

## Ian K. Burgess Outstanding Young PHS Engineer Award (BURGESS)



This award is named for RADM Ian K. “Ike” Burgess, who served as Chief Engineer from 1975-1985. Nomination for the Ian K. Burgess Outstanding Young PHS Engineer award is an excellent way to recognize the exemplary work of junior engineers throughout the USPHS Commissioned Corps. This award is presented annually by the Engineer Professional Advisory Committee and the USPHS Chief Engineer.

**PURPOSE:** To recognize one junior level USPHS Engineer Officer for exemplary work as evidenced by a specific accomplishment(s) toward the mission of the U.S. Public Health Service.

**ELIGIBILITY:** All USPHS Commissioned Corps Engineer Officers who hold the rank of O3 (Lieutenant) or lower upon the date nominations are due, and who have no more than 8 years professional experience, are eligible for the BURGESS award.

**NOMINATION PROCEDURE:** Anyone can nominate eligible candidates to be considered by the OPDIV (or equivalent). Each OPDIV (or equivalent) can forward multiple nominees (there is no limit).

1. One electronic copy of the following documents are required:
  - a. Cover Sheet (please provide citation).
  - b. Nominee’s current curriculum vitae (CV).
  - c. Narrative description of service or achievement that merits special honor, not to exceed two single spaced typed pages (12 font), addressing:
    - i) The specific role the nominee played in each accomplishment noted;
    - ii) The degree of impact the accomplishments of the nominee had on the program; and
    - iii) The degree to which the nominee exceeded the normal work performance expectations.
2. Nominations shall be endorsed and approved by the head of agency, OPDIV, or equivalent.
3. The OPDIVs (or equivalents) shall forward the nomination(s) to the Chair, EPAC Awards Subcommittee. The EPAC Awards Subcommittee will review and rank the nominations.
4. The EPAC Awards Subcommittee may choose to recommend to the Chief Engineer that no award be given if the accomplishments and achievements of the nomination(s) are not commensurate with previous award winners.

**DEADLINE:** Nominations shall be submitted by the agency or OPDIV (or equivalent) to the Chair to the Chair, EPAC Awards Subcommittee on or before **February 10**.

**FORM OF AWARD:** The BURGESS award winner will be recognized by presentation of a plaque.

### **SELECTION CRITERIA:**

The BURGESS Award nominees will be evaluated based on the following criteria:

#### **Criteria 1: Cited Engineering Achievement (70 Points)**

- **Significance of the impact on the mission of PHS 20 Points**
- **Level of initiative, innovation and imagination required 20 Points**
- **Advancement of the state of the art of engineering 10 Points**
- **Significance of contribution to the solution of an important/difficult problem 10 Points**
- **Level of improvement in a procedure, policy, or regulation which increases efficiency, reduces cost, saves time, or otherwise contributes significantly to the accomplishment of an important health or engineering objective 10 Points**

**Criteria 2: Consistent superior performance in accomplishment of assigned duties 20 Points**

**Criteria 3: Career Potential 10 Points**

**IAN K. BURGESS OUTSTANDING YOUNG PHS ENGINEER  
COVER SHEET**

**CANDIDATE NAME:** \_\_\_\_\_

**GRADE/RANK:** \_\_\_\_\_

**POSITION TITLE:** \_\_\_\_\_

**WORK ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**WORK TELEPHONE:** \_\_\_\_\_

**PROPOSED  
CITATION:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**RECOMMENDED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
**Name and Title**

**ENDORSED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
**Name and Title**

**APPROVED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
**Name and Title**

**NOTE:** Endorsing signature should be first-line supervisor. Approving signature **must** be at operating division (or equivalent) level (or designee).

Submit all nominations to the current EPAC Awards  
Subcommittee Chair at the following email address:  
[epacawards@gmail.com](mailto:epacawards@gmail.com)