

Other Award Programs

Employees also have the opportunity to be recognized for Presidential Recognition and Departmental Awards listed below. Recognition is initiated by a management official and requires approval from the Office of the Secretary of Energy for all items listed below with the exception of the "Exceptional Service Award" which is granted by the Head of a Departmental Element (i.e., Manager of RL or ORP).

- The President's Award for Distinguished Federal Civilian Service: for exceptional achievements or unusual benefit to the nation.
- The Presidential Management Improvement Award: for contributions that result in tangible benefits to the Government of \$250,000 or more.
- Presidential Letters of Commendation: for a suggestion, invention, or other superior accomplishment that is beyond job requirements and that result in tangible benefits to the Government of \$250,000 or more.
- The Secretary's Award: granted by the Secretary for outstanding leadership or other achievements deemed to merit the highest award granted by the Department.
- The Award for Valor: granted by the Secretary in recognition of acts of heroism or courage involving great personal risk.
- The Meritorious Service Award: granted by the Secretary for achievements that substantially contribute to the accomplishment of the mission or major programs of DOE.
- The Exceptional Service Award: granted by the Manager of RL or ORP for outstanding service or an established record of achievement, exemplary accomplishment of assigned responsibilities, unusual initiative in efficiency or improved management, outstanding executive or technical ability, or unusual devotion to duty.

Nomination Process:

1. Management Official completes the appropriate nomination form*, including a comprehensive description of the contribution and resulting benefits.
2. Obtain supervisory approval from all higher level managers within the management chain of the organization where the nomination is initiated.
3. Send or brings the completed forms to the Awards Administrator, Rm. 100, Federal Building, Mail Stop A1-55, HRM.
4. HRM will submit the completed forms to DOE-HQ for processing.**

* Nomination forms differ based on the award being initiated. The submitter will contact HRM to obtain the correct form.

** The Exceptional Service Award will not be submitted to DOE-HQ as the Manager of RL or ORP have the authority to grant this award.