SECNAV INSTRUCTION 5305.5A

From: Secretary of the Navy

Subj: DEPARTMENT OF THE NAVY ACQUISITION EXCELLENCE AWARDS PROGRAM

Ref: (a) 41 U.S.C. §1705  
(b) 10 U.S.C. §1124  
(c) DoD Instruction 1400.25, Volume 451 of November 4, 2013

1. Purpose. To establish procedures for the annual Department of the Navy (DON) Acquisition Excellence Awards (AEA) Program. The purpose of this program is to recognize those individuals and teams who have made outstanding contributions in promoting competition and innovation in the Navy and Marine Corps acquisition process during the award period.

2. Cancellation. SECNAVINST 5305.5.

3. Applicability. This instruction applies to the Office of the Secretary of the Navy (SECNAV), the Chief of Naval Operations, the Commandant of the Marine Corps, and all U.S. Navy, U.S. Marine Corps installations, commands, activities, field offices, and all other organizational entities within the DON. Non-DON activities, such as the Defense Logistics Agency, Defense Contract Management Agency, etc., may consider nominating Navy and Marine Corps personnel working in their organizations as long as those personnel have occupied a DON acquisition position in the past.

4. Policy

   a. All personnel or teams who made significant contributions to the Navy and Marine Corps acquisition process can be nominated for the DON AEA Program.

   b. Competition, affordability, technical expertise, innovative techniques, and professional acumen are keys to excellence for the DON acquisition activities. To acknowledge the importance of these characteristics, SECNAV annually recognizes those military and government civilian individuals
and teams who have made the most outstanding contributions in enhancing competition and innovation throughout the acquisition lifecycle and in support of Navy and Marine Corps acquisition programs. Acquisition involvement may be interpreted to include contracting officer representatives, planning, technical, and requirements personnel.

c. The AEA Program is established to further the objectives of reference (a) and at a minimum will include the awards below. The listed awards below do not preclude the Career Field National Leads, the Deputy Assistant Secretaries of the Navy (DASN) which fall under the Assistant Secretary of the Navy for Research, Development and Acquisition (ASN (RD&A)) cognizance, or the Office of Small Business Programs (OSBP) from creating new awards and opportunities, including spot awards, to recognize members of the acquisition workforce for a job well done. Some awards may have a monetary award associated with it based on funding, but due to references (b) and (c) military members are not eligible to receive a monetary award.

(1) Art Diaz Memorial Award

(2) DON OSBP Awards

   (a) Sarkis Tatigian Award

   (b) Secretary's Cup Award

   (c) Oreta B. Stinson Small Business Advocate Award

(3) Small Business Team Award

(4) Competition Excellence Team of the Year Award

(5) Innovation Excellence Acquisition Team of the Year

(6) Field Acquisition Activity Award

(7) Dr. Al Somoroff Acquisition Award

(8) Ron Kiss Maritime Technology Transition Award

(9) Acquisition Professional of the Year
(10) Program Manager of the Year
(11) Expeditionary Contracting Award
(12) International Acquisition Partnership Award
(13) Vice Admiral James H. Doyle, Jr. Memorial Award
(14) Rear Admiral Wayne E. Meyer Memorial Award

5. **Responsibilities**. The ASN (RD&A) organization is responsible for running the AEA. The Principal Civilian Deputy for ASN (RD&A) will be the final approval authority for the awards associated with the program. The panel will consist of one representative from each of the ASN (RD&A) DASN offices, OSBP, and will be chaired by the Director, Acquisition Career Management (DACM). The panel membership will consist of at least five Flag Officer/General Officer/Senior Executive Service level members. The DACM will promulgate the instructions and awards criteria with specific dates for that year's awards along with a request for applications in the April/May timeframe with the winners of the awards announced in the July/August timeframe.

6. **Records Management**

   a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned according to the records disposition schedules found on the Directives and Records Management Division (DRMD) portal page: https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/SitePages/Home.aspx.

   b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact your local Records Manager or the DRMD program office.

   THOMAS B. MODLY
   Under Secretary of the Navy
Distribution:
Electronic only, via Department of the Navy Issuances website