

EDO Principal Correspondence Control

FROM: DUE: 04/23/01 EDO CONTROL: G20010103
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FINAL REPLY:

Richard B. Olsen
NPMA (The National Property
Management Association, Inc.)

TO:
Chairman Meserve

FOR SIGNATURE OF : ** GRN ** CRC NO: 01-0155

DESC: ROUTING:

Nominations for the NPMA Federal Property Manager
of the Year (Nominations Due: 5/4/01)

Travers
Paperiello
Kane
Norry
Reiter
Craig
Burns/Cyr

DATE: 03/14/01

ASSIGNED TO: CONTACT:
HR Bird

SPECIAL INSTRUCTIONS OR REMARKS:

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



The National Property Management Association, Inc.
Leaders In Asset Management

Richard B. Olsen, CPPM CF
National President

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Sunnyvale, CA 80127

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Chairman
Nuclear Regulatory Commission
11555 Rockville Pike One White Flint North Building
Rockville, MD 20852

Dear Chairman:

The National Property Management Association (NPMA) is an organization of more than 2,000 members dedicated to advancing the status of personal property asset management in the Federal and State Government, as well as Colleges and Universities and private industry.

Each year the NPMA proudly recognizes a Federal Service employee who contributed invaluable service to the personal property asset management field. This individual will be honored at our National Educational Seminar in Houston, Texas during the opening ceremony on June 26, 2001, as the NPMA FEDERAL PROPERTY MANAGER OF THE YEAR. The Office of Personnel Management sanctions this prestigious award, the only award dedicated solely to federal personal property managers.

The NPMA believes the Federal Property Manager of the Year Award directs recognition and positive attention to property management as a profession. This award heralds the high standards of excellence NPMA edifies as the mainstay of our profession and which the nominees represent.

When you identify a member of your staff to earn this special recognition, you have the opportunity to positively reinforce the exemplary service of your staff as they pursue excellence and professionalism in the personal property management field. NPMA will have an independent panel of property experts judge your selection, in competition with other agencies submissions for the NPMA Federal Property Manager of the Year Award. The nomination for this award is an honor in itself and each nominee will receive recognition from the NPMA.

Enclosed are the forms and instructions to distribute to the appropriate people in your organization. The completed forms should be returned by May 4, 2001. The winner will be notified by May 26, 2001. Please send your nominations to: The National Property Manager of the Year Program, National Property Management Association, P.O. Box 576, Bethany Beach, DE 19930-0576

Sincerely,

Richard B. Olsen, CPPM, CF
National NPMA President

Enclosures

NPMA FEDERAL PROPERTY MANAGER OF THE YEAR AWARD

Purpose:

The purpose of the award is to provide recognition to individuals in the Federal Government for outstanding leadership and accomplishments in the property management field.

Eligibility:

Any current or recently retired civilian or military employee of the U.S. Government who has made a significant contribution to, has shown outstanding leadership in, and/or primarily engaged in the management of personal property may be nominated. Nominee's activities and responsibilities should include one or more of the following property related functions: policy determination, property direction, acquisition, receiving, maintenance, physical inventory, subcontract administration, disposition, reporting, contract completion/termination, or the promulgation of law or regulation having a significant beneficial impact on federal property management. Though primarily an award for managers in the Executive Branch, members of the Legislative and Judicial Branches are also eligible for consideration upon nomination by their agency (or other-level parent or sponsoring organization). NPMA membership is not required for nomination.

All agencies are eligible to submit a nomination. Cabinet level departments with several bureaus or other sub-agency organization may elect to submit one nomination for the Department, or one nomination for each bureau or other sub-organization. Only one from each department will be chosen as the agency winner.

Procedure:

Nominations must be submitted on the award nomination forms (or copy) provided by NPMA. They may be obtained from:

National Property Management Association, Inc.
National Headquarters
1102 Pinehurst Rd
Dunedin FL 34698
Telephone: (727) 736-3788
Fax: (727) 736-6707
E-mail: npma@gte.net

Each Nomination should be signed by an appropriate official of the nominating agency to signify official status of the nomination and forwarded to the NPMA address above.

Criteria

Judging will be performed by a select panel of property managers appointed by NPMA. The award is based primarily on contributions to and achievements in the property management profession, but also on education and collegiate achievements, professional and technical society activities, awards or honors received, professional certification, and civic and humanitarian activities.

Presentation

The FEDERAL PROPERTY MANAGER OF THE YEAR will be chosen from among all nominees submitted from the various agencies. In addition, one nominee from each agency will receive a certificate honoring him/her as a recognized Outstanding Property Manger of the Year by virtue of their nomination for the Federal Property Manger of the Year Award. Awards will be presented by the National Property Management Association. The recipient of the award or a representative should be personally present to accept the award. Travel expense reimbursement cannot be provided by NPMA.

NATIONAL PROPERTY MANAGEMENT ASSOCIATION
NOMINATION FORM

NPMA FEDERAL PROPERTY MANAGER OF THE YEAR AWARD

Candidate Information

Name

Mailing Address

Phone Number

Job Title

Work Location

Professional/Technical Activities

Association Members

Offices Held

Committee Assignments

Awards and Honors

(Last 3 Years)

Professional Achievements

Written statement (no more than two pages) supporting candidates nomination. Facts should include special achievements, research or other activities which promote the efficient and effective management of personal property resources during the last 3-years.

Submitting Office Information

Name

Mailing Address

Phone Number