

### **DLA Employee of the Quarter Program – Annual Winner**

The award winner is recognized at the DLA Annual Recognition Ceremony.

To recognize the individual winner of the quarterly DLA competition for the employee whose exemplary performance, improvement, humanitarian service, or teamwork merited him or her further recognition at the Agency level.

Award Eligibility: All HQ DLA and all DLA Field Activities (FA) civilian and military employees.

Award Submission: Award packages from the previous year's winners are on file in Human Resources Center (DHRC-P) and will be used to forward to the Awards Board for review/approval.

Award Approved by: The Heads of the Field Activities and/or Heads of the Corporate Board members approve the nominations. The Director of an organization may sign as both recommending and approving official.

The HQ DLA Recognition and Awards Board review the nominations and recommend the winners to the Director, DLA for approval.