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Headquarters
United States Army Medical Department Activity
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* MEDDAC/DCC/VS
Regulation 672-1

Decorations, Awards, and Honors

United States Army Medical Department Activity, Fort George G. Meade Noncommissioned Officer and Soldier of the Quarter and Year Program

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History. This is the first revision of this publication. It was originally published on 27 October 1999.

Summary. This regulation establishes responsibilities, policy and procedures for selecting noncommissioned officers (NCOs) and soldiers of the quarter and year at the medical department activity level. It also discusses the awards that will be presented to the winners.

Applicability. This regulation applies to the Headquarters, U.S. Army Medical Department Activity, Fort George G. Meade (MEDDAC), Dunham U.S. Army Health Clinic (USAHC), Fort Detrick USAHC, Kirk USAHC, the Fort Meade Dental Clinic Command (DCC), and Fort Meade Branch Veterinary Services (VS).

Proponent. The proponent of this regulation is the

MEDDAC Senior Medical NCO.

Supplementation. Supplementation of this regulation by subordinate commanders and directors is prohibited.

Suggested improvements. Users of this publication are invited to send comments and suggested improvements by memorandum, directly to Commander, U.S. Army Medical Department Activity, ATTN: MCXR-Z, 2480 Llewellyn Ave., Fort George G. Meade, MD 20755-5800 or to the MEDDAC's Command Editor by fax to (301) 677-8088 or e-mail to john.schneider@na.amedd.army.mil.

Distribution. Distribution of this publication is by electronic medium only.

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Chapter 1 Introduction

1-1. Purpose

This regulation establishes responsibilities, policy and procedures for selecting NCOs and soldiers of the quarter and year at the MEDDAC level. It also discusses the awards that will be presented to the winners.

1-2. References

Related publications are listed in appendix A. Referenced forms are also listed in appendix A.

1-3. Explanation of abbreviations

Abbreviations used in this regulation are explained in the glossary.

1-4. Responsibilities

a. The Chief, Military Personnel Division (MPD). The chief, MPD will provide an individual to serve as board recorder and to perform the administrative duties associated with and pertaining to the MEDDAC NCO/Soldier of the Quarter/Year boards.

b. The MEDDAC Senior Medical NCO (SMNCO). The MEDDAC SMNCO will—

- (1) Implement, conduct and provide staff oversight of the program.
- (2) Convene the following MEDDAC selection boards:
 - (a) Noncommissioned Officer of the Quarter Board.
 - (b) Noncommissioned Officer of the Year Board.
 - (c) Soldier of the Year Board.
- (3) Resolve problems, issues and conflicts that may arise regarding the program.

c. The Medical Company First Sergeant (ISG), Kimbrough Ambulatory Care Center (KACC). The Medical

Company 1SG, KACC will—

(1) Implement and conduct the MEDDAC Soldier of the Month and Soldier of the Quarter selection boards.

(2) Selecting eligible Medical Company soldiers to compete at the MEDDAC NCO of the Quarter and Soldier of the Quarter competitions.

d. The noncommissioned officers in charge (NCOICs) of Dunham, Fort Detrick, and Kirk U.S. Army Health Clinics (USAHCs). The NCOICs of Dunham, Fort Detrick, and Kirk USAHCs will select eligible soldiers to compete at the MEDDAC NCO of the Quarter and Soldier of the Quarter competitions. (See para 2-1, below.)

e. The NCOIC, MPD. The NCOIC, MPD will ensure that all DD Forms 2266 that have been completed by NCO/Soldier of the Quarter/Year winners are processed.

f. The board recorder. The board recorder will ensure that the winners of the MEDDAC NCO/Soldier of the Quarter/Year competitions complete DD Form 2266 (Information for Hometown News Release), to include the Privacy Act statement, immediately after the board adjourns. The recorder will deliver the completed DD Form 2266 to the NCOIC, MPD as soon as possible after adjournment of the board.

Chapter 2 Eligibility, and Selection Process, and Convening of Boards

2-1. Eligibility

All active duty soldiers in the rank of sergeant first class (SFC) and below, who are assigned or attached to the MEDDAC and who have properly conducted themselves for the year preceding a specific quarterly or annual competition are eligible in accordance with the following

guidance:

a. Candidates for NCO of the Quarter/Year must be in the rank of corporal (CPL) through SFC.

b. Candidates for Soldier of the Quarter/Year must be in the rank of specialist (SPC) or below.

c. Specific eligibility for NCO/Soldier of the Year competition is limited to those soldiers who were selected as NCO/Soldier of the Quarter during the preceding calendar year, or, in their absence, the next available eligible runner-up from the respective quarterly competition.

d. Soldiers in the rank of SPC who are selected as Soldier of the Quarter and subsequently promoted to sergeant, or made CPL, will change categories and be eligible for the NCO of the Year competition.

e. After promotion to master sergeant, a soldier becomes ineligible for the NCO of the Quarter/Year competition.

f. Winners of NCO/Soldier of the Quarter competitions are eligible to compete in other NCO/Soldier of the Quarter competitions during the same calendar year. No soldier will represent more than one quarterly competition at the NCO/Soldier of the Year competition.

g. If otherwise eligible, soldiers selected as the MEDDAC NCO/Soldier of the Year are eligible for competition for NCO/Soldier of the Quarter/Year the following calendar year.

h. An NCO (CPL through SFC) and soldier (SPC or below) from the DCC and VS are eligible to compete in the MEDDAC NCO/Soldier of the Year competitions, but only for the opportunity to represent the MEDDAC and DCC/VS in the Walter Reed Regional NCO/Soldier of the Year competitions.

i. All candidates for NCO/Soldier of the Quarter/Year must meet Army weight for height and physical fitness standards. Soldiers who are overweight are ineligible to compete. Personnel who fail or are unable to pass or take the Army Physical Fitness Test (APFT) are ineligible to complete.

j. Any soldier who, subsequent to appearing before a MEDDAC NCO/Soldier of the Quarter/Year board becomes overweight, fails to pass or take a scheduled APFT, and/or demonstrates conduct unbecoming a soldier will be denied appearance before subsequent boards for a minimum of one year following their last board appearance.

2-2. Selection of candidates

a. The following MEDDAC units may nominate soldiers as candidates to appear before MEDDAC quarterly selection boards:

- (1) Medical Company, KACC.
- (2) Medical Detachment, Dunham USAHC.

(3) Medical Detachment, Fort Detrick USAHC.

(4) Medical Detachment, Kirk USAHC.

b. After a nomination has been submitted, any action on the part of the nominee that would make him or her ineligible will be reported immediately to the MEDDAC SMNCO with a recommended course of action (e.g., disqualify, eliminate, disapprove, etc.)

2-3. Convening of boards

a. The NCO of the Quarter Board will convene quarterly, near the end of each calendar quarter, as scheduled by the MEDDAC SMNCO.

b. The Soldier of the Quarter Board will convene quarterly, near the end of each calendar quarter, as scheduled by the Medical Company 1SG.

c. The NCO of the Year Board and Soldier of the Year Board will convene in December of each year, as scheduled by the MEDDAC SMNCO.

Chapter 3 Awards, and Public Affairs

3-1. Soldier of the Month

The Soldier of the Month will receive—

- a.* A Certificate of Achievement.
- b.* A 3-day pass, as duty permits, to be taken within three months after the board adjourns.
- c.* Exemption from unit type details for 30 days.

3-2. NCO of the Quarter and Soldier of the Quarter

The NCO of the Quarter and Soldier of the Quarter will receive—

- a.* A Certificate of Achievement.
- b.* A 4-day pass, as duty permits, to be taken within three months after the board adjourns.
- c.* Exemption from unit type details for 90 days.
- d.* One duty-day off (pass) to tour Washington, DC, or portions thereof, with transportation provided to and from Washington, DC.
- e.* The opportunity to compete for MEDDAC NCO of the Year or Soldier of the Year, as applicable and eligible.
- f.* A \$50.00 gift certificate from the Noncommissioned Officers Association (NCOA).
- g.* Subject to availability, a \$50.00 gift certificate from the Army and Air Force Exchange Service (AAFES).

3-3. NCO of the Year and Soldier of the Year

The NCO of the Year and Soldier of the Year will receive—

a. Appropriate recognition as determined by the MEDDAC Commander.

b. Two 4-day passes, as duty permits, to be taken with-in three months after the board adjourns.

c. Exemption from unit type details for 180 days.

d. The opportunity to compete for Walter Reed Regional NCO of the Year or Walter Reed Regional Soldier of the Year, as applicable and eligible (if not beaten by a DCC or VS competitor for this opportunity).

f. A \$100.00 gift certificate from the NCOA.

g. Subject to availability, a \$100.00 gift certificate from AAFES.

3-4. Public Affairs

Maximum use of public affairs, through the use of all available publicity (e.g., hometown news release, community newspapers, command newsletters, and other media) is encouraged.

Appendix A References

Section I Required Publications

This section contains no entries.

Section II Related Publications

A related publication is merely a source of additional information. The user does not have to read it to understand this publication.

AR 40-501
Standards of Medical Fitness

AR 310-50
Authorized Abbreviations, Brevity Codes and Acronyms

AR 360-5
Army Public Affairs, Public Information

AR 600-9
The Army Weight Control Program

MEDCOM Reg 672-3
United States Army Medical Command Noncommissioned Officer and Soldier of the Year Program

Section III Prescribed Forms

This section contains no entries.

Section IV Referenced Forms

DD Form 2266
Information for Hometown News Release

Glossary

Section I Abbreviations

1SG

first sergeant

AAFES

Army and Air Force Exchange Service

APFT

Army Physical Fitness Test

CPL

corporal

DCC

Fort Meade Dental Clinic Command

KACC

Kimbrough Ambulatory Care Center

MEDDAC

U.S. Army Medical Department Activity, Fort George G. Meade

MPD

Military Personnel Division

NCO

noncommissioned officer

NCOA

Noncommissioned Officer Association

NCOIC

noncommissioned officer in charge

SMNCO

Senior Medical NCO

SPC

specialist

SFC

sergeant first class

USAHC

U.S. Army Health Clinic

VS

Fort Meade Branch Veterinary Services

Section II Terms

This section contains no entries.