

**Army Regulation 672-16  
SECNAVINST 5061.16  
AFI 36-2840(I)**

**Decorations, Awards, and Honors**

**Zachary and  
Elizabeth  
Fisher  
Distinguished  
Civilian  
Humanitarian  
Award**

**Headquarters  
Departments of the Army, the Navy,  
and the Air Force,  
Washington, DC  
15 May 1998**

**UNCLASSIFIED**

# ***SUMMARY of CHANGE***

AR 672-16/SECNAVINST 5061.16/AFI 36-2840(I)

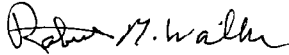
Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award

This new Department of the Army regulation establishes guidance for the Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award.

Effective 15 June 1998

Decorations, Awards, and Honors

Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award

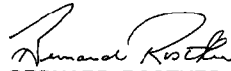


ROBERT M. WALKER  
*Acting, Secretary of the Army*

By Order of the Secretaries of the Navy, and the Air Force:

JOHN H. DALTON  
*Secretary of the Navy*

RODNEY A. COLEMAN  
*Assistant Secretary of the Air Force (Manpower,  
Reserve Affairs, Installations & Environment)*



BERNARD ROSTKER  
*Assistant Secretary of the Navy  
(Manpower and Reserve Affairs)*

**History.** This printing publishes a new Department of the Army regulation.

**Summary.** This guidance establishes the Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award. It prescribes the eligibility requirements and the nominating and selection criteria for the award, and provides the responsibilities and procedures of the Selection Recommendation Committee.

**Applicability.** This guidance applies to the Army, the Navy, the Air Force, and the Marine Corps.

**Proponent and exception authority.** The proponent of this guidance is the Assistant Secretary of the Army for Manpower and Reserve Affairs. The authorities in this regulation are retained by the Secretary of the Army and may not be delegated.

**Army management control process.**

This guidance contains management control provisions in accordance with AR 11-2 and implements AF Policy Directive 36-28. It does not contain checklists for assessing management controls. Alternative management control reviews are used to accomplish assessment of management controls. Compliance with this guidance is mandatory.

**Supplementation.** This guidance will not be supplemented.

**Suggested Improvements.** Army users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to the Assistant Secretary of the Army (Manpower and Reserve Affairs), ATTN: SAMR-CPP-MP, 200 Stovall Street, Alexandria, VA 22332-0300. All other users will submit their comments and suggested

improvements by memorandum or on their own agency form.

**Committee management.** The DA Committee Management Officer concurs in the establishment of the Multi-Department Selection Recommendation Committee.

**Distribution.**

**Army** To be distributed in accordance with Initial Distribution Number (IDN) 095552, intended for command levels C, D, and E for the Active Army, the Army National Guard, and the U.S. Army Reserve.

**Navy:** SNDL Parts 1 and 2.

**Air Force:** F (Compliance with this publication is mandatory.)

**Marine Corps:** MARCORPS PCN 7100000000 and 71000000100

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## **Chapter 1 Introduction**

### **1-1. Purpose**

This guidance prescribes policy governing the Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award and prescribes the criteria and nominating procedures for the Award. It also gives the responsibilities of the Multi-Department Selection Recommendation Committee.

### **1-2. References**

Required and related publications and prescribed and referenced forms are listed in appendix A.

### **1-3. Explanation of abbreviations and terms**

Abbreviations and special terms used in this regulation are explained in the glossary.

### **1-4. Responsibilities**

*a.* The Secretaries of the Army, the Navy, and the Air Force, will—

(1) Approve the selection of the recipient of the Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award.

(2) Rotate presentation of the Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award, at an appropriate ceremony, to the selected individual(s) or organizations(s).

*b.* Each Military Department principal official with responsibility for manpower and reserve affairs, or their representative, will—

(1) Serve as a member of the Multi-Department Selection Recommendation Committee to evaluate and select the nominee for the Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award.

(2) Serve as a member of the Nominating Panel and establish internal nomination procedures to solicit and review nominations for the Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award (see chap 4).

## **Chapter 2 Background and Description**

### **2-1. Authority**

In 1996, the Secretaries of the Army, the Navy, and the Air Force approved the establishment of the Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award on a continuing basis.

### **2-2. Background**

The award is named in honor of Zachary and Elizabeth Fisher, both of whom have contributed extensively to the support and welfare of the members of the Armed Services of the United States. The award is a multi-Department award designated to recognize and reward an individual(s) or organization(s) demonstrating exceptional patriotism and humanitarian concern for members of the United States Armed Forces or their families. The recipient will exemplify Zachary and Elizabeth Fisher's personal qualities of patriotism, generosity, and selfless dedication to improving the quality of life of members of the Armed Forces of the United States.

### **2-3. Description**

The Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award consists of a large commemorative trophy with the annual recipient(s)' name(s) engraved on brass plates. This trophy remains on display in the Pentagon and is removed only for the annual presentation ceremony. Medallions and lapel pins are presented to each annual recipient.

## **Chapter 3 Criteria and Eligibility for the Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award**

### **3-1. Criteria**

The Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award will be presented, on an annual basis, to an individual(s) or organization(s) that satisfies the following criteria:

*a.* Exemplifies Zachary and Elizabeth Fisher's personal qualities of patriotism, generosity, and selfless dedication to the members of the Armed Forces of the United States, through an outstanding humanitarian act or service.

*b.* Selflessly contributes an extraordinary amount of time, talent, or resources to benefit members of the Armed Forces of the United States.

*c.* Significantly enhances the quality of life of military members or their families through the act or service.

### **3-2. Eligibility**

The eligibility requirements are as follows:

*a.* Individuals or organizations who are not employed by the Department of Defense (DOD) and its components, or who were not so employed during the period for which the award is recommended. However, a period of DOD employment does not necessarily preclude consideration for a multi-year/lifetime contribution award for service performed while not employed by DOD.

*b.* Individuals or organizations that do not have commercial or profit-making relationships with DOD or with a DOD component.

*c.* Individuals or organizations having a commercial or profit-making relationship with DOD, or with a DOD Component, may be eligible to receive the award if the following is true:

(1) The contribution is substantially beyond that specified or implied within the terms of the contract establishing the relationship.

(2) The recognition is clearly in the public interest.

### **3-3. Period of service**

The period of service for the award is from 1 January through 31 December of each calendar year or for a multi-year/lifetime contribution.

### **3-4. Awarding**

The Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award will only be awarded when these extraordinary standards are met. The Military Departments Nomination Panels and the Multi-Department Selection Recommendation Committee need not forward recommended recipients of the award if the nominees do not meet the criteria and eligibility requirements.

## **Chapter 4 Nominating Responsibilities, Procedures, and Award Presentation**

### **4-1. Nominating responsibilities**

The Military Departments' Nominating Panel and the Multi-Department Selection Recommendation Committee are responsible for nominating and recommending the annual recipient(s) of the Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award:

*a. Military Departments' Nomination Panels.* Each of the Military Departments will establish an internal nominating panel to be chaired by the Department's Assistant Secretary for Manpower and Reserve Affairs, or designated representative. The Department of the Navy Nominating Panel will be composed of representatives from the Navy and from the Marine Corps. Nominations for the award shall be submitted through the administrative chain of command to each Department Nomination Panel. Each Department Nomination Panel will then recommend a candidate and forward the selected nomination package, no later than 30 May, to the Multi-

Department Selection Recommendation Committee for consideration.

*b. Multi-Department Selection Recommendation Committee.* A Multi-Department Selection Recommendation Committee will be established consisting of the Assistant Secretary of the Army (Manpower & Reserve Affairs), the Assistant Secretary of the Navy (Manpower & Reserve Affairs), and the Assistant Secretary of the Air Force (Manpower and Reserve Affairs, Installations & Environment), or their representative. The Committee will meet annually, at a minimum, to recommend a proposed recipient from the candidates nominated by the Department Nomination Panels and forward, no later than 30 June, the ranked packages, along with the recommended recipient name(s), to the Military Department Secretary with presentation authority for that year.

*c. Department Secretaries' approval.* The Department Secretary with presentation authority for that year will—

(1) Forward the ranked packages to the other Department Secretaries for review and final approval.

(2) Convene a selection conference to determine the award recipient.

*d. Award presentation authority.* Award presentation authority will rotate among the Military Departments, beginning with the Department of the Navy in 1996, followed by the Department of the Army, and the Department of the Air Force.

#### **4-2. Nomination procedures**

Nominations will be submitted to each of the Department Nomination Panels, no later than 30 April each year, and shall include the following:

*a.* Name of nominee.

*b.* Nominee's Address.

*c.* Nominee's Present Position.

*d.* Name and address of Nominee's employer during the period of humanitarian service.

*e.* Summary, not to exceed two double-spaced pages, of the humanitarian act or service rendered, and how it significantly enhanced the quality of life of military members or their families.

*f.* Supporting documentation (optional).

*g.* A proposed citation, not to exceed 90 words, which provides specific examples of the act or service performed.

*h.* Name, address, and telephone number of the point of contact for the nominating organization.

#### **4-3. Award presentation**

The Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award will be presented in an appropriate ceremony.

## **Appendix A References**

### **Section I Required Publications**

This section contains no entries.

### **Section II Related Publications**

A related publication is merely a source of additional information.

The user does not have to read it to understand this guidance.

This section contains no entries.

### **Section III Prescribed Forms**

This section contains no entries.

### **Section IV Referenced Forms**

#### **DA Form 2028**

Recommended Changes to Publications and Blank Forms

## **Glossary**

### **Section I**

#### **Abbreviations**

This section contains no entries.

### **Section II**

#### **Terms**

This section contains no entries.

### **Section III**

#### **Special Abbreviations and Terms**

This section contains no entries.



**Index**

This section contains no entries.

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