



The Army Engineer Association

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01 August 2017

TO: **The Engineer Regiment**

SUBJECT: de Fleury Medal Form and General Information

1. **The medal submission policy has changed.** The senior leadership of the Engineer Regiment at both Fort Leonard Wood and Headquarters United States Army Corps of Engineers (USACE) have devoted a lot of time in fine-tuning the policy of this prestigious award. Please read this new policy carefully and become familiar with the submission procedures.
2. Attached is a copy of the latest AEA Form 1 dated 01 August 2017. This includes the *Engineer Regiment Policy for the Award of the de Fleury Medal* and the *Approval/Request Form*. **Please destroy all other versions of the AEA Form 1 and save this latest version.**
3. All de Fleury Medal nominations (Steel, Bronze, Silver) will be processed using the new AEA Form 1 which also includes pages for the required narrative and space for an optional custom citation if desired. Custom citations must fit in the designated text box using 12 point Arial font (similar to DA Award citations). **Do NOT capitalize the custom citation.** Use upper and lower case letters. The standard citation will be used if no custom citation is submitted.
4. Note in particular the four weeks required for processing awards, especially regarding Silver Medal requests. The de Fleury Medal is not to be presented as a PCS award or in lieu of a personal gift. It is expected that a unit's award program be proactive in identifying potential de Fleury Medal recipients and that it has a viable suspense system to enable the initiation of local processing well in advance of a planned presentation date.
5. The *Army Engineer Association* offers these suggestions for processing and recording awards:
 - de Fleury Medal forms and other information should only be kept in one location within a unit. Since this is not an official DA Award covered by Army Regulations we recommend that copies of all award packets be kept by the Commander and passed on to subsequent Commanders. This will ensure both physical security of sensitive information as well as provide continuity of records.
 - The Commander's de Fleury file should also contain a copy of each submission, including the narrative and other supporting documents. As medals and certificates are received from the AEA, a copy of the certificate should be made and included with the corresponding file. This will provide a record for that unit and assist future Commanders in maintaining the consistency and level playing field for the unit.
 - This award should represent agreement by the Battalion Command Team or higher. The experience of leaders at this level is sufficient in making a determination on whether or not to approve an award or submit a request for approval to a higher headquarters.
 - Experience has shown that when we mail the award with its certificate to a personal address (usually the individual paying for the award) the process works much more efficiently than if we tried to send it through a unit's mail room. So when completing Part IV of the Approval/Request section, it is recommended that a personal address be entered in the Mailing Address box.
6. All **FORSCOM** units scan and email their signed award nomination packets to flwadmin@armyengineer.com.
7. All **USACE** units scan and email their signed award nomination packets to tasha.v.garrick@usace.army.mil.
8. Please contact us, 573-329-6678 or flwadmin@armyengineer.com if you have any questions or would like additional clarification.

ESSAYONS

Julius B. Nutter
CSM, US Army Retired
Director, Regimental Operations
Army Engineer Association

ENGINEER REGIMENT POLICY FOR THE AWARD OF THE de FLEURY MEDAL

STEEL

Eligibility- The senior leadership of the Engineer Regiment determined a need for an award to recognize junior Soldiers and civilians within the Engineer Regiment. Based on input from senior Commanders and their Sergeants Major, we recommended the award be named the Steel de Fleury Medal. In determining whether or not an individual should be nominated for the Steel Medal, the following selection criteria should be followed:

- Military and civilian personnel from the Active Army, Army Reserve, USACE and National Guard serving in the rank/grade of SPC serving on their first reenlistment, SGT-SSG, WO1-CW2, 1LT-CPT, GS-4 to GS-11, and WG-4 to WG-15.
- A nominee cannot have been awarded any other level of the de Fleury medal.
- No more than **five** Steel de Fleury Medals can be awarded within a Battalion, District or Brigade/Division Headquarters per year.
- Separate Engineer companies and Engineer detachments will not award more than one per year. AEA will maintain a database with the awardee's name, rank, unit and date presented to ensure no element exceeds its fiscal year allocations.

Approval Authority- LTC or higher in command who is also a current member of the *Army Engineer Association*.

The approval authority for all separate Engineer companies and Engineer detachments is the Division Engineer (LTC or higher) who is a current member of the *AEA*. The approval authority for Engineer detachments who do not have an Engineer LTC or higher is their component Deputy Assistant Commandant (DAC) at the United States Army Engineer School (USAES).

BRONZE

Eligibility- The Bronze Medal is presented to an individual who has rendered significant service or support to more than one element of the Engineer Regiment. In determining whether or not an individual should be nominated for the Bronze Medal, the following selection criteria should be followed:

- The award is normally presented to an individual who has performed in a consistently outstanding manner, in positions of increasing responsibility over a period of time that normally exceeds **10 years** who are also members of *AEA*.
- The award will not be presented as an "end of tour" award that recognizes performance/contributions made during a single assignment.
- It is awarded *by Army Engineers to other Army Engineers* or individuals associated with Army Engineering.
- Those nominated will have demonstrated a high degree of professional competence, integrity, moral character, and a strong devotion to duty and country. These individuals must clearly stand out in the eyes of their seniors, subordinates and peers alike. It is the responsibility of the approving authority to maintain consistent and exceptionally high standards during the selection and approval process to protect the integrity of the Bronze Medal.
- The approval authority should set a limit on the number of medals awarded annually within his/her organization. This limit should be established as a percentage of the number of potentially qualified outstanding personnel assigned using the aforementioned selection criteria.

Approval Authority- Engineer Branch Colonel or higher serving in the Active Army, Army Reserve, or Army National Guard, who is a current member of the *Army Engineer Association*. Organizations that do not have an assigned officer meeting these criteria will submit the award form to the *AEA* Director of Operations at Ft Leonard Wood, MO who will process the award nomination through the Chief of Staff of the United States Army Engineer School for approval/disapproval. There are no provisions for awarding more than one Bronze Medal to a single individual; however a Bronze Medal holder may later be nominated for the award of the Silver Medal assuming the nominee meets the exceptionally high degree of qualifications for that award. The presentation of the Bronze Medal to the recipient should be scheduled during special events such as formal dinners, retirements, and similar affairs.

SILVER

Eligibility- To be awarded a Silver de Fleury Medal, an individual must have personally had a significant impact on the entire Army Engineer Regiment, over a period that spans numerous assignments, in various units and organizations within the Regiment, or in activities or organizations that directly support the Regiment. At a minimum, the following selection criteria must be met in order for a person to be eligible for the award of the Silver Medal:

- Nominee must have served the Regiment over a period of at least **20 years** who are also members of *AEA*.
- Service performed must have had a singularly outstanding positive impact on each organization or activity in which the individual was assigned, demonstrated by exceptional performance of duty in various positions with progressive increases in responsibility throughout the time frame of the first criteria.
- Service performed by the individual must have clearly exceeded that of the majority of those within the individuals peer group as evidenced by accumulated awards, citations, reputation and selection for promotion to higher rank and increases in levels of responsibility over the time period established in the first criteria.
- In order for the award nomination to be reviewed for approval/disapproval by the approving authority, the required narrative within *AEA* Form 1 must clearly and completely substantiate that the nominee meets the above criteria. Waivers to these criteria are not encouraged, but may be considered by the approving authority for extraordinary circumstances.

Approval Authority- The Silver Medal may only be approved by the United States Army Chief of Engineers, Deputy Chief of Engineers or Commandant of the United States Army Engineer School. In general, persons nominated for the award not assigned within or related in some way to United States Army Corps of Engineers will have their award processed through the Commandant of the United States Army Engineer School. The award will be presented during special ceremonies or formal social events.



Army Engineer Association de Fleury Medal Approval/Request Form



Details regarding this award are available at
www.armyengineer.com, click AWARDS

Part I - Requester's Information

(Please complete all areas to include signature and date)

Requester Name:		For silver medal submissions and those units needing an approval authority, email AEA Form 1 and all accompanying documents to: for FORSCOM units: flwadmin@armyengineer.com for USACE units: tasha.v.garrick@usace.army.mil
Unit/Organization:	Address:	
Email:	Phone:	
Requester Signature:		

Part II - Nominee/Recipient Information

(Please complete all areas and submit a narrative no more than two pages in length)

Nominee: (Last, First, Middle Initial)	Rank/Grade:	Branch:
	PMOS:	Total Years of Service:
Unit/Organization:	Years of Service to the Engineer Regiment:	
	Title/Position:	
Recommended Award:	Type of Ceremony:	
Proposed Presentation Date:	AEA Member:	Yes No

Part III - Approving Authority Information

(Recommended award determines level of approving authority who must be an AEA member)

Approver Name:	Rank:	
	Branch:	
Unit/Organization:	Title/Position:	
	AEA Member Number:	
I, as the approving authority, certify that the attached narrative and documentation clearly substantiate that the nominee meets the established criteria for the _____ de Fleury medal. Approved. Downgrade to _____		
Disapproved. (If disapproved, return to Requester.)		Email:
Approver Signature:		Date:

Part IV - Shipping and Payment Information

(Timeline for processing is dependent on recommended award)

Shipping Information	Payment Information				
Name:	Select applicable award and indicate payment method:				
	<table style="width: 100%; border: none;"> <tr> <td style="border: none;">Steel (\$45.00)</td> <td style="border: none;">Bronze (\$55.00)</td> <td style="border: none;">Silver (\$75.00)</td> </tr> </table>	Steel (\$45.00)	Bronze (\$55.00)	Silver (\$75.00)	
Steel (\$45.00)	Bronze (\$55.00)	Silver (\$75.00)			
Mailing Address:	Check or Money Order enclosed. (No Govt. POs)				
	<table style="width: 100%; border: none;"> <tr> <td style="border: none;">Visa</td> <td style="border: none;">MC</td> <td style="border: none;">Discover</td> <td style="border: none;">AMEX</td> </tr> </table>	Visa	MC	Discover	AMEX
Visa	MC	Discover	AMEX		
	Card Number: _____ - _____ - _____ - _____				
	EXP(MM/YY): /				
	*Print and sign name exactly as shown on credit card.				
Phone:	Print:				
Email:					
Payment Authority Signature:	Date:				

Documentation

Standard Citation Option:

In recognition of superior service to the United States Army Engineer Regiment as it supports the Army to assure mobility, enhance protection, enable expeditionary logistics, and build capacity in order to provide commanders with the freedom of action required for full spectrum operations in an era of persistent conflict. These efforts have significantly contributed to the overall readiness of the Army and reflect great credit upon the United States Army Corps of Engineers.

Custom Citation Option: (must fit in space provided using Arial 12 font)**Narrative:** (use the following four pages)

Documentation (cont.)

Narrative (cont.):

Documentation (cont.)

Narrative (cont.):

Documentation (cont.)

Narrative (cont.):