

7 APRIL 2000



Personnel

RECOGNITION COIN PROGRAM

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

NOTICE: This publication is available digitally on the AFDPO WWW site at:
<http://afpubs.hq.af.mil>

OPR: 341 CPTS/FMA (2Lt Tanya L. Crow)

Certified by: 341 MPF/CC (Capt Frank Battistelli)

Pages: 2

Distribution: F

This instruction establishes the 341st Space Wing Commander and Command Chief Master Sergeant coin award programs and establishes guidelines for additional unit programs in conjunction with **AFI 36-2805, *Special Trophies and Awards***, and any functional AFIs. A coin award program is designed to provide recognition to personnel for personal efforts and superior performance directly contributing to mission accomplishment, in a manner not covered by the Malmstrom Awards Program. This publication applies to the 341st Space Wing and tenant units.

1. 341 SW Recognition and Appreciation Coin.

1.1. This program provides the 341st Space Wing (SW) Commander and Command Chief Master Sergeant with an informal means to show special recognition to individuals that have contributed to the 341 SW and have merited immediate recognition. This program will follow guidelines previously established in AFI 36-2805, *Special Trophies And Awards*, AFI 36-1001, *Managing The Civilian Performance Program* and AFI 65-601, Vol 1, *Budget Guidance And Procedures*

1.2. The 341 SW Commander's coin will be presented by the Commander, Vice Commander or Command Chief Master Sergeant to assigned military and civilian employees, who, by their dedicated individual effort, have facilitated the successful accomplishment of a particular program, function, task, or mission, in accordance with AFI 65-601, Vol 1, Para 4.29.2. The 341 SW Command Chief Master Sergeant's coin will be presented by the 341 SW Command Chief Master Sergeant.

1.2.1. Coins may not be used as personal or commemorative gifts, souvenirs, tokens of exchange in games, or as morale-builders unrelated to special achievements.

1.2.2. Coins may not be given to non-appropriated funds employees or used as tokens of appreciation for government officials, foreign officials or non-Federal personnel in recognition of general support or improved community relations.

2. Group and Squadron Level Recognition and Appreciation Coin. Group and squadron commanders are authorized one coin award program per each group and squadron. Units below squadron level are not authorized a coin award program.

2.1. All guidelines and limitations in paragraphs **1.2.1.** and **1.2.2.** apply to group/squadron coin programs.

2.2. Coins will be unit funded.

2.3. Prior to implementing a coin award program, groups/squadrons must coordinate and approve a unit-level policy directive (instruction, policy letter, etc.) that establishes and details their specific program.

3. Privately-Funded Coins.

3.1. Coins purchased with personal or private funds do not fall under the limitations of this instruction.

J. GREGORY PAVLOVICH, Colonel, USAF
Commander