



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
UNITED STATES ARMY FIRES CENTER OF EXCELLENCE AND FORT SILL
455 MCNAIR AVE, SUITE 100
FORT SILL, OKLAHOMA 73503-9035

ATZR-CP

23 February 2018

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Memorandum of Instruction for the 3rd Quarter, Fiscal Year 2018, Fort Sill Sergeant Audie Murphy Club Selection Board

1. References. US Army Forces Command (FORSCOM) Sergeant Audie Murphy Association (SAMA) Regulation 600-80-1, Sergeant Audie Murphy Award, dated 2 April 2015.
2. Purpose. Provide implementation instructions for the administration of the Fort Sill Sergeant Audie Murphy Award (SAMA) selection board.
3. General. Fort Sill will hold the US Army Fires Center of Excellence and Fort Sill, 2nd Quarter (QTR), Fiscal Year 2018, Sergeant Audie Murphy Award Board on **17 - 18 May 2018**. The Performance Test starts at Hellcat Field located east of Building 6120 Corral Road NLT 0545 hrs. The Board will be conducted in the Regimental Conference Room (RCR) on the 3rd floor, 455 McNair Hall Avenue (McNair Hall). This is not a competition but an individual effort. Do not discuss or work with any other candidate during the selection board.
4. Eligibility. All Active Army, US Army Reserve (USAR) and Army National Guard (ARNG) Soldiers in the ranks of Corporal through Master Sergeant/First Sergeant, based on FORSCOM installations or attached to FORSCOM units, are eligible for the SAMA. ARNG Soldiers who are not in Title 10 status or assigned to a FORSCOM unit may compete for the FORSCOM SAMA while in Title 32 status upon approval of an exception to policy (ETP). The ETP must be submitted to CSM, US Army FORSCOM through the FORSCOM G-1, SGM. The ETP must be favorably endorsed by the State ARNG CSM. The ARNG SAMA board packet submitted to the FORSCOM CSM for award approval must contain evidence of compliance with all four phases of the SAMA selection process. Service members of other armed services may compete for the FORSCOM SAMA if they are assigned or attached to a FORSCOM unit in a joint coalition status. Specifically, candidates must meet the following requirements:
 - a. **The NCO must meet all Army Retention Standards.**
 - b. **The nominee has not received any Article 15's within two years.**
 - c. **Nominees who do not have direct supervision of Soldiers may submit proof of active participation in external leadership roles.**

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d. Candidates must have attained at least 270 points without permanent profile or 170 points with a permanent profile on their latest Army Physical Fitness Test.

5. Selection Process.

a. The selection process for the SAMA will be executed in six (6) phases:

(1) Phase I - Senior NCO's Evaluation/Nomination. Senior NCOs who recommend NCOs for the award of SAMA will screen and evaluate candidates prior to appearance before an initial selection board. This recommendation will be presented to the board in the form of a written recommendation highlighting the following (Encl 1).

(a) Describe the NCOs leadership achievements and performance that merits special recognition.

(b) How has the NCO contributed to the development of a professional NCO Corps and a combat ready Army?

(c) 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?

(2) Phase II - Initial Selection Board. An initial selection board will be conducted at Battalion level under the direction of the unit's senior NCO.

(3) Phase III - Intermediate Selection Board. A selection board will be conducted at the Brigade level under the direction of the unit's senior NCO. The board shall be comprised of voting members senior to the nominee. Nominees selected will continue by appearing before the final selection board.

(4) Phase IV – Performance Test. **17 May 2018 / 0545 hrs.** The SAMA performance test will start at the Hell Cat Field NLT than 0545 hrs. The location is shown in Enclosure 6. All candidates are responsible for identifying the test area prior to test day. Candidates will bring the SAMA Evaluation Grade Sheets worksheet with them the morning of. Each candidate will go through series of tasks to include; APFT (270 or above without permanent profile, or 170, or above with permanent profile), height and weight will be conducted immediately following the APFT inside Building 5970. All candidates are responsible for identifying the testing locations prior to test day. The subject for the Written Test will be selected from the final board subject areas. Candidates will have an hour to complete the written exam and have to score a minimum of 80%; less than 80% will result in disqualification and the candidate will not continue on to the Essay Topic and Knowledge Board. Essay Topic will be issued 48 hours prior to the Performance Test. Candidates will have two hours to complete the written essay portion. At the end of the two hours, essays will be collected and graded IAW the rubric in Enclosure 7.

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****NOTE: candidate can return for consideration at future SAMA Boards****

(5) Phase V - Final Selection Board. **1000 hrs, 18 May 2018**. Selection board will take place in the Regimental Conference Room (RCR), 455 McNair Avenue (McNair Hall). Nominees must report with their sponsor no later than NLT 0930 hrs. The SAMA final selection board will be comprised of the CSM, USAFCOEFS, as the President and three or more Command Sergeants Major or Sergeants Major appointed by the president, and a recorder without vote. Nominees are required to have a unit sponsor, senior to them in grade/position and a member of the SAMA, present at the selection board. Nominees require a unanimous vote from the board members to be recommended for induction. The board president will verbally counsel candidates not selected for induction. The candidates selected for induction will be introduced to the local SAMA chapter and presented appropriate awards.

(a) Candidate Nomination packets: Nomination Packets for the Phase V Final Selection Board will be prepared IAW Enclosure 2 and emailed to SSG Compton, James at james.a.compton.mil@mail.mil **NLT 1600 hrs. on 14 May 2018, LATE PACKETS WILL NOT BE ACCEPTED**. Candidates will hand carry their leaders book to the board.

(b) Uniform. Nominees will wear the Army Service Uniform (ASU) (Female with slacks only), with all awards and decorations. Sponsors will wear the Army Service Uniform (ASU) (Female with slacks only), with all awards and decorations. Board members will wear the Army Combat Uniform (ACU).

(6) Phase VI - Induction Ceremony. The SAMA induction ceremony, scheduled by the SAMA president, and distributed by G3. In the event that the proper documents are not received from the individual MACOMs, the induction portion may be rescheduled. Uniform for inductees is ASUs for all events, spouses, or guests are duty/business casual.

CSM Fagan, Carl	Board President	Without Vote
CSM 43th FA BDE	Board Member	APFT/ Physical Fitness (FM 7-22), Army Body Composition Program (AR 600-9), Uniforms and Awards (AR 670-1/AR 600-8-22), First Aid (FM 4-25.11), Profession Of Arms (http://cape.army.mil)
CSM 428 th FA BDE	Board Member	Army Leadership (ADP/ADRP 6-22), Training Units and Developing Leaders (ADP/ADRP 7-0), Weapons (FM 3-22.9), Land Navigation (FM 3-25.26)

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CSM 75 th FA BDE	Board Member	Knowledge of Family & Soldier Support Agencies, NCOPDS Requirements and Procedures, Unified Land Operation (ADP/ADRP 3-0), CBRN (FMs 3-11, 3-11.3 CHG 1, 3-11.4 CHG 1, 3-11.5)
CSM 30 th ADA BDE	Board Member	History of the NCO Creed (FM 7-22.7), Soldier's Creed –Warrior Ethos (FM 6-22), Drill and Ceremony (TC 3-21.5), PMCS (AR 750-1), The Army (ADP/ADRP 1)
CSM Zappala, Jon Paul SAMA Representative	Board Member	Knowledge of Audie Murphy, 3rd Infantry Division History, Dog Faced Soldier Song, Preparing Defensive Fighting Positions, US Government, Leader's Book (FM 7-22.7)
SSG Compton, James	Recorder	Without Vote

7. The point of contact for this memorandum is CSM Jon Paul Zappala at (580)442-1403 or by email at jonpaul.zappala.mil@mail.mil.

CARL A. FAGAN
CSM, USA
Fires Center of Excellence

Enclosures:

1. Commander's Nomination
2. Evaluation and Performance
3. Nomination Packet Contents
4. Performance Test
5. SAMA Classroom Evaluation Grade Sheet
6. SAMA Weapons Station Grade Sheet (M249)
7. SAMA Weapons Station Grade Sheet (M16A2)
8. Candidate Biography Format
9. Biographical Narrative of Audie L. Murphy
10. CMH Citation for Audie L. Murphy

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DISTRIBUTION:

CSM, Garrison

CMDT, US Army Noncommissioned Officer Academy

CMDT, US Army Field Artillery School

CMDT, US Army Air Defense Artillery School

CSM, 428th Field Artillery Brigade

CSM, 434th Field Artillery Brigade

CSM, 75th Fires Brigade

CSM, 31st Air Defense Artillery Brigade

CSM, 30th Air Defense Artillery Brigade

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(Enclosure 1) Format for Senior NCO's Evaluation/Nomination

Office Symbol

DATE

MEMORANDUM FOR SAMA Selection Board

SUBJECT: Sergeant Audie Murphy Club Nomination/Evaluation and Performance

1. I recommend _____ be considered for membership and induction. The following information is submitted.

a. LAST, FIRST, M.I. NAME:

RANK:

b. PMOS/SMOS:

c. SSN: (Full SSN)

d. UNIT:

e. DUTY POSITION:

f. DATE OF ASSIGNMENT:

g. NUMBER OF SOLDIERS OR STUDENTS (if applicable):

h. TIME AS AN NCO:

i. PAST AND PRESENT NCO DUTY POSITIONS:

j. BASD:

k. ETS:

l. APFT SCORE:

DATE TESTED:

m. WEAPON QUALIFICATION SCORE: MM SS EX DATE TESTED:

n. LAST CTT DATE:

o. CIVILIAN EDUCATION:

p. NCOES COMPLETED:

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q. ALL AWARDS/DECORATIONS:

r. PAST UNFAVORABLE ACTIONS:

SUBORDINATE ACHIEVEMENTS:

APFT:

WEAPON QUAL:

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

AWOL:

UCMJ:

DWI:

3. Describe leadership achievements and NCO performance that merits special recognition.

4. How has the NCO contributed to the development of a professional NCO Corps and a combat ready Army?

5. 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?

6. The following additional comments are provided:

JONATHAN F. DOE

CSM, USA

Battalion Command Sergeant Major

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(Enclosure 2) Nomination Packet Contents

Five Packets will be assembled in a three ring binder, dividers and tabs are optional, and that contains the following information/documents in order.

1. Table of Contents.
2. Recommendation letter from Brigade/Garrison level CSM.
3. Senior NCO's Evaluation/Nomination format.
4. A one page, double-spaced, justified, biographical narrative highlighting the candidate's background and career. **(No title or graphics)**. It will be typed in Times New Roman font size 10. The format at enclosure 3.
5. Complete updated Enlisted Record Brief (ERB); **(within 30 days prior to board)**.
6. DA Form 705 (APFT Card); **(within 30 days prior to board)**.
7. DA Form 5500-R (Male), DA Form 5501-R (Female), Body Fat Content Worksheet (if applicable).
8. DA Form 3595-R, Record Fire Scorecard, or equivalent weapons scorecard (no more than 90 days from the date of each board procedures).

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(Enclosure 3) Candidate's Biography Format

Staff Sergeant John B. Doe was born on 12 May 1954, in Anytown, Yourstate. He graduated from Generic Senior High School in June 1972. He entered the Delayed Entry Program in September then entered Active Duty in December 1982. He attended One Station Unit Training (OSUT) for 13E, Cannon Fire Direction Specialist at Alpha Battery, 4th Training Battalion, Fort Sill, Oklahoma.

SSG Doe is currently assigned to E Battery, 4th Battalion, 99th Field Artillery as the S-2 NCOIC. His previous assignments include C Battery, 2nd Battalion 37th Field Artillery, Headquarters, Fort Sill; B Battery, 2nd Battalion 39th Field Artillery, Larson Barracks, Kitzingen, Germany; Headquarters, B Battery 1st Battalion, 7th Field Artillery (Light), Fort Drum, New York and B Battery, 1st Battalion, 4th Field Artillery, Camp Pelham, Korea. Duty positions have included Advance Party Man, Back-Up Computer System (BUCS) Operator, Senior Fire Direction Specialist, Chief Fire Direction Computer, Tracked Vehicle Driver, Battalion Schools NCOIC, Battalion S-3 Operations Sergeant, Unit Drug and Alcohol Abuse Prevention Coordinator, Service School Instructor (PLDC), and Range Control Shift Supervisor.

His military education includes Basic Soldier Education Program-Math, Primary Leadership Development Course, 13E Basic Noncommissioned Officers Course, and Combat Lifesaver Course. Civilian education includes Central Texas College and is currently enrolled at Great Plains Vo-Tech School for Computer Support Specialist. He is half-way to a Bachelor of Science Degree in Computer Multi-Media Design.

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SSG Doe's awards and decorations include the Army Commendation Medal-6th Award, Army Achievement Medal-5th Award, Good Conduct Medal-5th Award, National Defense Service Medal, Noncommissioned Officer Development Ribbon with numeral "2", Army Service Ribbon, Overseas Service Ribbon with numeral "2", Driver's and Mechanic's Badge for Tracked Vehicles, Air Assault Badge, various military and civilian Letters and Certificates of Achievement, Appreciation and Recommendation and numerous Commander and Command Sergeant Major Coins of Excellence. He has been selected as NCO of the Month-OCT 88 and DEC 94 and NCO of the 4th Quarter FY 88. Sergeant Doe is a member of the Noncommissioned Officer Association, Association of the United States Army, and United States Field Artillery Association.

SSG Doe is currently assigned to E Battery, 4th Battalion, 99th Field Artillery as the S-2 NCOIC. His goal is to complete a Bachelors of Science Degree. In his off-duty time, he participates in Wings of Eagles and Toys-For-Tots. He and his wife, Carolyn, reside in Lawton with their two teenage sons, Huey-17 and Dewey-20.

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(Enclosure 4) Biographical Narrative of Audie L. Murphy

Audie Leon Murphy was a legend in his own time. A war hero, movie actor, writer of country and western songs, and a 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's farm in North Texas on June 20, 1924. As a boy, he chopped cotton for one dollar a day and was noted for his feats of derring-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 of the 3rd Infantry Division where he fought in North Africa, Sicily, Italy, France, and Germany. He earned a battlefields 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 medal. 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, both as 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

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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. The song was recorded by over 30 pop singers, including Jerry Wallace, Dean Martin, and Porter Waggoner. 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 mountain top 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 plus year history of the United States.

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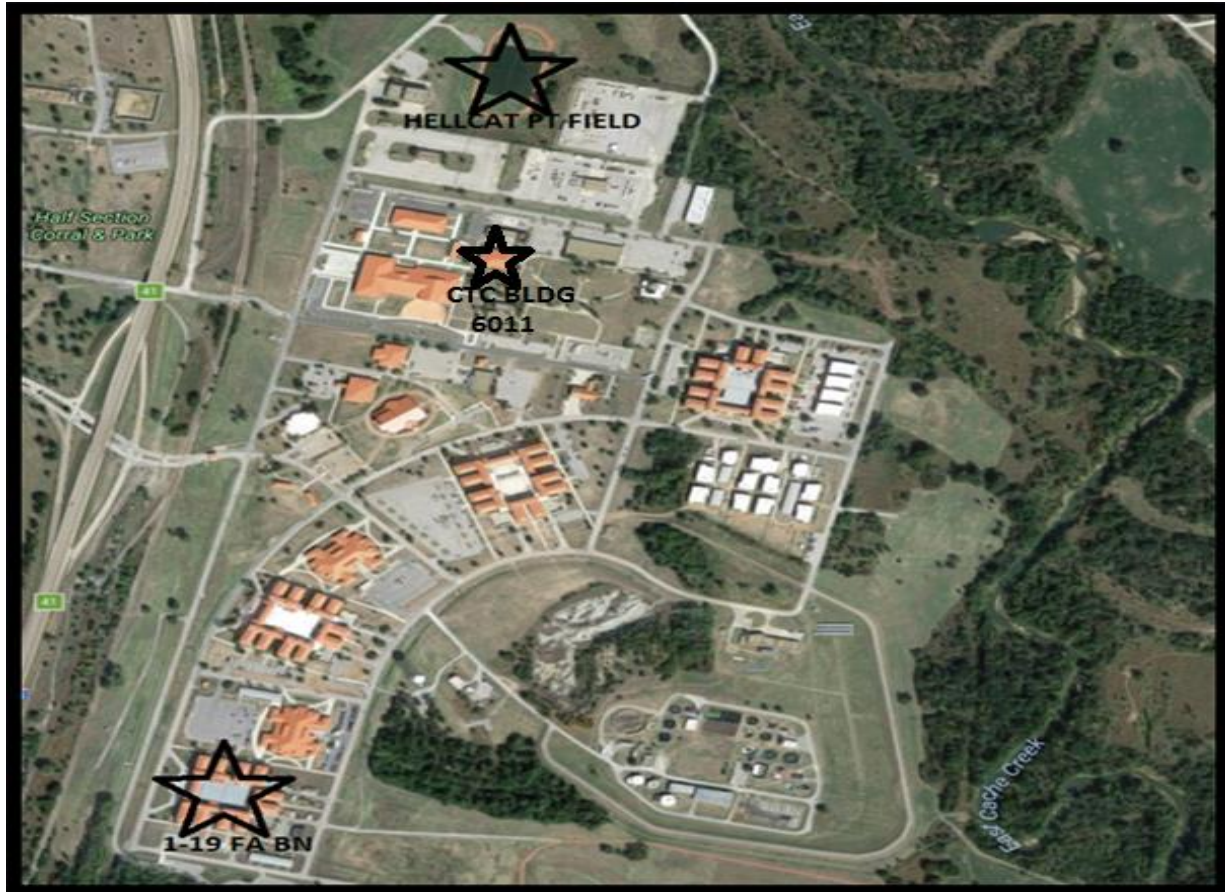
(Enclosure 5) CMH Citation for Audie L. Murphy

2d Lt. Murphy commanded Company B, which was attacked by 6 tanks and waves of infantry. 2d Lt. Murphy ordered his men to withdraw to prepared positions in a woods, while he remained forward at his command post and continued to give fire directions to the artillery by telephone. Behind him, to his right, 1 of our tank destroyers received a direct hit and began to burn. Its crew withdrew to the woods. 2d Lt. Murphy continued to direct artillery fire which killed large numbers of the advancing enemy infantry. With the enemy tanks abreast of his position, 2d Lt. Murphy climbed on the burning tank destroyer, which was in danger of blowing up at any moment, and employed its .50 caliber machine gun against the enemy. He was alone and exposed to German fire from 3 sides, but his deadly fire killed dozens of Germans and caused their infantry attack to waver. The enemy tanks, losing infantry support, began to fall back. For an hour the Germans tried every available weapon to eliminate 2d Lt. Murphy, but he continued to hold his position and wiped out a squad which was trying to creep up unnoticed on his right flank. Germans reached as close as 10 yards, only to be mowed down by his fire. He received a leg wound, but ignored it and continued the single-handed fight until his ammunition was exhausted. He then made his way to his company, refused medical attention, and organized the company in a counterattack which forced the Germans to withdraw. His directing of artillery fire wiped out many of the enemy; he killed or wounded about 50. 2d Lt. Murphy's indomitable courage and his refusal to give an inch of ground saved his company from possible encirclement and destruction, and enabled it to hold the woods which had been the enemy's objective.

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(Enclosure 6) Location of Hell Cat Field



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(Enclosure 7) Essay Grading Rubric

Essay Grading Rubric			
Rating (Circle One)	Superior	Met Standard	Standard Not Met
Main Body Superior Standard Met Standard Not Met	Begins with concise thesis statement that clearly states the idea; Meets length requirement; Essay is focused on theme; Author demonstrates understanding of the subject; Logical progression of idea; Essay meets all requirements required by proctor.	Essay is focused on thesis but contains ideas loosely related to the topic; Thesis statement too vague; Essay lacks logical progression, Most requirements met.	Essay is off topic; Does not meet length requirement; Author does not show an understanding of the subject; Ideas are unrelated to the topic; Parts or all of the essay is plagiarized; Essay is confusing and disorganized.
Style Superior Standard Met Standard Not Met	Essay is formal; Free of slang, contractions, or text speech; Excellent transition between paragraphs; Mature word choice; Good variety of sentence structure; Essay written at the proper academic level; Use of third person perspective.	Essay has semi-formal tone; Good transition between paragraphs; Sentence structure somewhat varied; Essay written at a lower academic level than what is expected; Questionable word choice.	Essay tone is casual; no transition between paragraphs; Simple sentence structure throughout; Inappropriate or offensive tone; Essay contains slang;
Grammar Superior Standard Met Standard Not Met	No run-on sentences; No sentence fragments; Proper tense; No homophone errors; Correct capitalization; No misspelled words; Essay reads easily with no grammatical distractions.	1-2 misspelled words; 1-2 capitalization errors; varying tense; Minor errors that do not distract from essay.	Three or more misspelled words; Multiple capitalization or homophone errors; Enough errors that make the paper difficult to read or follow.
Candidate must receive "Superior" or "Standard Met" in all areas in order to pass the essay.			
Grader:		GO	NO-GO