



**PENNSYLVANIA ARMY NATIONAL GUARD
28th SIGNAL SOCIETY
5053 TRAIL SIDE COURT
JEANNETTE PA 15644**



February 8, 2018

MEMORANDUM FOR RECORD

SUBJECT: 28th Signal Society Leadership Award SOP

1. Purpose

- a. To provide tangible recognition for exceptional service and achievement in the execution of our mission to the 28th Signal Society, the Army Signal Corps, or the 28th Infantry Division Signal Soldiers and Airmen. This award will be given in memory of fallen Signal Soldiers/Airmen.

2. Administration

- a. Name of the Award: 28th Signal Society Leadership Award
- b. Each recipient will receive a 5x7 plaque
- c. Text for the individual plaque, centered:
28th Signal Society Leadership Award
is awarded to
Soldier's Name
For outstanding contributions to 28th Signal Society
- d. Each recipient will have a plate engraved with their name, month, and year to added to master plaque that contains the names of all awardees. The master plaque will be displayed in a location determined by the 28th Signal Society elected Officers.
- e. Text for the individual plate, centered:
Soldier's Name
Month, Year

3. Recommendation

- a. Any member of the 28th Signal Society can recommend, member or non-member, who makes a significant contribution to; 28th Signal Society, 28th ID Signal Soldiers, the Army, or Air Force Signal Corps.
- b. Recommendation for award must be in the form of an e-mail submitted to the 28th Signal Society President. Submissions with the following information clearly identified:
 - i. name of recipient
 - ii. name of recommender
 - iii. justification
 - iv. proposed presentation date and location
- c. There will be two recipients each year.

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4. Approval

- a. The approval committee will meet as needed.
- b. The 28th Signal Society President will chair the approval committee which consists of four additional members of the 28th Signal Society.
- c. At least one member of the approval committee has to be a past recipient of respective award.
- d. All five members of committee are voting members.
- e. All members have to vote unanimously for award to be approved.
- f. Public Affairs and Awards Officer will coordinate to get award made and propose award ceremony date.

ERIC R. LUKE
CPT, SC, PAARNG
Chapter President
28th Signal Society