



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS SPACE AND MISSILE SYSTEMS CENTER (AFSPC)

AUG 25 2003

MEMORANDUM FOR ALL TWO LETTER DIRECTORS
LAAFB AWARDS MONITORS

FROM: SMC/CC

SUBJECT: Delegation of Authority - Civilian Recognition Program

1. In the interest of assuring timely recognition of deserving employees, I delegate approval authority to SMC two-letter directors for the following awards:

Special Act or Service Award for \$1000.00 and under
Civilian Achievement Award

SMC/HRC will continue to carefully review these awards for compliance with eligibility requirements set forth in AFI 36-1004, Managing the Civilian Recognition Program, dated 8 Feb 2001.

2. Our point of contact for these awards is Ms. Denise Depierre, SMC/HRCE, DSN 833-5341 or (310) 363-5341.


BRIAN A. ARNOLD
Lieutenant General, USAF
Commander