



PHS ENGINEER RESPONDER OF THE YEAR AWARD (EROY)

PURPOSE: First awarded in 2005, the US Public Health Service (PHS) EROY recognizes an Engineer Officer of the Commissioned Corps of the PHS who has demonstrated outstanding achievements in disaster and emergency response, preparedness, recovery and deployments. The recipient of the EROY automatically becomes the Engineer Category nominee for the PHS-wide Responder of the Year Award and will compete against nominees from the ten other Commissioned Corps categories.

ELIGIBILITY: All active duty PHS Engineer Officers at all ranks are eligible for the EROY Award. Nominees must be in good standing with their assigned agencies, with no current or pending adverse actions on file or under investigation. PHS Officers must also be eligible for awards as determined by the Office of the Surgeon General. Individuals are only eligible to receive the EROY Award once. In addition, the awardee is ineligible for other individual Chief Engineer or SAME awards for the next full year awards cycle after receipt of the EROY Award (i.e. A nominee that receives the EROY Award solicited in the 2022 Fall Awards Cycle is next eligible for Individual SAME or Chief Engineer Awards during or after the 2024 Spring Awards Cycle). Group or unit awards, such as the SAME Cumming Plaque (Award) or Engineering Literary (ELIT) Awards do not impact EROY Award eligibility, nor vice versa. There is no limit to the number of nominations from one agency. The Fall Awards Cycle includes all SAME Awards, the Engineer of the Year (EOY), Engineer Responder of the Year (EROY) and RADM Michael Awards. The Spring Awards Cycle includes Lynch, Burgess, Villforth and ELIT Awards.

FORM OF AWARD: The EROY Award winner shall receive a plaque which will be presented in person during the USPHS Engineer's Week (E-Week) Ceremony (or equivalent). The Chief Engineer will present an award certificate and/or letter to the awardee, bearing the signature of the Chief Engineer, acknowledging award of the EROY Award.

SUBMISSION DEADLINE: November 1st at 11:59 p.m. EDT

TIMELINE REQUIREMENTS: Timeline requirements are listed in the selection criteria. Activities that occurred outside of the defined time periods in the selection criteria will not be considered.

NOMINATION PROCEDURES: Nominees can be either self-nominated or submitted by a nominator.

1. One electronic copy of the following documents is required (single PDF):
 - a. Nomination Form, fully signed. Please use attached nomination form (2-pages).
 - b. Award nomination narrative which provides a clear and concise description of how the nominee meets the selection criteria (below) and the significant contributions made by a nominee in meeting the mission to which they are assigned through leadership, innovation, dedication and hard work. Narratives are limited to a maximum of two single-spaced typed pages (12 point, Times New Roman font), please use attached narrative form document.
 - c. Submit a separate list of completed training and education (T/E) (with dates) applicable to disaster and emergency response, preparedness, recovery and deployments (1-page max, 12 point, Times New Roman font).



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2. Nominations must be endorsed (see nomination form for endorsement criteria).
3. The nomination packets (nomination form, narrative and T/E summary) shall be sent to the current Chair of the EPAC Awards Subcommittee via e-mail as a single PDF attachment (refer to Award Announcement Email or EPAC Website for Chair contact information).

SELECTION CRITERIA: Each nominee must have made outstanding achievements and contributions in disaster and emergency response, preparedness, recovery and deployment for local, regional, national and/or international public health threats. The nominator should focus on the nominee's **impact as it relates to public health** for each of the four criteria. The award will be selected using the following criteria:

1. Career contributions to disaster and emergency response, preparedness, recovery and deployment including roles and public health impacts within the missions, **30 Points.**
2. Training and education applicable to disaster and emergency response, preparedness, recovery and deployment within the last 36 months of the submission deadline, **15 Points.**
3. Leadership by mentoring fellow officers in disaster and emergency response, preparedness, recovery and deployment skills through publications, presentations and/or trainings that demonstrate a positive impact on public health within the last 36 months of the submission deadline, **20 Points.**
4. Engineering and management skills and knowledge related to disaster and emergency response, preparedness, recovery and deployments that achieved significant accomplishments in public health for communities or populations within the last 36 months of the submission deadline, **35 Points.**



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NOMINATION FORM

Award Package:

- 1.) Complete Nomination Form (2-pages) with all required signatures. Electronic signatures are authorized.
- 2.) Complete 2-page write-up (use attached narrative form document).
- 3.) Complete 1-page list of training and education summary (use attached T/E summary form).
- 4.) Submit entire package as a single PDF document to the current chair of the EPAC Awards Subcommittee (refer to Award Announcement Email or EPAC Website for contact information).

Nominee Information

Name: _____

Rank: _____ **PHS #:** _____

Phone Number: _____ **Email:** _____

OPDIV/Agency: _____

Position/Title: _____

Duty Station Address: _____

Self-Nominated (Check Box):

If not self-nominated, the nominator shall complete the information below:

Name: _____

Phone Number: _____ **Email:** _____

OPDIV/Agency: _____

Position/Title: _____

Signature Block: Self-nominator or nominator shall sign and date below.

Signature: _____ **Date:** _____



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NOMINATION FORM

Endorsement

If self-nominated or nominated by someone other than the nominee's supervisor, endorsement must be by the direct supervisor or a superior above the direct supervisor within the agency chain of command of the nominee or deployment team commander. If the nominator is the deployment team commander, the endorsement must be by the direct supervisor or a superior above the supervisor within the agency chain of command of the nominee. Please complete the endorsement information below:

Name: _____

Phone Number: _____ **Email:** _____

OPDIV/Agency: _____

Position/Title: _____

- Endorsing as (Check Box):**
- First Line Supervisor**
 - Superior (Second Line Supervisor or higher)**
 - Deployment Team Commander**

Signature _____ **Date:** _____



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Narrative Write-Up & Training/Education Summary

Each nominee must have made outstanding achievements and contributions in disaster and emergency response, preparedness, recovery and deployment for local, regional, national and/or international public health threats. The nominator should focus on the nominee's **impact as it relates to public health** for each of the four criteria. The award will be selected using the following criteria:

CRITERION 1: Career contributions to disaster and emergency response, preparedness, recovery and deployment including roles and public health impacts within the missions, **30 Points.**

CRITERION 2: Training and education applicable to disaster and emergency response, preparedness, recovery and deployment within the last 36 months of the submission deadline, **15 Points.**

CRITERION 3: Leadership by mentoring fellow officers in disaster and emergency response, preparedness, recovery and deployment skills through publications, presentations and/or trainings that demonstrate a positive impact on public health within the last 36 months of the submission deadline, **20 Points.**

CRITERION 4: Engineering and management skills and knowledge related to disaster and emergency response, preparedness, recovery and deployments that achieved significant accomplishments in public health for communities or populations within the last 36 months of the submission deadline, **35 Points.**

***NOTE: Award write-up must be in a Narrative format (bulleted or similar formats are not allowed and may be disqualified). Training and Education Summary must be completed on the attached form.**



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Narrative Write-Up & Training/Education Summary

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