NASDA Enumerator of the Year Award for Excellence
Ranking Guidelines
for RFO & DCC Awards Committees,
Supervisory Enumerator Advisory Council (SEAC),
And HQ FO

PURPOSE OF AWARD: Recognition will be given for outstanding efforts which resulted in Agency-wide impact in any of the areas of survey quality, response rates, efficiency, enumerator training and development, enhancing respondent relations, and forging relationships within the agricultural community.

RFO & DCC AWARDS COMMITTEE:

- Consists of the Regional Field Office Deputy Director, the NASDA Coordinator, and two Supervisors.

- Evaluate nominations received, and submit up to 4 nominations to HQ FO.

- If information in Questions #3 & #4 are missing from the nomination, RFO staff should supply this information to complete the nomination. (#3: last year-end Performance ratings; #4: surveys worked and assignment load information)

NOMINATION RANKINGS:

- Question #3: Ratings are only stated to establish minimum qualifications of an average of “highly effective” or above. Ratings are NOT to be used to rank one nominee higher than another.

- Question #4: Information regarding numbers and types of surveys worked are to be used to indicate the type and size of enumerator workload. Keep in mind that different areas, states and regions do not have the same opportunity for large assignment loads or numbers of surveys. Percentage of completes and/or number of assignments completed should not be the major factor to consider when ranking.

- Question #6: Specific examples of extraordinary and/or outstanding accomplishment(s) that resulted in a positive impact for the mission of NASDA is the major factor to be used when ranking nominees.