

**THE ADMIRAL ARLEIGH BURKE  
SURFACE WARFARE OPERATIONAL EXCELLENCE AWARD**

Please email package to: [awards@navysna.org](mailto:awards@navysna.org) no later than 1 OCTOBER

Date:

From:

To: Surface Navy Association/Arleigh Burke Award

Subj: NOMINATION FOR THE ADMIRAL ARLEIGH BURKE SURFACE WARFARE OPERATIONAL EXCELLENCE AWARD

1. **[Name of Nominee]** has been selected as **[SHIP NAME]** outstanding **[OFFICER/ENLISTED]** performer for the overseas deployment from **[DATES OF DEPLOYMENT]**. The following information applies:

- Ship or unit to which assigned:
- Strike Group deployed with:
  
- Homeport:
- Homeport mailing address:
  
- Personal email for nominee:
- Primary Assignment:
- PRD Date for nominee:  
*Expected duty station of nominee on January 1<sup>st</sup> with contact information if different from nominating command:*
  
- Commanding Officer:
- CO telephone number:
- CO email address:

**MUST BE SUBMITTED WITH COMMANDING OFFICER WRITE-UP  
ON COMMAND LETTERHEAD AND A PHOTO OF NOMINEE – HEADSHOT IN UNIFORM  
(Will be used in Symposium Program if selected. Does not need to be professional,  
clean background requested.)**

**(A brief summary, not to exceed one page of the actions, achievements, or other  
outstanding performance accomplishments of this individual, which demonstrate  
superior understanding and application of Naval Surface Warfare principles.)**