



DEPARTMENT OF THE NAVY
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N14
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OPNAV INSTRUCTION 1650.34

From: Chief of Naval Operations

Subj: ADMIRAL J. M. BOORDA AWARD FOR OUTSTANDING INTEGRATION OF
ANALYSIS AND POLICY-MAKING

Encl: (1) Board Membership and Guidelines

1. Purpose. To establish the Admiral J. M. Boorda Award, which recognizes those who have made a significant contribution towards Navy personnel readiness either through research and analysis or the direct application of analytical results to policies and laws.

2. Background

a. The vision of the Navy domain is one that targets and attracts talented men and women, then trains, develops, and motivates them throughout their Navy careers. To help the Navy achieve this vision, it relies on the research community. One of the exemplary traits of Admiral Boorda, former Chief of Naval Operations (CNO) and Chief of Naval Personnel (CHNAVPERS), was his requirement to include research and analysis in the decision-making process. As CHNAVPERS, he frequently turned to the research community for advice on personnel and policy issues. In doing so, he highlighted the importance and the impact of research and analysis on the Navy's Manpower, Personnel, Training and Education (MPTE) domain.

b. This annual award is established to recognize one military nominee and one civilian nominee that best exemplify those traits described above. There are no pay grade restrictions. Group submissions are authorized but a primary point of contact (POC) must be identified. For mixed research teams, the nomination must indicate whether the team wishes to be considered in the military or civilian category. Group submissions will be routed through the primary POC's chain of command.

3. Discussion. The intent of the Admiral J. M. Boorda Award is to recognize Navy military and civilian personnel whose research during the preceding calendar year significantly contributed to the MPTE domain. Nomination packages will be judged based on:

a. Relevance to advancing the MPTE strategic vision:

(1) How does the research link to MPTE's strategic imperatives? The MPTE strategic vision and more information on the goals and objectives are available on the Navy Web site, located at <http://www.navy.mil/cnp/>.

(2) How will the research and resulting policy changes contribute to achieving the MPTE strategic vision?

b. Implementation:

(1) What policies or laws does this research impact?

(2) What is the timeframe for implementation?

c. Benefits to the MPTE enterprise:

(1) How does this research impact MPTE resources?

(2) How will this research improve MPTE processes?

(3) How will this research impact personnel either within the MPTE domain or across the Navy?

(4) How will this research improve personnel readiness?

d. Applicability:

(1) What level of impact will this research have within the Navy, Enterprise, or command?

(2) What elements of the Navy will be impacted (e.g., military, officer and enlisted, civilian, MPTE)?

- e. Quality of research:
 - (1) Analytic rigor; and
 - (2) Academic quality.

4. Guidance

a. Eligible Nominees. All Navy military and civilian personnel, regardless of grade.

b. Nomination Package Requirements. Packages should include the following:

- (1) A copy of the research product being submitted;
- (2) One-page biography with two photographs for each team member;
- (3) Proposed citation (maximum of 250 words); and
- (4) Flag or commanding officer letter of endorsement (for group submissions, endorsement shall be initiated by the primary POC's commanding officer).

c. Submissions Requirements. Nomination packages must be submitted via echelon 2 commands, to Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education) (CNO (N1)), Director, Research, Modeling and Analysis (N14). Each year, a call for nominations will be released via a Navy-specific administrative message (NAVADMIN) providing further guidance as to specific addressees and any additional amplifying information. In any event, nomination packages must be received no later than 30 July of each year.

d. Selection of Winners. OPNAV (N14) will chair a selection board annually following the guidelines provided in enclosure (1). The board will provide the result of their deliberations and selection to CNO (N1) not later than 30 August of each year.

e. Recognition of Winners. The awardees will be recognized with an individual plaque and their name will be added to the Admiral J. M. Boorda Award plaque displayed in the CNO

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(N1)/CHNAVPERS Headquarters. Presentation to awardees will be made annually in conjunction with a suitable function reflective of the importance of the occasion as scheduled by OPNAV (N14), but not later than 1 October.

f. MPTE Awareness. Once selected, awardees shall submit a complete presentation no longer than 25 slides (including cover slide and back-up slides) that outlines their research and analysis contributions. The presentation will be posted on the Navy Personnel Command Web site (www.npc.navy.mil) and utilized to share the award-winning product, initiative, or advancement that earned selection. Awardees shall present at the next scheduled Navy Workforce Research and Analysis Conference, if not previously presented.

5. Coordination. The program coordinator for this award is OPNAV (N14) who can be contacted at (703) 695-3616 (commercial) or 225-3616 (Defense Switched Network).

6. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per Secretary of the Navy Manual 5210.1 of November 2007.



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Distribution:

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<http://doni.daps.dla.mil/>

Board Membership and Guidelines

1. Board Membership

a. The winners of the annual Admiral J. M. Boorda Award for Outstanding Integration of Analysis and Policy-Making will be selected through a board process that will conduct a thorough review of each nomination package and select, by consensus vote a winner in each category: military and civilian.

b. The board will be composed of 10 voting members and 1 recorder. In the event of a tie, the board chair will cast the deciding vote.

Chair

Director, Research, Modeling and Analysis (OPNAV (N14))

Members

OPNAV (N14) technical director

OPNAV (N14) lead economist

Force Shaping Plans and Policy Branch (OPNAV (N132))
representative

Director, Military Community Management (BUPERS-3)

Office of Chief of Naval Reserve representative

Commander, Navy Recruiting Command representative

Commander, Naval Education and Training Command
representative

Naval Postgraduate School Faculty representative
(Manpower System Analysis curriculum)

Director, Navy Personnel Research, Studies and
Technology (BUPERS-1)

Center for Naval Analyses representative

Recorder

Provided by OPNAV (N14), as needed

2. Board Guidelines

a. Should the selection criteria for any given year differ from that included in the basic instruction, revised guidance for package submission and selection will be promulgated in the annual NAVADMIN calling for nominations.

b. Selection for the award will recognize the Navy military and civilian individual whose research contribution made the most significant contribution towards Navy personnel readiness, either through the conduct of research and analysis or the direct application of analytical results and efforts to policies and laws.

c. Consideration shall be given to the following:

- (1) Relevance to the MPTE strategic vision.
- (2) What policies and laws the research impacts.
- (3) Benefits to the MPTE enterprise.
- (4) Who will be impacted (enterprise, entire Navy)?
- (5) Quality of the research and analysis.

d. The board may select one military member and one civilian for this award. A majority vote of the board members will be sufficient for selection.