

**Department of Personnel Administration  
Memorandum**

**TO: Personnel Management Liaisons (PML)**

<b>SUBJECT:</b> Governor's State Employee Medal of Valor Awards Program and Nomination Process for 2008	<b>REFERENCE NUMBER:</b> 2008-015
<b>DATE ISSUED:</b> 05/28/08	<b>SUPERSEDES:</b>

This memorandum should be forwarded to:

**Personnel Officers  
Employee Relations Officers  
Accounting Officers  
Merit Award Administrators**

**FROM:** Department of Personnel Administration  
Benefits Division

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This memo provides information regarding the Governor's State Employee Medal of Valor Awards nomination process for 2008 and criteria for submitting nominations to the Department of Personnel Administration (DPA).

Last year, Governor Arnold Schwarzenegger presented the Governor's State Employee Medal of Valor Award to 31 State employees. In preparation for and to assist departments in nominating candidates for this year's Award(s), DPA has developed the attached [Governor's State Employee Medal of Valor Special Act/Special Service Award Nomination Package](#), which provides information about the program and awards, nominating instructions, and a fill-and-print nomination form DPA 012. Nominations should cover Special Acts/Services performed through June 30, 2008. Completed nominations are due to DPA no later than September 1, 2008.

Since 1959, nearly 400 State employees have received this honorable award. Recipients are employees of the State of California who performed a heroic act above and beyond the call of duty. The award consists of a certificate, citation, medal, and lapel pin. Heroic acts may occur either on or off duty. Additional information, including the nominating form (DPA 012), is also available on DPA's Website at: [www.dpa.ca.gov/benefits/merit/valormain.shtm](http://www.dpa.ca.gov/benefits/merit/valormain.shtm)

Questions regarding the Medal of Valor Awards process should be directed to Marilyn Moran, DPA Statewide Merit Award Administrator at (916) 324-0522 or [marilynmoran@dpa.ca.gov](mailto:marilynmoran@dpa.ca.gov).

/s/Greg Beatty

Greg Beatty  
Chief, Benefits Division

Attachment