



# Nomination for EMCBC Thank You Award

Submit all award nominations to [thankyou@emcbc.doe.gov](mailto:thankyou@emcbc.doe.gov)

The nominee will submit this form to the mailbox above for routing of the remaining signatures and OHR tracking purposes.

1. Nominee (Last, First MI):	2. Organization:
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3. Justification:

As the Nominator, under penalty of perjury, I certify that the nominee: (1) is not in my supervisory chain; (2) does not have a "covered relationship" as defined in 5 C.F.R. 2635.502 with me; (3) does not have interests which are attributable to me pursuant to 18 U.S.C.208; and (4) is not a "relative" of mine, as defined in the nepotism statute, 5 U.S.C. 3110.

4. Nominator (Last, First MI):	5. Nominator's Supervisor/Manager (Last, First MI):
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\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date

6. Nominee's Supervisor (Last, First MI):	7. OHR Staff (Last, First MI):
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\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date

**\*Note – If the award is taxable (i.e. gift card), the award amount is reported to Payroll on a quarterly basis.**

### Privacy Act Statement

5 U.S.C. 4503 and 5 C.F.R. 451.106 authorize solicitation of this information. The information will be used by the agency to determine the employee's eligibility for a nonmonetary award and to approve and record the award. This information may be shared with The Office of Personnel Management for evaluation/audit purposes, the Office of Government Ethics, if requested, and with Federal, State or local law enforcement agencies when they are investigating a violation or potential violation of the civil or criminal law. The furnishing of this information is voluntary; however, failure to provide it will result in disapproval of the award.