

Personnel - General
**THE FORT HOOD OUTSTANDING NONCOMMISSIONED OFFICERS/SOLDIERS OF THE
QUARTER AND YEAR PROGRAM**

SUMMARY. This regulation on the Fort Hood Outstanding Noncommissioned Officers/Soldiers of the Quarter and Year Program has been revised to update board actions and board evaluation sheets

APPLICABILITY This regulation applies to Army enlisted personnel assigned or attached to III Corps and Fort Hood and to other units defined in block 3b.

IMPACT ON NEW MANNING SYSTEM. This regulation does not contain information that affects the new manning system.

SUPPLEMENTATION. Local supplementation of this regulation by subordinate headquarters is prohibited except upon approval of AFZF-AGP-A-A.

INTERIM CHANGES. Interim changes to this regulation are not official unless authenticated by the Directorate of Information Management. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

SUGGESTED IMPROVEMENTS. The proponent of this regulation is the Office of the Adjutant General. Users are invited to send comments and suggested improvements to the Commander, III Corps and Fort Hood, ATTN: AFZF-AGP-A-A.

OVERVIEW

1

Purpose This regulation establishes policies and procedures for selecting the outstanding U.S. Army Forces Command noncommissioned officer (NCO) and enlisted soldier for

- each quarter of the fiscal year and
- the fiscal year at Fort Hood.

During full mobilization, requirements of this regulation remain in effect.

1a

References Related Publication

- AR 630-5 (Leave and Passes)

Prescribed Form

- FHT 600X26 (Board Member Evaluation) (prescribed in block 3d)
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(continued on next page)

References (Continued) Related Form

- DD Form 2266 (Information for Hometown News Release) 1b

Explanation of Acronyms CSM Command Sergeant Major
 MSC major subordinate command
 NCO noncommissioned officer 1c

RESPONSIBILITIES 2

Adjutant General The Adjutant General prepares awards for presentation by the Commanding General, III Corps and Fort Hood. 2a

Command Sergeant Major The Command Sergeant Major (CSM), III Corps and Fort Hood,

- is president of the selection board.
- establishes date, time, and location for award ceremonies. 2b

Public Affairs Office The Public Affairs Officer coordinates award presentations with

- local Chambers of Commerce for
 - Killeen and
 - Copperas Cove.
- other local activities and organizations. 2c

AWARD PROGRAM 3

General This program recognizes and rewards soldiers demonstrating outstanding qualities and knowledge of

- U.S. Government.
- training doctrine and policy.
- professional skills.
- leadership.
- service.
- military bearing.
- appearance.
- continued outstanding performance of duty.
- participation and contribution to both military and civilian community activities. 3a

Participating
Commands

Major Fort Hood units participating in the program are

- 1st Cavalry Division,
- 13th Corps Support Command,
- 3d Signal Brigade,
- 6th Cavalry Brigade (Air Combat),
- 31st Air Defense Artillery Brigade,
- 89th Military Police Brigade,
- 504th Military Intelligence Brigade,
- Combat Aviation Training Brigade,
- 3d Finance Group,
- 3d Personnel Group, and
- Phantom Command.

3b

Selection
Board

Selections are made by a board consisting of

- CSM of III Corps and Fort Hood (as president).
- CSMS from Fort Hood major subordinate commands (MSCs).
- One female senior NCO in the grade of master sergeant or higher.

The president of the board decides the

- date, time, and location of the meeting,
- members of the board, and
- uniforms to be worn by nominees and board members.

3c

Board
Evaluation

FHT 600-X26 (Board Member Evaluation) is

- used by board members in the selection process to rank nominees.
- available through normal supply channels.

NOTE: See sample at appendix A.

3d

Quota
Nominees

One outstanding enlisted soldier (private through specialist) and one outstanding NCO (corporal through sergeant first class) are chosen for each quarter. Quarter winners compete for the year board.

MSCs must identify their first runners-up in case of a permanent change of station or expiration term of service of the chosen soldier during the year.

3e

Submitting
Nominations

MSCs submit nominations to four preliminary boards as follows:

- 1st Cavalry Division units send their nominations to the division CSM.
- 504th Military Intelligence Brigade, 3d Personnel Group, 31st Air Defense Artillery Brigade, and all units under Phantom Command send their nominations to the senior CSM, President of the Board.
- 3d Finance Group sends their nominations to 13th Corps Support Command CSM.
- 6th Cavalry Brigade (Air Combat), 89th Military Police Brigade, Combat Aviation Training Brigade, and 3d Signal Brigade send their nominations to the senior CSM, President of the Board.

Each board sends their quarterly nominations to Commander, III Corps and Fort Hood, ATTN: AFZF-AGP-A-A, 7 days before the installation board convenes.

3f

Selection

Soldiers may be chosen by the board quarterly and yearly any number of times during their tour at Fort Hood if nominated by their command.

Send nomination packets through command channels with original plus six copies of

- commander's comments, in letter format, on significant achievements attained by nominee in present duty assignment demonstrating
 - outstanding qualities listed in block 3a,
 - contributions toward unit mission accomplishment, and
 - self-improvement efforts.
- completed DD Form 2266 (Information for Hometown News Release).
- biographical narrative, double spaced, highlighting individual's background and career.

3g

Quarterly
Winners

Winners of the NCO/Soldier of the Quarter competitions are eligible to compete in the NCO/Soldier of the Year program if nominated by their command.

The nominee for the NCO/Soldier of the Year must have a minimum of 6 months time on station remaining at Fort Hood to be eligible to compete.

3h

AWARDS

4

Outstanding NCOs and Soldiers Awards

Outstanding soldiers selected by each participating command

- receive a \$50.00 savings bond
- take part in the Soldiers of the Quarter program.

Participating commands will send a request for the savings bonds to the III Corps and Fort and Installation Morale Support Fund.

4a

Outstanding NCO and Soldier of the Quarter

Outstanding NCO and Soldier of the Quarter selected by the board are awarded

- \$100.00 savings bond from Installation Morale Support Fund.
- Recognizing Excellence Coupon Book from Army and Air Force Exchange
- three-day pass from selectee's unit commander which may be taken as out. 630-5.
- reserved parking spaces during the quarter at
 - main post exchange,
 - main NCO Club (corporal through sergeant first class),
 - Soldiers Dome (private through specialist), and
 - commissary.

AR

4b

Outstanding NCO and Soldier of the Year

Outstanding NCO and Soldier of the Year selected by the board are awarded

- \$250.00 savings bond from Installation Morale Support Fund.
- four-day pass from selectee's unit commander which may be taken as outlined in AR 630-5.
- reserved parking spaces during the year at
 - main post exchange,
 - main NCO Club (corporal through sergeant first class),
 - Soldiers Dome (private through specialist), and
 - commissary.

4c

Pictures

Eight 8-inch by 10-inch color pictures of the winners are taken at the Post Photo Lab.

- The Directorate of Personnel and Community Activities posts three pictures in the
 - main post exchange,
 - NCO Club, and
 - Soldiers Dome.
 - Each awardee receives two pictures.
 - One picture each is
 - given to service member's major command.
 - maintained with the winning soldier's packet.
 - given to the III Corps and Fort Hood CSM.
-

4d

Appendix A
BOARD MEMBER EVALUATION SHEET (FHT 600-X26)

Type of Board: _____ Date: _____
Name: _____ Rank: _____ SSN: _____
Unit: _____
SQT/SDT Score: _____ Date: _____ WPN Qual: _____ Date: _____
APFT Score: _____ Date: _____

I. Common Assigned Areas	5pt Max each Score	Remarks
a. Reporting		
b. Uniform & Appearance		
c. Oral Expression		
d. Military Bearing		

Total: _____

II. Group 1	5pt Max each Score	Remarks
Weapons Qualification	MM= 1pt, SS= 3pt, EXP= 5pt	
Weapons		
c. Land Navigation		
* FM 23-9 BRM		
* Promotion Policy & Regulations		

Total: _____

III. Group 2	5pt Max each Score	Remarks
a. NEC		
b. First Aid		
c. APFT	180-229= 1pt, 230-269= 3pt, 270-300= 5pt	
* Uniform & Awards Reg		
* FM 25-101		

Total: _____

* NCO Area Only

BOARD MEMBER EVALUATION SHEET (FHT 600-X26) -- Continued

IV. Group 3

Spt Max each
Score

Remarks

- a. Leadership
- b. Counseling
- c. Customs & Courtesy
- * NCOER
- * Leader Note Book

Spt Max each Score	Remarks

Total: -----

V. Group 4

Spt Max each
Score

Remarks

- a. PMCS
- b. Supply Economy
- c. Chain of Command
- * Standards of Conduct

Spt Max each Score	Remarks

Total: -----

VI. Group 5

Spt Max each
Score

Remarks

- a. Soldier Support Activities
- b. Education Programs
- c. Sponsorship
- d. U.S. Government
- * Unit Policies & History of the NCO

Spt Max each Score	Remarks

Total: -----

Recommended: Yes/No

Board Member: -----

Total Score: -----

* NCO ... Area Only

The proponent for this regulation is the Office of the Adjutant General.

FOR THE COMMANDER:



WILLIAM A. WEST
Brigadier General, GS
Chief of Staff

STEPHEN J. BERTOCCHI
LTC, SC
DOIM

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