



DEFENSE LOGISTICS AGENCY
HEADQUARTERS
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MEMORANDUM FOR DLA EXECUTIVE BOARD

JUL 16 2015

SUBJECT: Directive-Type Memorandum (DTM) [15-010] – Director’s Strategic Goals Awards

References: (a) Defense Logistics Agency Strategic Plan 2015-2022
(b) DLAI 1432.01, DLA Awards and Recognition Program
(c) DLAH 1432.01, DLA Awards and Recognition Handbook

Purpose. The purpose of this DTM is to revise the Director’s Strategic Goal Awards. The Strategic Goal categories include the five goal areas in the DLA Strategic Plan 2015-2022, reference (a). Each goal area includes specific objectives and defined measures of success. This DTM is effective immediately and must be incorporated into References (b) and (c) within 12 months from the date of DTM issuance.

Applicability. This DTM applies to all DLA activities.

Policy.

a. The Director will recognize teams or individuals for measureable progress toward achieving the goals and objectives included in the DLA Strategic Plan 2015-2022 (or published in the annual Director’s Guidance). The following five goal areas replace those currently published in reference (c):

- (1) Warfighter First: Make promises and keep them. Deliver innovative and responsive solutions to Warfighters first, DoD components, and our other valued customers.
- (2) People and Culture: Valued team members; resilient and ready for the challenge. Hire, develop, and retain a high-performing, valued, resilient, and accountable workforce that delivers sustained mission excellence.
- (3) Strategic Engagement: Better outcomes through teamwork. Engage industry and other partners in the delivery of effective and affordable solutions.
- (4) Financial Stewardship: Affordable solutions and continued accountability. Deliver effective and affordable solutions.
- (5) Process Excellence: Always improving; finding smarter ways to do things. Achieve Enterprise process excellence.

b. **Criteria and Eligibility** - All DLA civilian employees and military members are eligible. Five winners are selected each quarter, one winner from each strategic goal area. When granting a group award, "team" is defined as any group of people with similar or diverse skills assembled in the workplace to achieve a common purpose or goal.

| <u>Team Size</u> | <u>Numbers of Team Members</u> | <u>Number of Nominees</u> |
|------------------|--------------------------------|---------------------------|
| Small | 25 or less | 1 |
| Medium | 26-50 | 1 |
| Large | 51-125 | 1 |

c. **Protocol for Recognizing Teams and Individuals** - Team members and individuals will be publically recognized at the local/command level and receive certificates and medals.

d. **Submission of award nominations** - PLFAs, J code organizations, DLA Installation Support, and DLA Headquarters Staff organizations should submit nominations to DLA Human Resources Policy (J14) with a one-page narrative statement which states the strategic goal area, the related objective, and describes in simple terms, how the individual or team directly contributed to accomplishing a success measure under one or more of the five strategic goal areas. This nomination must be signed by the nominator/recommending official and reviewer. The reviewer should be the DLA Chief of Staff (for DLA Installation Support and DLA Headquarters Staff organizations), J code Director, or PLFA Commander.

Responsibilities. The DLA Headquarters Awards and Recognition Board will review the nominations and make recommendations to the DLA Director for approval. J14 prepares certificates for the Director's signature.

Procedures. The Director's Strategic Goals Award will be processed in accordance with procedural guidance outlined in Reference (c).

Releasability. UNLIMITED. This DTM is approved for public release and is available on the Internet from the [DLA Issuances Website](#).

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