

Defense Certificate of Recognition  
for  
Acquisition Innovation

A. Purpose

1. The Defense Certificate of Recognition for Acquisition Innovation is established to make available to each Component of the DOD and USD(AT&L) principals a uniform instrument for formally recognizing outstanding, innovative acquisition practices. Its purpose is to recognize individuals, groups, or teams in DOD who have made greater contributions than normally expected resulting in improvements to defense acquisition processes and programs.
2. DOD acquisition leadership at all levels should recognize and reward individuals and teams whose efforts contribute to making the acquisition system and its various processes work more efficiently. This certificate will be awarded at the level of the Component Acquisition Executive (CAE) or his designee, or USD(AT&L) principal, based on criteria and an administrative process established within each Component.

B. Eligibility

1. All DOD military and civilian acquisition personnel, individuals, groups or teams, who have made significant contributions to furthering acquisition reform in DOD acquisition processes and programs are eligible. Significant contributions include ideas and innovations accepted by the acquisition organizations and/or management.
2. The Certificate of Recognition will be granted for contributions made or completed within the preceding 12 months.

C. Criteria for Selection

1. Organizations, groups, teams, or individuals given this award should have contributed outstanding innovative ideas, methods, or processes that have reduced life cycle costs or added value to the acquisition system, and its processes and programs.
2. The ideas, methods, or processes recognized should promote acquisition reform goals of benefit to the DOD acquisition system and its programs.

## D. Process

### 5. Administration

- a. The CAEs and USD(AT&L) principals are responsible for creating and establishing their own procedures for presenting the certificates, including:
  - (1) Creating and imprinting certificates with recipients' names;
  - (2) Getting certificates signed; and
  - (3) Arranging for presentation ceremonies and publicizing the achievement.
- b. The Certificate of Recognition may be presented at any time in the calendar or fiscal year. It is recommended that completion of the nomination and award process take no more than 30 days.
- c. The certificates are to be signed by the CAE or his designee, or a USD(AT&L) principal and, where possible, awarded at the flag/General Officer or SES level in the recipients' command or activity. CAEs or others may request participation of the Defense Acquisition Executive or other Defense official at presentation and award ceremonies; however, arrangements for such ceremonies are the responsibility of the Component or awarding office.

### 6. Reporting

- a. Each Component and USD(AT&L) principal will forward as appropriate to the Defense Acquisition University (DAU) and Principal Deputy Director, Defense Procurement and Acquisition Policy (PDDDPAP) the names of awardees, a brief description of the innovation or improvement, and a point of contact for additional information.
- b. The DAU President is responsible for ensuring the innovations and accomplishments of the awardees are recognized, as appropriate, in the Acquisition Review Quarterly, the Program Manager Magazine; and other pertinent Office of Acquisition Initiatives publications.
- c. The PDDDPAP will publish as appropriate the names of awardees and a brief description of their accomplishments in Acquisition Today and Acquisition Now.