

Requesting Monetary Awards

To request individual or mass monetary awards, please complete the awards information spreadsheet located at:

<http://www.hr.dla.mil/downloads/awards/AwardsTemplate.xls>

Forward completed spreadsheet to:

For DHRC-C serviced employees: DHRC-C Awards@dla.mil

For DHRC-N serviced employees: DHRC-N Awards@dla.mil

Or, you may submit a Request for Personnel Action (RPA) using the Defense Civilian Personnel Data System ([DCPDS](#))