground/Weapons Safety Well Done Award (Event)	Individual	AFSC/CC		
Hall of Fame Award (Event)	Individual	HQ USAF/SE	Plaque	MAJCOM, DRU, and FOA

16. Eligibility. Aircrew personnel of the Air Force, including AFRC and ANG.

18.2. 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.

20. Purpose. This award recognizes military flight safety achievements for units as described below.

21.1. Fighter, attack, bomber, and reconnaissance units below the numbered Air Force level whose primary mission is operational.

24. Purpose. This award promotes safety in Western Hemisphere air forces by recognizing worldwide flight safety accomplishments of its military organizations.

25. Eligibility. Each country sets up its own eligibility and award criteria. This award recognizes military flight safety achievements for units as described below.

25.1. USAF units below the numbered Air Force level with one of these primary missions are eligible: defense, training, transport, refueling, rescue, warning/command and control, weather reconnaissance, or operations other than fighter, attack, bomber, or reconnaissance.

49. Eligibility. Organizations: (1) Headquarters Air Force-level Field Operating Agencies and Direct Reporting Units 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 IS0X1, 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 the Categories I-V. Headquarters Air Force-level FOAs and DRUs, other than USAFA, AFOTEC, 11 WG, and ANG, that have a formally established ground safety program that is administered for the commander by a designated agency safety representative compete in Category IV. (USAFA, AFOTEC, 11 WG, and ANG compete for the Colonel Will L. Tubbs Memorial Award for Ground safety.)

Note:

Organizations that experienced an off-duty Class A or B mishap are not disqualified from nomination. 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 contain a statement of explanation regarding the mishap.

49.1. Category I: Large Operations/Industrial Organization. An organization (wing or wing equivalent or higher) which 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.

49.2. 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.

49.4. Category IV: Associate/Tenant Organization, Field Operating Agency (FOA) or Direct Reporting Unit (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. **Note:** USAFA, AFOTEC, 11 WG, and ANG are not eligible for this award. They compete for the Colonel Will L. Tubbs Memorial Award for Ground Safety.

49.5. 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. **Note:** GSU wings are considered in Categories I-IV. Detachments, squadrons, and groups co-located with their parent wing are part of the wing nomination.

49.6. Deleted.

57.1. All flying wings and groups.

57.1.1. Including squadrons or detachments organizationally and operationally distinct, and geographically remote from the parent organization per AFDIR 37-135. Credit each unit with its own flying time.

57.1.2. An individual flying squadron without a Class A or B mishap may submit a nomination even though the parent wing or group cannot submit due to a Class A or B mishap in another squadron. Credit each unit with its own flying time.

58.1. The MAJCOM, DRU, and FOA allotment depends on percentages of the total USAF flying hours and sorties flown. In some cases, this formula needs a little adjusting for the aircraft types, unusual hazards or environmental working conditions, and outstanding unit accomplishments.

59.6. Summary of Achievements. Summarize the unit's flight safety achievements during the award period, including ORM implementation and successes, exercises, deployments, higher headquarters inspections, submission of material, technical data, or flight manual deficiencies, etc., on one page using Air Force Form 1206, *Nomination for Award*, dated 2000701 or later.

69. Eligibility. Units that manufacture, provide launch and range operations and maintenance, command, control, or surveillance of space assets and capabilities.

70.2. Complexity and types of equipment, analysis used, and the tasks supporting the mission.

- 70.5. Extraordinary success in manufacturing, launch and range operations and maintenance, and on-orbit operations.
- 70.8. Educational safety, training, and publicity material developed for Air Force, command, or other safety publications.
- 70.11. Incorporation and integration of ORM principles and techniques.
- 70.12. Policies, programs, or procedures that reduce the possibility of a space mishap or improve operational or maintenance effectiveness.
- 70.13. Research, design, development, engineering, logistics, and material that contribute to space safety.
- 70.14. Quality and timeliness of space mishap investigations, reports, and analysis.

Section V—Aviation Well Done Award

Section W—Ground/Weapons Safety Well Done Award

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

88. Eligibility.

- 88.1. Officers (colonel and below),
- 88.2. Enlisted personnel,
- 88.3. DAF civilians.

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

- 89.1. Development and implementation of a special program or course that improves ground/weapons and/or air operational effectiveness.
- 89.2. Demonstrated skill or ingenuity that prevented or reduced loss of life, injury to personnel, or Air Force property damage.
- 89.3. Developed an innovative safety program or specific mishap prevention activity that was adapted for use at wing level or higher.
- 89.4. Provided a significant specific contribution to the resolution of an unusual or difficult safety hazard or working condition.
- 89.5. Any other significant specific contribution to ground/weapons safety.

90. 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. Include:

- 90.1. Nominee's name, organization, rank or grade, duty or job title.
- 90.2. Provide an unclassified description of the action that prompted the nomination. Submit in narrative or bullet format, limited to one page, on Air Force Form 1206 dated 2000701 or later, and provide enough information to detail the what, when, where, and how of the action. Avoid generalities, broad or vague terms, local acronyms, abbreviations, or restatement of normal duties.
- 90.3. A photograph showing the nominee clearly (glossy 8 x 10-inch preferred), as this award will be published in *Road & Rec* magazine. Do not staple the photograph to accompanying document.
- 90.4. 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 HQ AFSC/SEP.
- 90.5. HQ AFSC/SEP must receive nomination within six months after the action was accomplished.

Section X—Air Force Safety Hall of Fame Award

91. 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.

92. Eligibility. Primarily intended for, but not limited to, career military and civilian safety personnel. Non-career nominees must meet exacting standards wherein their short-term contributions to safety are judged to be of unparalleled significance.

93. Selection Criteria. The Awards Board considers:

93.1. MAJCOM, DRU, and FOA nominations.

93.2. HQ USAF/SE and HQ AFSC nominations.

93.3. 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.

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

94.1. A cover letter to the Air Force Chief of Safety no later than 30 days prior to retirement nominating the individual, with rank or grade, title, DOS, and organization.

94.2. A narrative justification that is 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 narrative 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.

94.3. All acronyms and names, which are non-USAF or no longer existing, must be defined and objectives of the programs explained.

94.4. Submissions should be at least one single-spaced typed page but not more than two single-spaced pages, and include a 5 x 7-inch glossy photograph of the nominee.

94.5. Presentation: The nominating official will be notified of the results. A plaque 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.

Attachment 5**IC 2001-2 TO AFI 36-2833, SAFETY AWARDS****5 OCTOBER 2001*****SUMMARY OF REVISIONS***

This Interim Change corrects the title of **Section X** to read “Air Force Safety Hall of Fame Award” in the contents listing and makes minor text corrections in paragraphs **2.4.1.8.** and **25.** It substantially revises **Section V—Aviation Well Done Award**, revising current paragraphs and adding new paragraphs; and it corrects title of **Section X** to read “Air Force Safety Hall of Fame Award” in the body of AFI 36-2833. A star () indicates revision from the previous edition.

Section X Air Force Safety Hall of Fame Award (to be corrected in the contents listing)

2.4.1.8. Well Done Awards

25. Eligibility. Each country sets up its own eligibility and award criteria. This award recognizes military flight safety achievements for units as described below.

Section V—Aviation Well Done Award

83. 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 USAF aviation community.

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

85. Selection Criteria. Example of actions worthy of consideration:

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

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

85.3. Error or neglect disqualifies the nominee, even though the nominee’s later actions satisfy other criteria.

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

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

86. 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. Include:

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

86.2. Provide a brief, unclassified description of the event or action that prompted the nomination. 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.

86.3. 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 to was made to the USAF aviation community.

86.4. Submit in narrative or bullet format on Air Force Form 1206 dated 2000701 or later. Avoid generalities, broad or vague terms, local acronyms, contractions, abbreviations, or restatement of normal duties.

86.5. A photograph showing the nominee or nominees clearly (glossy 8 x 10 inch preferred), as this award is published in the *Flying Safety* magazine. It may be a photograph taken either beside the aircraft or in the work environment. Do not staple the photograph to the accompany document.

86.6. 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 HQ AFSC/SEF.

86.7. HQ AFSC/SEF must receive nominations within six months after the event or after the action was accomplished.

Section X—Air Force Safety Hall of Fame Award