

U.S. Army Materiel Command
Biographical Data Sheet for
DA Civilian Honorary Awards

1- Full Name/Grade: _____ / - -

2- Position Title:

3- Section/Organization/Address:

4- Award Type:

5- Reason for Award:

6- If Retiring, Effective Date of Retirement: _____ VERA/VSIP: (Yes or No):

7- Period of Award: _____ to _____

8- Proposed Presentation Date:

9- Service Computation Date: _____ (Civilian Service ONLY)

10- Total Years of Service: _____ years (Civilian Service ONLY)

11- Length of Service with IMCOM/AMC: _____ years

12- Does not apply to Civilian awards

13 Previous Civilian Awards/Date:

a-

b-

c-

14- Immediate Supervisor:

15- Does not apply to IMCOM

16- Submit the completed Civilian Award packet to the servicing IMCOM Directorate with the following:

Justification Proposed Citation Biographical Data Sheet DA 1256

17- HQ IMCOM Required Submission Date: _____ AMC Required Submission Date: _____