

CHECKLIST of Application Criteria/Prerequisites for Candidates applying for The Minnesota American Legion's "OUTSTANDING ENLISTED MAN/WOMAN OF THE YEAR" program.

(Items listed below should be considered by Posts and Guard Reserve Units before submitting Candidate's application.)

1. Requirements that should be met by each nominated Candidate:

- a. Be a member of a Reserve or Guard Component. Candidate could be a member of any of the following: Army National Guard, Air National Guard, US Army Reserve, US Naval Reserve, US Marine Corps Reserve, US Coast Guard Reserve, US Air Force Reserve.
- b. Perform Reserve or National Guard functions routinely within the State or adjacent area.
- c. Be assigned to a Reserve or National Guard Unit on pay status.
- d. Must have been assigned to current Unit during the entire period under consideration (at least current and previous year).
- e. Attended annual training/or call to active duty during period under consideration with Unit.
- f. Maintained at least 95% actual attendance at scheduled drills with Unit to which assigned during period under consideration, unless serving on active duty.
- g. No disciplinary record during period under consideration.
- h. Be qualified in both duty and primary military occupation specialty.
- i. Character and efficiency rating of "excellent" during period under consideration.

2. Additional requirements to be considered in making nominations.

- a. Military appearance and courtesy.
- b. Demonstrated leadership ability.
- c. Overall performance of duties, (i.e., judgment and common sense, reliability, initiative, loyalty, enthusiasm, etc.).
- d. Evidence of Recruiting participation.
- e. Evidence of Meritorious promotions.
- f. Citizenship qualities (participation in and devotion to Community Service and activities . . . no police record).

****CHECKLIST** is for reference only. Please **DO NOT INCLUDE** checklist with the completed application. *****DISTRICT CHAIRMAN:** The above items should also be reviewed and checked by you and may be considered in possible ranking of candidates.