

For: FFAS Employees

60th Annual Arthur S. Flemming Award for Exceptional Federal Service

Approved by: Deputy Administrator, Management



1 Overview

A Background

For the past 58 years, the Arthur S. Flemming Awards have recognized outstanding men and women in the Federal Government. The awards were established in 1948 in honor of Arthur Flemming’s commitment to public service throughout his distinguished career, which spanned 7 decades and 11 presidencies. Recognized by the President of the United States, agency heads, and the private sector, the winners are selected from all areas of the Federal service.

The George Washington University and the Arthur S. Flemming Awards Commission present a total of 12 awards annually in the following 3 categories:

- Applied Science, Engineering and Mathematics
- Basic Science
- Managerial or Legal Achievement.

B Purpose

USDA invites employees to submit nominations for the 60th Annual Arthur S. Flemming Award for Exceptional Federal Service. Established by the Downtown Jaycees in 1948, the Flemming Awards honor outstanding Federal employees. More than 500 individuals have received the award to date.

Each award winner will receive a suitably engraved medal. Awards will be presented at the Arthur S. Flemming Awards Program Ceremony in Washington, D.C., on June 1, 2009. Additional information may be found at <http://www.gwu.edu/~flemming>.

Disposal Date	Distribution
March 1, 2009	All FAS, FSA, and RMA employees; State Offices relay to County Offices

Notice PM-2695

2 Arthur S. Flemming Award

A Eligibility

Nominees may include any career Federal employee or member of the uniformed services who has at least 3 but no more than 15 years of Government service as of December 31, 2007.

B Nomination Form

See exhibit 1 for an example of the 2008 nomination form. The form may also be found at http://www.gwu.edu/~flemming/Arthur_S_Flemming_Award_2008_Nom_Form_Final.pdf.

C Nomination Process

Electronic (scanned .pdf) submission of the nomination form is required. Please **protect personally identifiable information** by password protecting the document. Nominations shall be e-mailed to stephaniesybil.brown@wdc.usda.gov with Arthur S. Fleming as the e-mail subject.

To verify that the nomination was received, send return receipt to be notified as follows:

- on the e-mail tool bar, CLICK “Options”
- under Voting and Tracking, select either of the following:
 - “Request a delivery receipt for this message”
 - “Request a read receipt for this message”.

Note: All nominations must be received by **COB** on January 22, 2009.

D Additional Information

All nominations **must** be submitted according to subparagraph 2 C and not directly to George Washington University. If more than 2 nominations are submitted per category, a committee will be formed to screen the nominations. FFAS will submit up to 2 nominations per category. Each nomination **must** have the written approval of the appropriate Under/Assistant Secretary or Staff Director and HRD will acquire that approval.

Notice PM-2695

2 Arthur S. Flemming Award (Continued)

E Contact

Contact either of the following with questions about this notice:

- Stephanie Sybil Brown, Employee Recognition:
 - by e-mail at **stephaniesybil.brown@wdc.usda.gov**
 - by telephone at 202-401-0694

- Angela Jackson, Human Resource Assistant:
 - by e-mail at **angela.jackson@wdc.usda.gov**
 - by telephone at 202-401-0682.

2008 Awards Nomination Form

This is an example of the 2008 Arthur S. Fleming Awards Nomination Form.

2008 Arthur S. Flemming Awards Nomination Form

PLEASE SUBMIT 1 COPY ON 8 1/2" X 11" PAPER

- Award to be considered for: [] Applied Science, Engineering and Mathematics
[] Basic Science
[] Managerial or Legal Achievement

PLEASE TYPE ALL INFORMATION

Full Name of Nominee _____

E-mail Address _____

Date of Birth _____ Total Years of Federal Service* _____
(military and/or civilian)

Present Home Address _____

Telephone: Home _____ Work _____

Employing Agency/Department _____

Agency/Department Mailing Address _____

Title of Current Position _____

Education (Institution, Degrees, Dates) _____

The nomination must include a citation between 125 and 175 words in length giving a brief description of the nominee's accomplishment(s). If the nominee is selected for the award, this citation will be used by the George Washington University for immediate publication and will also be incorporated in the commemorative brochure that will be distributed at the awards presentation and as promotional material. A nomination that fails to include a citation will be considered incomplete.

THE NOMINATION MUST BE SUBMITTED BY, AND HAVE THE APPROVAL OF, THE AGENCY/DEPARTMENT HEAD OR ACTING HEAD OF THE AGENCY/DEPARTMENT, WHOSE PERSONAL SIGNATURE IS REQUESTED BELOW.

I attest to all facts contained on this nomination form and give permission for the facts to be used for publication.

_____ Date Signature (Head/Acting Head of Agency/Department)

Nomination Deadline January 30, 2009

Return to:
Arthur S. Flemming Awards Program
Attn: Ellen Treimel
The George Washington University
805 21st Street, N.W., Suite 601
Washington, DC 20052

_____ Please Type Name

_____ Title

Agency or Department Name

*Please Distinguish Military & Civilian

This Form May Be Duplicated

G21325 (11/08)