

EDO Principal Correspondence Control

FROM: DUE: 09/22/00 EDO CONTROL: G20000406
DOC DT: 08/15/00
FINAL REPLY:

Janice Lachance
OPM

TO: Agency Heads

FOR SIGNATURE OF : ** GRN ** CRC NO: 00-0541

DESC: ROUTING:
2000 John N. Sturdivant National Partnership Award Travers
(Nominations due 10/5/00) Paperiello
Miraglia
Norry
Craig
Burns/Cyr

DATE: 08/22/00

ASSIGNED TO: CONTACT:
HR Bird

SPECIAL INSTRUCTIONS OR REMARKS:

If nominations are made, prepare for Chairman's signature.

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E-Reds Secy 01

OFFICE OF THE SECRETARY
CORRESPONDENCE CONTROL TICKET

Date Printed: Aug 22, 2000 14:08

PAPER NUMBER: LTR-00-0541 **LOGGING DATE:** 08/22/2000
ACTION OFFICE: EDO

AUTHOR: JANICE LACHANCE
AFFILIATION: OPM
ADDRESSEE: AGENCY HEADS
SUBJECT: 2000 JOHN N. STURDIVANT NATIONAL PARTNERSHIP AWARD

ACTION: Appropriate
DISTRIBUTION: RF

LETTER DATE: 08/15/2000
ACKNOWLEDGED: No
SPECIAL HANDLING:

NOTES: IF NOMINATIONS ARE MADE, PREPARE RESPONSE
FOR CHAIRMAN'S SIGNATURE....

FILE LOCATION: ADAMS

DATE DUE: **DATE SIGNED:**

EDO --G20000406



UNITED STATES
OFFICE OF PERSONNEL MANAGEMENT
WASHINGTON, DC 20415-0001

OFFICE OF THE DIRECTOR

AUG 15 2000

MEMORANDUM FOR HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES
AND NATIONAL UNION PRESIDENTS

FROM: Janice R. Lachance
Chair
National Partnership Council

A handwritten signature in cursive script that reads "Janice R. Lachance".

Subject: 2000 John N. Sturdivant National Partnership Award

On behalf of the National Partnership Council, I am pleased to announce the 2000 John N. Sturdivant National Partnership Award. This annual award, first presented by Vice President Al Gore, recognizes achievements of labor-management partnerships working together to create a Government that works better and costs less. It was renamed in 1998 to honor the late John N. Sturdivant, former President of the American Federation of Government Employees. By honoring the hard work of these labor-management partnerships, the Council believes it will motivate others to use the partnership approach to achieve a better government.

All labor-management partnerships are encouraged to submit nominations for the 2000 award. Partnerships that received the award or honorable mention previously are eligible for renomination, and will be evaluated on their new achievements since their last nomination. Nominations must be received by October 5, 2000.

A copy of the 2000 nomination form is attached. The form also is available on the Office of Personnel Management's web page at www.opm.gov. If you have any questions concerning the award nomination please call OPM's Office of Labor & Employee Relations at (202) 606-2930.

Attachments

cc: President's Management Council
Agency Personnel Directors
Agency Labor Relations Officers
Agency Incentive Awards Administrators
Servicing Personnel Officers



2000

John N. Sturdivant National Partnership Award

Sponsored by the National Partnership Council



2000

John N. Sturdivant National Partnership Award

Sponsored by the National Partnership Council

I. BACKGROUND ON THE NATIONAL PARTNERSHIP AWARD

The National Partnership Council is accepting nominations for the 2000 John N. Sturdivant National Partnership Award.

The National Partnership Council (NPC) was created in October 1993 by Executive Order 12871, *Labor-Management Partnerships*, to encourage and promote the formation of labor-management partnerships in the executive branch. The Executive Order states that only when managers, employees, and their representatives work as partners, will it be possible to design and implement the comprehensive changes necessary to deliver the highest quality services to the American people.

To recognize and promote outstanding and innovative partnerships throughout the executive branch, the NPC established the National Partnership Award in 1995. Since that time, the annual National Partnership Awards have showcased more than 40 partnerships and recognized their success in such areas as saving money, increasing productivity, and improving customer services.

II. ELIGIBILITY

1. All types and levels of labor-management partnerships are eligible for nomination, including agency, regional, local, task force or ad hoc working groups. In evaluating the nominations, consideration will be given to the type and level of the partnership.
2. The partnership's contributions discussed in the award nomination must have been made, or the results achieved, after October 1993 (the date Executive Order 12871 was signed). **The partnership's accomplishments must include at least some portion of Fiscal Year 2000.**
3. For those who received an award or honorable mention in previous years, the current nomination must be based on new, significant achievements since their last award.

III. SELECTION PROCESS

1. All nominations for the 2000 John N. Sturdivant National Partnership Award must be received by **October 5, 2000**.
2. All nominations will be reviewed by the National Partnership Award Committee. Nominees may be asked to provide additional or supporting documentation.
3. Awardees will be selected by the National Partnership Council.
4. All nominees will be notified of the award winners.
5. The award ceremony will take place **November 15, 2000** in Washington, DC.

IV. COMPLETING THE APPLICATION

1. All nominations must be submitted and signed jointly by the highest level labor and management representatives of the organization in which the partnership exists.
2. Nominations must use the attached nomination form. Applications must include the full text of questions and answers. Attach any materials that would be useful in showing how the partnership meets the selection criteria described below. Please keep in mind that the attachments should be supporting documents that illustrate the points you make in the narrative information on your nomination form.
3. Please avoid acronyms, jargon, and technical terms.
4. Please define the partnership's accomplishments in terms of the selection criteria in Section V. Information presented should be complete but concise.
5. Please attach a one-page summary of the partnership being nominated. This summary may be used for promotional purposes for those partnerships selected for recognition.
6. Please mail an original and **three** copies to:

National Partnership Awards Committee
c/o Office of Labor & Employee Relations
U.S. Office of Personnel Management
1900 E Street, N.W. Room 7H28
Washington, DC 20415-0001
Telephone: (202) 606-2930

Sponsored by the National Partnership Council

SELECTION CRITERIA

tional Partnership Council will select partnerships based on the following criteria:

the significance of its contribution to the mission of the agency, unit, or installation of which partnership is a part, or to a government-wide initiative. For example:

- Improved customer service.
- Increased productivity.
- Saved or avoided costs.
- Enhanced employee morale and quality of workplace life.
- Improved operations through reinvention, restructuring, or reengineering.
- Improved program management under the Government Performance and Results Act of 1993.
- Balanced work and family responsibilities.

The effectiveness of the partnership in achieving its goals as demonstrated by quantitative or qualitative measurement tools that reflect accomplishments such as reduced hours expended, faster customer service, fewer defects, improved product performance, increased customer satisfaction, etc.

The success of the partnership in communicating its achievements and in sharing information that:

- brings all employees into the agency's decision-making process;
 - helps employees understand the mission, goals and objectives of the agency; and
 - fosters employee support for organizational decisions.
4. The degree to which the achievement or contribution shows promise of usefulness to other partnerships.

Nomination Form

I. Name of agency/organization and union(s) whose partnership is being

Agency/Organization: _____

Union Local(s)/Chapter(s): _____

II. Please designate a contact person and provide the information requested. This person will receive ALL correspondence and/or telephone calls regarding nomination submitted.

Name: _____

Title: _____

Agency/Organization/Union: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Phone Number: _____ Fax Number: _____

III. Please identify the scope of the partnership being nominated, for example, general description of the organizational level at which the partnership bargaining unit(s) involved, and whether exclusive recognition is at the headquarters, regional, activity-wide, or other level.

IV. Period of performance covered (month/year)
Your accomplishments must include at least some portion of Fiscal Year 2000.

From: _____

To: _____

V. Joint Nomination Information

A. Management Representative:

Name: _____

Title: _____

Agency/Organization/Union: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Phone Number: _____ Fax Number: _____

B. Union Representative:

Name: _____

Title: _____

Agency/Organization/Union: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Phone Number: _____ Fax Number: _____

Please attach sheets containing the above information for any additional nominators (e.g., more than one union involved in the partnership).

VI. Please provide a list of the names of all individuals in the partnership that is being nominated. Show individuals' names as they should appear on the recipients' plaques or certificates. Attach a separate sheet if necessary.

VII. Please write a description of the partnership being nominated, including the agency, geographic location, the type and level of partnership activity being nominated, and the names of all the organizations involved (unions, installation, office, etc.). Attach a separate sheet if necessary.

VIII. Please attach a statement addressing each of the questions below and incorporating applicable criteria appearing on page 3. Please attach any relevant supporting documentation, including information on:

- Cost savings, cost avoidance, increased productivity or improved customer service as a result of partnership;
- Evaluation or measurement of outcomes, results or success; or
- The partnership's communications strategy both internally (among labor, management and employees) and externally (with customers and the public).

A. Results and Evaluation - Please describe the contributions or achievements for which the partnership is seeking recognition.

- What specific issues or problems did the partnership address, and how did it improve previous practice?
- What is the significance of this contribution?
- What was the single most important achievement of the partnership?
- What measurement tool(s) have you used to evaluate your partnership's outcome, progress, or success? Using these measures, please evaluate the partnership.
- What are your partnership's most significant barriers to success? What are its significant remaining issues or challenges?

B. Adoption and Implementation

- How were the ideas for the partnership's contributions developed? What individuals or organizations played roles?
- How were employees, supervisors, managers, and their representatives involved in adopting and implementing the partnership's achievements? Did any of the participants negotiate over the subjects referenced in 5 U.S.C. § 7106(b)(1), as provided in section (d)(2) of Executive Order 12871?
- Please provide a brief history of your partnership's achievements. What were the major milestones?
- How does the partnership communicate its objectives and achievements to its internal and external customers?

C. Usefulness

- To what extent would your partnership's contributions or achievements be useful to other partnerships? To which other partnerships? In what manner?