

**BY ORDER OF THE COMMANDER  
AIR FORCE SPACE COMMAND**



**AIR FORCE SPACE COMMAND  
INSTRUCTION 36-2810**

**2 JANUARY 2002**

**Personnel**

**AIR FORCE SPACE COMMAND SPACE AND  
MISSILE OPERATIONS AWARDS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements AFPD36-28, *Awards and Decorations Program* and Air Force Instruction 36-2805, *Special Trophies and Awards*. It provides guidance on awards criteria, submission of nominations, award selection process, and award presentations. The use of the name or mark of any specific manufacturer, commercial product, commodity or service in this publication does not imply endorsement by the Air Force. It applies to all AFPSC units that meet the specified criteria for award. This instruction also applies to Air National Guard (ANG) units when published in ANGIND2 and Air Force Reserve Command (AFRC) units assigned to AFSPC. Organizations at any level may supplement this instruction using the process identified in AFI33-360V1, *Publications Management Program*. Supplements will not lessen the basic eligibility requirements for awards or certificates and will be coordinated with and approved by HQ AFSPC/DOM before being published. Waivers and requests for clarification and guidance for this instruction should be forwarded through appropriate channels to HQ AFSPC/DOM. The reporting requirements in this directive are exempt from report control symbol (RCS) licensing in accordance with AFI33-324, *The Information Collections and Reports (ICR) Management Program; Controlling Internal, Public, and Interagency Air Force Information Collections*, paragraph 2.11.12. This instruction requires maintaining information subject to the Privacy Act of 1974, authorized by Title 10 USC, Section 857. System of Records F900 AF MP A, Awards and Decorations, applies.

### **SUMMARY OF REVISIONS**

Changes OPRs for awards based on headquarters reorganization. Changes references from missile wings to space wings. Changes references for Intercontinental Ballistic Missile (ICBM) operations squadrons to missile squadrons. Changes the General Thomas S. Moorman, Jr., Award to a new overall AFSPC space wing award, and changes the name of the best overall space surveillance squadron award (formerly the Moorman) to the Chief Master Sergeant Robert G. V. Pecqueur Award. Adds the Chief Master Sergeant Edward W. Weaver Award for best space operations support squadron. Adds the AFSPC Outstanding Command Post and Outstanding Command Post Controller of the Year Awards. Changes the General Bernard A. Schriever Award for best overall satellite operations squadron to the General Richard C. Henry Award. Specifies only one nominee for each category of the ICBM/Space Instructor/Evaluator of

the Year awards. Adds the Enlisted Space Systems Operator of the Year Award. Adds the Operational Excellence Award. Adds AFSPC Form 196, ICBM Launch Certificate for successful ICBM test launch recognition. Requires use of AF Form 1206 for award submissions. A bar (|) indicates a revision from the previous edition.

## 1. AFSPC Operations Awards and Criteria.

### 1.1. Descriptions:

**1.1.1. The General Thomas S. Moorman, Jr., Award.** Awarded annually to recognize the outstanding space wing in AFSPC. General Moorman was instrumental in the planning, organizing, and establishment of Air Force Space Command while stationed at Peterson AFB in 1982. All space wings are eligible for this award. The award will be selected from the Colonel Lee R. Williams Memorial and General Robert T. Herres Award winners. The OPR will provide a miniature trophy for permanent retention by the unit. (OPR: HQ AFSPC/DOO).

**1.1.2. Colonel Lee R. Williams Memorial Award.** Awarded annually to recognize the outstanding space wing in AFSPC with an ICBM mission. Colonel Williams was one of the early participants in the strategic missile program. He supervised the development of many important missile plans and programs while assigned to Vandenberg AFB and Headquarters Strategic Air Command. All space wings with an ICBM mission are eligible for this award. This trophy is rotated annually. The unit currently possessing the trophy is responsible for safeguarding it from theft or damage. When notified to return the trophy, it will be cleaned and any damage repaired prior to shipment. The OPR will provide a miniature trophy for permanent retention by the unit. (OPR: HQ AFSPC/DOM).

**1.1.3. General Robert T. Herres Award.** Awarded annually to recognize the outstanding space wing in AFSPC with a Space mission. General Herres was the commander of Air Force Space Command from 30 Jul 84 through 3 Oct 86. His decisive and prudent management and operating of the assigned space assets strengthened the overall operational and managerial structure of the space mission. All space wings with a space mission are eligible for this award. This trophy is rotated annually. The unit currently possessing the trophy is responsible for safeguarding it from theft or damage. The OPR will provide a miniature trophy for permanent retention by the unit. (OPR: HQ AFSPC/DOO).

**1.1.4. The Colonel Lowell F. McAdoo Award.** Awarded annually to recognize the best overall ICBM Operations Support Squadron (OSS) in AFSPC. A career missileer at wing, MAJCOM and USAF, Colonel McAdoo was the 91st Strategic Missile Wing (SMW) Deputy Director for Operations at the time of his untimely death in 1984. This award recognizes the ICBM OSS that made the most significant contributions in support of the ICBM mission. This trophy is rotated annually. The unit currently possessing the trophy is responsible for safeguarding it from theft or damage. When notified to return the trophy, it will be cleaned and any damage repaired prior to shipment. The OPR will provide a miniature trophy for permanent retention by the unit. All Operations Support Squadrons with an ICBM mission are eligible for this award. (OPR: HQ AFSPC/DOM).

**1.1.5. The Chief Master Sergeant Edward W. Weaver Award.** Awarded annually to recognize the best overall Space Operations Support Squadron (OSS) in AFSPC. Chief Master Ser-

geant Weaver was the Senior Enlisted Advisor for the 1st Space Wing and was instrumental in establishing Air Force Space Command. This award recognizes the space OSS which made the most significant contributions in support of the space mission. All Operations Support Squadrons with a space mission are eligible for this award. (OPR: HQ AFSPC/DOT).

**1.1.6. The General Seth J. McKee Award.** Awarded annually to recognize the best overall space warning squadron under AFSPC operational control, including RAF Fylingdales, UK. General McKee was Commander in Chief, North American Air Defense Command (NORAD) from 1969 to 1973. This award recognizes the unit which made the best overall contribution to the space warning mission of AFSPC. All space warning squadrons are eligible for this award. RAF Fylingdales will compete with the other space warning squadrons through the 21 SW Operations Group. (OPR: HQ AFSPC/DOO).

**1.1.7. The General Samuel C. Phillips Award.** This award is sponsored by the Association of Air Force Missileers (AAFMM) and is awarded annually to recognize the best overall missile squadron. General Phillips was the program manager during the development and testing of the Minuteman ICBM system. Many of his ideas and concepts of operations are still in use today. All missile squadrons are eligible for this award. The Operations Support Squadrons are not eligible for this award. Cost for purchase and engraving of this award is borne by the AAFMM. (OPR: HQ AFSPC/DOM).

**1.1.8. The General Donald J. Kutyna Award.** Awarded annually to recognize the best overall spacelift squadron in AFSPC. General Kutyna was commander of Air Force Space Command from 1987 to 1990 and again from 1992 to 1993. All space launch and range operations squadrons are eligible for this award. (OPR: HQ AFSPC/DOS).

**1.1.9. The Chief Master Sergeant Robert G. V. Pecqueur Award.** Awarded annually to recognize the best overall space surveillance squadron under AFSPC operational control. As Superintendent, 73rd Space Group, Chief Pecqueur was instrumental in establishing passive space surveillance systems and raising space surveillance capabilities to new heights. All space surveillance squadrons are eligible for this award. (OPR: HQ AFSPC/DOY).

**1.1.10. The General Richard C. Henry Award.** Awarded annually to recognize the best overall satellite operations squadron under AFSPC operational control. General Henry was commander of the Air Force's Space Division and responsible for the development and acquisition of spacecraft and launch vehicles. All satellite operations squadrons, detachments and operating locations are eligible for this award. (OPR: HQ AFSPC/DOO).

**1.1.11. ICBM Instructor/Evaluator of the Year (Categories 1 and 2).** Awarded annually to recognize the outstanding performance of the ICBM instructor or evaluator making the most significant contributions to the AFSPC ICBM mission. This award is divided into two categories. Units may submit only one nominee for each category. Category 1 applies to certified missile combat crew members assigned to instructor or evaluator duty in an operational missile squadron, the Operations Support Squadron Training Division or the Standardization and Evaluation Division. Category 2 applies to instructors, in non-combat crew positions, who directly train certified missile combat crew members or mission ready positions. (OPR: HQ AFSPC/DOT).

**1.1.12. Space Instructor/Evaluator of the Year (Categories 1 and 2).** Awarded annually to recognize the outstanding performance of the instructor or evaluator making the most significant contributions to the AFSPC space mission. This award is divided into two categories. Units may

submit an officer and enlisted nominee for each of the two categories. Category 1 applies to certified space operations crew members performing instructor or evaluator duties on an operations crew. Category 2 applies to instructors or evaluators, in non-crew staff positions, who directly train or evaluate mission ready crew members. (OPR: HQ AFSPC/DOT).

#### **1.1.13. AFSPC Command Post Awards:**

**1.1.13.1. AFSPC Unit Command Post Award.** Awarded annually to recognize sustained outstanding performance and accomplishments within the AFSPC unit command and control community. The recipient will receive a traveling trophy and permanent plaque. This traveling trophy will be passed on annually. Criteria for this award is in AFSPCI10-2072, *Outstanding Unit Command Post/Controller Award*. (OPR: HQ AFSPC/DOO).

AFSPC Command Post Controller Awards. **Six awards are presented annually** to recognize the outstanding performance and contributions of selected Aerospace Command and Control Specialists (1C3X1). AFSPC winners are forwarded for further competition at the Air Force level. The winner in each category will receive a personalized plaque. Criteria for these awards are in AFSPCI10-2072. (OPR: HQ AFSPC/DOO).

**1.1.14. The Enlisted Space Systems Operator of the Year Award.** Awarded annually to recognize exceptional performance by a Senior Noncommissioned Officer, Noncommissioned Officer and Airman in the Space Systems Operations Career Field (AFSC 1C6X1). This award is given to one individual in each category who made the most significant contribution to space operations in the previous calendar year (1 Jan - 31 Dec). (OPR: HQ AFSPC/DOE).

### **1.2. Selection Criteria. (Exceptions: The ICBM Instructor/Evaluator of the Year; The Space Instructor/Evaluator of the Year; The Enlisted Space Systems Operator of the Year, Awards)**

A unit's or individual's overall performance in accomplishing their portion of the AFSPC mission will be the determining factor for award nomination. Period of award accomplishments is 1 Jan to 31 Dec each year. Appropriate data supporting the nomination may include, but is not limited to: (All categories will be used for the Colonel Lee R. Williams Memorial, General Robert T. Herres, and General Thomas S. Moorman, Jr., Awards).

1.2.1. Mission Accomplishments (40 points).

1.2.2. Meritorious Achievement or Service (25 points).

1.2.3. Quality Initiatives (20 points). Process improvements in the area of mission operations, quality of life, and safety.

1.2.4. Other Factors (15 points). Includes but is not limited to community service and other tangible/quantifiable factors that effect the units mission.

**1.3. Nominating Procedures .** Each wing may submit one nomination for each applicable award category. Use AF Form 1206, **Nomination for Award**. The maximum length of the nomination package for an organizational award, excluding citation, will be two pages. Nominations for Instructor/Evaluator of the Year awards will not exceed one page.

1.3.1. Nominations containing classified material (SECRET or CONFIDENTIAL) are acceptable. Apply the proper security markings to the entire nomination package. Nominations will be submitted in single-spaced bullet format with supporting data attached. Each nomination must contain the following selection criteria:

1.3.1.1. Concise information specifying the dates and facts connected with the accomplishments or performance of the unit or individual.

1.3.1.2. A citation (unit awards only) to accompany the award. The citation will be unclassified and highlight the nomination package in approximately 50 key words. Use the guidelines in AFI36-2805, *Special Trophies and Awards*, Atch 3, for the citation.

1.3.2. The original nomination package, and one electronic copy will be sent to the NAF/DO to arrive no later than 31 Jan each year.

1.3.3. The award winners will be boarded and selected by each NAF/DO and approved by the NAF/CC. The original and one electronic copy of the winning nomination package will be forwarded to the applicable HQ AFSPC/DO OPR for final approval no later than 20 Feb each year.

1.3.4. Each OPR in HQ AFSPC/DO prepares the winner's package for HQ AFSPC/DO and AFSPC/CC approval.

**1.4. Presentation .** The unit winners of trophies or awards will be notified by a congratulatory AFSPC/CC message. Each individual winner will also receive a personal congratulatory letter from AFSPC/CC. The AFSPC/CC or designated representative will present the unit awards at the Spring Wing Commanders Conference. Cost for manufacturing and engraving trophies/awards and plaques will be defrayed by each applicable OPR in HQ AFSPC/DO using appropriated funds.

**1.5. The Enlisted Space Systems Operator of the Year Award Selection Criteria.** All enlisted space systems operators (AFSC 1C6X1) are eligible to compete for this award. This includes individuals in training organizations. Do not nominate individuals who received an unfavorable personnel action during the award period. Minimum requirements for each category are:

1.5.1. Senior Noncommissioned Officer (E-7 through E-8) nominees must: possess a 7-level AFSC or higher in the 1C6X1 career field, have completed the appropriate level of PME and been awarded a Community College of the Air Force (CCAF) Associate's Degree in their primary or secondary AFSC.

1.5.2. Noncommissioned Officer (E-5 through E-6) nominees must possess a 5-level AFSC or higher in the 1C6X1 career field, have completed the appropriate level of PME and 30 semester hours towards a CCAF Associate's Degree in their primary or secondary AFSC.

1.5.3. Airman (E-1 through E-4) nominees must possess a 3-level AFSC or higher in the 1C6X1 career field, have completed mission ready certification in at least one system and be enrolled in CCAF.

1.5.4. An individual's overall performance in accomplishing their assigned duties is the determining factor for award nomination. The board will determine the impact of the accomplishments, not level of assignment, when awarding points in each category. The organizational level assigned will not give a nominee any advantage, implied or otherwise. The period of award accomplishments is 1 Jan to 31 Dec of the previous year. The nomination narrative will include the following three categories:

1.5.4.1. Contributions to Organizational Mission and Management Goals (30 points). This category carries the most competition weight and must emphasize specific contributions the member made to the organization's mission and goals. The facts must relate directly to space operations crew or staff duties and reflect the impact the actions had on the organization's mis-

sion and goals. Examples include creating software programs to more effectively run operations or increase management efficiency, critical support during DoD or USAF directed testing, improving operations efficiency and providing result oriented support during deployments.

1.5.4.2. Educational and Training Self-Improvement Efforts (10 points). This category is limited to specific education or training directly related to the 1C6X1 career field and assigned duties during the calendar year of the award. Examples include AFSC skill level awarding schools, pursuit of a Community College of the Air Force degree in Space Systems Operations, classes to improve instructor or evaluator skills, mission ready qualifications, courses aimed at improving the member's skills to perform their duties and graduation from training squadron schools. Significant data to emphasize excellence, such as "Honor Graduate", should also be included.

1.5.4.3. Other Accomplishments (10 points). This category is limited to additional duties, awards, prizes, titles, etc., which directly relate to the 1C6X1 career field. Examples include Air Force Association's "Operational Excellence Award", "Crew Member Excellence Award", "Crew of the Quarter", "Quality Team Awards" and "Instructor/Evaluator of the Year." Each item listed in this category should provide a brief explanation of the nominee's actions towards earning the distinction.

1.5.5. Nominating Procedures. 14th Air Force and subordinate wings may each submit one nominee per category. USSPACECOM, SWC and other MAJCOMs outside of AFSPC may submit one nominee per category for each wing level equivalent organizations. Each AFSPC directorate submits their nominees (one per category) to HQ AFSPC/DOES for competition. HQ AFSPC/DOES convenes a board to select a Headquarters nominee in each applicable category. They will in turn compete with the other nominees for their category. Submit nominations on AF Form 1206, **Nomination for Award**, in single-space bullet format, one page maximum. Narratives must be unclassified. Send the original and one electronic copy of the nomination package to HQ AFSPC/DOES no later than 31 March. Each nomination package will contain the following:

1.5.5.1. Transmittal letter.

1.5.5.2. Nomination narrative. This narrative will include the three categories specified above with concise information showing the dates and facts connected with the achievement and/or service. Include only information and achievements that cover the period of the award.

1.5.5.3. Current Report on Individual Personnel (RIP).

1.5.6. Selection. A board consisting of a minimum of five 1C6X1 chief master sergeants will review and score the nomination narratives for each category. The "whole person" concept will apply. The nomination narrative and personnel RIP will be reviewed and scored as a package. The board results will be forwarded to HQ AFSPC/DO for final approval.

1.5.7. Presentation. The winners will be notified by congratulatory HQ AFSPC/DO message. The HQ AFSPC/DO or designated representative will present a plaque and citation to the winner at an appropriate ceremony at the earliest available opportunity. HQ AFSPC/DO is responsible for the cost for manufacturing and engraving using appropriated funds.

## 2. Air Force Association (AFA) Awards:

**2.1. General Thomas S. Power Outstanding Missile Crew Award .** Awarded annually by the AFA to recognize the best missile combat crew in AFSPC. General Power was Commander-in-Chief, Strategic Air Command, from 1957 to 1964. He was the “father” of SAC’s ICBM force and was directly involved in the planning and deployment of the Atlas, Titan and Minuteman ICBMs. All missile combat crews are eligible for this award. (OPR: HQ AFSPC/DOM).

**2.2. Best Space Operations Crew Award.** Awarded annually by the AFA to recognize the best space operations crew in AFSPC. Nominees must be members of a space operations mission-ready crew. Military members assigned to other services and military foreign nationals, i.e. Australian and Canadian, are also eligible when integrated into the Air Force space operations crew. (OPR: HQ AFSPC/DOM).

**2.3. Selection Criteria .** Nominees will be rated based upon sustained superior performance in all aspects of space or missile operations. Performance as a crew or team will be the determining factor for selection. An outstanding crew will be selected over outstanding individuals. Period for award accomplishments is 1 Jan to 31 Dec. Appropriate data supporting the nomination may include, but is not limited to:

2.3.1. Mission accomplishments.

2.3.2. Meritorious achievements or service.

2.3.3. Improvements, innovations, or new initiatives.

2.3.4. Safety

2.3.5. Other special recognition of the crew. Nominations should not overlook intangible/unquantifiable factors that significantly contributed to the unit’s mission.

**2.4. Nominating Procedures.** Each wing may submit one nomination. The maximum length of the nomination is two pages, excluding citation. Use AF Form 1206.

2.4.1. Narratives are unclassified and submitted in single-spaced bullet format with supporting data attached. Each nomination package contains the following:

2.4.1.1. Transmittal letter.

2.4.1.2. Cover sheet with complete unit designation and location, crew number, and each individual's name, social security number, duty position (spell out acronyms), unit address and DSN/commercial telephone numbers. For the Best Space Operations Crew Award, include non-mission ready crew member names and positions who significantly contributed to the nominated crew's accomplishments.

2.4.1.3. A stand alone nomination narrative with concise information specifying the dates and facts connected with the achievements and service of the crew. Include only information and achievements that cover the period of the award.

2.4.1.4. Three different original 5 X 7 color glossy photographs, either prints or slides, in 35mm film of the nominee(s) in action. Include names, ranks, mission ready/non-mission ready status, and placement of the individuals in each picture from left to right, front to back.

2.4.1.5. A recommended citation not to exceed 50 words. The citation should highlight the most important reason(s) why this crew or person was nominated for this prestigious award.

2.4.2. Send the original and one electronic copy of the nomination package to the applicable NAF/DO to arrive no later than 1 March.

2.4.3. After selecting the command nomination, the NAF/CC approves and sends the original nomination package and one electronic copy to the OPR in HQ AFSPC/DOM no later than 1 Apr.

2.4.4. HQ AFSPC/DOM prepares the package for AFSPC/CC approval and forwards package to the AFA to arrive no later than 1 May. AFA reserves the right to approve and announce winners.

**2.5. Presentation.** A presentation ceremony is conducted by the AFA at the annual AFA National Convention in September each year. A maximum of six crew individuals will be invited to attend the award presentation as AFA guests. Each unit project officer will determine who these individuals will be if more than six are eligible and each unit is responsible for all TDY expenses. An individual award is presented to the crew commander on behalf of the winning crew members. Additional non-mission ready members of the best space crew which contributed significantly to the crew's accomplishments will receive AFA recognition certificates.

**2.6. Operational Excellence Award.** Sponsored by the Colorado Springs Lance P. Sijan Chapter of the Air Force Association, this award recognizes those individuals who have made a significant contribution to the advancement of space and/or missile operations. Officer nominees must be assigned a 13S Space and Missile Operations Officer specialty code and be in the grade O-1 through O-5. Enlisted personnel must be assigned a 1C6XX Air Force specialty code and be in the grade E-5 through E-8. (OPR: HQ AFSPC/DOES).

2.6.1. Selection Criteria. Include clear and concise reasons why the nominee should be chosen for the award. Period of award is 1 Jun through 31 May. Nomination accomplishments can include up to two years of prior accomplishments. Appropriate data supporting the nomination should include, but is not limited to:

2.6.1.1. Contribution to U.S. warfighting capability and/or military operations.

2.6.1.2. Achievements leading to sustained mission readiness.

2.6.1.3. Significant improvements to mission planning/operations.

2.6.1.4. Visionary actions that may guide space or missile operations into the next century.

2.6.2. Nominating Procedure. Each unit (headquarters directorate, NAF, wing, group or squadron/detachment) may submit one nomination for each category (one officer and one enlisted). Nominations are unclassified and in single-spaced narrative format, not to exceed two pages. Use AF Form 1206, Nomination for Award. Include a nomination cover letter (Atch 1) with each nomination. Nominations are to be forwarded to the Lance P. Sijan Chapter of the AFA no later than 1 Jul each year.

2.6.3. Presentation. The winners will be recognized at the annual Colorado State AFA Convention (travel cost is at the expense of the unit). Winners receive a personalized scaled replica of the Operational Excellence Award sculpture on display at Air Force Space Command.

### 3. AFSPC Competition Awards.

**3.1. Descriptions.** These awards are earned through the Guardian Challenge Space and Missile Competition. Specific eligibility and award criteria are contained in the Guardian Challenge Competition

Plan. HQ AFSPC/DO Guardian Challenge Project Officer is responsible for budgeting for the cost of these trophies.

**3.1.1. The Blanchard Trophy.** General William H. Blanchard was the Director for Operations, SAC, when the first ICBMs entered the SAC weapons inventory and the former Vice Chief of Staff. This trophy recognizes the Best Missile Operations Wing.

**3.1.2. The Schriever Trophy.** General Bernard A. Schriever was the former commander of the Western Development Division. His was the driving force in the development of early ICBMs from which US space boosters were derived. This trophy recognizes the Best Spacelift Operations Wing.

**3.1.3. The Aldridge Trophy.** Named after former Secretary of the Air Force, Edward "Pete" Aldridge, a strong supporter of satellite operations. This trophy recognizes the Best Space Operations Wing.

**3.1.4. Best Operations Crew Trophies.** These trophies recognize the best operations crews in each of the mission areas as specified in the Guardian Challenge Competition Plan.

**3.2. Disposition of Awards.** Awards are presented at the awards ceremony conducted as part of the Guardian Challenge competition.

3.2.1. All unit awards are rotating awards and remain the property of HQ AFSPC.

3.2.1.1. Units currently possessing the awards are responsible for safeguarding them from theft or damage from time of presentation until returned to the next competition.

3.2.1.2. Units will clean and repair awards prior to shipment to the next Guardian Challenge.

3.2.1.3. The previous year's winning unit will receive a commemorative award for permanent retention.

3.2.2. An individual award is presented to each winning team member for permanent retention in recognition of their contribution to winning the award.

**3.3. Other Competition Awards .** Other individual/team awards may be used to recognize outstanding competitors or teams during the Guardian Challenge Space and Missile Competition. The specific awards and their criteria will be contained in the Guardian Challenge Competition Plan.

**4. AFSPC Crew Recognition Program .** Units will use the electronic form-fill template and parchment paper with AFSPC logo to locally print all AFSPC Operations award certificates. The parchment paper with AFSPC logo will be stocked and issued by HQ AFSPC/DOMO. Wing commanders will sign the certificates prior to presentation. AETC wing/group commanders who have AFSPC Operators assigned to their organization are authorized to sign and present the certificates. HQ AFSPC/DOT will provide Crew Member Excellence patches to the units.

**4.1. Description.** This program recognizes unit crew members for successfully attaining mission ready status in duty positions, highly qualified rating during evaluations, completion of crew tours and alerts, crew member excellence and successful launch of an ICBM test flight.

**4.1.1. Operations Mission Ready Certificate, AFSPC Form 97.** Use this form to recognize an individual upon completion of all mission ready requirements and for certification to perform duties in a mission ready crew duty position.

**4.1.2. Highly Qualified Certificate, AFSPC Form 98.** Use this form to recognize an individual for exceptional performance while under evaluation as a Space Operations Crewmember.

**4.1.3. Missile Combat Crew Commander Certificate, AFSPC Form 180.** Use this form to recognize an individual upon mission ready certification as a Missile Combat Crew Commander.

**4.1.4. Missile Combat Crew Member Certificate, AFSPC Form 181.** Use this form to recognize an individual upon mission ready certification as a Deputy Missile Combat Crew Commander.

**4.1.5. Missile Crew Tour Completion Certificate, AFSPC Form 182 .** Use this form to recognize a missile combat crew member who has completed his or her missile tour.

**4.1.6. ICBM 100 Alerts Certificate, AFSPC Form 184 .** Use this form to recognize a missile combat crew member upon completion of 100 alerts.

**4.1.7. ICBM 200 Alerts Certificate, AFSPC Form 185.** Use this form to recognize a missile combat crew member upon completion of 200 alerts.

**4.1.8. Crew Member Excellence (CME) Award Certificate , AFSPC Form 186.** This award recognizes sustained highly qualified performance during space operations evaluations and overall performance while a crew member.

4.1.8.1. To be eligible, an individual must achieve a minimum of five highly qualified (HQ) ratings out of a maximum of seven consecutive evaluations. An unqualified (UQ) rating resets the counter to zero. HQ ratings are cumulative in all space operations mission areas (e.g., ICBM operations, missile warning, etc.) An individual must show documented proof of previous evaluation results that meet established requirements. Special evaluations do not count for an individual.

4.1.8.1.1. If an individual has been previously recognized by a CME award (8 AF, 15 AF, or 20 AF), the individual is authorized to wear the AFSPC CME patch. The individual is not awarded a new AFSPC certificate. An individual must show documented proof of previous evaluation results that meets established requirements or a copy of the NAF CME certificate.

4.1.8.1.2. ICBM only. An evaluation conducted, when an HQ was not available as a rating (Outstanding Performer system of late 80s/early 90), may count as an HQ if no restricted or listed errors, or more than four non-mission critical deficiencies were committed during the evaluation.

4.1.8.1.3. ICBM only. Initial evaluation following Initial Qualification Training will not count towards award of the CME.

4.1.8.1.4. ICBM only. If all evaluations counting toward the award were earned in 20 AF, at least one evaluation must be as a Missile Combat Crew Commander.

4.1.8.2. The OG/CC is the final approval authority for award of the AFSPC Crew Member Excellence Award. The OG/CC will review the individual's overall performance as a crew member and whole person when selecting individuals for this award. Group commanders have the discretion to disapprove the award if the individual's overall performance does not warrant the award. Factors to consider include evaluation performance, duty performance, professional excellence, officership and conduct on and off duty.

4.1.8.2.1. Squadron Commanders will forward a letter to the OG/CC certifying a crew member has met the criteria above when requesting the award for qualified individuals. The OG/CC will concur/non-concur with the squadron commander's recommendations.

**4.1.9. Missile Warning 200 Shift Certificate, AFSPC Form 188.** Use this form to recognize a missile warning mission ready crew member upon completion of 200 shifts.

**4.1.10. Missile Warning 400 Shift Certificate, AFSPC Form 189.** Use this form to recognize a missile warning mission ready crew member upon completion of 400 shifts.

**4.1.11. Space Surveillance 200 Shift Certificate, AFSPC Form 190.** Use this form to recognize a space surveillance mission ready crew member upon completion of 200 shifts.

**4.1.12. Space Surveillance 400 Shift Certificate, AFSPC Form 191.** Use this form to recognize a space surveillance mission ready crew member upon completion of 400 shifts.

**4.1.13. Spacelift Level 1 Launch Certificate, AFSPC Form 192.** Use this form to recognize a spacelift mission ready crew member upon attainment of level 1 launch status. See attachment 1 for criteria for level 1 designation.

**4.1.14. Spacelift Level 2 Launch Certificate, AFSPC Form 193.** Use this form to recognize a spacelift mission ready crew member upon attainment of level 2 launch status. See attachment 1 for criteria for level 2 designation.

**4.1.15. Satellite Control 250 Shift Certificate, AFSPC Form 194 .** Use this form to recognize a satellite control mission ready crew member upon completion of 250 shifts.

**4.1.16. Satellite Control 500 Shift Certificate, AFSPC Form 195.** Use this form to recognize a satellite control mission ready crew member upon completion of 500 shifts.

**4.1.17. ICBM Launch Certificate, AFSPC Form 196.** Use this form to recognize an ICBM Force Development Evaluation (FDE) team member upon completion of a successful ICBM FDE mission.

## **5. Forms Prescribed:**

- 5.1. AFSPC Form 97, **Operations Mission Ready Certificate.**
- 5.2. AFSPC Form 98, **Highly Qualified Certificate.**
- 5.3. AFSPC Form 180, **Missile Combat Crew Commander Certificate.**
- 5.4. AFSPC Form 181, **Missile Combat Crew Member Certificate.**
- 5.5. AFSPC Form 182, **Missile Crew Tour Completion Certificate.**
- 5.6. AFSPC Form 183, **Spacelift Excellence Certificate.**
- 5.7. AFSPC Form 184, **ICBM 100 Alert Certificate.**
- 5.8. AFSPC Form 185, **ICBM 200 Alert Certificate.**
- 5.9. AFSPC Form 186, **Crew Member Excellence Certificate.**
- 5.10. AFSPC Form 188, **Missile Warning 200 Shift Certificate.**
- 5.11. AFSPC Form 189, **Missile Warning 400 Shift Certificate.**

- 5.12. AFSPC Form 190, **Space Surveillance 200 Shift Certificate.**
- 5.13. AFSPC Form 191, **Space Surveillance 400 Shift Certificate.**
- 5.14. AFSPC Form 192, **Spacelift Level 1 Launch Certificate.**
- 5.15. AFSPC Form 193, **Spacelift Level 2 Launch Certificate.**
- 5.16. AFSPC Form 194, **Satellite Control 250 Shift Certificate.**
- 5.17. AFSPC Form 195, **Satellite Control 500 Shift Certificate.**
- 5.18. AFSPC Form 196, **ICBM Launch Certificate.**

HOWARD J. MITCHELL, Maj Gen, USAF  
Director of Operations

Attachment 1

OPERATIONAL EXCELLENCE AWARD

AIR FORCE ASSOCIATION

LANCE P. SIJAN CHAPTER

OPERATIONAL EXCELLENCE AWARD

Nomination Cover Letter

NOMINEE:

NAME \_\_\_\_\_ RANK \_\_\_\_\_

ASSIGNED

UNIT \_\_\_\_\_

UNIT MAILING

ADDRESS \_\_\_\_\_

DUTY TELEPHONE(\_\_\_\_) \_\_\_\_\_

NOMINATED BY:

NAME \_\_\_\_\_ RANK \_\_\_\_\_

ASSIGNED

UNIT \_\_\_\_\_

UNIT MAILING

ADDRESS \_\_\_\_\_

DUTY TELEPHONE\_(\_\_\_\_) \_\_\_\_\_

FORWARD NOMINATION TO: AIR FORCE ASSOCIATION

Operational Excellence Award

Lance P. Sijan Chapter

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Colorado Springs CO 80935-5007