

ALARACT 068/2024

DTG: R 261340Z AUG 24

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SUBJ/ALARACT 068/2024 – NOMINATIONS FOR THE FISCAL YEAR 2024  
DEPARTMENT OF THE ARMY, DEPUTY CHIEF OF STAFF (LOGISTICS), G-4,  
LIEUTENANT GENERAL ARTHUR J. GREGG LEADERSHIP AWARD

THIS ALARACT MESSAGE HAS BEEN TRANSMITTED BY JSP ON BEHALF OF  
HQDA, DCS, G-4

(U) REFERENCE: LIEUTENANT GENERAL ARTHUR J. GREGG LEADERSHIP  
AWARD CHARTER MEMORANDUM FOR RECORD (ATTACHMENT 2)

1. (U) PURPOSE: THIS MESSAGE PROVIDES GUIDANCE FROM THE OFFICE OF  
THE DEPUTY CHIEF OF STAFF (DCS), G-4 IN REFERENCE TO THE LIEUTENANT  
GENERAL (LTG) ARTHUR J. GREGG LEADERSHIP AWARD.

2. (U) MISSION: NO LATER THAN 31 OCTOBER 2024, SUBMIT NOMINATION  
PACKETS FOR THE FISCAL YEAR 2024 LTG ARTHUR J. GREGG LEADERSHIP  
AWARD TO THE DCS, G-4 LOGISTICS INITIATIVES GROUP (LIG) ACTION  
OFFICER.

3. (U) THIS ALARACT IS EFFECTIVE IMMEDIATELY.

4. (U) EACH ARMY COMMAND, ARMY SERVICE COMPONENT COMMAND, DIRECT  
REPORTING UNIT, FIELD OPERATING AGENCY, U.S. ARMY RESERVE, AND ARMY  
NATIONAL GUARD UNIT MAY SUBMIT AS MANY INDIVIDUALS AS THEY SEE FIT  
FOR NOMINATION IN THREE DISTINCT CATEGORIES FOR THE LTG ARTHUR J.  
GREGG LEADERSHIP AWARD. THE CATEGORIES ARE AS FOLLOWS:

4.A. (U) MILITARY – ONE U.S. ARMY LOGISTICS OFFICER, WARRANT OFFICER,  
OR NONCOMMISSIONED OFFICER (ALL COMPONENTS INCLUDED).

4.B. (U) CIVILIAN – ONE DEPARTMENT OF THE ARMY CIVILIAN (ALL  
COMPONENTS INCLUDED).

4.C. (U) LEGACY – ONE RETIRED CIVILIAN OR VETERAN WHO MET THE  
CRITERIA SET FORTH IN THE FIRST TWO CATEGORIES DURING THEIR SERVICE.

5. (U) NOMINATIONS MUST FOLLOW THE LTG GREGG AWARD SAMPLE  
NOMINATION PACKET WITH INSTRUCTIONS (ATTACHMENT 1) AND PUBLISHED  
GUIDANCE WITHIN THE LTG ARTHUR J. GREGG LEADERSHIP AWARD CHARTER

MEMORANDUM FOR RECORD (ATTACHMENT 2). ALL NOMINATIONS MUST BE SUBMITTED ELECTRONICALLY UTILIZING THE FOLLOWING EMAIL ADDRESS: [USARMY.PENTAGON.HQDA-DCS-G-4.MBX.LIG@ARMY.MIL](mailto:USARMY.PENTAGON.HQDA-DCS-G-4.MBX.LIG@ARMY.MIL). NO PAPER OR HARD COPY NOMINATIONS WILL BE CONSIDERED OR REVIEWED FOR THE LTG ARTHUR J. GREGG LEADERSHIP AWARD.

6. (U) NO LATER THAN 31 MARCH 2025, THE DCS, G-4 WILL ANNOUNCE THE AWARD WINNER BY AN ALARACT MESSAGE.

7. (U) THE DCS, G-4 LIG ACTION OFFICER POINT OF CONTACT IS LIEUTENANT COLONEL PROSPERO "JAMES" GATUS, COMMERCIAL 703-614-3895, OR COMMERCIAL 703-614-3902, EMAIL: [PROSPERO.J.GATUS.MIL@ARMY.MIL](mailto:PROSPERO.J.GATUS.MIL@ARMY.MIL).

8. (U) THIS ALARACT MESSAGE EXPIRES ON 26 AUGUST 2025.

ATTACHMENTS:

1. (U) LTG GREGG AWARD SAMPLE NOMINATION PACKET WITH INSTRUCTIONS
2. (U) LTG ARTHUR J. GREGG LEADERSHIP AWARD CHARTER MEMORANDUM FOR RECORD

*Category 1*

**MAJ Jane  
Doe**

*Insert the outlined materials on the following two pages:*

(1) Nomination memorandum with enclosures: A memorandum not to exceed two pages nominating the office with an endorsement from a GO or SES. The memorandum is intended to offer the board a comprehensive overview of the nominee, describe how they directly improved Army sustainment operations, and why this senior logistics leader is the best in the Army.

(2) For Army service member packets, the endorsement memorandum will also include a statement that the nominated individual meets body composition standard IAW AR 600-9 and passed the APFT/ACFT within the respective calendar year.



**SAMPLE**

**INSERT LETTERHEAD HERE**

APPROPRIATE OFFICE SYMBOL

MEMORANDUM FOR Deputy Chief of Staff, G-4, 500 Army Pentagon, Washington, DC 20310-0500

SUBJECT: Recommendation for Lieutenant General Arthur J. Gregg Leadership Award

1. Recommend the following individual be awarded the Lieutenant General Arthur J. Gregg Leadership Award.

- a. Name: **John Smith**
- b. Rank/Grade: **MAJ/O-4**
- c. MOS/Series: **90A/92A**
- d. Unit of Assignment/Directorate: **HQDA, G-4/Strategic Readiness Division**
- e. Duty Position: **Chief of Current Operation**
- f. Inclusive Dates: **11 May 2015 – 12 November 2016**
- h. Justification:

(1) MAJ Smith exemplifies everything the Army and the Logistics Corps values in a leader and has displayed excellence throughout his stellar career. While assigned as the Chief of the HQDA, G-4 Current Operations and Strategic Readiness Division, MAJ Smith has spread the Army message on Operational Materiel Readiness to the Army's most senior leadership (the Secretary of the Army, Chief of Staff of the Army, the Under Secretary of the Army and the Assistant Secretary of the Army, for Acquisition, Logistics and Technology), in an effort to support the continued evolution of the vital Army materiel enterprise. His leadership and planning abilities were instrumental to the G-4's ability to make decisive and informed decision regarding policies, processes, and resources.

(2) MAJ Smith created process improvements that drove maintenance backorders down by 31%, far exceeding the other commands. Once MAJ Smith's processes were adopted by the entire command, there was a further reduction of 18% across the industrial customer base within six months. The processes were later adopted by the higher four-star command, who used this approach to drive improvement across the command's 25M labor hours and \$5B in repairs annually. MAJ Smith also developed tracking mechanisms that were implemented theater wide to support the responsible drawdown of every major commodity in theater.

(3) MAJ Smith also managed the activities of 1,440 contractors who operated the Class I delivery system and operated four defense reutilization and marketing offices in Iraq. MAJ Smith's team provided 100% of the class I, III, and IV, and 92% of all other major commodities in support of three U.S. Army Divisions. These totals included providing more than 1.2 million gallons of class III and 360 trucks of Class I daily in support of operations. MAJ Smith supervised \$3.4B worth of class I and III for the entire Iraq joint operations area, while providing food to nearly 200,000 military and civilian personnel daily.

APPROPRIATE OFFICE SYMBOL **SAMPLE**

SUBJECT: Recommendation for Lieutenant General Arthur J. Gregg Leadership Award

Appropriate Office Symbol

SUBJECT: Recommendation for Lieutenant General Arthur J. Gregg Leadership Award

2. MAJ Smith is not pending any disciplinary or adverse administrative actions.

3. Point of contact for this recommendation is Ms. Jane Doe, 804-734-1234/DSN 687 or [janedoe@us.army.mil](mailto:janedoe@us.army.mil).

Encl  
ORB

SIGNATUREBLOCK  
XXXXXXX, XX  
XXXXXXXXXX, XXXX

**FOR XXXXXXXX COMMANDING GENERAL ONLY**

Approved\_\_\_\_\_ Disapproved\_\_\_\_\_

SIGNATURE BLOCK  
Major General, US Army  
Commanding

*Insert the outlined materials on the following page:*

Enclosure 1. Personal Data: A single page with the nominee's full name, rank/grade, branch (if applicable), complete unit/organization of assignment, duty position, unit address, city, state, zip code, unit phone numbers (commercial / DSN), unit email address, home address, city, state, zip code, home phone number, and home email address.

*Insert the outlined materials on the following page:*

Enclosure 2. Official/Biographical Record: A copy of the nominee's Soldier Talent Profile, Soldier Record Brief, or Civilian Record Briefs, as applicable per category for category 1 and 2 nominees. Pictures will not be considered during the nomination evaluation process and shall not be included in any submission, ensuring only relevant nominee information is presented before the board. A biography will be used for category 3 nominees.



*Insert the outlined materials on the following page:*

Enclosure 3. Accomplishments: A narrative summary of the nominee's leadership accomplishments during the fiscal year of consideration. Units will not nominate individuals for accomplishments that occurred prior to the fiscal year of consideration. Leadership accomplishments will be double-spaced in Arial 12-pitch font, may not exceed two pages, and will be based on the following criteria:

- **Leadership:** Creates a vision for the future force while motivating and inspiring people to engage in that vision. Exhibits the ability to effectively communicate.
- **Influence:** Possesses the ability to change or affect an organization.
- **Operational Impact:** Achievements have a measurable impact and make the connection between the implementation of military strategy to the tactical assignment of resources.
- **Resource Management:** Effectively anticipates requirements and efficiently allocates organizational materiel.



**DEPARTMENT OF THE ARMY**  
**OFFICE OF THE DEPUTY CHIEF OF STAFF, G-4**  
**500 ARMY PENTAGON**  
**WASHINGTON, DC 20310-0500**

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MEMORANDUM FOR RECORD

SUBJECT: LTG Arthur J. Gregg Sustainment Leadership Award Charter

1. References.

- a. Army Regulation (AR) 600-8-22, Military Awards, 6 March 2019.
- b. Joint Travel Regulation, 030501, Invitational Travel Allowances, 1 October 2021.

2. This memorandum provides procedures for nominating and selecting logistics professionals for the LTG Arthur J. Gregg Sustainment Leadership Award.

3. As the Army proponent for logistics, the DCS, G-4 established the LTG Arthur J. Gregg Sustainment Leadership Award to annually recognize individuals who have made significant and measurable contributions to Army sustainment operations. The DCS, G4 is the approval authority of this award. The three distinct categories are:

- a. Category 1 – one U.S. Army Logistics Officer, Warrant Officer, or Non-commissioned Officer
- b. Category 2 – one Department of the Army Civilian
- c. Category 3 – one Legacy Honoree

4. Responsibilities.

- a. Deputy Chief of Staff, G-4 (DCS, G-4):

- (1) Serves as the proponent for the LTG Arthur J. Gregg Sustainment Leadership Award.

- (2) Funds the LTG Arthur J. Gregg Sustainment Leadership Award Program.

- (3) Provides one General Officer (GO), one Senior Executive Service (SES) DoD Civilian, and one Sergeant Major (SGM/CSM) to serve as voting members on the review board.

- (4) Designate Chief, Logistics Initiatives Group (LIG), DCS, G-4 as the manager for the LTG Arthur J. Gregg Sustainment Leadership Award Program:

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SUBJECT: LTG Arthur J. Gregg Sustainment Leadership Award

i) Supervise, manage, and execute the LTG Arthur J. Gregg Sustainment Leadership Award Program for the DCS, G-4.

ii) Plan and execute a review board to select one nominee per category to receive the LTG Arthur J. Gregg Sustainment Leadership Award.

iii) Plan, execute, and recognize the award recipients at an annual ceremony.

b. Army Materiel Command (AMC): Provides one General Officer (GO), one Senior Executive Service (SES) DoD Civilian, and one Sergeant Major (SGM/CSM) to serve as voting members on the review board.

#### 5. LTG Arthur J. Gregg Sustainment Leadership Award

a. The award consists of:

(1) Medallion: A sequentially numbered medallion that is worn around the neck.

(2) Award Certificate: A signed certificate stating the recipients' name and a brief description of how their leadership directly and measurably contributed to the improvement of Army sustainment operations.

(3) LTG Arthur J. Gregg Sustainment Leadership Award History Certificate: A certificate that provides background information about former DCS, G-4, LTG(R) Arthur J. Gregg and the intent and purpose of the LTG Arthur J. Gregg Sustainment Leadership Award.

(4) Binder: DCS, G-4 Binder to hold the Award and History Certificates during presentation.

#### 6. Eligibility criteria.

a. Category 1 nominees must be Army Officers, Warrant Officers, or Noncommissioned Officers in the Active Component (AC), Reserve Component (RC), or National Guard (NG). The award is not limited by rank; rather, nomination is encouraged for those who meet the high standards described in the award's selection criteria.

b. Category 2 nominees must be actively serving Department of the Army Civilians supporting the Active Component (AC), Reserve Component (RC), or National Guard (NG).

c. Category 3 nominees must have met criteria set forth in Category 1 or 2 during their service.

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d. Service members must meet height and weight standards IAW AR 600-9, the Army body composition program, 16 July 2019, and have passed the ACFT.

e. Contractors and foreign national personnel are not eligible for nomination.

f. LTG Arthur J. Gregg Sustainment Leadership Award may not be awarded as a Permanent Change of Station (PCS), retirement, or a change of duty position award.

7. Selection Criteria. The nominees must be influential logistics leaders who have made unparalleled contributions to enhance operating efficiencies and improve resource management in support of Army sustainment and readiness. The following factors will be considered:

a. Leadership: Creates a vision for the future force while motivating and inspiring people to engage in that vision. Exhibits the ability to effectively communicate.

b. Influence: Possesses the ability to change or affect an organization.

c. Operational Impact: Achieves a measurable impact and makes the connection between the implementation of military strategy to the tactical assignment of resources.

d. Resource Management: Effectively anticipates requirements and efficiently allocates organizational materiel.

8. Nomination packet submission requirements.

a. General Instructions.

(1) Multiple nomination packets may be submitted for each Army Command (ACOM), Army Service Component Command (ASCC), and Direct Reporting Unit (DRU) for each category.

(2) The nomination packets will be sent via email to the DCS, G-4, Logistics Initiatives Group for consolidation: [usarmy.pentagon.hqda-dcs-g-4.mesg.lig@army.mil](mailto:usarmy.pentagon.hqda-dcs-g-4.mesg.lig@army.mil).

(3) Annual deadlines for nomination packets will be clearly communicated via email and/or the Army's official task tracking and management system to help nominating parties coordinate requirements.

b. The following documents must be included in the nomination packet submitted to HQDA, DCS, G-4; no additional documents should be included:

(1) Nomination memorandum with enclosures: A memorandum not to exceed two pages nominating the individual with an endorsement from a GO or SES. The memorandum is

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SUBJECT: LTG Arthur J. Gregg Sustainment Leadership Award

intended to offer the board a comprehensive overview of the nominee, describe how they directly improved Army sustainment operations, and why this logistics leader is the best in the Army.

(2) For Army service member packets, the endorsement memorandum will also include a statement that the nominated individual meets body composition standard IAW AR 600-9 and passed the ACFT within the respective calendar year.

(3) Enclosure 1. Personal Data: A single page with the nominee's full name, rank/grade, branch (if applicable), complete unit/organization of assignment, duty position, complete unit address, phone numbers (commercial/DSN), unit e-mail address, complete home address, home phone number, and personal e-mail address.

(4) Enclosure 2. Official/Biographical Record: A copy of the nominee's Soldier Talent Profile, Soldier Record Brief, or Civilian Record Briefs, as applicable per category for category 1 and 2 nominees. Pictures will not be considered during the nomination evaluation process and shall not be included in any submission, ensuring only relevant nominee information is presented before the board. A biography will be used for category 3 nominees.

(5) Enclosure 3. Accomplishments: A narrative summary of the nominee's leadership accomplishments. Leadership accomplishments will be based on the criteria in paragraph 7 above, and the narrative will describe how the nominee's performance met each criterion. The narrative will be double-spaced in Arial 12-pitch font and may not exceed two pages.

#### 9. Selection Board Process.

a. The annual selection board will consider all complete nomination packets submitted on time. The board will consist of the following six members as indicated in 4.a. and 4.b.

b. The voting members will electronically review and vote on all nomination packets.

c. The voting members will determine which nominee's leadership (regardless of grade, component, or unit), had the greatest impact on their area of influence towards improving Army sustainment operations and enhancing Army readiness.

d. The voting members will rank order each nomination against all packets. The points per category will then be used to identify the packet with the highest point total. The board will provide the DCS, G-4 with their recommendation for one winner per category based on the highest point total. That nominee will then be selected as the winner for the LTG Arthur J. Gregg Sustainment Leadership Award. The process will be the same for all three categories.

e. Nominees meeting qualifications for LTG Arthur J. Gregg Sustainment Leadership Award but not selected, will be considered for the award for two subsequent years following initial submission. Consideration will not require packet resubmission for years two and three.

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SUBJECT: LTG Arthur J. Gregg Sustainment Leadership Award

10. Announcement and Presentation. Finalists will be announced via email from the DCS, G-4 to ACOM, ASCCs, and DRU senior leaders. Additionally, the award will be publicized throughout the DCS, G-4 social media and *Army Sustainment Professional Bulletin*. The finalists will be presented with the LTG Arthur J. Gregg Sustainment Leadership Award at the Association of the United States Army Global Force Symposium in Huntsville, AL.

11. Funding. The DCS, G-4 will fund travel and per diem costs for the finalists of each category and LTG(R) Arthur J. Gregg to attend the award ceremony pending approval from a separate legal and ethical review performed by the Office of the Judge Advocate General (OTJAG).

12. Point of contact for this memorandum is HQDA, DCS, G-4, Logistics Initiatives Group; (703) 693-2110, [usarmy.pentagon.hqda-dcs-g-4.mbx.lig@army.mil](mailto:usarmy.pentagon.hqda-dcs-g-4.mbx.lig@army.mil).



HEIDI J. HOYLE

Lieutenant General, USA

Deputy Chief of Staff, G-4