



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
1411 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202-3231

22 SEP 2004

NGB-ARH

MEMORANDUM FOR THE ADJUTANTS GENERAL OF ALL STATES,
PUERTO RICO, THE VIRGIN ISLANDS, GUAM, AND COMMANDING GENERAL C
THE DISTRICT OF COLUMBIA

SUBJECT: General Douglas MacArthur Leadership Award Program for Calendar Year
2004 (CY04) (NGB-ARH Memo #04-032)

1. References:

a. Army Regulation 600-89, General Douglas MacArthur Leadership Award Program, 16 May 2003.

b. DA Message R0311136Z AUG 04, subject: General Douglas MacArthur Leadership Award Program for Calendar Year 2004 (CY04).

2. Headquarters, Department of the Army, in cooperation with the General Douglas MacArthur Foundation, presents annual leadership awards to recognize outstanding company grade officers (LT or CPT and WO1 or CW2) in the Active Army, the Army Reserve and the Army National Guard (ARNG), who demonstrate the ideals for which General MacArthur stood, "Duty, Honor, Country".

3. The purpose of these awards is to promote, sustain, and recognize outstanding junior officer/warrant officer leadership. Selection is based on the officer's overall leadership performance throughout the calendar year (CY). Battalion commanders are encouraged to nominate potential candidates for this prestigious award. The ARNG has been authorized seven awards (six officers and one warrant officer).

4. **Eligibility Criteria.** All nominees must:

a. Be a junior officer/warrant officer (LT or CPT, WO1 or CW2) in the ARNG. Captains and CW2s cannot be on a promotion list for MAJOR/CW3 as of 31 December 2004.

b. Meet the height/weight standards specified in AR 600-9.

c. Have passed the Army Physical Fitness Test (APFT) within six months prior to 31 December 2004, in accordance with FM 21-20, Physical Fitness Training.

d. Qualify with assigned individual weapon during CY 2004 (if applicable).

NGB-ARH

SUBJECT: General Douglas MacArthur Leadership Award Program for Calendar Year 2004 (CY04)

e. Meet military education requirements for grade.

f. Meet civilian education requirements for grade.

5. **Selection Criteria:** Selection is based on overall leadership performance of the officer during CY 2004 only. Selection should consider the following factors:

a. Leadership performance that exemplifies the ideals of "Duty, Honor, and Country."

b. Ability to influence others to accomplish the mission by providing purpose, direction and motivation.

c. Understanding of human nature and the ability to gain consensus among diverse groups.

d. Demonstration of technical and tactical competence.

e. Commitment to the Army values of leadership, duty, respect, selfless service, honor, integrity, and personal courage as contained in FM 1, The Army.

f. Development of cohesive teams that anticipate requirements and exercise initiative within the commander's intent.

g. The intangible aspects of leadership to include people skills, leadership climate, and interpersonal communication skills.

h. Demonstration of the 11 principals of leadership contained in FM 22-100, Military Leadership.

6. **Nomination Instructions:**

a. The Adjutant General (TAG) may nominate one company grade officer and one warrant officer to the Chief, National Guard Bureau for this award.

b. The Adjutant General will convene a board of officers when more than one nominee has been selected to represent their State or Territory. The state selection board will nominate the best individual to represent their state or territory and forward the nomination to NGB-ARH.

NGB-ARH

SUBJECT: General Douglas MacArthur Leadership Award Program for Calendar Year 2004 (CY04)

c. Title 10 AGR officers/warrant officers are eligible to be nominated for the award. One nomination from each ARNG Division Chief or separate command supervising company grade officers (LT or CPT and WO1 or CW2) is authorized. Title 10 AGR nominations will be submitted in the same manner as all other nominations.

d. The General Douglas MacArthur Leadership Award nomination packets will consist of a plain black 1", 3-ring binder. Inserted in the plastic cover on the front of the binder will be plain bond paper listing the officers' last name, first name and middle initial, second line will list officers' rank and SSN. Third line will list complete unit of assignment and the fourth line will list officers' state followed by Army National Guard. The binder will contain the following enclosures (each enclosure will be contained in clear document protectors and numerically tabbed using clear tabs).

Table of Contents

- Encl 1** -Official photograph. (Class A Uniform only, full length or digital acceptable, not less than two years old)
- Encl 2** -Height and weight compliance statement.
- Encl 3** -DA Form 705 (APFT)
- Encl 4** -Last four OER's
- Encl 5** -DA form 2-1
- Encl 6** -Weapons Qualification (copy of score sheet)
- Encl 7** -Civilian Education (copy of transcripts or diploma)
- Encl 8** -Military Education (AER's diplomas)
- Encl 9** -Individual contributions to the state and/or local community (not to exceed two pages)
- Encl 10** -Individual unit accomplishments/contributions to the ARNG (not to exceed two pages)
- Encl 11** -The Adjutant General's memorandum. For AGR nominations, the Director or senior ARNG installation representative in the officers chain of command
- Encl 12** -Brigade commander's memorandum
- Encl 13** -Battalion commander's memorandum
- Encl 14** -Justification (one typed double spaced page summarizing nominee's performance and accomplishments during CY-2004, that resulted in his/her nomination for the award)
- Encl 15** -Administrative information: The POC must be from the MILPO Office. This is essential for ease of coordination in the event your company grade or warrant officer is selected. (See attached

NGB-ARH

SUBJECT: General Douglas MacArthur Leadership Award Program for Calendar Year-2004 (CY04)

format). If nominee is mobilized a copy of officer's orders should be included at Encl 15.

Encl 16 -Other supporting documentation

The binder cover is not to contain photographs or decorations only bond paper as identified in paragraph 6d above. Packets not in compliance with the above format will not be submitted to the ARNG board for consideration.

e. The nomination packet must be endorsed through TAG or appropriate AGR Title 10 supervisor and submitted to NGB-ARH. The nomination of an officer should be based on existing records.

7. Funding: TAGs/Title 10 supervisors will provide funding of pay and allowances for ARNG awardees ordered to active duty to attend the awards ceremony. State Special Training Funds (conferences and special projects) should be used for this purpose. At the discretion of sponsoring TAG/Title 10 supervisor, Invitational Travel Orders may be used to pay transportation costs of spouses attending the award ceremony.

8. Nomination packet suspense date is 7 January 2005. Additional information concerning award winners and ceremony will be provided at a later date.

9. The point of contact is Ms. Marybeth Tepper, DSN 327-3297 or 703-607-3297.

Encl
as


TAMMY L. MIRACLE
COL, NGB
Chief, Personnel Policy
and Readiness Division

ADMINISTRATIVE INFORMATION

NOMINEE INFORMATION:

a. Name _____

b. Rank and Branch _____

c. SSN _____

d. Home Address: _____

e. Home Telephone Number: _____

f. Email Address _____

g. Marital Status: _____ Children (#) _____

h. Duty Status _____ M-Day
_____ Technician
_____ AGR 32
_____ AGR 10

i. Unit Assignment: _____

j. Unit Address: _____

k. Unit Telephone Number: CML/DSN _____

l. Duty Position: _____

m. Security Clearance Level: _____

STATE MILPO POINT OF CONTACT: (To be filled out by MILPO Office)

a. Name _____

b. Rank: _____

c. Telephone Number: CML/DSN _____