

ANNUAL JOHN E. BURDETTE MEMORIAL AWARD

Nominations will be accepted for the Annual John E. Burdette Memorial Award, honoring the outstanding flight test project engineer or scientist at the Naval Air Warfare Center Aircraft Division, Patuxent River for 2004. This award was established by the Society of Engineers and Scientists to memorialize John E. Burdette, a Naval Air Test Center project engineer fatally injured during a helicopter test flight in February 1968. The winner of the award will receive a savings bond, a personal plaque, and their name will be added to a permanent Burdette Memorial Plaque located in the Naval Air Warfare Center Aircraft Division Headquarters building. The award will be presented at the Society of Engineers and Scientists luncheon in February or March of 2005.

AWARD ELIGIBILITY:

Eligibility is limited to non-supervisory GS-13 and below engineers and scientists within the Test and Evaluation Engineering Department (4.11) and the Test and Evaluation Group (5.0). However, special cases involving engineering or technical support of flight test projects by individuals from other competencies will also be considered.

NOMINATIONS:

Any member of the NAVAIR/NAWCADPAX professional community may nominate a non-supervisory engineer/scientist (GS-13 or below) for the award. In keeping with the original award concept, the nomination and selection process will be simple and straight forward. Chain of Command endorsements are not required, nor encouraged. Nominations should be sent directly to the Committee Chairman, Mr. Kevin M. Ransford, NAWCAD 4.11.6.2, Bldg. 110, Rm 204. All nominations will be held in strict confidence by the Award Selection Committee. Only the nominations of the winner will be retained.

The following information should be provided for each nomination:

- Nominee, Grade, Organization (code and title)
- Nominated by, phone number, Grade/Rank, Organization (code and title)

Justification: (Describe in your own words, the reasons that your candidate should be considered the outstanding engineer/scientist at NAWCADPAX for 2004. Nomination letters and endorsements should be thorough and complete, as the constitute the primary sources of information used to judge eligible candidates. Nominations should address professional achievement, integrity, factors such as project complexity, recognition/

respect, pioneering initiative, technical excellence, contribution to corporate knowledge, thoroughness, etc.).

Nominations should be forwarded directly to Mr. Kevin M. Ransford by COB 30 January 2005. Nominations will also be accepted via e-mail at RansomKM@navair.navy.mil). Any questions regarding the nomination process should be directed to Mr. Ransford at (301) 342-1352.

The following is a list of general guidelines regarding the nomination and selection process:

- a. The nominee need not be a member of SES.
- b. Eligibility is limited to non-supervisory GS-13 and below engineers and scientists within the Test and Evaluation Engineering Department (4.11) and the Test and Evaluation Group (5.0). However, special cases involving engineering or technical support of flight test projects by individuals from other competencies will also be considered.
- c. The term "engineer/scientist" is intended to cover all professionals served by the Society of Engineers and Scientists.
- d. Any individual (except Selection Committee members) may submit nominations.
- e. Nominations should address professional achievement, integrity, factors such as project complexity, recognition/respect, pioneering initiative, technical excellence, contribution to corporate knowledge, thoroughness, etc.
- f. Nominations should be submitted regardless of whether someone else has already nominated, or intends to nominate, the same individual. Although the selection is not a ballot-type process, the Committee may consider the number of times an individual is nominated.
- g. The John E. Burdette Award Selection Committee is comprised of the last five recipients of the Award.
- h. The Committee may choose to gather more detailed information regarding particular candidates from the nominating individual(s), especially if the competition is narrowed to a few highly qualified nominees.
- i. All nominations will be held in strict confidence by the Committee and, with the exception of the winning nomination(s), will be destroyed following the selection. The committee will retain the selected nomination for historical purposes.
- j. The Committee members will not discuss the selection proceedings with anyone.
- k. The deadline for all nominations is COB Friday, 30 January 2005.