

*Approved
all for final
Eef*

MEMORANDUM FOR: DDA
DDO
DD/NFAC
DDS&T
DCI Admin Officer

DRAFT

FROM: H.E.F.
D/Pers

SUBJECT: Roger W. Jones Award for Executive Leadership - 1980

1. ~~For the second consecutive year,~~ the Agency has been invited by the American University's College of Public Affairs/School of Government and Public Administration to submit candidates for ~~its~~ ^{the} Roger W. Jones Award Program. This award is granted annually to two Federal career executives who have demonstrated superior leadership and ~~continuity of an effective government.~~ ^{been successful in the development of major} ~~continuity of an effective government.~~ ^{who have} Beginning next year, this program will be included in the Office of Personnel's annual review for public service awards.

2. It is requested that you consider possible nominees for the 1980 program and submit your recommendations by 30 November 1979. Nominees will be reviewed by the Honor and Merit Awards Board and recommendations will be forwarded to the DCI for his approval. When the Agency nominee has been selected, we will ask the sponsoring component to prepare ^{the} ~~the~~ nominating ~~statement-and-forwarding-letter~~ documents.

3. Please refer to the attached instructions for nominating criteria and other information concerning the program. Inquiries concerning this program ^{may} ~~should~~ be directed to [REDACTED] Chief, Benefits and Services

STATINTL

STATOTHR Division, 5E56, Hdqrs. [REDACTED]

H.E.F.

DRAFT