

CHAPTER 44

SUGGESTIONS

44-1. GENERAL.

A suggestion is an idea submitted in writing by one or more eligible persons, civilian or military, intended to:

- a. Accomplish a job better, faster, and/or cheaper.
- b. To simplify or improve operations, tools, methods, procedures, layouts, or organization.
- c. To increase individual or group productivity or manpower utilization.
- d. To conserve materials or property.
- e. To promote health, or improve working conditions.
- f. To reduce the likelihood of severe accidents.
- g. To improve morale.
- h. To eliminate regulatory impediments.

44-2. PROCEDURES.

a. If a verbal suggestion is adopted at the activity level, it must be submitted in writing on a DA Form 1045 (Suggestion Form) before or within 90 days following the date the suggestion is adopted. Managers at all levels are responsible for encouraging participation by personnel.

b. Once a suggestion is submitted to the Manpower and Equipment Documentation Division (MEDD), ACSR, it is reviewed for eligibility and is sent for evaluation to the functional proponent most knowledgeable about the subject. The evaluator determines whether the suggestion should or should not be adopted, why or why not, and if adopted, what benefits will result. If recommended for adoption, a date on which the suggestion will be put into effect must be given. If a suggestion is not adopted, the evaluator must give reasons for rejecting it. When the evaluation is concluded, the evaluator

forwards the suggestion through the Activity Director who authenticates the evaluation prior to its return to MEDD. After review by MEDD, the evaluation is then forwarded to the suggester for information.

c. Suggestions which cannot be evaluated or approved locally will be returned to MEDD with supporting justification. MEDD will then forward the suggestion to Forces Command for coordination with an appropriate functional agency (i.e., MACOM, higher headquarters or a non-DOD agency).

d. A suggester may request reconsideration of a suggestion that has been rejected upon the presentation of a new and/or additional information or documentation of an error of fact which would have a material effect upon the evaluation. Such requests must be submitted to MEDD within 45 days of the final decision not to adopt the suggestion. Requests for reconsideration which merely state disagreement or dissatisfaction with the evaluation will be returned without action.

e. Authority to Grant Awards. The Commander, XVIII Airborne Corps and Fort Bragg has delegated Activity Directors the authority to approve cash awards up to and including \$2,000. The Garrison Commander is delegated approval authority for awards in the amount of \$2,001 to \$5,000 for Garrison activities and the Chief of Staff has approval authority in the same amount for Corps activities. Suggestions, which justify awards in excess of \$5,000, will be forwarded with recommendation and pertinent information to the appropriate major commander for review. Major commands (i.e., FORSCOM) are authorized to grant cash awards up to and including \$10,000. Recommendations for cash awards in excess of \$10,000 will be forwarded to Department of Army.

44-3. FOR ADDITIONAL INFORMATION.

Additional information and/or assistance is available from MEDD, telephone 396-IDEA.