



DEPARTMENT OF THE NAVY
NAVAL DENTAL CENTER SOUTHWEST
2310 CRAVEN ST.
SAN DIEGO, CALIFORNIA 92136-5596

Canc frp: 12 Nov 04

NDCSWSNOTE 12451

02

14 November 2003

NAVDENCEN SOUTHWEST NOTICE 12451

From: Commanding Officer, Naval Dental Center Southwest

Subj: COMMAND INCENTIVE TIME-OFF AWARD

Ref: (a) NAVDENCENSWINST 12451.1A

1. Purpose. To promulgate a policy for civilian employees to receive a time-off award that recognizes and rewards their contributions toward attainment of Operational Dental Readiness (ODR) and Dental Health Index (DHI) goals for FY-03.

2. Background. The Bureau of Medicine and Surgery (BUMED) revised dental classification standards during FY-03, resulted in an increased number of Category 3 personnel, while maintaining a goal of 95 percent ODR for all naval personnel. Through efficient use of resources, superb levels of productivity and focused hard work, Naval Dental Center Southwest was one of only two BUMED commands that increased production in pursuit of this goal.

3. Policy. Per reference (a), and in recognition of the superior efforts of all civilian employees, the Commanding Officer grants a twenty-three (23) hour time-off award for all civilian employees. For purposes of this notice, civilian employees are defined as both government service and contract employees.

4. Action

a. Directors will execute subject policy, ensuring awardees know that their efforts are recognized and appreciated.

b. Directors are delegated the authority to grant this time-off award after ensuring the maintenance of essential clinical services and manning.

c. I thank all hands for their OUTSTANDING effort. Well Done!


J. W. KIRBY

Distribution:
List I, Case 1, 2