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Personnel

**CMSGT ARTHUR L. MORRISON MEMORIAL  
AWARD**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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OPR: 446 MXS/MXM (CMSgt Danny R. Bass)

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This publication implements Air Force Policy Directive (AFPD) 36-28, *Awards and Decorations Program*. This instruction establishes the guidance to annually recognize a 446<sup>th</sup> Maintenance Group (446 MXG) enlisted member in the grade of Airman through Senior Master Sergeant. It applies to all members assigned to the 446 MXG.

**1. Objective.** Chief Master Sergeant Arthur L. Morrison is remembered as the consummate citizen-airman. His leadership of the enlisted force and involvement in their careers produced numerous outstanding leaders for the group, wing and Numbered Air Force. The award recognizes the individual who best personifies the professional qualities portrayed and promoted by Chief Morrison. It also serves to keep mentorship, family and self-improvement foremost in the minds of the group's reservists, today, and in the future.

**2. Nomination Process.** Prepare nomination packages as described below:

2.1. Nominations must be submitted on AF Form 1206, **Nomination for Award**, using bullet statements for the following categories: Leadership and Mentorship; Community/Family Involvement; Military Professionalism; Job Performance; and Significant Self-Improvement. Include specific facts and/or results from throughout the individual's career as they pertain to each category. Do not exceed two pages.

2.1.1. **LEADERSHIP AND MENTORSHIP.** Describe the member's leadership abilities, especially as they pertain to mentoring others. How did leadership contribute to overall mission effectiveness and/or accomplishment?

2.1.2. **COMMUNITY/FAMILY INVOLVEMENT.** Describe the member's contributions to promote the Air Force and the Air Force Reserve to the community. Describe the member's contributions in promoting the morale and welfare of the Reserve family.

2.1.3. MILITARY PROFESSIONALISM. How does the member project and/or promote professionalism both on- and off-duty? How is the member a positive role model?

2.1.4. JOB PERFORMANCE. How did the member's job performance enhance mission effectiveness and accomplishment?

2.1.5. SIGNIFICANT SELF-IMPROVEMENT. Describe the member's self-improvement efforts through on- and off-duty education (PME, CDCs, CCAF, etc.). What impact did this self-improvement have on mission effectiveness and/or accomplishment?

2.2. On a separate sheet of paper, prepare two to three sentences to be used on the award certificate should the member be selected. Use words you feel would be the most significant.

### **3. Criteria/Eligibility:**

3.1. Award period is 1 May through 30 April (close out date is 30 April).

3.2. Member must have been assigned to the 446<sup>th</sup> Maintenance Group for at least one year at the time of the award's close out date.

3.3. Member must be in the grade of Airman through Senior Master Sergeant. Chief Master Sergeants are not eligible for this award.

3.4. If a member has previously won this award, facts and/or results used for the winning nomination may not be used. Only new information will be accepted. If a member has been previously nominated, but not selected, facts and/or results from that package may be used again.

3.5. Each unit may submit one nomination per year. Members assigned to the 446<sup>th</sup> Maintenance Operations Flight (446 MOF) and Quality Assurance (QA) will be combined for nomination purposes and submit one package between them. The 446<sup>th</sup> Aircraft Maintenance Squadron (446 AMXS) and 446<sup>th</sup> Maintenance Squadron (446 MXS) will each submit one package.

3.6. Scoring criteria is as follows: Leadership and Mentorship, 0-25 points; Community/Family Involvement, 0-25 points; Military Professionalism, 0-20 points; Job Performance, 0-15 points; Significant Self-Improvement, 0-15 points.

### **4. Panel Process:**

4.1. In January, the 446 AMXS, 446 MXS and 446 MOF/QA superintendents will select a panel chairperson. The chairperson will ensure notification and submission requests for the current year's award are sent to each unit by the end of January. The notification shall require all submissions to reach the chairperson by close of business of the April B-UTA.

4.2. The chairperson solicits and identifies a panel of three chiefs, ideally one from each unit within the Maintenance Group, by close of business of the February B-UTA.

4.3. The chairperson will determine the need to conduct training for any new panel members. Training will be conducted during the March or April UTA.

4.4. The panel will meet during the month of May at a mutually agreed upon time, day and weekend to review the nominations and select a winner.

4.5. The winner's name will NOT be released publicly and will be known only to the 446 MXG commander, unit commanders, superintendents, and panel members.

**5. Award and/or Certificate Process.** On a rotating basis, each unit will be tasked to purchase the certificate and/or plaque and have them prepared and/or engraved with the winning nominee's information. The same unit will also be tasked to update the three units' perpetual plaques after the announcement has been made.

**6. Presentation:**

6.1. The 446<sup>th</sup> Maintenance Group commander will present the award during the Family Recognition Day weekend either at a formation or at a Maintenance Group commander's call.

6.2. After presentation of the plaque, the superintendents representing each unit should annotate their next year's planner and/or calendar as a reminder to start the next year's panel process.

ERIC W. CRABTREE, Colonel, USAFR  
Commander

## Attachment 1

### BIOGRAPHY—CMSGT ARTHUR L. MORRISON

Chief Master Sergeant Arthur L. Morrison (1936-1998) was a former Maintenance Superintendent of the 446<sup>th</sup> Avionics Maintenance Squadron (446 AMS) and the 446<sup>th</sup> Maintenance Squadron (446 MXS). Chief Morrison was the consummate professional from his dress and personal appearance, his knowledge of regulations, policies and procedures, to his articulate manner of conducting day-to-day business.

An avid airplane enthusiast as a child, he began his military career in 1954 as an avionics technician. He served a variety of assignments while on active duty before joining the Oregon Air National Guard in 1958. He entered the Air Force Reserve in 1961 transferring to McChord Air Force Base, Washington in 1971. He was promoted to chief master sergeant in 1973.

Chief Morrison firmly believed in mentorship, self-improvement and recognition. He completed all Professional Military Education and countless voluntary career development courses. He understood the need for self-improvement to be prepared for career changes and to adapt to new and unforeseen circumstances. His personal preparation paid off as he passed along his philosophy and advice and began what is now referred to as mentoring. Many careers flourished under the strong and insightful mentoring by Chief Morrison. He also knew that recognition is a powerful motivator and worked diligently to ensure members were recognized for the contributions they made.

One of the chief's greatest legacies to the group was the inclusion of family members in special events. During the AMS holiday parties, he ensured the members' children were entertained with games and amusements. He was also the driving force to establish children's games and entertainment at the annual family recognition day picnics. Through the years, hundreds of the group's children have walked away from the picnic with smiles on their faces, balloons tied to their wrists, and ribbons clutched in their fingers.

The Chief Master Sergeant Arthur L. Morrison Award is dedicated to his legacy of true professionalism and the hundreds of careers he influenced over the course of his 41 years of service.