



DEPARTMENT OF THE ARMY  
U.S. ARMY MILITARY DISTRICT OF WASHINGTON  
102 3RD AVENUE, BLDG 39, SUITE 2  
FORT LESLEY J. MCNAIR, DC 20319-5031

ANCM-CSM

05 DEC 2021

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Memorandum of Instruction (MOI) for the FY22 1st Quarter Sergeant Audie Murphy Award and Dr. Mary E. Walker Certification Selection Board

1. Reference Regulation, MDW SAMA Regulation 600-80-1 (Sergeant Audie Murphy Award), dated 10 January 2017.

The Sergeant Audie Murphy Award (SAMA) Selection Board and Dr. Mary E. Walker Certification Selection Board is slated to convene on **16 December 2021** beginning at 0930 hours. The board will be held at MDW Headquarters, 102 3rd Avenue SW BLDG# 39, Class Room 22. The pre-board ACFT will be held on Fort McNair and will begin at 0600.

2. Subsequent Selection Boards will convene on 17 March 2022, 16 June 2022 and 15 September 2022. **We are in need of CSMs and SGMs to sit on future panels. If you are able to participate in any of the future boards please inform SFC Kevin Simpson, club president.**

3. The SAMA Selection Board is open to all NCOs (CPL through MSG/1SG). Battalion CSMs are directed to ensure widest dissemination of this MOI to ensure maximum participation. Battalion CSMs are responsible for screening all SAMA candidates to ensure SAMA packets are complete. Brigade or Installation CSMs will ensure all requirements for Phases 1-3 are met IAW MDW Regulation 600-80-1 prior to sending the candidate to the final selection board.

4. To be eligible to appear before the SAMA selection board:

- a. The candidate must meet all Army Retention Standards.
- b. The candidate must not have received any Article-15s within two years.
- c. Candidates who do not have direct supervision of Soldiers may submit proof of active participation in external leadership role.
- d. Candidates must be medically deployable or declared fit for duty by a Medical Evaluation Board (MEB).
- e. Candidates must have attended at least two MDW SAMC meetings and two MDW SAMC volunteer events within 120 days of the final selection board.

5. The SAMA selection process consists of four phases:

- a. Phase 1 – Senior NCO Evaluation/Nomination: This recommendation will be presented to the board in the form of a written recommendation highlighting the following (Enclosure 3):

(1) Describe leadership achievements and NCO performance that merits special recognition.

(2) How has the NCO contributed to the development of a professional, inclusive NCO Corps and a combat-ready Army, particularly in terms of SHARP and suicide prevention?

(3) How has the NCO exemplified leadership characterized by personal concern for the needs, training, development, and welfare of Soldiers and concern for families of Soldiers?

(4) Include information outlined in Phase 2 performance test. ACFT, weapons qualification date and the unit averages will be included.

b. Phase 2 – Performance Test: Information will be included in Phase 1 memo.

c. Phase 3 – Initial Selection Boards: Two selection boards will be conducted under the direction and oversight of the installation's CSM or delegated representative. The second selection board must be conducted as a brigade/installation (O-6/Colonel) level board. Boards shall be comprised of voting members senior to the candidate. Candidates selected will continue the selection process by appearing before the final selection board.

d. Phase 4 – Final Selection Board: The SAMA final selection board shall be comprised of the MDW CSM or a designated alternate as Board President, at least four additional CSMs or SGMs from subordinate commands and a recorder without vote. The final selection board will consist of four parts:

(1) Army Combat Fitness Test (ACFT) – The ACFT will be administered the morning of the final selection board by the MDW SAMC from 0600 – 0730 on Ft. McNair. Candidates will report to MDW Headquarters, 102 3rd Avenue SW BLDG #39. They must achieve a minimum of 70 points in each event and be in compliance with AR 600-9 to continue on to the final selection board.

(2) Written Test – The written test will be administered from 0730-0830 the morning of the final selection board by the MDW SAMC President at Fort McNair. Candidates must score at least 80 points on the test to continue on to the final selection board. The following topics will be on the written test:

- Mission Command (ADP 6-0)
- The Army and the Army Profession (ADP 1)
- First Aid (TC 4-02.1)
- Unified Land Operations (ADP 3-0)

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- Wear and Appearance of Army Uniforms and Insignia (AR 670-1 and US Army G1 Uniform Web Link)
- Salutes, Honors, and Visits of Courtesy (AR 600-25)
- The Army Body Composition Program (AR 600-9)
- Army Programs
- Career and Life of Audie Leon Murphy

(3) Board Appearance – The following subjects will be covered by the board members in their specific group:

**CSM Velez, F.**  
**CSM, HQs MDW**  
**Board President**

Leader's Notebook  
Creed of the Noncommissioned Officer  
SAMC Bio, Lineage and Club History

**CSM Garrett**  
**JBAB**  
**Board Member**

Army Physical Readiness Training (FM 7-22)  
Training Units and Developing Leaders (ADP 7-0)  
Personnel Recovery (AR 525-28)  
Mission Command (ADP 6-0)

**CSM Majeski**  
**JBM-HH**  
**Board Member**

Army Leadership (FM 6-22, ADP/ADRP 6-22)  
NCO Evaluation Reporting System (AR/DA PAM 623-3) NCO  
Professional Development Guide (DA Pam 600-25)  
NCO Guide (TC 7-22.7)

**SGM Bethea**  
**TOG**  
**Board Member**

The Army and the Army Profession (ADP 1)  
SHARP (AR 600-20 / DoD Dir 6495.01 / DoDI 6495.02)  
The Operations Process (ADP 5-0)  
The Counseling Process (ATP 6-22.1 AR/ DA PAM 623-3)

**SGM Ticknor**  
**TUSAB**  
**Board Member**

Total Army Sponsorship Program (AR 600-8-8)  
Army Retention Program (AR 601-280)  
Army Training and Leader Development (AR 350-1)

6. Board members will ask scenario-driven questions to determine if the candidate has reached a level of knowledge to warrant selection by the MDW SAMA

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board. All board members will score in the area of reporting, uniform wear and appearance, oral expression and military bearing. Candidates will only be selected by receiving a unanimous vote by the board. If the selection is not unanimous, the board members will conduct a revote. If the revote is not unanimous, the candidate will not be awarded the MDW SAMA. Board members that are unavailable to serve on the board must get prior approval from the MDW CSM IAW MDW REG 600-80-1, 4-4, C.

7. The uniform for candidates and sponsors is the Army Green Service Uniform (AGSU) or the Army Service Uniform (ASU) with all authorized awards and decorations. Board members will be in the Operation Camouflage Pattern (OCP). Sponsors must be the candidate's First Sergeant or equivalent. Sponsors are responsible for bringing their SAMA candidate's leader book and counselling packets with them to the board proceedings.

8. Candidate packets will consist of the following documents in the order listed.

- a. Packet Checklist
- b. Memorandum from current SAMC member stating packet is complete and error free
- c. Biography (see enclosed sample biography for suggested format)
- d. Nomination Letters
- e. DA Form 705 (Army Physical Fitness Test Scorecard) dated within 90 days of final selection board
- f. DA Form 3349 (Physical Profile) if applicable
- g. DA Form 5500-R (Male) or DA Form 5501-R (Female), Body Fat Content Worksheet (if applicable)
- h. Enlisted Record Brief (ERB)
- i. DA Form 3595-R (Record Fire Scorecard)
- j. Copies of up to three most recent NCOERs, awards, badges, degree completion certificates, schools
- k. DD Form 2266 (Hometown News Release Information)
- l. One-page essays based on topics chosen by the Board President

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9. Ensure that all Dr. Mary E. Walker nomination packets include the sponsor's full name, rank, and assigned unit. The memorandum for nomination must be signed by the Brigade Command Sergeant Major.

10. The point of contact for this memorandum is SFC Kevin Simpson, MDW SAMC President, at (213) 268-1739, or email [kevin.m.simpson22.mil@army.mil](mailto:kevin.m.simpson22.mil@army.mil).

4 Encls:

1. Audie Murphy Bio
2. Performance Test Memorandum
3. Nomination Memorandum
4. Biography

///ORIGINAL SIGNED///

FRANKLIN VELEZ

CSM, USA

Command Sergeant Major

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SAMC PRESIDENT

SAMC/DRMEW CANDIDATE

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## ENCLOSURE 1

### **The Biography of Sergeant Audie Murphy (MUST KNOW *VERBATIM*)**

Audie Leon Murphy was a legend in his own time; a war hero, movie actor, writer of country and western songs, and poet. His biography reads more like fiction than fact. He lived only 46 years, but he made a lasting imprint on American history.

Audie was born on a sharecropper farm in northern Texas on June 20, 1924. As a boy, he chopped cotton for 1 dollar a day and was noted for his feats of daring do and his accuracy with a gun. He had only 5 years of schooling and was orphaned at age 16.

After being refused enlistment during World War II, in both the Marines and Paratroopers, for being too small (5'5") and underweight (110 lbs), he enlisted in the U.S. Army a few days after his 18th birthday. After basic training at Camp Wolters, Texas, and advanced training at Fort George G. Meade, Maryland, Audie was sent overseas. He was assigned to the famous 15th Infantry Regiment, 3d Infantry Division, where he fought in North Africa, Sicily, Italy, France, and Germany. He earned a battlefield commission for his courage and leadership ability as well as citations and decorations including every medal for valor that America gives. He was also awarded three French and one Belgian medals. Lieutenant Audie Murphy was the highest decorated Soldier in American history.

Discharged from the Army on September 21, 1945, Audie went to Hollywood at the invitation of movie star James Cagney. He remained in California for the rest of his life and was closely associated with the movie industry as both an actor and a producer. He acted in 44 films, starring in 39 of them. His best known film was "To Hell and Back, adopted from the bestselling book of his war experiences by the same name. Most of his movies were westerns. In 1955, Audie Murphy was voted the Most Popular Western Actor in America by the Motion Picture Exhibitors. Audie wrote the lyrics to 16 country and western songs, the most popular of which was "Shutters and Boards," written with Scott Turner in 1962. Over 30 pop singers, including Jerry Wallace, Dean Martin, and Porter Waggoner recorded the song. He was an accomplished poet; unfortunately, only a few of his poems have survived.

In 1950, Audie joined the 36th Infantry Division ("T-Patchers") of the Texas National Guard and served with it until 1966. He was a Mason and a Shriner and belonged to several veterans' organizations. Audie Murphy was killed in a plane crash on a mountaintop near Roanoke, Virginia, on May 28, 1971. Fittingly, his body was recovered 2 days later on Memorial Day. Audie could very well be the last American war hero. He was the greatest combat soldier in the 200-year plus history of the United States.

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**ENCLOSURE 2**

UNIT LETTERHEAD

OFFICE SYMBOL

Date

MEMORANDUM FOR Sergeant Audie Murphy Award (SAMA) Selection Board

SUBJECT: SAMA Performance Test

1. The following performance test results are submitted for \_\_\_\_\_, a SAMA candidate:

NAME \_\_\_\_\_ SSN \_\_\_\_\_ UNIT \_\_\_\_\_ DOR \_\_\_\_\_

DOB \_\_\_\_\_ ETS \_\_\_\_\_ PMOS \_\_\_\_\_ NCOES \_\_\_\_\_

NUMBER OF SOLDIERS SUPV \_\_\_\_\_

NAME ADDRESS NEXT OF KIN \_\_\_\_\_

AWARDS AND DECORATIONS \_\_\_\_\_

PERFORMANCE ACHIEVEMENTS: \_\_\_\_\_

APFT \_\_\_\_\_ WEAPON QUAL \_\_\_\_\_

SUBORDINATE PERFORMANCE ACHIEVEMENTS: \_\_\_\_\_

APFT \_\_\_\_\_ WEAPON QUAL \_\_\_\_\_

2. The following information concerning discipline of subordinates is provided:

AWOL \_\_\_\_\_ UCMJ \_\_\_\_\_ DWI \_\_\_\_\_

3. The following additional comments are provided

4. The POC for this memorandum is \_\_\_\_\_ at \_\_\_\_\_ or \_\_\_\_\_.

First Sergeant  
Signature Block

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**ENCLOSURE 3**

UNIT LETTERHEAD

OFFICE SYMBOL

Date

MEMORANDUM FOR Sergeant Audie Murphy Award (SAMA) Selection Board

SUBJECT: Sergeant Audie Murphy Award Nomination/Evaluation

1. I recommend \_\_\_\_\_ be considered for membership and induction.

NAME \_\_\_\_\_ SSN \_\_\_\_\_ RANK \_\_\_\_\_

UNIT \_\_\_\_\_ DUTY PHONE \_\_\_\_\_

PMOS \_\_\_\_\_ SMOS \_\_\_\_\_

DUTY POSN \_\_\_\_\_ DATE ASSIGNED \_\_\_\_\_

BASD \_\_\_\_\_ ETS \_\_\_\_\_ NUMBER SOLDIERS SUPV \_\_\_\_\_

CIV EDUC \_\_\_\_\_ MIL EDUC \_\_\_\_\_

2. The POC for this memorandum is \_\_\_\_\_ at \_\_\_\_\_ or \_\_\_\_\_.

Command Sergeant Major  
Signature Block

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## ENCLOSURE 4

Biography Example

SSG John Doe  
SERGEANT AUDIE MURPHY AWARD SELECTION BOARD  
2nd QUARTER FISCAL YEAR 2016

Staff Sergeant John Doe was born 15 January 1983 in Dunkirk, New York. He graduated from Cassadaga Valley High School in May 2001.

He entered the United States Army on 21 August 2001, and completed Basic and Advanced Individual Training at Fort Leonard Wood, Missouri where he was trained for the MOS 95B, Military Policeman.

Staff Sergeant Doe's previous assignments were with the 188<sup>th</sup> Military Police Company, Deagu, S. Korea. While assigned to the 188<sup>th</sup> Military Police Company he was assigned as a driver, gunner and a team leader. In February 2003, he was assigned to the 551<sup>st</sup> Military Police Company (Air Assault), Fort Campbell, Kentucky. While assigned to the 551<sup>st</sup> Military Police Company (Air Assault) he deployed both in April 2003 in support of Operation Iraqi Freedom as a driver and March 2004 in support of Operation Enduring Freedom and Combined Joint Task Force 76 as a team leader. In August 2005 he was sent overseas and assigned to the 94<sup>th</sup> Military Police Battalion, Yongsan, S. Korea S-3 section as the Mobility Maneuver and Support Officer. He performed Battle NCO duties for the battalion during the United States Forces Korea RSOI and UFL combined forces war fighting exercises and five company EXCEVELs and CLFXs. His duties also included the Schools NCO, Land and Ammo NCO for the Battalion. In July 2006 he was selected by the USFK CSM for the USFK commander's Physical Security Detail and was assigned to the 14<sup>th</sup> Military Police Detachment. His duties included operations for PSD, ensuring the health and welfare of the USFK commander, his family, and numerous VIP's and foreign dignitaries that visited Korea. He was assigned as a Squad Leader and is currently deployed in support of Operation Iraqi Freedom 08-09. His duties include the health and welfare of 14 Paratroopers and conducting PTT in the Al Ashshar District of Basrah, Iraq.

His military education includes Basic Training, Advanced Individual Training, Airborne Training, PLDC, Protective Service Training, Critic Incident Peer Support, Combat Life Saver, BNCO and 677 credit hours of correspondence courses.

His civilian education includes a High School Diploma, 21 semester hours of college credits, and the Home Land Security Anti-Terrorism Level Two Course.

His military awards and decorations include the Combat Action Badge, Parachutist Badge, Driver Badge, Valorous Unit Award, Army Commendation Medal (two oak leaf clusters), Army Achievement Medal (three oak leaf clusters), and the Army Good Conduct Medal (two knots).

Staff Sergeant Doe was married August 2007 to his wife Jane. On 30 May 2008 his wife gave birth to a baby girl Janet which is the family's only child.

His short term goals include being selected for Sergeant First Class and being inducted to the prestigious Sergeant Audie Murphy Club. His long term goals are to be promoted to the rank of Command Sergeant Major and to continue his education towards an Associate's and a Bachelor's degree.