

4 April 2006



Personnel

**OUTSTANDING CALIFORNIA AIRMAN SELECTION PROGRAM**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction establishes an awards program for outstanding senior noncommissioned officers, noncommissioned officers, and airmen, and applies to all units of the California Air National Guard. References: AFI 36-2803, AFI 36-2805 and ANGI 36-2802.

**SUMMARY OF REVISIONS**

Changes senior NCO from the 162d Combat Communications Group to Command Chief Master Sergeant from the 162d Combat Communications Group in para 4.1.6.

**1. General:**

1.1. This program will provide for recognition of exceptional leadership by enlisted personnel in military, social, and cultural activities exceeding that of their peers. The program consists of the following:

- 1.1.1. Annual selection of outstanding senior noncommissioned officer (MSgt through CMSgt).
- 1.1.2. Annual selection of outstanding noncommissioned officer (SSgt through TSgt).
- 1.1.3. Annual selection of outstanding airman (Amn through SrA).
- 1.1.4. Annual selection of outstanding first sergeant.
- 1.1.5. Recognition of the selected individuals by appropriate presentation of authorized awards.

1.2. Each Wing/Group should select one person in each category to compete in the Outstanding Airman of the Year Program. HQ CA ANG may select one person in each category.

**2. Category of Competition:**

2.2. Wing/Group nominations and HQ CA ANG, if submitted, will compete for selection as State of California Senior NCO, NCO, Airman and First Sergeant of the Year.

### **3. Unit Participation:**

3.1. Headquarters, California Air National Guard.

3.2. 129th Rescue Wing.

3.3. 144th Fighter Wing.

3.4. 146th Airlift Wing.

3.5. 163rd Air Refueling Wing.

3.6. 162nd Combat Communications Group. The 162 CCGP will solicit nominations from subordinate units and consolidate the Group's nominees for board selection and submittal.

### **4. Responsibilities:**

4.1. Each unit will accomplish the following actions:

4.1.1. Appoint a board annually to select winners in the appropriate categories;

4.1.2. Establish appropriate awards from local resources;

4.1.3. Conduct an appropriate ceremony to present awards to selected individuals;

4.1.4. Publicize the program in base news media, formations, community newspapers, etc.

4.1.5. Submit Wing/Group selections to Headquarters, California Air National Guard, Awards and Decorations Monitor (ANG/DP), for competition in the State Outstanding Senior Noncommissioned Officer, Noncommissioned Officer, Airman and First Sergeant of the Year Program.

4.1.6. Submit a letter of recommendation from the Wing Command Chief Master Sergeant and the Command Chief from the 162nd Combat Communications Group.

4.2. The Command Chief Master Sergeant, California Air National Guard, will:

4.2.1. Convene a board to select the California Air National Guard's Outstanding Senior Noncommissioned Officer, Noncommissioned Officer, Airman and First Sergeant of the Year, respectively. The board will be chaired by the Command Chief Master Sergeant, California Air National Guard with the Wing Command Chief Master Sergeants and the Command Chief from the 162<sup>nd</sup> Combat Communications Group as members.

4.2.2. Submit the nomination for the winner in each category to the Air National Guard Readiness Center Awards and Decorations section (ANG/DPFO) in time for competition in the National Outstanding Airman of the Year Program.

4.2.3. Establish appropriate awards for each selection.

4.2.4. Present the awards at an appropriate awards ceremony.

**5. Submission Instructions.** In accordance with AFI 36-2805 and ANGI 36-2802.

5.1. Use the format in Attachment 1 for the cover letter submitted with each unit and base nomination.

5.2. Submit an official photo with each nomination package.

**6. Procedures:**

6.1. Each unit commander will select three nominees to appear before the Group Selection Board. Each unit commander is authorized to devise a method of scoring ensuring that the method will provide equal opportunity for each individual to be selected as the winner in their respective categories without regard to career field or grade.

6.2. Unit nominations must be submitted to Wing/Group not later than 15 September for board consideration during the October Unit Training Assembly. Nominees must meet the board.

6.3. Wing/Group recommendations will be submitted to Headquarters, California Air National Guard, Awards and Decorations Monitor (ANG/DP), to arrive not later than 15 November.

**7. Narrative.** Reference AFI 36-2805.

BY ORDER OF THE GOVERNOR

DENNIS G. LUCAS  
Major General, CA ANG  
Commander

**ATTACHMENTS**

Sample Nomination for Airmen of the Year Award

DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 146th AIRLIFT WING  
PORT HUENEME, CALIFORNIA

DATE

MEMORANDUM FOR HQ CA ANG/DP

FROM: 146 AW/CC  
100 Mulcahey Drive, Bldg 100  
Port Hueneme, CA 93041-4002

SUBJECT: Nominations for Outstanding (Senior Noncommissioned Officer/Noncommissioned Officer/Airman) of the year Award

1. Under the provisions of CA ANGI 36-2806, the following individual is nominated for the Outstanding (Senior Noncommissioned Officer/Noncommissioned Officer/ Airman) of the Year Award for the period ending 31 December 20XX.

Nominee: (Full Name)  
Grade:  
SSAN:  
Permanent Home Address:  
Military Status: (AGR/Technician/Traditional Guardsman)  
Spouse's Name or Son/Daughter of Mr and Mrs:  
Occupation:

2. I consider the above individual the most outstanding (Senior Noncommissioned Officer/Noncommissioned Officer/Airman) in my unit. In substantiation of this nomination, the enclosed attachments are submitted.

(Name, rank), CA ANG  
Commander

Attachments:

1. Fact Sheet (ANGI 36-2802, Atch 7)
2. Biography (ANGI 36-2802, Atch 5)
3. AF Form 1206
4. Base Level RIP
5. Official Photo