

ALARACT 075/2024

DTG: R 111905Z SEP 24

UNCLAS

SUBJ/ALARACT 075/2024 – ANNOUNCEMENT OF THE FISCAL YEAR 2025 DEPARTMENT OF THE ARMY LOGISTICS EXCELLENCE AWARD PROGRAMS (ARMY AWARD FOR MAINTENANCE EXCELLENCE, DEPLOYMENT EXCELLENCE AWARD, PHILIP A. CONNELLY AWARDS, SUPPLY EXCELLENCE AWARD)

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

1. (U) PURPOSE: THIS MESSAGE ANNOUNCES THE CONSOLIDATED GUIDELINES FOR THE FISCAL YEAR 2025 LOGISTICS EXCELLENCE AWARDS PROGRAMS (SEE ATTACHMENTS 1 THROUGH 4). THE LOGISTICS EXCELLENCE AWARDS PROGRAMS ARE DESIGNED TO RECOGNIZE PERSONNEL AND ORGANIZATIONS THAT HAVE ACHIEVED SUPERIOR PERFORMANCE WHILE CONDUCTING SUSTAINMENT OPERATIONS.

2. (U) THE COMPONENTS FOR THE LOGISTICS EXCELLENCE AWARDS PROGRAMS ARE ACTIVE ARMY, ARMY NATIONAL GUARD, AND THE U.S. ARMY RESERVE. THE CATEGORIES ARE MODIFIED TABLE OF ORGANIZATION AND EQUIPMENT, AND TABLE OF DISTRIBUTION AND ALLOWANCES.

3. (U) POINTS OF CONTACT FOR INDIVIDUAL AWARDS PROGRAMS ARE LISTED IN EACH ATTACHMENT.

4. (U) THIS ALARACT MESSAGE EXPIRES 11 SEPTEMBER 2025.

ATTACHMENTS:

1. CHIEF OF STAFF, ARMY, AWARD FOR MAINTENANCE EXCELLENCE PROGRAM GUIDELINES FOR FISCAL YEAR 2025

2. CHIEF OF STAFF, ARMY, DEPLOYMENT EXCELLENCE AWARD PROGRAM GUIDELINES FOR FISCAL YEAR 2025

3. CHIEF OF STAFF, ARMY, PHILIP A. CONNELLY AWARDS PROGRAM GUIDELINES FOR FISCAL YEAR 2024–2025

4. CHIEF OF STAFF, ARMY, SUPPLY EXCELLENCE AWARD PROGRAM GUIDELINES FOR FISCAL YEAR 2024–2025

ATTACHMENT 1
Chief of Staff, Army, Award for Maintenance Excellence Program Guidelines for
Fiscal Year 2025

1. References:

- a. AR 750–1, Army Materiel Maintenance Policy
- b. DA Pam 750–1, Army Materiel Maintenance Procedures
- c. DoDI 1348.30, Secretary of Defense Maintenance Awards (Available at <https://www.esd.whs.mil/DD/>)

2. The components for the field-level maintenance competition are Active Army, Army National Guard (ARNG), and the U.S. Army Reserve (USAR). The categories are modified table of organization and equipment (MTOE) and table of distribution and allowances (TDA).

a. Active Army MTOE units. There are three categories of competition based on the number of authorized personnel (from all approved authorization documents, including any augmentation TDA) in the competing unit. These size categories are small (1–100 personnel), medium (101–300 personnel), and large (301+ personnel).

b. ARNG MTOE units. There are two categories of competition based on the number of authorized personnel (from all approved authorization documents, including any augmentation TDA) in the competing unit. These size categories are small (1–100 personnel) and medium (101+ personnel).

c. USAR MTOE units. There are two categories of competition based on the number of authorized personnel (from all approved authorization documents, including any augmentation TDA) in the competing unit. These size categories are small (1–100 personnel) and medium (101+ personnel).

d. TDA units. Active Army, ARNG, and USAR will compete as one category. Unit size does not matter in this category.

3. Army Award for Maintenance Excellence (AAME) field level nomination instructions.

a. In accordance with Reference 1.a., commanders at all levels will conduct inspections and staff visits to determine the adequacy of command maintenance operations.

b. Army commands (ACOMs), Army service component commands (ASCCs), and direct reporting units (DRUs) will nominate units that display maintenance excellence in line with the readiness levels they see during the Organizational Inspection Program.

c. Units are not able to self nominate for the AAME.

d. Parent units (for example, brigades and battalions) that compete must address all subordinate elements in their nomination. Subordinate elements of a parent element cannot compete separately if the parent element competes. If all subordinate elements of a parent unit compete, the parent element will compete as a single entity. If a parent unit is selected as a semifinalist, all assigned and/or attached subordinate elements, regardless of location, are subject to evaluation during the onsite assessment.

e. Targeted focus areas. Each fiscal year, Headquarters, Department of the Army (HQDA), Deputy Chief of Staff (DCS), G-4 and the Chief of Ordnance will identify “targeted focus areas” that require an increased emphasis. These focus areas will be incorporated into the Phase II onsite evaluation and grading process. This year’s areas are proper man-hour accounting and mechanic utilization.

f. Nomination packets will be properly banner marked in accordance with Department of Defense (DoD) guidance. Units will ensure nomination packets are cleared for public release to military and civilian news services.

4. AAME field level submissions permitted.

a. Each active ACOM, ASCC, or DRU other than U.S. Army Forces Command (FORSCOM), U.S. Army Pacific Command (USARPAC), and U.S. Army Europe and Africa (USAREUR–AF) may submit three nominations for the Active Army MTOE competition: one small, one medium, and one large. USARPAC and USAREUR–AF may submit nine nominations for the Active Army MTOE: three small, three medium, and three large. FORSCOM may submit 12 nominations: four small, four medium, and four large. Deployed units can be submitted by the command they are attached to or home station command.

b. ARNG and USAR may submit ten nominations for their MTOE competition: five small and five medium/large. ARNG and USAR units mobilized within active commands can submit nominations through originating commands or mobilized command.

c. ARNG and USAR may submit two nominations for the TDA competition. U.S. Army Materiel Command (USAMC), USARPAC, and USAREUR–AF may submit one nomination for the TDA competition.

5. AAME field level awarding process.

a. All categories are recognized, as long as there is at least one nominee. This competition will award category winners and runners-up.

b. Competing units are required to meet or exceed 70% of the overall weighted score during the Phase I packet evaluation for eligibility to compete in the Phase II onsite evaluation.

c. Phase II weighted scores determine award winners. The unit with the highest

score above 70% is considered the winner and the second highest score above 70% will be considered the runner-up within their category. The highest overall weighted score from the category winners will determine the Army's best unit and will also be awarded the "Chief of Ordnance Best of the Best Maintenance Award."

6. Submit unit nominations to ACOM, ASCC, and DRU points of contact (POCs). Only approved nomination from the ACOM, ASCC, or DRU POC will be forwarded to U.S. Army Ordnance School (USAOS) via <https://safe.apps.mil> or usarmy.gregg-adams.tradoc.mbx.maintenance-excellence-award@army.mil.

7. AAME field level milestones.

a. 1 November 2024: ACOM, ASCC, DRU nominations are due to USAOS.

b. 18–27 November 2024 (tentative): Phase I Virtual Board meets to assess nominations.

c. 12 December 2024 (tentative): announce AAME semi-finalists.

d. 6 January–30 April 2025 (tentative): Phase II onsite evaluations.

e. 1 April 2025 (tentative): HQDA, DCS, G–4 Board meets to select nominees for the Secretary of Defense (SECDEF) field-level maintenance awards.

f. 16 May 2025 (tentative): HQDA, DCS, G–4 submits six nominations to represent the Army at the SECDEF field-level maintenance awards. Office of the Secretary Of Defense (OSD) will award six field-level maintenance units (two units from each competition category: small, medium, and large). One unit will be selected as the best of the best within the DoD and win the SECDEF Phoenix Award.

g. No later than 30 April 2025 (tentative): announce AAME winners.

h. No later than 30 July 2025: after action review published on USAOS website.

8. USAOS POC is Mr. David Hausler, AAME Program Manager, commercial 571–644–1401, email usarmy.gregg-adams.tradoc.mbx.maintenance-excellence-award@army.mil.

9. AAME depot level competition.

a. AAME depot level competition is open to all major organic depot maintenance facilities. All Army major depot maintenance facilities are eligible to nominate a program, workload, team, or product line within their operations. The depot-level competition is for programs within the Army's major organic depot facilities; in other words, those facilities having more than 400 DoD civilian and U.S. uniformed military employees engaged in depot-level maintenance operations. All programs that have been in operation within the depot-level maintenance facility for at least one-half of the competition period (6

months) are eligible to compete.

b. To align with the SECDEF depot-level maintenance awards program the competitive period is the 12-month period starting October 1st and ending September 30th each year (September 30th of the year prior to nomination).

c. Before submission the nomination package will be cleared for public release to military and civilian news services.

d. Detailed instructions for completing depot nominations will be located at <https://armyeitaas.sharepoint-mil.us/sites/tr-scoe-aame>.

10. AAME depot level milestones.

a. 7 February 2025: forward nominations to the Combined Arms Support Command (AMOP–SDR).

b. 10–14 March 2025: USAMC Board meets to evaluate nominations.

c. 28 March 2025: USAMC forwards winner and runner-up packets via email to HQDA, DCS, G–4 (DALO–LTC Danilo Green), danilo.a.green.mil@army.mil.

d. 7–11 April 2025: HQDA, DCS, G–4 reviews AAME depot-level nominees for the Robert T. Mason Award for Depot Maintenance Excellence.

e. 16 May 2025 (tentative): HQDA, DCS, G–4 submits one nomination to OSD. This unit will represent the Army and compete for the Robert T. Mason Award for Depot Maintenance Excellence.

f. 30 April 2025 (tentative): announce AAME winners.

11. Request ACOM, ASCC, and DRU assistance with widest dissemination of these guidelines. As a reminder, the AAME is a Chief of Staff, Army level award, and results in the best units being forwarded to compete in the SECDEF maintenance awards program. The AAME recognizes units that perform field-level maintenance and organic depot-level maintenance programs that have demonstrated the highest levels of outstanding achievements in maintenance and maintenance management. The AAME program results in improved combat readiness, improved performance of our units and the organizations supporting our country's military structure, and recognizes the Soldiers and civilians of these organizations. We solicit your assistance in increasing participation in the AAME program.

12. DCS, G–4 POC is Mr. James Folwell (DALO–MPF), commercial 703–614–1145 or DSN 224–1145, email james.a.folwell.civ@army.mil.

ATTACHMENT 2
Chief of Staff, Army, Deployment Excellence Award Program Guidelines for Fiscal Year 2025

1. References:

a. AR 525–93, Army Deployment and Redeployment

b. DA Pam 525–93, Army Deployment and Redeployment Processes and Procedures

2. The Deployment Excellence Award (DEA) Program was established in early 2000 to recognize Active Component, Reserve Component, and Army National Guard (ARNG) units and installations for outstanding deployment accomplishments and to capture innovative deployment initiatives that may improve the Army's deployment process.

a. Objectives. To improve and sustain deployment readiness, improve efficiency, recognize exceptional deployment accomplishments and initiatives, and ensure the best units compete while promoting competition at Army command (ACOM) and Army service component command (ASCC) levels.

b. General. The Deployment Process Modernization Office, in preparation for this event, provides guidelines for nominations located at <https://armyeitaas.sharepoint-mil.us/sites/tr-scoe-dea>. Units selected for Phase II will have an in-person evaluation consisting of a Level II deployment readiness exercise (DRE) or an operational deployment if the unit is scheduled to deploy.

c. Ensure that unit leadership are following all updates to the regulations and policies within the Command Deployment Discipline Program (CDDP) in order to maximize the units' success in the DEA competition.

d. Units will be selected to compete by their respective ACOM, ASCC, ARNG, or U.S. Army Reserve (USAR) headquarters based on their CDDP score. An O–6 endorsement letter is the document that is needed for approval of the selection. All packets will be sent to <https://armyeitaas.sharepoint-mil.us/sites/tr-scoe-dea>. Packets are due no later than 30 September 2024.

e. The components for the DEA competition are Active Army, ARNG, USAR, and installation.

f. The categories for the DEA Program are active duty brigade, ARNG brigade, USAR brigade, and installation.

g. The active duty brigade category. U.S. Army Forces Command (FORSCOM) will select five units, U.S. Army Europe and Africa will select three units, and U.S. Army Pacific Command will select three units to compete in the DEA competition. The

selection criteria are based on the selected unit's CDDP score. FORSCOM and the ASCC should select the units with the highest CDDP score within their command.

h. The ARNG brigade category. The ARNG will select five units to compete in the DEA competition. The selection criteria is based on the selected unit's CDDP score. The ARNG should select the units with the highest CDDP score within their command.

i. The USAR brigade category. USAR will select five units to compete in the DEA competition. The selection criteria is based on the selected unit's CDDP score. USAR should select the units with the highest CDDP score within their command.

j. The installation category. The servicing installation of units that are competing for DEA will be evaluated for the DEA installation category as units are selected for Phase II as described below.

3. Nomination instructions.

a. Units are not able to self nominate for the DEA.

b. In accordance with Reference 1.a., commanders at the ACOM, ASCC, ARNG, and USAR levels will promote the DEA competition and select units for participation. Screen competition packets to ensure compliance with established guidelines. Provide competition packets for consideration in the applicable categories. Forward nominations and the commander's endorsement to the DEA Evaluation Board.

c. ACOMs and ASCCs, ARNG, and the U.S. Army Reserve Command will select units that display deployment excellence in line with the readiness levels they see during the command deployment discipline program inspections.

4. Phase I packet evaluation. A virtual DEA Board will convene in October to evaluate all packets. The top four packets in the active duty and the top two from ARNG and USAR categories will move to Phase II (onsite evaluations).

5. Phase II onsite evaluation.

a. In accordance with References 1.a. and 1.b., units will conduct a Level I and Level II DRE annually. The Phase II onsite evaluation of the DEA award will be a Level II DRE conducted during the unit's scheduled time or, if the unit is scheduled for an operational deployment, that deployment will be used as the Phase II evaluation. Servicing installations will be evaluated concurrently as units complete their Level II DRE or actual deployment operation.

b. A Level I DRE is designed to evaluate a unit's ability to alert, assemble, and conduct Soldier readiness tasks and ensure the appropriate deployment certifications, appointment orders, standard operating procedures, movement request submission process, and system documentation are in place to complete a limited notice

deployment.

c. A Level II DRE includes Level I DRE activities and is designed to evaluate a unit's ability to conduct complete load-out operations and installation turn-in activities that support an unannounced or limited notice deployment. Actual packing of a representative sample of the overall unit deployment list onto transportation platforms should be accomplished, but installation turn-in can be simulated.

d. Phase II scores determine award winners. The unit with the highest score in each category is considered the winner and the second highest score is considered the runner-up. The highest overall score from the category winners will determine the Army's best.

6. Milestones for the fiscal year 2025 DEA Program.

a. 30 September 2024: Phase I packets are due.

b. 7–18 October 2024: Phase I Virtual Board.

c. October 2024–April 2025: Phase II onsite evaluations.

7. Request ACOM, ASCC, and direct reporting unit assistance with widest dissemination of these guidelines. As a reminder, the DEA is a Chief of Staff, Army level award. The DEA Program recognizes units and installations that have demonstrated the highest levels of outstanding achievements in deployment readiness and execution. The DEA Program results in improved deployment readiness and improved performance of our units and installations. We solicit your assistance in increasing participation in the DEA Program.

8. DEA point of contact is Mr. James Anderson, commercial 804–765–0940 or DSN 312–539–0940, email james.r.anderson.civ@army.mil.

ATTACHMENT 3
Chief of Staff, Army, Philip A. Connelly Awards Program Guidelines for
Fiscal Year 2024–2025

1. References:

- a. AR 30–22, Army Food Program
- b. ATP 4–41, Army Field Feeding and Class I Operations

2. Purpose. These guidelines are applicable to all members competing in the 57th Philip A. Connelly (PAC) Awards Program. The PAC Program measures excellence within Army food service that supports doctrine through flexibility in Army feeding operations. The PAC competition challenges individual Soldiers and units through competition and raises the overall readiness for Soldiers and culinary competencies of Soldiers in career management field 92G across the U.S. Army.

3. General. In preparation for this event, the Department of the Army (DA) provides a handbook, evaluation checklist, and online resources for the field category in order to support unit leadership and culinary teams preparations for the competitive training event.

- a. The garrison category has been removed from the PAC Program and will not be evaluated.

- b. Concept of field feeding evaluations.

- (1) Evaluations will take place in two phases. Phase I is virtual and Phase II is onsite.

- (2) There are two subcategories (unit type) that are applicable for this evaluation criteria: brigade support battalion (BSB) and field feeding company (FFC).

- (3) Active authorizations for each subcategory are U.S. Army Forces Command (two BSB/two FFC), U.S. Army Europe and Africa (one BSB/one FFC), U.S. Army Pacific Command (one BSB/one FFC), and U.S. Army Special Operations Command (one), for a total of nine.

- (4) National Guard Bureau (NGB) authorization for each subcategory is four BSB/four FFC, for a total of eight.

- (5) U.S. Army Reserve Command (USARC) authorization for each subcategory is four FFC, for a total of four.

(6) Units will not self nominate. ASCCs/ACOMs are responsible for establishing an evaluation process to nominate for the DA evaluation.

(7) Units must incorporate assault kitchens if on-hand.

(8) Completed participation packets are due to the PAC Program Office no later than 1 November 2024. Phase I virtual evaluations will take place 4–8 November. Phase II evaluations must occur between 3 January 2025–15 March 2025.

(9) Active Army, NGB, and USARC will conduct independent Virtual Boards utilizing standardized checklist, questions, and evaluation criteria provided by the PAC Special Programs Director.

c. Updated evaluation standards are listed in the handbook and evaluation checklist. The updated evaluation handbook and standards are available for download at the Joint Culinary Center of Excellence website

https://quartermaster.army.mil/jccoe/special_programs_directorate/philip_a_connelly/p_a_connelly_main.html.

4. Points of contact.

a. Deputy Chief of Staff, G–4, Division Chief (DALO–SPT), COL Adam T. Seibel, commercial 703–692–9032, or email adam.t.seibel.mil@army.mil.

b. Mr. William A. Duff, Logistics Management Specialist, commercial 703–614–4264, or email william.a.duff.civ@army.mil.

c. U.S. Army Quartermaster School.

(1) Mr. Darryl L. Thomas, Director, Special Programs, commercial 804–734–4860, DSN 687–4860, or email darryl.l.thomas4.civ@army.mil.

(2) MSG Keithlen D. McCoy (interim), PAC Program Noncommissioned Officer in Charge, commercial 804–734–3462, DSN 687–3462, or email keithlen.d.mccoy.mil@army.mil.

ATTACHMENT 4
Chief of Staff, Army, Supply Excellence Award Program Guidelines for
Fiscal Year 2024–2025

1. References:

- a. AR 710–4, Property Accountability
- b. AR 710–2, Secondary Item Policy and Retail Level Management
- c. AR 5–1, Management of Army Business Operations
- d. AR 40–61, Medical Logistics Policies
- e. AR 735–5, Relief of Responsibility and Accountability
- f. DA Pam 710–2–2, Supply Support Activity Supply System: Secondary Item and Retail Level Procedures
- g. DA Form 7768, Command Supply Discipline Program Evaluation Report
- h. DD Form 2875, System Authorization Access Request (SAAR) (Available at <https://www.esd.whs.mil/Directives/forms/>)

2. These guidelines for the Chief of Staff, Army (CSA) Supply Excellence Award (SEA) Program are provided in order to increase unit participation and competition.

3. The CSA SEA Program objective is to enhance Army readiness and supply effectiveness. The program provides a positive incentive for extraordinary supply operations, property accountability, and resource management, while enhancing awareness of the Army Command Supply Discipline Program (CSDP). It also provides a forum for recognition of performance, improvements, initiatives, and supply operations at the Army commands (ACOMs), Army service component commands (ASCCs), Army National Guard (ARNG), and U.S. Army Reserve (USAR) commands.

4. Participating criteria. The program is structured for Active Army, ARNG, and USAR modified table of organization and equipment (MTOE) units at the brigade level to compete within their own component. The categories of competition are:

- a. MTOE CSDP Level (combined). Company, battery, troop, or detachment supply operations; property book operations; and parent organization S4 (battalion or brigade logistics staff officer). Units competing at this category perform functions in accordance with CSDP requirements outlined in References 1.a. and 1.g.

b. MTOE Supply Support Activity (SSA). SSA activities with appointed stock record officer. This category performs functions in accordance with CSDP requirements outlined in References 1.a. and 1.g.

5. Nomination instructions.

a. ACOM, ASCC, ARNG, USAR, and subordinate organization commanders will review unit supply packets submitted by their subordinate organizations. They will select packets that demonstrate excellence in the CSDP, aligned with the readiness levels observed during the Organizational Inspection Program. These selected packets will be nominated for the Headquarters, Department of the Army level CSA SEA competition.

b. Units are not allowed to self nominate for the SEA Program.

c. Active Army units. U.S. Army Forces Command may nominate three units for each category of competition. U.S. Army Europe and Africa, U.S. Army Special Operations Command, and U.S. Army Pacific Command may nominate one unit per category, for a total of six per category.

d. ARNG MTOE units by region. The ARNG may nominate up to four units from all seven regions in each category of the competition.

e. USAR units. MTOE units may nominate up to four units in each category of competition. USAR units mobilized for active duty will compete only against USAR units.

6. ACOM/ASCC/direct reporting unit SEA program managers or designated unit representative must upload evaluation packets to the SEA 360 SharePoint nomination site no later than 30 September. Access to the site will be granted upon receipt of the nomination letter of all competing units.

a. The SEA Program is a two-phase evaluation that assesses organizations on their implementation of the CSDP and adherence to established standards. This evaluation uses the appropriate tables from Reference 1.g., which include critical performance measures and areas of special emphasis identified by the Deputy Chief of Staff, G-4 and the U.S. Army Quartermaster School (USAQMS).

b. Phase I virtual evaluation will take place 1 October–30 October.

7. Nomination packet. The packet will provide the evaluation panel with a comprehensive understanding of the organization and its mission priorities. The nomination packet, which can be classified up to Secret, should be submitted separately, following appropriate physical security guidelines. Include a table of contents that, at a minimum, includes the following tab information:

a. Tab A. Nominations. This tab will include a copy of the nomination document. Nominating memorandum from all participating units (Active Army, ARNG, and USAR) must include:

(1) Unit designation.

(2) Type of unit (MTOE).

(3) Category of competition.

(4) Unit identification code (UIC).

(5) Logistics information system utilized by unit.

(6) Department of Defense activity address code, routing identifier code, and storage location.

(7) Complete unit mailing address.

(8) Unit's physical location (building number, street number, city, and state).

(9) ACOM/ASCC.

(10) Unit point of contact (this individual must be authorized to coordinate directly with the SEA Office and have the authority from the command to make decisions on behalf of the command). Include the following information: name, grade, phone number, and Army 365 email address.

b. Tab B. Endorsements. This tab will include the endorsement letter. The nomination letter must be initiated by the unit/activity and endorsed by their higher chain of command.

c. Tab C. Organizational structure. This tab will include the unit mission statement, unit MTOE authorization document, and an organizational chart of logistical personnel within the nominated element. Additionally, it will feature the unit's facility layout with current facility diagrams, including supply rooms. SSAs will also include the current storage planography. The diagram will detail the unit designation, UIC (if for a subordinate organization), and location. Units may provide a layout representative of their entire organization if it helps clarify their operations.

d. Tab D. CSDP. This tab will include a copy of all documentation supporting the organization's CSDP programs (for example, assumption of command orders, appointment orders, CSDP monitor, and last two CSDP inspections (one within the last 365 days)). The organization's signed standard operating procedures (SOPs) must also be included in this tab. The SOPs must be uploaded in PDF readable format.

e. Tab E. Summary of the unit's enterprise resource planning (ERP) systems. Identify how your organization utilizes the following ERP systems to enhance the efficiency, coordination, and effectiveness of logistics operations. This section will also cover how ERP systems support mission success, including but not limited to the Global Combat Support System–Army (GCSS–Army), Army Records Information Management System (ARIMS), Electronic Financial Liability Investigations of Property Loss (FLIPL), Army Enterprise Portal–Lead Materiel Integrator Decision Support Tool (DST), and U.S. Army Force Management Support Agency Force Management System (FMSWeb). The following topics will be covered under this section. Note that these functions do not encompass all of the capabilities of these ERP systems.

(1) Provide access to all relevant ERP systems, including Reference 1.h. and required certifications.

(2) Ensure equipment authorization aligns with the GCSS–Army system.

(3) Ensure documentation is maintained in the ARIMS system.

(4) Maintain labeling and recordkeeping in accordance with ARIMS standards.

(5) List delinquent FLIPLs with justifications, if applicable.

(6) Present DST delinquent proposed sourcing decisions with supporting documentation, if applicable.

(7) Display personnel and equipment authorizations in FMSWeb.

(8) Provide listing of major excesses or shortages within the systems, including memorandums, line of accounting, and MTOE changes.

(9) Present serial/lot number anomalies with justifications in the GCSS–Army system, if applicable.

f. Tab F. Inventories. This section assesses how your organization executes its inventory procedures and verifies if an inventory plan exists on file. This includes the last two inventories of arms and ammunition, chain of command, command-directed, sensitive, annual, cyclic, organizational clothing and individual equipment, tool room, and book-to-floor existence testing from competing unit.

g. Tab G. General guidance. This tab contains a narrative of the organization's training program both internal and external. It should emphasize professional development training to all unit supply personnel within the organization, actions the organization takes to educate its customers, and will include information on how the organization trains military occupational specialty 92A and 92Y series personnel (training schedule). Units/activities will include a by-name roster of competing section logistical personnel.

h. Tab H. Innovations. Innovation involves making meaningful changes to improve programs, processes, and operations. This tab allows the unit or activity to highlight performance improvements that have saved time or money and increased efficiency. Innovations lead to better business practices across the organization. If possible, include examples of these innovations in the nomination packet. This tab should feature innovations implemented within the last 2 years.

i. Tab I. Exception to policy. This section contains exception to policy memorandums approved for the unit (if any).

8. Units must achieve a score of 80% or higher during Phase I Virtual Board to qualify for Phase II evaluation. Only the top three active duty, ARNG, and USAR units per category will move on to the Phase II on site evaluation.

a. Phase II evaluations will take place from 10 January–31 March. Coordination begins 1 December. Subject matter experts from ACOM, ASCC, ARNG, and USAR elements can be requested to augment the SEA Office during this phase.

b. Evaluated units must receive a combined score of at least 90% or higher during Phase II onsite evaluations to achieve the winner or runner up category. The unit/organization with the highest score regardless of component or category will be recognized as the SEA “Best of the Best.”

9. Evaluation guidelines and scoring criteria within each category will be developed by USAQMS. The scores attained by evaluated units will not be released or publicized.

10. The SEA program execution timeline is located on the USAQMS website at https://quartermaster.army.mil/ltd/sea_docs/csa-sea-execution-timeline.pdf.

a. Phase I virtual evaluations will take place no later than 1–30 October 2024.

b. Phase II evaluations will take place from 10 January–31 March 2025.

11. Units interested in participating in the CSA SEA competition should contact their command SEA Program Coordinator.

12. SEA points of contact are CW5 Sandy Amadis, commercial 804–765–7670, email sandy.amadis.mil@army.mil or CW4 Errol R. Moore, commercial 804–765–5303, email errol.r.moore.mil@army.mil.