

**OPORD 24126 (1AD AND FORT BLISS VOLUNTEER OF THE QUARTER CY24)**

**(U) References:**

- a. (U) AR 360-1 (Army Public Affairs Program), 08 OCT 20.
- b. (U) AR 608-1 (Army Community Service) 19 OCT 17.

**(U) Time Zone Used Throughout the OPORD:** Local.

**(U) Task Organization:** *Not used.*

**1. (U) Situation.** 1st Armored Division and Fort Bliss will recognize outstanding Soldiers, Spouses, and Community Volunteers throughout the Fort Bliss community during a quarterly Volunteer Award Ceremony.

**2. (U) Mission.** 1st Armored Division and Fort Bliss will host a Quarterly Volunteer Awards Ceremony to recognize and thank Soldiers, Family Members, and Community Volunteers for their selfless service and to encourage others to volunteer their time and efforts within the community.

**3. (U) Execution.**

a. (U) Commander's Intent. Ensure that 1AD and Fort Bliss units are aware of the Fort Bliss Quarterly Volunteer Award Ceremony while recognizing the achievements of Soldiers, Spouses, and Community Volunteers and encourage community engagement and participation in volunteer programs.

(1) (U) Purpose. Recognize Fort Bliss volunteers and increase the visibility of volunteerism throughout the community.

(2) (U) Key Tasks.

(a) (U) BDE Commanders and Directors provide quarterly nominations from within their unit as the approving authority. This award is reserved for the Unit, Directorate, and Organizations top Volunteers of the Quarter (VOQ).

(b) (U) Request the 1AD Commanding General (CG) or his/her representative, to present recipients their awards at each quarterly ceremony.

(c) (U) Battalions, Directorates, and Private Organizations are responsible to use Enclosure 01 to submit quarterly VOQ nomination packets to the ACS POC for processing in accordance with the suspense for each quarter.

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(3) (U) End State. Conduct a safe and successful Quarterly Volunteer Awards Ceremony and recognize Soldiers, Spouses and Community Volunteers for their dedication and selfless service.

b. (U) Concept of Operations.

(1) (U) Nominations. Each Brigade submits three (3) nominations and separate Battalions, Directorates, and Private Organization submit one (1) nomination to the ACS POC in accordance with the suspense for each quarter to process certificates for signature from 1AD CG and Division Command Sergeant Major (DCSM). This phase concludes once nominations are provided for each quarter.

(2) (U) VOQ Ceremony. Begins at the start of the VOQ Ceremony at various Fort Bliss locations with the Family Resiliency Center (FRC), Bldg. 250 Club Road reserved as a backup. This phase ends at the conclusion of each ceremony.

c. (U) Scheme of Maneuver. *Not used*.

d. (U) Tasks to Subordinate Units.

(1) (U) All 1AD and Fort Bliss Tenant Units. NLT the third Friday of the first month of each CY quarter, submit nominations for VOQ using *Appendix 1 (1AD and Fort Bliss Volunteer of the Quarter Nomination Form)* to the ACS POC.

(2) (U) 1/1 AD.

(a) (U) NLT the third Friday of the first month of each CY quarter, submit nominations for VOQ using *Appendix 1 (1AD and Fort Bliss Volunteer of the Quarter Nomination Form)* to the ACS POC.

(b) (U) 16 1300-1400 MAY 24, provide an O-6 level Commander to Host and be a Guest Speaker for VOQ ceremony. Provide names two (2) weeks prior to the ceremony to the ACS POC.

(3) (U) 2/1 AD.

(a) (U) NLT the third Friday of the first month of each CY quarter, submit nominations for VOQ using *Appendix 1 (1AD and Fort Bliss Volunteer of the Quarter Nomination Form)* to the ACS POC.

(b) (U) On 11 1300-1400 JUL 24, provide an O-6 level Commander to Host and be a Guest Speaker for VOQ ceremony. Provide names two (2) weeks prior to the ceremony to the ACS POC.

(4) (U) 3/1 AD.

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(a) (U) NLT the third Friday of the first month of each CY quarter, submit nominations for VOQ using *Appendix 1 (1AD and Fort Bliss Volunteer of the Quarter Nomination Form)* to the ACS POC.

(b) (U) On 15 1300-1400 FEB 24, provide a primary and alternate O-6 level Commander to Host and be a Guest Speaker for VOQ ceremony. Provide names two (2) weeks prior to the ceremony to the ACS POC.

(5) (U) 1AD CAB.

(a) (U) NLT the third Friday of the first month of each CY quarter, submit nominations for VOQ using *Appendix 1 (1AD and Fort Bliss Volunteer of the Quarter Nomination Form)* to the ACS POC.

(b) (U) on 14 1300-1400 NOV 24, provide a primary and alternate O-6 level Commander to Host and be a Guest Speaker for VOQ ceremony. Provide names two (2) weeks prior to the ceremony to the ACS POC.

(6) (U) USAG Fort Bliss.

(a) (U) DFMWR.

1. (U) Serve as the primary staff proponent overall responsible for the planning, coordination, and execution of this event.

2. (U) Provide marketing for Volunteer of the Quarter ceremony.

(b) (U) DPTMS. Provide required flags with stands for each ceremony.

(c) (U) GPAO. Work with ACS to publicize the event as determined appropriate by the internal PAO editorial board regarding timeline, coverage, and placement on public affair platforms.

e. (U) Tasks to Staff. *Not used.*

f. (U) Coordinating Instructions.

(1) (U) Using *Appendix 1* for VOQ, each Brigade can recognize up to three (3) of their volunteers each quarter and separate Battalions, Directorates and Private Organizations can recognize up to one (1) of their volunteers each quarter. No minimum hours are required. A judging panel is not required for the VOQ.

(2) (U) Completed nomination packages should be sent to the ACS POC, nominations can be submitted to the Family Resilience Center, Bldg. 250 Club Road.

(3) (U) Timeline.

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DTG	EVENTS	ATTENDEES	LOCATION
19 1600 JAN 24	Q1 Nomination Packets Due	FB Units and Agencies	FRC, Bldg. 250 Club Rd. fortblissvolunteer@yahoo.com
15 1300 FEB 24	Q1 VOQ Ceremony	3/1 AD, Volunteers and Guests	USASMA West Auditorium
19 1600 APR 24	Q2 Nomination Packets Due	FB Units and Agencies	FRC, Bldg. 250 Club Rd. fortblissvolunteer@yahoo.com
16 1300 MAY 24	Q2 VOQ Ceremony	1/1 AD, Volunteers and Guests	USASMA East Auditorium
14 1600 JUN 24	Q3 Nomination Packets Due	FB Units and Agencies	FRC, Bldg. 250 Club Rd. fortblissvolunteer@yahoo.com
11 1300 JUL 24	Q3 VOQ Ceremony	2/1 AD, Volunteers and Guests	USASMA East Auditorium
18 1600 OCT 24	Q4 Nomination Packets Due	FB Units and Agencies	FRC, Bldg. 250 Club Rd. fortblissvolunteer@yahoo.com
14 1300 NOV 24	Q4 VOQ Ceremony	1AD CAB, Volunteers and Guests	USASMA East Auditorium

4. (U) Sustainment. *Not used.*

5. (U) Command and Signal.

a. (U) Command. DFMWR is the primary staff proponent.

b. (U) Signal. Supervisory ACS Specialist, Mr. Manuel Lara at 915-569-5577 or manuel.lara2.civ@army.mil.

**ACKNOWLEDGE:**

ISENHOWER  
MG

**OFFICIAL:**

//ORIGINAL SIGNED//  
GARNER  
G3

**ANNEXES:**

Annex R (Reports)  
Appendix 1 (1AD and Fort Bliss Volunteer of the Quarter Nomination Form)