

National Aeronautics and Space Administration  
Headquarters  
Washington, DC 20546-0001



July 24, 2012

Reply to Attn of:

Human Exploration and Operations Mission Directorate

TO: Distribution

FROM: Associate Administrator for Human Exploration and Operations

SUBJECT: Call for Space Flight Awareness (SFA) Program Honoree Nominations –  
ISS Expedition 30 and 31 Crew Welcome Home Ceremony

The SFA Program, a NASA employee motivation and recognition program, will host a special honoree event in conjunction with the ISS Expedition 30 and 31 Crew Welcome Home Ceremony. This event is scheduled for August 21-23, 2012, at JSC, in Houston, Texas.

As part of this employee motivation and recognition program, Human Exploration and Operations Mission Directorate will honor employees who have performed exemplary work in support of human spaceflight. Selected honorees will be awarded:

- Recognition at the SFA Honoree Award Ceremony
- Tour of JSC
- Invitation to recognition at the ISS Expedition Welcome Home Ceremony

Honoree activities are currently estimated to last three days. As an update, the J-2X SFA Honoree event mentioned in the May call for nominations, has shifted and is now tentatively scheduled for October 2012.

The SFA Honoree Award is one of the highest and most prestigious awards available to employees of the NASA/industry human spaceflight team. Only 130 awards have been allocated and nominees may be from any NASA Center or partner installation that supports the human spaceflight program. Nominees may include civil servants, contractors, international partners or military personnel.

Nominations should be no longer than one page in length and should be submitted using the SFA Nomination Form (enclosed). Justifications should clearly illustrate how the nominee met one or more of the SFA honoree selection criterion (enclosed).

Travel funds must be provided by each honoree's respective organization. Each honoree is permitted to bring one guest; however, guest travel expenses will not be paid for using government funds.

Please submit your nominations to your local SFA panel member by close of business August 6, 2012.

Thank you in helping to ensure that each and every employee involved in human spaceflight is aware of the importance of their role in promoting astronaut safety and mission success.



William H. Gerstenmaier

2 Enclosures

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100/Ms. Abell  
130/Mr. Hess  
130/SFA/Ms. Pruett  
Jet Propulsion Laboratory/Dr. Elachi  
T1720 D/SFA/Ms. Kapell  
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     3000/Mr. Wetmore  
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     RRF01/Mr. Plowden  
     RF01/Mr. Hausman, (KSC)  
     RAA50/Mr. Paulsen  
     RLA09/Mr. Ramos  
     RFA45/Mr. Janowski  
     RLA 17/Mr. Trager  
     RAA-43/Mr. Bouley  
     RDB61/Mr. Tyre  
     RLA17/SFA/Ms. Zingerman  
 United Space Alliance/JSC/ USH-100A/Ms. Barnes  
     USH-200A/Mr. Capel

USH-400A/Mr. Hartwig  
USH-302L/Ms. Lee  
USW/Ms. Allen  
USH-140A/Mr. Valentine  
USH-120A/Ms. Russell  
USH-131A/Ms. White  
USH-100A/Ms. Faubion  
USH-100B/Ms. Fluegel  
USH-304B/SFA/Ms. Bailey  
United Space Alliance/KSC/USK-383/Mr. Nappi  
USK-T21/Ms. Cooper





**SPACE FLIGHT AWARENESS  
HONOREE SELECTION CRITERIA**

Employees must have significantly contributed to the human space flight program to ensure flight safety and mission success. Potential awardees must meet one or more of the following criteria:

- A. Significantly contributed beyond his or her normal work requirements to the development and implementation of human spaceflight programs while ensuring quality and safety.
- B. Performing a single specific achievement which contributed towards attaining a particular program goal.
- C. Contributed to one or more major cost saving/cost avoidance.
- D. Has been instrumental in developing hardware, software, materials, process or operational improvements that increase reliability, efficiency, or performance.

THE SFA HONOREE AWARD IS NOT INTENDED FOR SUPERVISORS AND MANAGERS AT THE BRANCH CHIEF LEVEL AND ABOVE OR EQUIVALENT LEVELS WITHIN INDUSTRY. THIS AWARD MAY NOT BE PRESENTED TO AN HONOREE BUT ONCE.