BUMEDINST 5305.3A CHANGE TRANSMITTAL 2

From: Chief, Bureau of Medicine and Surgery

Subj: BUREAU OF MEDICINE AND SURGERY MEDICAL LOGISTICS AWARDS PROGRAM

Encl: (1) Revised pages 2 and 5

1. **Purpose.** To update pages 2 and 5 of the instruction, this includes removing the revision date for NAVMED 5305/2 Individual Award Nomination and NAVMED 5304/4 Logistics Award Score Sheet, updating the contents of NAVMED 5304/4, and adding NAVMED 5305/3 to the forms paragraph.

2. **Action.** Remove pages 2 and 5 of the instruction and replace with enclosure (1) of this change transmittal.

3. **Retain.** For record purposes, keep this change transmittal in front of the basic instruction.

4. **Records Management.** Records created as a result of this change transmittal, regardless of media or format, must be managed per SECNAV Manual 5210.1 of January 2012.

   ![Signature]
   C. FORREST FAISON III

Releasability and distribution:
This change transmittal is cleared for public release and is available electronically only via the Navy Medicine Web site at:
d. Additionally, award winners may be submitted for consideration for additional recognition per reference (a). The BUMED Medical Logistics Awards Program Review Board will review all submissions and make a recommendation for BUMED endorsement.

5. Responsibilities

a. The Director of Medical Logistics (BUMED-M42), will appoint board membership, serve as chairman, manage the awards program, and act as the overall advocate for the awards program.

b. The board for the officer, civilian, and team categories is recommended to consist of four active duty personnel and one civilian representative from: BUMED-M42, BUMED-M82, Naval Medical Logistics Command, and the Assistant Deputy Chief of another BUMED-M code. The Director, BUMED-M42, will contact the Enlisted Technical Liaison for Bio-Medical Engineering to solicit recommendations for the most qualified Board members for the enlisted categories. The Board will convene annually to evaluate nominations using NAVMED 5305/4 Logistics Award Score Sheet, select awardees, and make awardee recommendations for submission per reference (a).

c. Each award has been established to recognize an individual or team for outstanding accomplishment and performance of duty during the preceding calendar year. The Board will choose one overall selection per award category. Awards approved for the BUMED Logistics Awards Program will be presented by BUMED at a general assembly during the annual Logistics Training Symposium or similar group meeting. If the symposium or group meeting cannot be held, award winners will be notified separately.

6. Awards Categories and Types. The following categories recognize individuals and teams whose contributions have significantly supported the Navy medical logistics mission, have promoted innovative ideas and concepts that resulted in substantial and quantifiable benefits to the Navy, and have enhanced the logistics profession. Nominees may be involved in any or all phases of Navy medical logistics. Specifically, they will be scored on their leadership and management ability, technical expertise, organizational support and responsiveness, material and cost savings, procedural enhancements, and contributions to audit readiness efforts. A personalized plaque will be awarded to the individual and team.

a. Officer Individual Achievement Awards (For Subspecialty 1802 and 3121 Logistics Officers):

(1) The CDR Robert A. Edgar Award for Military Operational Medical Logistician of the Year for achievements in support of or in an operational environment. CDR Edgar’s biography is in enclosure (1).

(2) The Senior Shore-Based Medical Logistician of the Year Award for achievements performed at a medical activity or specialty command. This award is designed for military officers with a rank of lieutenant commander and above.
10. **Review and Effective Date.** Per OPNAVINST 5215.17A, review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire 5 years after the effective date unless reissued or canceled prior to the 5-year anniversary date or an extension has been granted.

   
   a. NAVMED 5305/2 Individual Award Nomination.
   
   b. NAVMED 5305/3 Team Award Nomination.
   
   c. NAVMED 5305/4 Logistics Award Score Sheet.

   /s/
   
   M. L. NATHAN

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