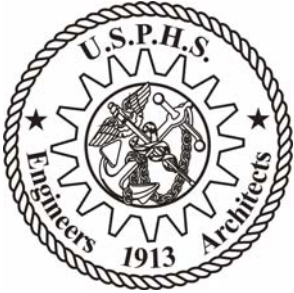
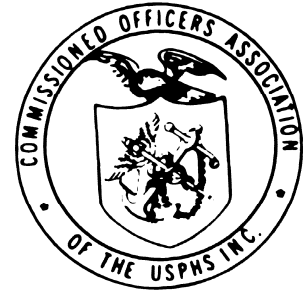


**Commissioned Officer's Association – John C. Villforth Leadership Award**  
**(COA-VILLFORTH)**



This award is named for RADM John C. Villforth who held the post of Chief Engineer from 1985-1989. The Commissioned Officer's Association (COA) became a sponsor of this award in 2003. Nomination for the Commissioned Officer's Association – John C. Villforth Leadership Award is an excellent way to recognize the exemplary work of senior career leaders in the USPHS. This award is presented annually by the COA together with the EPAC and the USPHS Chief Engineer.



**DEADLINE: FEBRUARY 15, 2010**

**PURPOSE:** To recognize and acknowledge outstanding architects and engineers whose service in the public trust meets the highest ethical standards and is in the best interest of the public's health. The award will honor those who exemplify and excel in leadership, have demonstrated exemplary professional conduct, and are committed to constant improvement exhibiting the highest degree of character, technical excellence, and competence.

**ELIGIBILITY:** All architects and engineers working within a PHS Operating Division (OPDIV) and USPHS Commissioned Corps Engineer Officers assigned to agencies or departments outside of PHS are eligible for the COA-VILLFORTH Award. Nominations may include an individual, or an OPDIV section, unit, or work team carrying out public health engineering activities.

Nominee contributions or achievements may be in any discipline of a USPHS OPDIV engineering program (e.g. architectural, biomedical, environmental, civil, etc.), or in any facet of the program such as planning, design, construction, maintenance, management, administration, or research and development.

**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 original hard copy and one electronic (signed) copy of the following documents are required:
  - a. Cover page (please provide citation).
  - b. Narrative description of service or achievement, which merits special honor upon which the nomination is based, not to exceed two single spaced typed pages (12 font). The narrative should highlight leadership accomplishments, level of responsibility, initiative, innovation, and service to the public.
  - c. A copy of the nominee's resume(s), curriculum vitae(s), or other documentation of mentoring activities, professional support and development, and registration or specialty certification. If the nomination is a team or workgroup, include this information for each member.
2. Nominations shall be endorsed and approved by the head of the agency (or equivalent) or his/her designee.
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. If two nominations should receive identical highest scores, the EPAC Awards Subcommittee will forward both nominations to the Chief Engineer to select the winner.
5. 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.

6. The Chief Engineer shall select the nominee ranked highest by the EPAC Awards Subcommittee, or return with comments all nominations to the EPAC Awards Subcommittee for reconsideration.
7. Upon final selection, the EPAC Awards Subcommittee will notify the COA Awards Committee and the COA Executive Director, in writing, of the nominee selected for receipt of the COA-Villforth Award. The notification will be made a minimum of two months prior to the presentation of the Award.

**DEADLINE:** Nominations for the COA-Villforth Award are to be submitted by the agency or OPDIV (or equivalent) to the Chair, EPAC Awards Subcommittee on or before **February 15**.

**FORM OF AWARD:** The COA-VILLFORTH Award will be presented during the annual Commissioned Officer's Association Public Health Professional Conference (or equivalent), during the Awards Banquet (or equivalent), at the discretion of the COA and the Chief Engineer.

**SELECTION CRITERIA:**

The COA – Villforth Award nominees will be evaluated based on the following criteria:

|  |                  |
|--|------------------|
| <b>Leadership Achievements</b>   | <b>20 Points</b> |
| <ul style="list-style-type: none"> <li>§ Services to enhance public trust</li> <li>§ National scope &amp; applicability</li> <li>§ Effective communication</li> <li>§ Application of state of the art technology or public health practice</li> </ul>  |                  |
| <b>Initiative, Responsibility and Innovation</b>   | <b>20 Points</b> |
| <ul style="list-style-type: none"> <li>§ Research and identification of solutions to public health problems</li> <li>§ Technology advancement</li> <li>§ Development of new concepts and methods to address public health issues, policy, and procedures</li> <li>§ Planning, designing, constructing, and/or managing health related facilities (sanitary, biomedical, research, patient care)</li> </ul> |                  |
| <b>Public Service</b>  | <b>20 Points</b> |
| <ul style="list-style-type: none"> <li>§ Timely, cost-effective professional services</li> <li>§ Responsive to changing needs and desires of the public</li> <li>§ Impact on public health</li> <li>§ Improved quality of life</li> </ul>  |                  |
| <b>Mentoring Activities</b>  | <b>10 Points</b> |
| <b>Professional Support</b>  | <b>10 Points</b> |
| <ul style="list-style-type: none"> <li>§ Contributions and involvement in professional organizations, associations, and societies</li> </ul>   |                  |
| <b>Professional Registration and/or Specialty Certification</b>  | <b>10 Points</b> |
| <b>Professional Development</b>  | <b>10 Points</b> |
| <ul style="list-style-type: none"> <li>§ Expertise outside engineering</li> <li>§ Continuing education</li> <li>§ Teaching</li> </ul>  |                  |

**COA REFERENCE:** Visit <http://www.coausphs.org/wweward.cfm>

# Commissioned Officer's Association of the USPHS - John C. Villforth Leadership Award

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

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

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\* Please include this information for each member to the team or work group being nominated.

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).

**RETURN TO:** LCDR Varsha B. Savalia, M.S.  
Chair, EPAC Awards Subcommittee  
301-796-5867 (phone)  
[epacawards@gmail.com](mailto:epacawards@gmail.com)

**NOMINATIONS MUST BE RECEIVED BY: February 15**